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ROYAL GOVERNMENT OF BHUTAN

BHUTAN

Believe

Gyalong Tshogkhang

CS/HRS-03/2025-26/545

31 March 2026

**PROMOTION NOTIFICATION FOR JULY 2026**

This is to notify all the eligible civil servants under the Cabinet Secretariat to submit the promotion proposals for July 2026 to the HR Services on or before **15 May 2026**.

The following documents should be submitted to the HRS;

**1. Broad-Banded Promotion up to P2A:**

- Should have served a minimum of 4 years of active service in the current position as of 30<sup>th</sup> June 2026 for Professional and Management Category, (P5-P2) Supervisory and Support Category (S5-S1), Operational Category (O4-O1)
- Civil servants for promotion from SIA to SS4 till SS1 should have completed a minimum of 5 years of active service in the current position as on 30<sup>th</sup> June 2026
- "Good" and above in the Performance and Potential scores for the last 3 fiscal years ( 2022-2023, 2023-2024 & 2024-2025)
- Clean service record.

**2. Meritorious Promotions up to P2A (out of turn by 6 months )**

- Served a minimum of 3 years of active service in the current position as of 30<sup>th</sup> December 2025 for Meritorious Promotion (up to P2A level only);
- Consecutive 'Outstanding' for Performance and Potential scores in the last three fiscal years ( 2022-2023, 2023-2024 & 2024-2025) along with justifications.
- Clean service record.

**Documents required for all the promotion:**

- Moderation exercise results for the last three fiscal years shall be imported from ZEST by HRS.
- Valid audit clearance certificate (for promotion)
- Valid security clearance certificate.

**Note:** All promotion proposals must be routed through the HRC and all promotion proposals must be in line with Chapter 10, "Performance Management & Career Progression" of BCSR 2023.

The HRS, Cabinet Secretariat shall not accept incomplete/late promotion proposals

