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རྒྱལ་གཞུང་གི་གཞི་གཞི་ལྷན་ཚོགས།  
ROYAL GOVERNMENT OF BHUTAN  
ROYAL CIVIL SERVICE COMMISSION  
*Excellence in Service*



RCSC/LS-63/2018/ 5938

June 19, 2018  
22

Notification

In line with the Managing for Excellence Manual 2018, all civil servants working in schools (following academic year performance appraisal period) are required to carry out the midterm review of Individual Work Plan from July 1 to August 31, 2018 for the appraisal period 2018.

In this regard, the MaX Unit, Royal Civil Service Commission would like to inform that the MaX Online System will be opened from July 1 to August 31, 2018 to enable all civil servants to carry out the IWP review.

Further, we would like to request all the schools to kindly conduct regular performance review, coaching and feedback between supervisor and supervisee to enhance performance and also to ensure that all performance targets are on track and achieved.

This is issued for your kind information and strict compliance.

(Tashi Pem)  
Director

Copy to:

1. Hon'ble Secretary, Ministry of Education, for kind information
2. HR Officer/HR Focal Officer, all dzongkhags/thromdes for necessary actions
3. Officiating Chief, MISD, RCSC for upload in RCSC website
4. Head, Legal Services, RCSC for record