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# 21st THROMDE TSHOGDE MINUTES

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(2nd Council)

7/17/2020

THIMPHU  
THROMDE



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**21<sup>st</sup> Thromde Tshogde****Date – 17/07/2020****Venue – RTC Conference Hall****Time – 9:00AM****Members Present**

1	Dasho Kinlay Dorjee	Thrompon	Chair
2	Mr. Karma Namgyel	Executive Secretary	Member Secretary
3	Mr. Namgay Tshering	Babesa Thuemi	Dy. Chair
4	Mr. Ugyen Penjor	Jungzhina-Pamtsho Thuemi	Member
5	Mr. Ugyen	Taba-Dechencholing Thuemi	Member
6	Mrs. Dorji Dem	Motithang Thuemi	Member
7	Mr. Rinzin Dorji	Changangkha Thuemi	Member
8	Mrs. Phub Dem	Changbangdu-Olakha Thuemi	Member
9	Mr. Kuenga Yonten	Norzin Thuemi	Member

**Invitees**

Sl/No	Name	Designation
12	Mr. Kinley Penjore	Specialist, Project Manager, ADM-PIU
3	Mr. Sonam Dorjee	Chief ADM Officer
4	Mr. Thinley Norbu	Chief, UPD
5	Mr. Yeshe Wangdi	Chief Engineer
6	Mrs. Sonam Desel	Chief, Environment Division
7	Mr. Udeshe Chettri	Dy Chief Finance Officer
8	Mr. Sonam Tobgay	Head, SLMD
9	Mr. Thinley Dorji	Head, Census Section
10	Mrs. Shera Dolkar	ENV Division
11	Mr. Teknath Kararia	DRD
12	Mr. Tashi Dendup	Sr. Finance Officer
13	Mr. Dorji Phurba	ADM Officer
14	Mr. Sonam Penjore	Revenue Section
15	Mrs. Cheki Yangzom	HRO
16	Mrs. Phub Dema	Internal Auditor
17	Mrs. Pema Minjur	Legal Officer
18	Mrs. Ugyen Wangmo	Road Section, ID
19	Mrs. Shrijana Chhetri	Sewerage Section, ID
20	Mrs. Tshewang Pelden	Dzongkha Coordinator

21	Mr. Karma Dorji	Planning Officer
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### Opening Remarks

The Chair welcomed all the members of the Council and the officials of *Thromde* to the 21<sup>st</sup> *Thromde Tshogde*. He on behalf of all the members and the Officials welcomed the new Chief of Environment Division and stated that the division would function even better under the leadership of new chief. The Environment Division has been functioning without Chief for quite long.

The Chair thanked His Majesty for having toured around the country and ensuring that all people are safe at this time of the year when the whole world is battling against the COVID-19. He also thanked the Government for taking various measures in combating the pandemic. *Thromde* has also initiated various projects during this COVID-19 situation and all the projects are progressing well. The Infrastructure Division has been working tirelessly in the field ensuring that all works are carried out diligently and in time.

He also mentioned that *Thromde* in this Fiscal year has 119.19Billion capital budget approved and detailed discussions were held with all *Thuemis* and the same will be endorsed today. He stated that Infrastructure Division has a greater role to play and ensure that not a single penny goes back at the end of the Fiscal Year since starting this Fiscal Year; the payment will be made through e-PEMS as any other agencies. *Tshogde* will also support fully to recruit additional staff if there are manpower shortages.

Lastly, the Chair cautioned all the Council members and the Officials to carry out the work diligently and ensure that there are no spill over works henceforth. He also highlighted that there has been internal meeting with regard to audit issues and it was found out that there is not much of an issue other than overpayment and the replies will be furnished soon. He said that proper measures will have to be taken henceforth to ensure no such overpayments.

### Agenda 21.01 - 2020-2021 Budget Discussion

The Budget Officer presented to the *Tshogde* the budget for the FY 2020-2021. He first presented the expenditure of the previous FY 2019-2020 and informed that there is a balance of Nu 9.00M from the recurrent budget. He also presented on the capital expenditure of the FY 2019-2020 and

stated that there is around Nu 300.M worth of works which are still going on from a grant total capital budget of Nu 794M including new capital, spill over and re-appropriation.

