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Royal Government of Bhutan

Ministry of Education

Directorate of Services

Human Resource Division



MoE/DoS/HRD/Transfer/2022/1672

18th November 2022

Notification on the Transfer of Principals and Vice Principals

The Ministry of Education during the 355th HRC Meeting held on 6th September 2022 decided to transfer Principals and Vice Principals who have served 9 years or more in the current Dzongkhag/Thromde with the following consideration:

- The Principals who have 1 year or less to superannuate were retained in the same school as per the BCSR 2018.
- The duration of the EoL was deducted from the number of years calculated.
- The study leaves upto 18 months were counted as active service in line with BCSR 2018.
- The duration of Secondment was considered as active.

The modalities of transfer are stated as below:

1. Carry out transfer/placement in the order of merit ranking based on the following parameters:

| Parameters | Weighting |
|--|-------------|
| SPMS for last two years (ALS of Classes VI, X & XII) | 25% |
| Leadership Feedback System Score (Last two years) | 20% |
| Moderation Score for last two years | 20% |
| Instructional Leadership Score | 10% |
| Assessment of the Supervisor | 15% |
| Current Rural Posting | 5% |
| Currently serving in Boarding School | 5% |
| Total | 100% |

2. The qualification for the choice of placement shall be as follows:

A. Higher Secondary Schools

PP-XII/VII-XII/ IX-XII : Candidates with B.Ed. Secondary/ PGCE /PGDE

B. Middle Secondary Schools

PP-X/VII-X : Candidates with B.Ed. Secondary/PGCE/PGDE

EXCEPTION: Principal(s)/Vice Principal(s) with B.Ed. Primary qualifications who are currently serving in MSS & HSS levels can opt to serve in MSS and HSS schools having primary sections.



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C. Lower Secondary Schools

PP-VIII : Candidates with B.Ed. Primary/ B.Ed. Secondary

D. Primary Schools

PP-VI : Candidates with PTC/ZTC/B.Ed. Primary

3. The choice of placement shall be based on merit ranking. However, the candidate must fulfill the qualification criteria set in serial No. 2 and cannot choose the place of posting in the same Dzongkhag/Thromde.
4. Schools having Vice Principals in P1 level can only be opted by a Specialist Head (ES level Principal).
5. Vice Principals in P1 level shall choose the school having Specialist Head.
6. Principals/VPs currently serving in Bhutan Baccalaureate (BB) schools shall choose only BB schools.
7. The transfer of their spouse will be based on the subject requirement for teachers and position requirement for Principals/VPs/Counselors/support staff.
8. The schools currently having less than 100 students are not included on the choice of placement list.
9. The list of schools for the choice of placement/transfer is attached as an **Annexure I** for Principals and **Annexure II** for Vice Principals.
10. The list of Principals and VPs who will be transferred is attached as **Annexure III** for Principals and **Annexure IV** for Vice Principals.
11. The individuals will be contacted by the HRD through phone call for the choice of place/school based on the order of merit from 21-23 November 2022.

For further clarification, kindly contact HRD at 02-326412/02-327703 or email at hrd@moe.gov.bt



HUMAN RESOURCE DIVISION