

Minutes of 449th MHRC Meeting

MINISTRY OF INFORMATION AND COMMUNICATIONS

Venue: MoIC Mini Conference Hall

Date: 10th February 2020 (Monday)

Time: 10: AM

Human Resource Division

449th Human Resource Committee (HRC) Meeting Ministry of Information and Communications 10th February 2020

- 1. Adoption of Agenda**
- 2. Ratification of the Minutes of 448th MHRC Meeting**
- 3. Follow up report of the 448th MHRC Meeting**
- 4. Short Term Training**
- 5. AoB**
 - 5.1: Appointment of Offtg. Director, DoS**
 - 5.2: Travel Advisory in view of the novel coronavirus outbreak**

Members present: Secretary (Chair), Director General, RSTA, Director, DoAT, Director, DITT, Offtg. Director, DoIM,, Chief Planning Officer, PPD, Pem Tshering, Legal Officer and Offtg. Chief HR Officer.

Members absent: Legal Officer

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

Agenda 1: Adoption of Agenda

4 (four) agenda items were tabled for deliberation.

Decision: MHRC adopted the agenda with additional under Agenda 5: AoB

5.1: Appointment of Offtg. Director, DoS

5.2: Travel Advisory in view of the novel coronavirus outbreak

Agenda 2: Ratification of the Minutes of the 448th MHRC Meeting

The Draft Minutes of 448th MHRC Meeting was circulated to the MHRC members via email on 5th February 2020 with a request for comments to be sent by 7th February 2020.

Decision: The minutes of 448th MHRC meeting was ratified with minor changes

Agenda 3: Action Taken Report

Sl. No	Agenda: follow up of 448th MHRC	Action taken report	MHRC further directives
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3.1	<p>Course: ITU Asia-Pacific Spectrum management Workshop (30th March 2020) and Satellite Symposium (2-3 April 2020)</p>	<p><i>DITT to submit nominations during 449th MHRC.</i></p> <p><i>HRD informed the Decision to DITT.</i></p> <p><i>The nomination was shared with Bhutan Telecom as members of the WRC working group.</i></p>	<p><i>Noted</i></p>
3.2	<p>Course: Mastering Energy Storage and Charging Electric vehicles</p> <p>Institute/ Country:InFocus International group, Singapore</p> <p>Source of Fundings:</p> <p>Start date and End Date/Duration: 16-20th March 2020</p>	<p><i>HRD conveyed the Decision of MHRC to Project Manager for necessary action.</i></p> <p><i>HRD appraised MHRC on the reduction of course fees from USD 5190 to USD 3700 per participant.</i></p> <p><i>Note-sheet was submitted to the Management by the Project Manager</i></p>	<p><i>APPROVED</i></p> <p><i>MHRC further directed nomination to be done from PPD and RSTA:</i></p> <p><i>1 from PMU</i></p> <p><i>1 from PPD and</i></p> <p><i>1 from RSTA.</i></p> <p><i>The actual saving has to be determined by the Project Manager.</i></p> <p><i>DHRC of PPD and RSTA to submit the nominations to HRD.</i></p> <p><i>HRD to submit the nominations to the 450th MHRC for formal endorsement for participation</i></p>