The Budget Section also presented the status of amount transferred from *Thromde* revenue for recurrent expenditure to Accounts Section for FY 2019-2020 and also proposed current budget for 2020-2021. The recurrent budget proposal for FY 2020-2021 has been based on the expenditure of the FY 2019-2020. The total current proposed budget is Nu 256.158M compared to Nu 238.628 last Fiscal Year.

### Discussion

The Chair informed that as the current budget goes up, it is important for *Thromde* to increase revenue to meet its current expenditure. Majority of the current expenditure compared to previous Fiscal Year is due to the operation and maintenance cost of the STPs and WTPs. Therefore, it is high time for *Thromde* to recover its cost from itself by revising the water and sewer tariffs. *Thromde* already has submitted the revised water tariff to Ministry of Finance. He stated that there has to be various cross cutting measures in place if *Thromde* has to sustain.

The Members stated that *Thromde* had converted all street lights into LED and the cost is expected to reduce but there has been not much of a difference. Therefore, there has to be clear findings on how the electricity recurrent budget has been rising continuously. The members also discussed that the rental charges for *Thromde* Office building has been raising and therefore, it would be better for *Thromde* to have its own Office. Some of the members also stated that if the *Thromde* Office could be shifted to the new MLCP. The Chair informed that for time being, i.e. for 1-2 years, MLCP can be used as Office or for any other purposes but it would be better to use it as parking in the long run.

The Chief of Environment Division proposed that if the budget for uniforms and kits could be increased to 1.00M from 0.5M since *Thromde* will have to provide uniforms to all laborers (238 laborers).

The current budget for vehicle maintenance has been segregated into Division wise. The budget has been totally based on the model of the vehicle. *Tshogde* directed all Division Chiefs to control the vehicle expenditures under their Division.

**Decision**

*Tshogde* endorsed the capital budget of Nu 1.118 Billion and current budget of Nu 249.608M for FY 2020-2021 with the following changes:

1. The *Tshogde* decided that the balance Nu 9 M from previous recurrent budget will be added to the current budget of the FY 2020-2021.
2. *Tshogde* directed that balance capital budget of around Nu 300.0M will have to be spent within next 2-3 months and that the Infrastructure Division must expedite the spill over activities.
3. The current budget for utilities (electricity, water and sewerage) to be kept as Nu 10.0M
4. The *Tshogde* directed the Infrastructure Division to present the details of the recurrent budget of electricity in the next sitting.
5. *Tshogde* directed the AFD to explore new buildings within Motithang, Changangkha and Norzin *demkhong* to be procured and to be used as Office Building.
6. *Tshogde* approved Nu 1.0M for S&M uniforms, extension kits and linens under Environment Division. *Tshogde* also directed the Management that *Tshogde* will have full support for the wellbeing of the laborers but they also will have work diligently.
7. *Tshogde* directed all Division Chiefs to verify all the vehicle maintenances so as to minimize the huge maintenance cost.
8. *Tshogde* also decided to initiate a system of community libraries and do away with the library at RUB since there are no users there.
9. The procurement of advance equipment under current budget of Nu 3.0M for sewer section to be included under the capital budget of sewer section.
10. With regard to capital budget, all pre-finances made earlier will have to be recouped first from the approved capital budget.

**Action** – Accounts Section and all relevant Divisions/Sections/Officials

### Agenda 21.02 - Penalty Proposal for late renewable of Occupancy Certificate (OC)

The DRD presented to the *Tshogde* the need for levying penalty for late renewal of Occupancy Certificate (OC). The Management has approved Nu 20 per day from the day of the expiry of the OC. There are a total of 6,550 buildings and out of which 3,323 are without OC currently.

#### Discussion

The Jungzhina *Thuemi* informed that it is essential to make OC requirement for any *Thromde* services and in this way *Thromde* can ensure that all building have the OC applied and renewed. He also informed that there can be proper system in place for both old/traditional and new buildings. The Chair stated that it would be easier for *Thromde* to make building have OC issued if the number of buildings without OC could be segregated *demkhong* wise. The members discussed that currently the check list for renewal of OC is very strict and if OC is to be issued within next six months, it would be very difficult, therefore, it can be better if OC renewal form could be relaxed. The census section also requested if building number to be included in the OC which is the requirement for various census services.

