



དངུལ་ཅེས་ལྷན་ཁག །
ROYAL GOVERNMENT OF BHUTAN
MINISTRY OF FINANCE
TASHICHHO DZONG



MoF/HRD-DoS/5(1)/2018/ 1781

9/7/2018

Subject: Notification on Annual Transfer of Finance Employees

Dasho/Sir/Madam(s)

In pursuant to provisions of Chapter 14, BCSR 2018, the Ministry of Finance (MoF) would like to notify all the Ministries, Dzongkhags and Agencies on the annual transfer exercise of the finance personnel.

To facilitate the smooth transfer processes, the MoF has established a coordinated transfer approach whereby everyone is given the preference to choose three places of transfer option for their placement. The transfer due for this year has been earmarked at 5 years and above in the current agency.

Accordingly, the respective Ministries, Dzongkhags and Agencies are requested to note the following guidelines while submitting the transfer option form:

1. The placement options should be the names of the places (Dzongkhags) and not the specific agencies.
2. The transfer option form should have all three different places indicated along with the spouse details.
3. The agency shall not submit any retention request for those employees who have served the current agency for 6 years or more.
4. The MoF does not guarantee that all placement/transfer proposals shall be approved. The transfer placement shall be facilitated based on availability of post, marital ground, last agency served, and competency required for the agency. In the event of non-availability of the vacant post in the proposed options, the MoF in consultation with agency shall make placement in other vacant agencies or retain in the same agency for a year
5. Once the dully filled transfer form is submitted, it is considered that agency has no objection in transferring the employee.

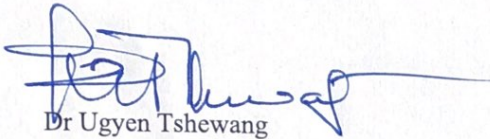


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6. The late submission/ incomplete information in the transfer option form will be considered invalid and the placement will be decided by the MoF.
7. The MoF will not entertain any transfer changes after issuance of the transfer order.
8. Respective agencies are kindly requested to submit the transfer proposals of those employees who are due for transfer but missed out in tentative due list.

Therefore, respective Ministries, Dzongkhags and Agencies are requested to submit the transfer proposals recommended by the respective HRCs latest by **September 30, 2018** to HRD, MoF or email at niduptshering@mof.gov.bt or tnamjay@mof.gov.bt. A copy of the tentative transfer due list and the transfer option form is attached.


Dr Ugyen Tshewang
Chief HR Officer

Copy:

1. All the head of the Ministries, Dzongkhags and other Agencies
2. Director, RCSC, Thimphu
3. Director, DPA, MoF, Thimphu
4. Director, DoS, MoF, Thimphu
5. Chief Finance Officers/Finance Officers of the Ministries, Dzongkhags and other Agencies
6. Chief HR Officers/HR Officers of the Ministries, Dzongkhags and other Agencies
7. Office copy/master copy

TRANSFER OPTION FORM FOR FINANCE EMPLOYEES 2018, MINISTRY OF FINANCE					
I. Employee Information (as per the record in CSIS)					
Name	Employee ID	Position Title	Date of Appt	Date of Birth	Current Place of Posting
II. Employment History- Last Two Agency Served (as per the record in CSIS)					
Agency	Post Held	Period		Office Order Number	
		From	To		
III. Placement Options (Indicate only the names of the preferred Dzongkhags not agency)					
Options	Name of the Place (Dzongkhag)				
1					
2					
3					
IV. Spouse Details					
Name	Occupation		Current Place of Posting		

Note: Attach a copy of marriage certificate if the transfer proposal is on the marital ground
In the event of agency without Finance Officer, the signatory part for the Finance Officer can be left blank

