



ལྷོ་ཁྱེད་ལྷན་ཁྲིམས་རྒྱུ་དཔྱད་དང་གནམ་གཤིས་རིག་པའི་ལྷན་ཁྲིམས་

**NATIONAL CENTRE FOR HYDROLOGY AND METEOROLOGY  
THIMPHU: BHUTAN**

"Centre of excellence in Hydrology, Meteorology and Cryosphere Science and Services"



NCHM/HRS/4(1)/2026/ 101

1 October 2026

**PROMOTION NOTIFICATION FOR JANUARY 2027**

This is to notify all the eligible employees under the National Centre for Hydrology and Meteorology (NCHM) to submit promotion proposals for January 2027. The employees must fulfill all the promotion eligibility criteria and submit required documents as detailed;

**1. Broadband Promotion**

| Minimum Nos. of Active Service in Current Position |         |          | Documents and Other Requirements                                                                                                                                                                                                                                        |
|----------------------------------------------------|---------|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Position Category                                  | P Level | Duration |                                                                                                                                                                                                                                                                         |
| PMC level                                          | P5-P2   | 4 years  | <i>1. Should have minimum ratings of "Good" in performance and potential for FY 2023-24, 2024-25, 2025-26.<br/>2. Submit valid audit clearance certificate for promotion*<br/>3. Submit valid security clearance certificate*<br/>4. Must have clean service record</i> |
| SSC level                                          | S1-SSS  | 5 years  |                                                                                                                                                                                                                                                                         |
|                                                    | S5-S1   | 4 years  |                                                                                                                                                                                                                                                                         |
| OC level                                           | 04-01   | 4 years  |                                                                                                                                                                                                                                                                         |

**2. Meritorious Promotion**

| Minimum Nos. of Active Service in Current Position |         |          | Documents and Other Requirements                                                                                                                                                                                                                                                                                                                        |
|----------------------------------------------------|---------|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Position Category                                  | P Level | Duration |                                                                                                                                                                                                                                                                                                                                                         |
| Up to P2, SS1 and O1 level                         | 3 years |          | <i>1. Consecutive "Outstanding" ratings in performance and potential for recent 3 years FY 2023-24, 2024-25, 2025-2026, 2023-24, 2024-25, 2025-26.<br/>2. Submit valid audit clearance certificate for promotion*<br/>3. Submit valid security clearance certificate*<br/>4. Must have clean service record<br/>5. Additional justification, if any</i> |



ལྷོ། རྒྱལ་ཡོངས་ཚུ་དབྱེད་དང་གནམ་གཤིས་རིག་པའི་རྩེ་བ།

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**3. Specialist Promotion**

| Minimum Nos. of Active Service in Current Position |                |          | Documents and Other Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------------------|----------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Position Category                                  | P Level        | Duration |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                    | P-P1S & P1-ES3 | 4 years  | 1. Minimum ratings of "Good" and above for performance and potential in recent 2 years for P2-P1 S promotion<br>2. Minimum ratings of "Very Good" and above in performance and potential in recent 2 years for P1 S-ES3 promotion<br>3. Performance ratings of 2 "Outstandings" form the last promotion and "Very Good" and above in potential assessment for ES3-ES1 Promotion<br>4. Submit valid audit clearance certificate for proportion only                                 |
| Spacilist                                          | ES3-ES1        | 6 years  | 5. Submit valid security clearance certificate<br>6. submit a copy of completion certificate for Ethnic and Integrity course<br>7. Submit Terms and Reference (ToF)<br>8. Submit performance Appraisal Plan for next 3 years<br>9. Submit Area of Specialisation (AoS)<br>10. Submit legal undertaking<br>11. Submit post adjustment form<br>12. Copy of publications for P1S-ES1 promotion<br>13. Any other justifications as per criterions specified in Chapter 12 of BCSR 2023 |

The Division may review and submit proposals for meritorious promotion, if any as per Section 10.7.20 of BCSR 2023.

The performance ratings and potential assessment for the recent years shall be recorded from Maxonline system and others available HR records.

Please ensure that the proportion proposals are submitted to HRS within 9 October 2026. A copy of the tentative due list for broadband promotion is attached for further reference.

(Karma Choden)

**Offtg. HR Officer**

Copy to:

1. Director General, NCHM, Thimphu for kind information
2. All the Division Chief's, NCHM, Thimphu for kind information
3. Chief,, HRMD, RCSC, Thimphu for information
4. Official concerned
5. Office copy