#### Decision

*Tshogde* decided to first have Occupancy Certificate (OC) issued to all those buildings which have not applied OC and only then the discussion of applicability of fee for late renewal of OC can be discussed. *Tshogde* directed DRD to update all those buildings which are without OC to have issued OC with the help *Thuemis*, ICT and SLMD within next 6 months. Even the check list for OC issuance can be relaxed. *Tshogde* also directed DRD to develop SOP for issuance and renewal of OCs.

#### Action - DRD

### Agenda 21.03 - Presentation on draft Muster Roll Service Rule

The Chief ADM Officer informed that it was discussed and decided during 19<sup>th</sup> *Thromde Tshogde* that a detail study have to be carried out regarding the muster roll of Thimphu *Thromde*. Accordingly a taskforce has been formed to draft muster roll service rule. The draft has been

presented to the Management and the same will be presented today for *Tshogde*'s endorsement. The taskforce presented to the *Tshogde* the draft muster roll service rule.

### Discussion

Jungzhina *Thuemi* shared that the concern is whether the list of muster roll presented is actually there at sites and working. For this the taskforce team informed that if the service rule is endorsed, the idea of ghost employees if present will be solved with the issuance of employee ID. The other *Thuemis* also stated it would be better if the Management could study whether the current strength of muster roll is in excess or insufficient.

Taba-Dechencholing *Thuemi* also stated that the minimum wage rate is Nu 215 and proposed if this could be increased. For this the task force informed that they are eligible for increment yearly. The Chief ADM Officer also informed that if there pay has been raised more than 215 per day; there is no basis because the 215 per day has been based on National minimum wage rate.

### Decision

*Tshogde* endorsed the muster roll service rule with slight changes. The change is *Tshogde* directed to do away with unskilled category and keep level IV as the last category with Nu 324 per day and do away with annual increment for all categories.

### Action – Task force

### Agenda 21.04 - Update on year-end Revenue Collection

The Revenue Section presented the revenue status of the *Thromde* for the FY 2019-2020.

The total collection till June 2020 is Nu 231.884M which is around 4.0M less than previous year. He presented that total transfer to accounts section is Nu 271.952M in the FY 2019-2020. He also presented the endorsement of payment excess tax payment of Nu 26,336 for few individuals.

He also presented the tax defaulter list to the *Tshogde*. As of 16<sup>th</sup> July 2020, there are total of 1478 individuals who have not yet paid taxes. Also there are 56 organizations which have not paid the taxes. The revenue section also presented that there are cases when people appeal to Ministry of Finance for penalty waive off and requested *Tshogde* if the practice could be stopped



at *Thromde* since it is *Thromde*'s revenue and also stated that *Thromde* should not entertain such requests.

### Decision

*Tshogde* approved the refund of Nu 26,336 which is paid in excess. *Tshogde* also directed the revenue section to work towards reducing the defaulter list and also it is important to have SOP for property transactions to minimize the defaulter. A task force can be formed to work on this.

### Action – Revenue Section

#### Agenda 21.05 - Update on Waste Water Treatment Plant (WWTP) at Babesa

The project Management of ADB-PIU presented to the *Tshogde* the status of the Babesa STP. The works was started in November 2016 and was supposed to complete in May 2019 as DBOT (Design Built Operate and Transfer) mechanism by M/s Technofab Engineer Limited. The contract value is USD 10.44M and Nu 88.78Million. The plant is now forecasted to complete in December 2020. The financial progress is 93% and physical progress is 95%. A total of Nu 73.29M has been spent.

The Project Manager informed that due to COVID-19, the project is delayed and the money approved in FY 2019-2020 had to be withdrawn as budget projected in FY 2020-2021 will not be adequate. He requested that this money, an amount of Nu 26.843M will have to be kept in *Thromde*'s CD account. He also requested the *Tshogde*'s approval for decommission of the old pond to construct sludge drying bed and storm water drain. Thirdly the Project Manager requested *Tshogde* for approval of advance payment of Nu 5.00M to the Contractor to facilitate fund flow.