Signature of the Employee

Name, Signature and Seal of Accounts Officer

Name, Signature and Seal of HR Officer/Admin Officer

Name, Signature and Seal of Head of the Agency

**Tentative Transfer Due List for Annual Transfer With Effect From 1 January 2019,
Ministry of Finance**

Sl	Name	Ptitle	Position Level	Employee ID	Working Agency	Last Posting
1	Tenzin Dorji	AA III	SS4 A	8901023	FD, MOAF	02/01/2012
2	Dhan Bdr.Biswa	AA V	S2 A	9508016	NBC	02/01/2013
3	Tshering Wangmo	AA IV	S1 A	9604087	NSSC, Simtokha	01/01/2012
4	Phurba Tshering	AA IV	S1 A	201007037	NPBF, Yusipang	07/01/2013
5	Leki Dorji	AA III	SS4 A	9206011	BAFRA	02/01/2013
6	Yangzom	AA IV	S1 A	9704051	BAFRA	04/01/2013
7	Tshewang Dakpa	AA III	SS4 A	8712024	NCAH, Serbithang	07/01/2013
8	Tshewang Rinzin	AA IV	S1 A	200907175	AMC, Paro	08/01/2013
9	Tharpa Lhamo	AA III	SS4 A	200807254	NSC, Paro	01/01/2013
10	Kamal Ram Karki	AA VI	S3 A	8712008	DFO, Samtse	1.2.2013
11	Chencho Pema	AA IV	S1 A	9907180	National Poultry Breeding and Hatchery Centre, Sarpang	02/01/2013
12	Gembo Dorji	AA V	S2 A	20130802288	DFO, Zhemgang	08/01/2013
13	Sonam Zangpo	AA IV	S1 A	200807019	NRDCAN, Bumthang	02/01/2013
14	Tashi Gyeltshen	AAIV	S1 A	200807005	NSBC, Bumthang	02/01/2013
15	Tshewang Dorji	AA III	SS4 A	9410038	UWICE, Bumthang	02/01/2013
16	Karma Wangchuk	AA IV	S1 A	200807252	DFO, Trashigang	02/01/2013
17	Karma Jamtsho	AA III	SS4 A	8102033	RLDC, Kanglung	08/01/2012
18	Karma Loday	AA III	SS4 A	8712049	RMBF, Arong, Sjongkhar	15/2/2010
19	Tharpa Lhamo	AA IV	S1 A	200807254	Drukseed, Paro	02/01/2013

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20	Tashi Tshering	AA III	SS4 A	9807016	FD, MoFA	02/01/2013
21	Tshering Pem	AA IV	S1 A	200807248	FD, MoHCA	08/01/2013
22	Sangay Dhendup	AA IV	S1 A	200807011	AFD, MoHCA	08/01/2013
23	Choni Dorji	AA IV	S1 A	200807277	Gelephu Immigration	02/01/2013
24	Purna Kumar Powdel Chettri	AA IV	S1 A	8901014	National Conservation Laboratory Project, DoC	04/01/2010
25	Cham Thinley	AA I	SS2 A	8511035	FD, MoH	01/01/2014
26	Chandra Mani Panda	AA II	SS3 A	200307139	FD, MoH	02/01/2013
27	Karma Dolma	AA V	S2 A	200607334	JDWNRH	09/09/2011
28	Tara Maya Gurung	AA IV	S1 A	9704036	Gelephu Hospital	05/06/2013
29	Thinley Wangmo	AA V	S2 A	20130802290	Mongar Hospital	08/01/2013
30	Tshering Nidup	AA IV	S1 A	201007231	FD, MoE	07/01/2010
31	Nima Chozom	AA IV	S1 A	2007017	FD, MoEA	02/01/2013
32	Man Maya Gurung	AA IV	S1 A	8806147	FD, MoEA	02/01/2013
33	Dechen Wangmo	AA IV	S1 A	200207004	FD, MoEA	02/01/2012
34	Kezang Wangchuk	AA III	S2 A	200607346	FD, MoWHS	02/01/2012
35	Nanda Kumar Mongar	AA IV	S3 A	9704043	FD, MoWHS	1.2.2013
36	Choney Dema	AA IV	S1 A	200707031	FD, MoWHS	07/01/2007
37	Dechen Zangmo	AA IV	S1 A	200907155	FD, MoWHS	02/01/2013
38	Sangay Dorji	AA III	S2 A	9504024	FRMD, Tashigang	07/09/2012
39	Nado	AA III	SS4 A	9709042	FRMD, Lingmithang	1.10.2012
40	Thinley Namgyel	AA V	S2 A	9604090	FRMD, Tingtingbi	2009

