

490th MHRC Meeting Agenda
MINISTRY OF INFORMATION AND COMMUNICATIONS

Venue: MoIC
Date: 1st March 2021 (Monday)
Time: 2:15 PM

Agenda 3: Action Taken Report

Sl. no	Agenda	Action taken report	MHRC further directives
1	<p>Purpose: Intergovernmental Agreement on the Asian Highway Network.</p> <p>Institute/Country: ESCAP, Thailand</p> <p>Source of Funding: e-learning program.</p> <p>Start & End Date/Duration: 16-17 June, 2021</p>	<p><i>MHRC directed PPD and RSTA to submit a response of MoIC's position to the MFA signed by Dasho Secretary</i></p> <p><i>A letter in response to MoIC's position has been drafted by PPD for further submission to MFA</i></p>	<i>Noted</i>
2	<p>Follow-up on Gyem Dorji's case , Dy. Executive Engineer, DoAT which was submitted to RCSC for review.</p>	<p>MHRC during its 488th MHRC meeting held on 8th February 2021, directed HRD to follow-up on his case, which was pending with RCSC.</p> <p>HRD was informed by Chief Legal Officer, RCSC that the case would be submitted to the</p>	<i>Noted and HRD for follow up and revert to MHRC.</i>

		<p>commission for review on Tuesday, 16 February 2021. The decision of the Commission, RCSC will be conveyed accordingly.</p> <p><i>Noted and HRD to follow up and inform the MHRC accordingly.</i></p> <p><i>HRD was informed by RCSC that Gyem Dorji's case will be submitted on 2nd March to the Commission as the Meeting of the Commission was conducted virtually and it was decided that this case needed to be deliberated in the next meeting.</i></p>	
3	<p>Purpose: Airbus Accident Investigation webinar</p> <p>Institute/Country: India</p> <p>Source of Funding: e-learning program</p> <p>Start & End Date/Duration: Four webinar sessions (06, 13,20,27 April 2021)</p> <p>Nomination: Sonam Dorji, Sr. Legal Officer, PPD Focal officer for Aircraft Accident Investigation unit (AAIU)</p>	<p><i>MHRC approved the nomination of Sonam Dorji, Sr. Legal Officer and directed HRD to extend the invitation to BCAA, DoAT, Druk Air, Bhutan Airlines and Royal Bhutan Helicopter Services</i></p> <p><i>HRD and DoaT had extended the invitation for the webinar to BCAA, DoAT, Druk Air, Bhutan Airlines and Royal Bhutan Helicopter Services on 16th February 2021.</i></p> <p><i>HRD received following nominations from DoAT:</i></p>	<p><i>MHRC approved the nominations received from DoAT.</i></p> <p><i>Nomination reminders to be sent to BCAA, DrukAir, Bhutan Airlines and Royal Helicopter Services.</i></p>

		<p>1. Mr. Sonam Zangpo, ATCO (EID 20170107923)</p> <p>2. Ms. Pema Zangmo, ATC I (20120100010)</p> <p><i>HRD has not received any nominations from BCAA, DrukAir, Bhutan Airlines and Royal Bhutan Helicopter Services</i></p>	
4	<p>Followup of 486th MHRC</p> <p>Purpose: Fourth annual meetings of ITU-D Study Groups 1 and 2, to be held in virtual format</p> <p>Department : DITT</p> <p>Division:</p> <p>Institute/Country: Geneva</p> <p>Source of Funding: e-learning program</p> <p>Start & End Date/Duration: 15-26 March 2021</p> <p>Nomination:</p> <ol style="list-style-type: none"> 1. Karma Jamyang, Sr. ICTO, DoTs 2. Karma Tenzin, Dy. Chief ICTO, Infrastructure Division 3. Sonam Choki, Sr. ICTO, BtCIRT 	<p><i>The nominations are in addition to those who have been previously nominated.</i></p>	Noted

	4. Darshan Thapa, Sr. ICTO, Application Development Division		
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Agenda 4: Short Term Trainings

SI No	Agenda:	Background/Trainings attended in the last 6 months	MHRC further directives
4.1	<p>Purpose: Air Cargo and Mail Security. Department : DoAT Division:</p> <p>Institute/Country: Hong kong aviation Security Training Centre.</p> <p>Source of Funding: Virtual no funding required</p> <p>Start & End Date/Duration: 22nd to 26th March 2021. Nominations</p>	<p>In accordance with ICAO's objective to support Member states in meeting their obligations for civil aviation security under the Chicago Convention, and to promote the strengthening of aviation security worldwide, ICAO's Air Cargo and Mail Security Course being offered at ICAO ASTC in Hong kong SAR, China.</p> <p>The five days course, which will be delivered in English, is designed to enable the participants to integrate knowledge of ICAO standards and Recommendations Practices (SRPs) into the context of their designated role in their organization as part of a national responsibility to secure air cargo and mail against acts of unlawful interference.</p> <p>No Training Obligation as per the guidelines for</p>	<p><i>MHRC approved the nominations.</i></p>