<p>3.3</p>	<p>Course: Disaster Preparedness and Response Course Institute/Country: Washington, DC Source of Funding: United States Telecommunications Training Institute. Request for 50% DSA Date date and End Date/Duration: 25th- October-1st November, 2019 Nominations:</p> <p>1. Mr. Khandu Dorji, Sr. Planning Officer, PPD</p>	<p><u>Follow up of 432 and 441 MHRC</u> <i>As per 432 HRC meeting dated 7th October, 2019, the nomination of Khandu Dorji, Sr Planning officer, PPD was approved as the Meeting was informed that the funding was fully supported by USTTI.</i> <i>MHRC noted that it is highly irregular to approve payment of DSA Ex post-facto. Khandu should prove that the funding was withdrawn by USTTI after his departure for the training from Bhutan.</i> <i>Approval of 432nd MHRC was accorded under the condition that there was no RGoB funding required.</i></p> <p><i>HRD informed that he submitted the following justifications:</i></p> <p><i>As per the invitation received from USTTI, the course was sponsored by GSMA; 18-371, "satellite Service and Disaster Response" Sponsored by Inmarsat and 18-372 " Disaster Communications Management" Sponsored by the Pan American Health Organization (PAHO).</i></p> <p><i>As per invitation, USTTI has mentioned providing living expenses an amount of approximately US \$1790 minimum. This funding is based on a shared hotel room and approximately \$ 30 per day for food and</i></p>	<p><i>MHRC deliberated the issue at length and concluded that Khandu was informed of the withdrawal of per diem by USTTI via email dated 18th october 2019 which was just two days prior to his departure. The MHRC however noted that he has not informed the MHRC on this and undertaken the travel.</i></p> <p><i>The MHRC retrospectively approved only the enforced halt and USD 30 per diem for the duration of training and further directed HRD to validate the payment.</i></p> <p><i>HRD to send out notification to all MoIC staff where there is withdrawal of scholarship MHRC should be informed well ahead of time and before departure.</i></p>
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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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<p>4.1</p>	<p>Course: Invitation for Ethical Hacking Institute/Country: Faculty of Nursing and Public Health Conference Hall (RIHS) Hall Source of Funding: The actual workshop fee per candidate is Nu. 40,000/candidate, however they would like to offer for concessional fee of Nu. 30000/candidate for the government agencies Date date and End Date/Duration: 10th February till 20th Feb 2020 Nominations:</p> <ol style="list-style-type: none"> 1. Robin Gajmer (RAA), 2. RBP to nominate 3. Pratima Pradhan Sr, ICT Officer and 4. Dolay Lham, Sr. ICT Technical Associate III (BtCirt), DITT 5. Yonten Jamtsho (MoF), 6. Dechen Choden (Application Division), DITT 	<p><i>No obligation for Pratima Pradhan and Dechen Choden, Dolay Lham, DITT as per the HRD record.</i></p>	<p><i>While the nomination is cleared by MHRC , DITT was informed that the budget and approval for the expenditure should be done as per RGoB norms</i></p>
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4.2	<p>Course:Nomination for 26th Meeting of APT Wireless Group Institute/Country: Bangkok Source of Funding: APT Date date and End Date/Duration:16th to 20th March, 2020. Nominations:</p>		<p><i>MHRC directed HRD to forward the nomination to DITT</i></p>
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Agenda 5: AoB

5.1: Appointment of Offtg. Director, DoS

Decision: MHRC endorsed the nomination of Phuntsho Dendup as officiating Director, DoS and directed HRD to issue an office order along with the ToR.

While discussing the appointment of officiating Director, DoS, DG, RSTA also enquired on the officiating allowances of those officials who have been officiating for P1 and above managerial positions till date.

MHRC approved the officiating allowance as per the norms of BCSR 2018 and MoF prevailing guidelines.

5.2: Travel Advisory in view of the novel coronavirus outbreak

Decision:MHRC directed HRD to issue travel advisory to all under MoIC

1. As per the NDMA meeting chaired by Honble PM, sector specific advisory are being issued cautioning on all ex-country

travels. Accordingly MoIC has also issued such advisory. All Departments and Divisions to comply with the advisory.

2. All in-country workshops/training etc to be conducted with a large group of invitees from outside Bhutan should be deferred for the time being.
3. All RGoB funded Ex- country training which can be carried out at our own convenience be deferred for the time being
4. All ex-country training based on external funding and invitation may be carried out if already confirmed.
5. All ex-country training funded by external agencies which are exigent or important to the agency may be carried out.
6. All staff are cautioned from undertaking ex-country travel especially to countries that are infected with the novel coronavirus.
7. All staff under MoIC deployed to the South as part of the NDMA sub-committee for border coordination and enforcement should be provided with adequate Personal Protection Equipment(PPE).
8. All Departments and Divisions under MoIC to observe personal hygiene and protection.

1. Secretary (Chairperson)

2. Director General, RSTA

3. Director. DoAT

4. Monira AY Tsewang , Offtg, Director, DoIM

5. Director, DITT

6. Chief, PPD

7. Pem Tshering, Legal Officer(Member)

8. Offtg. CHRO(Member Secretary)