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41	Tshering Dorji	AA III	SS4 A	9907033	FRMD, Lobesa	10/01/2012
42	Tenzin Wangchuk	AA V	S2 A	9404031	FRMD, Tingtingbi	02/01/2012
43	Dhan Bdr Rai	AA IV	S1 A	8712041	FRMD Sarpang	02/10/2012
44	Sonam Lhamo	AA III	SS4 A	200807028	FD, MOIC	02/01/2013
45	Hari Prasad Sinchuri	AA IV	S1 A	9709049	Dept. of Air Transport,Paro, MoIC	03/04/2010
46	Thinley Chedon	AA III	SS4 A	200807255	RSTA, P/Ling	27/2/2013
47	Kinga Thinley	AA IV	S1 A	9907177	FD, MoF	15/05/2006
48	Sonam Mendrel Wangmo	AA IV	S1 A	201007047	FD, MoF	07/01/2010
49	Tashi Chezom	AA V	S2 A	20130802289	FD, MoF	08/01/2013
50	Tsheten Namgay	AA III	SS4 A	200707022	DNP, MoF	08/01/2013
51	Kuenzang Dema	SAO	P3 A	200801133	DPA	07/11/2008
52	Lungten Tshewang	AA IV	S1 A	9304060	DPA	01/01/2000
53	Bhim Raj Yogi	SFO	P3 A	200601030	Chhukha Dzongkhag	06/09/2011
54	Darjay	AA III	SS4 A	200807262	Chhukha Dzongkhag	01/01/2014
55	Paras Muni Adhikari	AA V	S2 A	20130802292	Chhukha Dzongkhag	08/01/2013
56	Samten Wangmo	AA IV	S1 A	201007165	Chhukha Dzongkhag	07/01/2010
57	Nima Lhamo	AA IV	S1 A	20120700716	Chhukha Dzongkhag	15/07/2012
58	Arjun Biswa	AA IV	S1 A	20090711	Chhukha Dzongkhag	07/01/2009
59	Kuenzang Dorji	AA IV	S1 A	20120700702	Dagana Dzongkhag	07/01/2012
60	Karma Choden	AA IV	S1 A	200807280	Dagana Dzongkhag	02/01/2013
61	Tshering Cheki	AA V	S2 A	20130802300	Gasa Dzongkhag	08/01/2013

62	Ugyen Tshewang	AA V	S2 A	20130802305	Gasa Dzongkhag	08/01/2013
63	Leki Wangchuk	AA V	S2 A	20130802304	Gasa Dzongkhag	08/01/2013
64	Ngawang Dorji	AA V	S2 A	20130802303	Lhuentse Dzongkhag	08/01/2013
65	Tshewang Tenzin	AA IV	S1 A	201007188	Mongar Dzongkhag	07/01/2010
66	Passang Dorji	AA V	S2 A	20130802307	Mongar Dzongkhag	08/01/2013
67	Karma Tenzin	AA IV	S1A	200807263	Mongar Dzongkhag	01/07/2008
68	Kinley Penjor	AA V	S2 A	20130802308	Mongar Dzongkhag	08/01/2013
69	Sherub Wangpo	AA III	SS4 A	200607048	Mongar Dzongkhag	30/7/2013
70	Rinzin Wangchuk	DCFO	P2 A	9010031	Paro Dzongkhag	01/01/2014
71	Dupchu	AA IV	S1 A	200907166	Paro Dzongkhag	07/01/2009
72	Bhagi Rath Regmi	AA IV	S1 A	2107075	Paro Dzongkhag	26/11/2012
73	Karma Wangmo	AA IV	S1 A	201007052	Paro Dzongkhag	09/01/2013
74	Gyalmo	AA V	S2 A	200607336	Paro Dzongkhag	07/01/2013
75	Tshering Lham	AA V	S2 A	200607326	Paro Dzongkhag	09/01/2008
76	Kinzang Wangdi	AA III	SS4 A	8712032	Paro Dzongkhag	11/01/2012
77	Tshering Dema	AA IV	S1 A	9704053	Paro Dzongkhag	07/01/2011
78	Yangchen Dema	AA V	S2 A	20130802302	Pemagatshel Dzongkhag	01/08/2013
79	Ngawang Chophel	AA IV	S1 A	201007055	Pemagatshel Dzongkhag	07/01/2010
80	Dechen Dorji	AA IV	S1 A	201007194	Pemagatshel Dzongkhag	07/01/2010
81	Chhimi Dolma	AA V	S2 A	200607337	Punakha Dzongkhag	01/02/2012
82	Suraj Gurung	AA I	SS2 A	9709072	Samtse Dzongkhag	12/01/2013




