



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



RCSC/HRCS –Circular (10/2020/3491

March 30, 2020

OFFICE ORDER

Following the Press Release from the Hon'ble Prime Minister dated 27th March 2020 and the directives of the Commission vide RCSC/, the RCSC Secretariat will institute 'work from home' to minimize the spread of COVID-19 by reducing people to people contact w.e.f 1st April 2020. Pregnant women, mothers with children under two years and individuals with underlying health conditions will be made to 'work from home' while others will work on split teams of two. The split teams will take weekly turns to work from home.

Please reach out to the following officials for queries related to 'remote working/work from home' for overall civil service.

Sl.No.	Name	e-mail	Phone No.
1	Lhamo (Ms), Chief HR Officer	lhamo@rcsc.gov.bt	17621571
2	Sherub Zangpo, Dy. Chief HR Officer	szangpo@rcsc.gov.bt	17610080

Respective Divisions/Services may be contacted for routine work with the Commission or the following officials to assist and guide you:

Sl.No.	Name	e-mail	Phone No.
1	Tashi Pem, Director	tpem@rcsc.gov.bt	17625990
2	Dorji Choidup, Sr. HR Officer	dchoidup@rcsc.gov.bt	17646982
3	HRO Helpline		77175959

Division Heads are requested to provide necessary support and assign tasks and fix accountability for those working from home as per the Guideline for remote working. All government properties and documents issued for remote working must be properly documented and accounted for once we resume normal schedule.

This is issued until further notice.


 (Tashi Pem)
 Director