	<ol style="list-style-type: none"> 1. Mr. Namgay (EID: 20020491) Security Assistant, DoAT 2. Mr.Kinzang Namgay (EID: 20190314075) Security Assistant, DoAT 3. Namgay Dema (EID:20180110008) Security Assistant,DoAT 	<p>Implementing e-learning programs</p>	
<p>4.2</p>	<p>Purpose: Massive Open Online Course (MOOC) on "Designing a Multidimensional Poverty index 2021"</p> <p>Department :</p> <p>Division: PPD</p> <p>Institute/Country: UNDP, Bhutan</p> <p>Source of Funding: e-learning program</p> <p>Start & End Date/Duration: " starting on 22nd February 2021</p> <p>Nominations:</p> <ol style="list-style-type: none"> 1. Chhimi Dorji, Chief Planning Officer, PPD. 	<p>This was submitted to MHRC for approval via email dated 18 February 2021,since the course was commencing on 22nd February 2021, on a govt holiday.</p> <p>It was approved by the MHRC members.</p> <p>*Submitted for formal endorsement</p> <p>No Training Obligation as per the guidelines for Implementing e-learning programs</p>	<p><i>MHRC approved the nominations MHRC directed more participation from PPD</i></p>

	<ol style="list-style-type: none"> 2. Sithar Dorji, Dy, Chief Planning Officer, PPD 3. Pema Choetso, Sr. Research Officer, PPD 		
4.3	<p>Purpose: “Opening of the UPU to wider postal sector players”</p> <p>Department :</p> <p>Division: PPD</p> <p>Institute/Country: Bangkok, Thailand</p> <p>Source of Funding: e-learning program</p> <p>Start/End Date/Duration: 24th February, 2020</p> <p>Nomination:</p> <ol style="list-style-type: none"> 1. Mr. Pem Tshering, Legal Officer, PPD 	<p>This was submitted to MHRC for approval via email dated 20th February. It was approved by the MHRC members</p> <p>*Submitted for formal endorsement</p> <p>No Training Obligation as per the guidelines for Implementing e-learning programs</p> <p>The Chair also raised the concern with regard to the relevance of nomination from PPD for this course. It was also discussed and justified by PPD on the relevance of the course since the postal mandate has been taken over by PPD after the last OD Exercise.</p>	<i>Approved</i>

<p>4.4</p>	<p>Purpose: Runway Safety Management</p> <p>Department : DoAT</p> <p>Division:</p> <p>Institute/Country: Bhutan</p> <p>Source of Funding: e-learning program</p> <p>Start/End Date/Duration: The date will be confirmed once the training commences</p> <p>Agency : Department of Air Transport</p> <p>Nomination:</p> <ol style="list-style-type: none"> 1. Mr. Sangay Tenzin, EID: 20190112899, Engineer DoAT 2. Ms. Singay Dorji, EID: 201105037, Technician, DoAT 3. Ms. Ugyen Tshomo EID: 201007251, Sr. Technician, DoAT 4. Mr. Tshewang Phuntsho EID: 96010521, Sr. Technician, DoAT 	<p>The course was recommended by BCAA</p> <p>On completion of this module participants will be able to:</p> <ol style="list-style-type: none"> a) Understand the importance of runway safety at an aerodrome Describe the key steps required to establish a runway safety team Explain major industry best practices with regards to runway Planning and Design from a safety perspective. b) Describe the major requirements of runway inspections and reporting. c) Explain key Low Visibility Procedures required to ensure the safe operation of aircraft during low visibility conditions including the protection of Navigational Aids (NAVAIDs). d) Understand the key elements of airside operations and how they impact on runway safety. e) Describe the key elements of runway maintenance. f) Explain how to manage temporary restrictions and how to disseminate this information to stakeholders. g) Describe the major safety measures with regards to construction associated with the operational areas of the aerodrome <p>No Training Obligation as per the guidelines for</p>	<p><i>Approved</i></p>
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		<p>Implementing e-learning programs</p>	
<p>4.5</p>	<p>Purpose: Managing Operation during construction. Department : DoAT Division: Institute/Country: Bhutan Source of Funding: e-learning program Start/End Date/Duration: The date will be confirmed once the training commences</p> <p>Nomination:</p> <ol style="list-style-type: none"> 1. Mr. Sangay Tenzin, EID: 20190112899, Engineer DoAT 2. Mr. Jamyang Tenzin Dorji, EID: 201101166 Dy. Executive Engineer 3. Ms. Deki Yangzom, EID: 20170107944, Engineer, DoAT 4. Ms. Singay Dorji, EID: 201105037, Technician, DoAT 	<p>On completion of this course participants will be able to ;</p> <ol style="list-style-type: none"> a) Describe the stakeholders involved in airport construction projects. b) Understand the regulatory framework impacting the management of operations during the construction. c) Identify the different types of construction works that take place at airports. d) Understand the key activities that should be attended to prior to, during and after construction. e) Understand the critical measures that should be taken to maintain safe operations during construction. <p>No training obligation as per the guidelines for Implementing e-learning programs</p>	<p><i>Approved</i></p>

