

Minutes of 445th MHRC Meeting

MINISTRY OF INFORMATION AND COMMUNICATIONS

Venue: MoIC Mini Conference Hall

Date: 13th January 2020 (Monday)

Time: 2:30 PM

Human Resource Division

445th Human Resource Committee (HRC) Meeting Ministry of Information and Communications, 6th January 2019

- 1. Adoption of Agenda**
- 2. Ratification of the Minutes of 444th MHRC Meeting**
- 3. Follow up report of the 444th MHRC Meeting**
- 4. Short Term Training**
- 5. Invitations/Offers**
- 6. Submission of requisition for Volunteer under Korean International Cooperation Agency**
- 7. AoB**
 - 7.1 Resignation submitted by Mr. Kezangla, Asst RTO, Gelephu, RSTA w.e.f 1st January 2020**

7.2 Employees submitting resignation without prior approval from their respective Departments

Members present: Secretary (Chair) Director, DoAT, Sonam Phuntsho, Offtg. Director, DITT, Ms.Monira AY Tsewang, Offtg. Director, DoIM, Mr. Ugyen Norbu, Offtg. D.G, RSTA, Chief Planning Officer, PPD, Pema Tshering , Legal Officer and Offtg. Chief HR Officer,

Members absent: Director General, RSTA, Director , DITT and Ms.Karma Geley, Offtg.Chief HR Officer

- HRC members signed the Conflict of Interest form declaring that they do not have any Conflict of Interest.
- Sonam Rabten and Ms. Yeshey Lhazomm, HRO, HRD also attended the MHRC meeting

Agenda 1: Adoption of Agenda

6 (Six) agenda items were tabled for deliberation.

Decision: MHRC adopted the agendas with two additional agendas under Agenda 7: AoB

7.1 Resignation submitted by Mr. Kezangla, Asst RTO, Gelephu, RSTA w.e.f 1st January 2020

7.2 Employees submitting resignation without prior approval from their respective Departments

Agenda 2: Ratification of the Minutes of the 444th MHRC Meeting

The Draft Minutes of 444th MHRC Meeting was circulated to the MHRC members via email on 8th January 2020 with a request for comments to be sent by 10th January 2020

Decision: The minutes of 444th MHRC was Ratified with minor changes.

Agenda 3: Action Taken Report

Sl. No	Agenda: follow up of 444th MHRC	Action taken report	MHRC further directives
3.1	<p>Course:Regional Cooperation Programme- Twenty-Seventh Training Course focus on the subject “ Resource Mobilisation and Financial Management in the Railways</p>	<p><i>RSTA to nominate if the course is relevant. If not RSTA should revert back to HRD for nomination.</i></p> <p><i>As per the decision of MHRC, RSTA has requested the organizer to share the course content for the program. However, RSTA did not get any conclusive reply. Upon repetitive phone calls, RSTA was able to talk to an associate who could not give RSTA a definitive reply but suggested that financial component of the trading is most likely regarding PPP model financing mechanism (and not actual financing/accounting related).</i></p> <p><i>Therefore, with this limited information, RSTA submitted that, it appears no one is actually relevant for this program provided that it is meant for railway managers. However, if at all RSTA has to attend Mr. Tashi Gyeltshen, Asst. Transport Officer, shall stand as RSTA's nomination</i></p>	<p><i>RSTA reported to the MHRC that it is relevant to the railway infrastructure management.</i></p>
3.2	<p>Course: Office Management & Filing System (PA's) Drafting and Corresponding, Basic IT, File Management, Relationship management and PR Institute/Country:Druk Institute Of Management and Technology, Phuentsholing. Source of Funding:</p>	<p><i>DITT had explored for the budget of the training. However, compliance to audit and training relevance was highlighted as it could lead to potential audit issues in the future.</i></p> <p><i>Departments also raised the issue that there</i></p>	<p><i>DITT inquired if drivers could also be included in the program. The MHRC instructed HRD to follow up on the same.</i></p>