83	Sonam Choden	AA IV	S1 A	201007207	Samtse Dzongkhag	07/01/2010
84	Lungten Peldon	AA IV	S1 A	201007205	Samtse Dzongkhag	07/01/2010
85	Pema Choki	AA IV	S1 A	20120700718	Samtse Dzongkhag	15/7/2012
86	Karma Tshewang	AA IV	S1 A	201007202	Dorokha Dungkhag	07/01/2010
87	Choki Nima	AA IV	S1 A	200907002	Sjongkhar Dzongkhag	07/01/2009
88	Deki Lhamo	AA IV	S1 A	200907012	Sjongkhar Dzongkhag	03/01/2013
89	Tshering Nedup	AA V	S2 A	200607317	Sjongkhar Dzongkhag	04/01/2013
90	Sonam Dorji	AA V	S2 A	9504021	Sjongkhar Dzongkhag	03/12/2012
91	Tshering Deki	DCFO	P2 A	2001015	Thimphu Dzongkhag	08/04/2013
92	Dechen Pelzom	AA IV	S1 A	8806053	Thimphu Dzongkhag	07/01/2013
93	Dechen Wangmo	AA III	SS4 A	9709046	Thimphu Dzongkhag	08/12/2013
94	Kuenzang Lhamo	AA IV	S1 A	2107093	Thimphu Dzongkhag	08/12/2013
95	Tshering Pelden	AA V	S2 A	9504023	Thimphu Dzongkhag	09/07/2013
96	Dorji Dema	AA III	SS4 A	200807017	Thimphu Dzongkhag	08/01/2013
97	Yangchen Lhamo	AA III	SS4	200807026	Thimphu Dzongkhag	12/02/2013
98	Namgay Dolkar	AA IV	S1 A	200900705	Thimphu Dzongkhag	07/01/2009
99	Karma Dema	AA IV	S1 A	200807273	Thimphu Dzongkhag	27/8/2012
100	Pema Dekar	AFO	P5 A	20140103354	Trashigang Dzongkhag	01/01/2014
101	Dorji	AA III	SS4 A	200807260	Trashigang Dzongkhag	02/01/2013
102	Thinley Wangmo	AA IV	S1 A	201007054	Trashigang Dzongkhag	08/01/2012
103	Karma Choden	AA IV	S1 A	201007215	Trashigang Dzongkhag	07/01/2010

104	Lam Dorji	AA IV	S1 A	201007217	Trashigang Dzongkhag	07/01/2010
105	Jigme Tenzin	Account Asst	SS4	200807250	Trashigang Dzongkhag	08/01/2012
106	Tshering Phuntsho	AA III	SS4 A	200807008	Trashigang Dzongkhag	05/01/2013
107	Samten Lhamo	AA IV	S1 A	200907160	Trashigang Dzongkhag	07/01/2009
108	Jigme Wangchuk	AA IV	S1 A	201107028	Trashiyangtse Dzongkhag	07/01/2011
109	Sonam Wangdi	AA IV	S1 A	20120700698	Trashiyangtse Dzongkhag	15/7/2012
110	Sonam Yangden	AA IV	S1 A	20120700678	Trashiyangtse Dzongkhag	15/7/2012
111	Tshering Dargay	AA III	SS4 A	2008007256	Trashiyangtse Dzongkhag	31/08/2013
112	Tshering Dhendup	AA IV	S1 A	200307157	Trashiyangtse Dzongkhag	07/01/2010
113	Tashi Tshomo	AA IV	S1 A	201007228	Trashiyangtse Dzongkhag	07/01/2010
114	Wangchuk	SFO	P3 A	200701130	Tsirang Dzongkhag	03/01/2013
115	Bidhya Nepal	AA III	SS4 A	9709045	Tsirang Dzongkhag	04/08/2012
116	Nima Tamanag	AA III	SS4 A	2107079	Tsirang Dzongkhag	01/07/2011
117	Tshering Zangmo	AA IV	S1 A	200607342	Tsirang Dzongkhag	01/07/2011
118	Thagi Maya Timsina	AA IV	S1 A	9304058	Tsirang Dzongkhag	07/06/2011
119	Uttar Kumar Gurung	AA IV	S1 A	201007222	Tsirang Dzongkhag	07/01/2010
120	Kinley Choki	AA IV	S1 A	201007224	Tsirang Dzongkhag	07/01/2010
121	Younten Dorji	SFO	P3 A	200901056	Wangdue Dzongkhag	01/01/2014
122	Yeshe Dorji	AA II	SS3 A	2107108	Wangdue Dzongkhag	07/01/2009
123	Moti Maya Allay	AA VI	S3 A	9604095	Wangdue Dzongkhag	01/02/2012
124	Tshering Eden	AA IV	S1 A	201007227	Wangdue Dzongkhag	07/01/2010