	<p>5. Ms. Ugyen Tshomo EID: 20100721, Sr. Technician, DoAT</p> <p>6. Mr. Tshewang Phuntsho EID: 96010521, Sr. Technician, DoAT</p> <p>7. Ms. Pelden Lhamo, EID:2011011571, Dy. Executive Engineer, DoAT</p>		
<p>4.6</p>	<p>Purpose: Foreign Object Debris (FoD) Prevention Department : DoAT Division: ADD Institute/Country: Bhutan Source of Funding: e-learning program Start/End Date/Duration: The date will be confirmed once the training commences</p> <p>Nomination:</p> <p>1. Mr. Tshewang Phuntsho EID: 96010521, Sr. Technician, DoAT</p> <p>2. Mr. Sangay Phuntsho, EID: 201009038, Technician, DoAT</p> <p>3. Mr. Nakphel EID: 20120100609, Technician, DoAT</p> <p>4. Mr. Namgay Dorji</p>	<p>On completion of this course participants will be able to;</p> <ul style="list-style-type: none"> a) Understand what Foreign Object Debris (FOD) is and the serious threat is posed. b) Explain the fundamentals of FOD management programs c) Outline specific FOD training requirements and program content. d) Understand how effective FOD prevention procedures can improve safety. e) Understand recommended FOD inspection procedures and detection technologies f) Identify effective FOD removal procedures and equipment g) Understand the importance of, and how to, analyse FOD data and evaluate FOD program effectiveness 	<p><i>Approved</i></p>

	<p>EID:20120100609, Technician</p> <p>5. Mr. Singay Dorji EID: 201105037, Technician, DoAT</p>	<p>No training obligation as per the guidelines for Implementing e-learning programs</p>	
<p>4.7</p>	<p>Purpose: ICAO Runway Surface Condition Reporting. Department : DoAT Division: ADD Institute/Country: Bhutan Source of Funding: e-learning program Start/End Date/Duration: The date will be confirmed once the training commences</p> <p>Nomination:</p> <ol style="list-style-type: none"> 1. Mr. Jamyang Tenzin Dorji, EID: 201101166 Dy. Executive Engineer 2. Mr. Tshewang Phuntsho EID: 96010521, Sr. Technician, DoAT 3. Mr. Ngawang Tenzin, EID: 20120100610, Technician 4. Mr. Sangay Tenzin, EID: 	<p>On completion of this course, participants will be able to:</p> <ol style="list-style-type: none"> a) Describe the background to the ICAO GRF b) Differentiate the changing requirements for runway condition assessment and reporting. c) Define the major elements of the Runway Condition Assessment Matrix (RCAM). d) Use the RCAM to assess and report on runway surface conditions. e) Explain under what circumstances runway condition codes (RWYCC) can be adjusted via a downgrade or upgrade f) Recognize when a Runway Condition Assessment should be conducted. g) Describe the steps required to conduct a Runway Condition Assessment. h) Determine the RWYCC to be used in the Runway Condition Report (RCR) i) Use a Runway Condition Worksheet to record the data generated by a RCR, including the 	<p><i>Approved</i></p>