	<p>Start date and End Date/Duration: 15th January to 11th February 2020</p> <p>Nominations:</p> <ol style="list-style-type: none"> 1. Kezang Choden (EID: 200804007) PA to Hon'ble Lyonpo 	<p><i>were staff who have not availed such training and who could benefit from such opportunities. The MHRC instructed the HRD to explore funds from GOI/PTA and look into the possibility of sending other staff as well.</i></p> <p><i>HRD informed the decision of MHRC to Ms. Kezang Choden and as per the directives of MHRC, HRD has submitted GoI//PTA fund request proposal to RCSC requesting fund support for In-country and Ex-country Short term training for support staff working under Secretariat, MoIC.</i></p>	
3.3	Resignation proposal submitted by Mr. Tashi Penjor, IMO, DoIM	<i>As per recommendation of Director, DoIM, HRD issued the separation order.</i>	Noted
3.4	<p>Course: Members of the Correspondence Group for the Strategic Plan of the APT for 2021-2023 (CGSP)</p> <p>Institute/Country:</p> <p>Source of Funding:APT</p> <p>Start date and End Date/Duration: late March and Early April 2020.</p> <p>Nominations:</p> <ol style="list-style-type: none"> 1. Nidup Gyeltshen (EID:200901197) Sr.ICT Officer 2. Thaye Choden (EID:20150105100) ICT Officer <p>Both the nominee will attend the Program if APT provides</p>	<p><i>HRD will update MHRC once the fellowship is confirmed.</i></p> <p><i>HRD has written to APT Via email regarding the confirmation on Funding and APT responded with following justification;</i></p> <ol style="list-style-type: none"> 1. <i>APT's previous letter was not an invitation for any meeting/training course.</i> 2. <i>In 2020, APT will draft a new Strategic Plan for the APT for 2021-2023.</i> 3. <i>The 43rd Session (MC-43) approved the establishment of the of the</i> 	Noted

	<p>two fellowships, However, the nominee with less frequency will attend the program if APT provides only one fellowship</p>	<p><i>Management Committee of the APT Correspondence Group for the Strategic Plan of the APT for 2021-2023 (CGSP).</i></p> <ol style="list-style-type: none"> 4. <i>The task of CGSP is to draft the new Strategic Plan. They will work mainly through email correspondence.</i> 5. <i>APT's previous letter was to invite Members to nominate experts who could contribute for drafting the new Strategic Plan as members of CGSP.</i> 6. <i>There will be a physical meeting of CGSP, but the invitation to the meeting will be sent out soon. We expect the participant to contribute to the drafting of the strategic plan.</i> 	
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Agenda: 4 Short Term Training

Sl. No	Agenda	Background/Recommendations/Trainings attended in the last 6 months	MHRC Deliberation and Decision
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4.1	<p>Course: Next and New Generation Mobile Communication System towards 5G Era Institute/Country: Tokyo, Yokosuka City and Kanagawa, Japan Source of Funding: APT Start date and End Date/Duration: 4-11 March, 2020 (8days) Nominations:</p> <p>1. Ms. Thaye Choden, (EID:20150105100) Sr. ICT Officer, DITT</p>	<p><i>Ms. Thaye has attended “The 23rd Session of the Intergovernmental Consultative Committee (ICC) on the Regional Space Applications Programme for Sustainable Development (RESAP)” from 27-29 August, 2019 in Bangkok, Thailand</i></p> <p>HRD: No Obligation as per the record</p>	Approved
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Agenda 5: Invitation/Offer

