



དཔལ་ལྷན་འབྲུག་གཞུང་།  
རྒྱལ་གཞུང་གི་གཡོག་ལྷན་ཚོགས།  
ROYAL GOVERNMENT OF BHUTAN  
ROYAL CIVIL SERVICE COMMISSION  
*Excellence in Service*



RCSC/HRMD/26/2017/ 4065

April 26, 2017

Chief/Dy. Chief/Sr./Asst. HRO  
All Ministries and Agencies

Dear Sir/Madam,

In line with Section 7.8.1, Chapter 7 of the Bhutan Civil Service Rules and as per the notification sent vide letter no. RCSC/HRMD/1/2015/1220 dated October 27, 2015 pertaining to the single window recruitment, the Royal Civil Service Commission would like to request all the Ministries and Agencies to submit the annual graduate requisition (P&M) and Single Window Recruitment Proposals (S&S) to RCSC as per the format attached. RCSC would like to inform that the aforementioned recruitment proposals should be submitted to RCSC latest by May 31, 2017 and no further requisition after the date shall be entertained.

The Ministries and Agencies are requested to kindly note the following:

1. Requisition should be as per the approved staffing and recruitment plan; and
2. Replacement for civil servants on study leave shall not be provided.

After it has been compiled and reviewed, the concerned agencies shall be notified for the prioritization exercise to finalize the vacancy for January 2018 intake.

With Warm regards,

Yours sincerely,

(Tashi Pem)  
Director