	<p>20190112899, Engineer DoAT</p> <p>5. Mr. Singay Dorji EID: 201105037, Technician, DoAT</p> <p>6. Mr. Sangay Phuntsho, EID: 201009038, Technician, DoAT</p>	<p>assignment of RWYCC and the generation of the final RCR.</p> <p>No training obligation as per the guidelines for Implementing e-learning programs</p>	
<p>4.8</p>	<p>Purpose: Airside Safety Training Department : DoAT Division: ADD Institute/Country: Source of Funding: e-learning program Start/End Date/Duration: The date will be confirmed once the training commences</p> <p>Nomination:</p> <p>1. Ms. Deki Yangzom, EID: 20170107944, Engineer, DoAT</p> <p>2. Mr. Sangay Tenzin, EID: 20190112899, Engineer DoAT</p> <p>3. Mr. Singay Dorji EID: 201105037, Technician, DoAT</p> <p>4. Mr. Sangay Phuntsho, EID: 201009038, Technician,</p>	<p>On completion of this module participants will be able to:</p> <p>a) Understand the airport as an operational system. b) Explain the various stakeholders and their roles and responsibilities with regards to Airside Safety. c) Recognise important elements of Airside Safety required to operate in a safe manner. d) Identify the key hazards that they may encounter on the Airside and how to approach them safely</p> <p>No training obligation as per the guidelines for Implementing e-learning programs</p>	<p><i>Approved</i></p>

	<p>DoAT 5. Mr. Tshewang Phuntsho EID: 96010521, Sr. Technician, DoAT</p>		
<p>4.9</p>	<p>Purpose: Certificate in Project Management Department : DoAT Division: ADD Institute/Country: Source of Funding: e-learning program Start/End Date/Duration: The date will be confirmed once the training commences Nomination: 1. Mr. Sangay Tenzin, EID: 20190112899, Engineer DoAT</p>	<p>Upon successful completion of this course, participants should be able to:</p> <ul style="list-style-type: none"> a) Demonstrate a solid understanding of project management principles and concepts as outlined in A Guide to the Project Management Body of Knowledge, (PMBOK® Guide), 6th edition. b) Articulate the key role, responsibilities and skills required of a successful Project Manager. c) Apply practical tools and templates that enable these principles to practice, on current and future projects. d) Anticipate and manage some of the common situations and challenges that project managers face. e) Meet project management educational requirements to be eligible to apply for the Project Management Professional (PMP)® or Certified Associate in Management (CAPM)® credentials 	<p><i>Approved</i></p>

		<p>No training obligation as per the guidelines for Implementing e-learning programs</p> <p>DG, DoAT justified that the training is relevant to the nominee based on his responsibilities. DG also clarified that the training nominations have been formally received from ACI, Hongkong and is specifically relevant to Airport Authority.</p>	
<p>4.10</p>	<p>Purpose: Airport Digital Transformation.</p> <p>Department : DoAT</p> <p>Division: ADD and Yonphula Domestic Airport</p> <p>Institute/Country: Airport Council International (ACI) online Learning Centre, Hong Kong</p> <p>Source of Funding: e-learning program</p> <p>Start/End Date/Duration: The date will be confirmed once the training commences</p> <p>Nomination:</p> <ol style="list-style-type: none"> 1. Ms. Sangay Wangmo, EID: 201007248, Technician, DoAT 2. Mr. Tashi Gyeltshen, EID:201101176, Dy. 	<p>On completion of this course participants will be able to:</p> <ol style="list-style-type: none"> a) Understand what digital transformation is and why it is needed at airports. b) Explain how embracing digital transformation and leveraging technology will help improve airport performance. c) Understand the technologies that airports can adopt to become a digital ready airport. d) Describe the key steps involved in digital transformation e) Recognize the major challenges, risks and opportunities involved in digital transformation. f) Understand best practice relating to digitalization <p>No training obligation as per the guidelines for Implementing e-learning programs</p>	<p><i>MHRC approved the nominations from DoAT and also instructed for nominations from ICTD, MoIC since it is relevant to them.</i></p>

	Executive Engineer, DoAT		
4.2.1	<p>Purpose: ITU-ETSI-IEEE Joint SDOs Brainstorming Workshop on Testbeds Federations for 5G & Beyond: Interoperability, Standardization, Reference Model & APIs</p> <p>Department : DITT</p> <p>Division: Telecom and Space Division</p> <p>Institute/Country: ITU, Geneva</p> <p>Source of Funding: e-learning program</p> <p>Start/End Date/Duration: 15-16 March 2021</p> <p>Nomination:</p> <ol style="list-style-type: none"> 1. Mr. Rinchen Khando, Engineer DITT 	<p>The invitation has been extended to this Ministry by the International Telecommunication Union on 12th February 2021. The ITU-ETSI-IEEE Joint SDOs Brainstorming Workshop on Testbeds Federations for 5G & Beyond: Interoperability, Standardization, Reference Model & APIs.</p> <p>This workshop will take place virtually on 15 and 16 March 2021 from 14h00-17h30 CET each day.</p> <p>The Panel discussion will be focused on the following topics:</p> <ol style="list-style-type: none"> 1. Potential New Business Models for Testbeds Suppliers that derive from the Testbeds Federations Reference Model; 2. Regulatory Aspects (if any) of relevance to Testbeds Federations; 3. Challenges that need to be addressed as guided by the Reference Model and APIs for Testbeds Federations for 5G & Beyond being Standardized by collaborating SDOs; 4. The roles that can be played by Stakeholders (e.g. SDOs/Fora, Research Communities, Researchers on 5G and Beyond, Industry Users 	<p><i>MHRC approved the nomination from DITT and directed HRD to Study the relevance of this course to BICMA and if relevant to discuss the nomination.</i></p>