Sl. No	Agenda	Background/Recommendations/Last Trainings	MHRC deliberation & Decision
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<p>a</p>	<p>Course: Invitation to the 17th ITU World Telecommunication/ICT Indicators Symposium (WTIS) Institute/Country: Geneva, Switzerland Source of Funding: ITU Start date and End Date/Duration: 15-17 April, 2020</p> <p>Nominations:</p> <p>WTIS-20 is open to all the membership and is primarily targeted at those responsible for telecommunication/ICT Statistics in relevant ministries, Regulatory agencies, telecommunication operating companies and national statistical offices. Other experts interested in the subject of information society measurements are also welcome to attend the symposium.</p> <p>Fellowship application must be submitted to the organizer latest by 2nd March 2020.</p>	<p>The invitation has been extended to the Ministry by Director, ITU vide letter circular BDT/DKH/IDA/030, dated 19th December 2019.</p> <p>WTIS- 20 brings together government ministers, Business leaders , Regulators, national statisticians, academics, data producers, analysts, and partners to discuss the latest trends in digital development and the related data aspects. The symposium will feature high-level, multi-stakeholder debates on how to reach an inclusive digital society with the objective of leaving no one behind, in line with the UN sustainable Development Goal. WTIS-20 will also focus on measurement approaches using big data, a thematic list of ICT indicators for the SDGs, and the Progress made in developing an ITU index.</p>	<p><i>DITT and PPD to discuss and to nominate.</i></p>
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<p>b)</p>	<p>Course:25th meeting of the Telecommunication Development advisory Group Institute/Country:Geneva, Switzerland Source of Funding: ITU fellowship possible Start date and End Date/Duration: 24th to 27th March 2020</p> <p>Nominations:</p> <p>One full or two partial fellowship per eligible country may be awarded , subject to available funding,to facilitate participation from developing countries. Priority will be given to participants who submit a written contribution of direct relevance to any item on the TDAG-20 agenda. Note that such written contribution should be submitted concurrently with fellowship application.</p> <p>Fellowship applications, limited to one person per eligible country, must be authorized by the relevant administration of the ITU member state and submitted by 10th Feb.2020</p>	<p>The invitation has been extended to the Ministry by Director, ITU vide letter circular BDT/TDAG/031, dated 20th December 2019.</p> <p>The agenda of this TDAG meeting will include, among other things, the outcomes of the world Radiocommunication Conference (WRC-19) held in Egypt from 28th october to 22nd November 2019.</p>	<p><i>DITT and PPD to discuss the nomination.</i></p>
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c)	<p>Course:APT Training Workshop on Policy Development for High Level Officials</p> <p>Institute/Country:Tokyo, Japan</p> <p>Source of Funding: APT</p> <p>Start date and End Date/Duration: 17-20 February, 2020</p> <p>Nominations:</p> <p>1. Dasho Phuntsho Tobgay, Secretary, MoIC</p>		<i>Noted</i>
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Agenda 6: Submission of requisition for Volunteer under Korean International Cooperation Agency- Information Sharing

Ministry has received a letter vide RCSC/HRMD/Vol-KOICA/39/2019/2434, dated 6th January 2020 from RCSC requesting the Ministry to submit requisition for volunteers under Korean International Cooperation Agency. In the event of a requirement for the service of KOICA volunteers under Ministry, RCSC has directed to fill up the standard request form available on the RCSC website and submit to RCSC latest by January 30, 2020

***Decision:** MHRC was informed that the information was circulated to all Departments and the requisition has to be submitted to HRD on or before 27th January 2020 for onward submission to RCSC.*

Agenda 7: AoB

7.1 Resignation submitted by Mr. Kezangla, Asst RTO, Gelephu, RSTA w.e.f 1st January 2020

The RSTA informed the MHRC that there is no record with RSTA pertaining to Mr. Kezangla, Asst RTO.s study leave and he has submitted his resignation to RSTA without reporting to the office.

***Decision:** MHRC directed RSTA to do the due diligence for approval for his study leave and accordingly report with regard to his obligations and any pending dues. HRD was also instructed to look for the relevant decisions with regard to this matter.*

7.2 Employees submitting resignation without prior approval from their respective Departments

***Decision:** MHRC directed HRD to send an internal circular that employees are submitting resignation without prior approval from their respective Departments. The employees need to seek prior approval from their respective Departments before submitting for formal endorsement to the MHRC on completion of all required formalities. The HRD in this respect should liaise with the Departments and instruct on all the necessary clearances to be effected for the HR actions to be taken by HRD and MHRC.*

1. Secretary (Chairperson)

2. Mr. Ugyen Norbu, Offtg. Director General, RSTA

3. Director. DoAT

4. Ms. Monira A.Y Tshewang , Offtg, Director, DoIM

5. Mr.Sonam Phuntsho, Offtg, Director, DITT

6. Chief, PPD

7. Pema Tshering, Legal Officer(Member)

8. Offtg. CHRO(Member Secretary)