125	Nim Gyeltshen	AA V	S2 A	20130802298	Zhemgang Dzongkhag	08/01/2013
126	Tshering Zangmo	AA IV	S1 A	201007230	Zhemgang Dzongkhag	08/01/2013
127	Chewang	AA II	SS3 A	8603001	Zhemgang Dzongkhag	15/02/2012
128	Sanga Gyeltshen	AA V	S2 A	20130802299	Zhemgang Dzongkhag	08/01/2012
129	Kelzang Phuntsho	AA V	S2 A	20130802297	Zhemgang Dzongkhag	08/01/2013
130	Krishna Maya Adhikari	AA III	SS4 A	200407061	AFD, ACC	01/01/2014
131	Thinley Yangchen	AA III	SS4 A	200807024	AFD, RCSC	02/01/2013
132	Lhap Tshering	FO	P4 A	201001037	ECB	02/01/2014
133	Tshewang Penjor	SFO	P3 A	200701142	ECB	01/01/2007
134	Dorji Wangdi	AA V	S2 A	8610010	AFD, GNHC	02/01/2013
135	Sonam Tashi	FO	P4 A	201001041	NCS	02/01/2014
136	Ugyen Zangmo	AA II	SS3 A	8711034	NSB	08/01/2013
137	Til Bdr. Ghalley	SFO	P3 A	200701133	NLC	08/01/2013
138	Sonam Choden	AA III	SS4 A	9807018	NLC	08/01/2012
139	Mani Sherpa	AA IV	S1 A	9509029	Gelephu Thromdey	02/01/2012
140	Mamta Pradhan	AA II	SS3 A	9611002	Pling Thromdey	12/01/2011
141	Krishna Chhetri	AA III	SS4 A	9709054	Pling Thromdey	07/01/2010
142	Udesh Chhetri	Sr. AO	P3 A	9410058	Thimphu Thormdey	02/01/2013
143	Ugyen Dema	AA V	S2 A	20120700709	Thimphu Thormdey	02/01/2014
144	Dorji Dukpa	SAO	P3 A	200601033	Supreme Court	01/07/2007
145	Singye Chojay	AA IV	S1 A	9907035	Supreme Court	08/01/2012

146	Sonam Choeki	AA IV	S1 A	9807020	High Court	31/3/2017
147	Sangay Dorji	AA V	S2 A	20130802291	Dungkhag Court, Gelephu	08/01/2013
148	Gyem	AA IV	S1 A	200607349	District court, Thimphu	11/01/2013
149	Chhime Zangmo	AA IV	S1 A	200406040	Bumthang Court	02/01/2013
150	Kinzang Tshering	AA V	S2 A	200907145	District Court, Thimphu	02/01/2013
151	Jigme Tenzin	AA V	S2 A	20130802296	District Court, Zhemgang	08/01/2013
152	Mani Lhamo	AA V	S2 A	20130802311	District Court, Trashigang	08/01/2013
153	Kinzang Wangchuk	AA III	SS4 A	200507256	RBG HQr Thimphu	07/01/2005
154	Sonam	AA II	SS3 A	2007036	RBG HQr Thimphu	31/8/2004
155	Sangay Chedup	AA IV	S1 A	2107074	RBA HQr Thimphu	01/07/2001
156	Tshewang Dorji	AA IV	S1 A	200207198	RBA HQr Thimphu	01/07/2002
157	Sangay	AA II	SS3 A	200207177	RBA HQr Thimphu	07/01/2002
158	Kinley	AA I	SS2 A	9610079	RBA, Shaba	09/09/2005
159	Wangchuk	AA III	SS4 A	200307144	RBA, Tencholing, Wangdue	01/07/2003
160	Dorji Rinzin	AA II	SS3 A	200307146	RBA, Deothang	01/07/2003
161	Tshering Tempa	AA V	S2 A	200507272	RBA, Damthang	01/07/2005

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