		<p>of Testbeds, Testbeds Suppliers for 5G Testbeds and other Testbeds, CSPs (Communications Service Providers), Infrastructure Vendors/Suppliers for ICT and Verticals, Open Source & Open Hardware Projects, Regulators) in the Desired Ecosystem for Standards based Testbeds Federations and APIs Development;</p> <p>5. Transformation or Evolution of Existing Testbeds (Industry and Potential Research Testbeds as well) and Federation APIs to meet the Requirements of the Testbeds Federation Model being standardized;</p> <p>6. Messages to and from Open Source Projects & Open Hardware Projects regarding the role of Industry-applicable Open Source and Open Hardware in the desired Ecosystem for Testbeds Federations for 5G & Beyond.</p> <p>No training obligation as per the guidelines for Implementing e-learning programs</p>	
<p>4.2.2</p>	<p>Purpose: IEM-ISTIC Webinar on Electrical Maintenance in ASEAN and South-South Countries In Conjunction with the World Engineering Day for Sustainable Development Department : Division: Institute/Country: IEM-ISTIC, Malaysia Source of Funding: e-learning</p>	<p>In many developing countries, the development in technology, design and quality of electrical components has provided an advanced platform for effective connectivity and business opportunities. However, there is no assurance of how well the development will sustain without a noticeable problem, which eventually leads to system failure. Therefore, Electrical Maintenance is very vital to have to increase reliance on the electrical system. It covers all aspects of testing, monitoring, fixing, and replacing elements of an</p>	<p><i>MHRC approved the recommendation from DITT and also discussed nomination to be received from RSTA and approved it for further</i></p>

	<p>program Start/End Date/Duration: 3rd March 2021 Nomination:</p>	<p>electrical system.</p> <p>This webinar is also to celebrate the 4th March World Engineering Day for Sustainable Development. The celebration of World Engineering Day highlights the achievements of engineers and engineering in our modern world. It improves public understanding of how engineering and technology are central to modern life and sustainable development.</p> <p>DITT recommendation: To share the webinar to the relevant agencies of BEA(Bhutan Electricity Authority), Department of Energy and Bhutan Power Corporation.</p>	<p><i>necessary action. HRD for follow up.</i></p>
	<p>Purpose: 5th UNECE International PPP Forum Department : RSTA and DITT Division: RSTA(TMD, TDD and RSRD) DITT (TIDD and AMD) Institute/Country: UNECE PPP Secretariat, Geneva Source of Funding: e-learning program Start/End Date/Duration: 22-23 April, 2021 Nomination:</p> <p>1. Ugyen Norbu,</p>	<p>A high-level debate to discuss 'Build Back Better' and how it should guide us in our national and international strategies;</p> <ul style="list-style-type: none"> • To test the UNECE People-first PPP Evaluation Methodology to make sure that it can be used effectively by key stakeholders; • A competition to find out the best projects for 'Building Back Better' and for People-first; and • Guidelines for building community resilience and addressing the needs of those people who have suffered most from the COVID-19 pandemic. 	<p><i>MHRC approved the nominations from RSTA and DITT. MHRC also further directed HRD to forward the invitation to DoAT and DoIM for nomination.</i></p>

	<p>Dy.Exe.Engineer, RSTA</p> <p>2. Phuntsho Wangdi, Asst. Mechanical Engineer, RSTA</p> <p>3. Tenzin Wangmo, Engineer, RSTA</p> <p>4. Sonam Wangmo, Asst. Engineer, RSTA</p> <p>5. Ugyen Dorji, Transport Officer, RSTA</p> <p>6. Leki Choda, Planning Officer, RSTA</p> <p>7. Sonam Penjor, Dy. Chief ICTO, DITT</p> <p>8. Sonam Tenzin, ICTO, DITT</p>	<p>The Forum will include a number of high-level debates on topical issues linked to 'Building Back Better' as well as sustainable development. We will soon launch a call for projects to be awarded 'Building Back Better', and those short-listed will be showcased during the Forum. A preliminary programme will be available in the coming days.</p> <p>No training obligation as per the guidelines for Implementing e-learning programs</p>	
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