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Royal Government of Bhutan

Ministry of Education and Skills Development

Human Resource Division



MoESD/HRD/23/2023/62

November 20, 2023

NOTIFICATION ON FINALIZED ANNUAL TRANSFERS

The Ministry of Education and Skills Development is pleased to issue the annual transfer orders for Principals/Teachers and Support staff. We would like to bring to your attention the following important points:

1. Cancellation of Transfer for Non-Submission of Undertaking:

The transfer is being cancelled for those who have not submitted the required undertaking in accordance with the provisions outlined in the initial notification.

2. Resubmission Process for Missed undertaking by the HRD:

For those teachers who have submitted the undertaking but may have been missed by the HRD, we understand that oversights can occur. In such cases, we kindly request you to resubmit the undertaking.

To initiate the resubmission process, please forward the original email containing your undertaking submitted before the deadline (19th November, 2023) to hrd@moe.gov.bt. This will ensure that your documentation receives the necessary attention for HRD approval.

3. Note to 'Relieving' and 'Receiving' Agency

- 3.1. While relieving and receiving the transferred employees, the concerned agency is required to take into account the transfer order dated **November 20, 2023**.
- 3.2. The Receiving Agency (limited to Thimphu Thromde, Thimphu Dzongkhag, and Paro) is responsible for ensuring the submission of the original undertakings to the corresponding HR Office. The HR and Education offices must ensure that employees adhere to the provided undertakings.



HUMAN RESOURCE DIVISION, MOESD