### Decision

*Tshogde* accorded approval to use liquid in place of gas in the Plant. *Tshogde* also approved transfer of Nu26.843M into *Thromde* CD account and release as and when required later for STP. *Tshogde* also approved advance payment of Nu 5.00M from internal revenue as an advance and will be recovered together with the earlier advances paid. *Tshogde* approved these requirements mainly to expedite the commissioning of the STP. *Tshogde* also directed the UPD to develop a design for park at Babesa old sewerage pond areas.

**Action – Accounts Section****Agenda 21.06 - Need for Caretaker or Post-care Team for newly built Parks**

Taba *Thuemi* presented to the *Tshogde* the need for caretaker or the post care team for the newly developed parks like in Dechencholing, Olakha, Haydrong and Samtenling areas. *Thromde* has carried out various development works in the parks and it is very important to maintain it and to protect from damages. Therefore, it is very crucial for *Thromde* to deploy park maintenance team.

**Discussion**

The Chair informed this is the major concern for *Thromde* and the discussion was also held during the meeting with GNHC on the sustainability issues of the parks. Some of the members stated that CCTVs would also be helpful in park surveillance.

**Decision**

The *Tshogde* decided to recruit 2 laborers for Haydrong and Samtenling parks and 2 for Olakha and workshop parks and 1 additional for Dechencholing park. *Tshogde* also directed the Environment Division to install CCTVs in parks.

**Action – Environment Division/HRC****Agenda 21.07 - Additional Budget requirement for Taba/Dechencholing Labor Camp Construction**

Taba *Thuemi* presented that the labor camp construction in Dechencholing is ongoing and the physical progress is almost 80%. There is a need to construct retaining wall and the budget balance is just Nu 0.3M which is not sufficient. There has been constant pressure from *Dzongkhag* to relocate the laborers and the construction of the labor camps will have to be expedited.

**Decision**

*Tshogde* directed the Management to explore additional budget requirement for the Taba-Dechencholing labor camps.

**Action –Management****Agenda 21.08 - Issues with regard to Road Constructed under WB Funding in Jungzhina- Pamtsho**

The Jungzhina *Thuemi* presented to the Management some of the issues with regard to WB funded road and other infrastructure development in Jungzhina-Pamtsho area. The roads are already damaged, the drains already clogged and even the shattering in drain constructions have has not been removed. Drain elevation has not been taken cared and also some of the sewer chambers are already clogged with sand and other debris. Therefore, *Thuemi* requested to the Management to carry out detail site visit during handing taking of the sites and would be better for *Thromde* to make the contractor redo at the earliest possible during the liability period.

**Sewer Chamber Blocked****Drain Blocked****Drain Blocked****Decision**

*Tshogde* directed the Infrastructure Division to send letter of rectifications immediately before the end of liability period. Since this was also reported from other demkhongs, the same action will have to be taken.

**Action – Infrastructure Division**

### Agenda 21.09 - Formation of Hawkers Association

The Chair presented to the *Tshogde* that a group of hawkers have requested *Thromde* for a formation of hawkers association. The association will be responsible for Management of all hawkers. They are also advised to sell in designated places only and the use of plastic cups and plates shall not be allowed. Any other issues will be monitored and dealt by the Chair or the board members of the association.

#### Discussion

The Member Secretary informed that it is an informal business and therefore, it would be better for *Thromde* to not to allow formation of such associations. Garbage is one thing and there are other health safety issues. Norzin *Thuemi* also submitted that there are issues with regard to hawkers and it would be not wise enough to allow them to form association but a committee can be formed under the direct guidance of *Thromde* Management.

#### Decision

The *Tshogde* decided to form a committee and not as an association under the direct control of *Thromde*. The members of the committee shall include 2-3 hawkers, one inspector from *Thromde*, 1 each from BAFRA and RBP. The Chair of the committee shall be the concerned area *Thuemi*.

**Action** – *Thuemi*/DRD

### Agenda 21.10 - Issues related to *Dessups* Carrying out Duty in Changbangdu, Hejo and Olakha Vegetable Sheds

The ADM Officer presented to the *Tshogde* some of the issues faced by the *Dessups* carrying out duty in vegetable sheds in Hejo, Changbangdu and CFM. *Dessups* has started to carry out duties in these vegetable sheds as requested by *Thromde* and has been at the sites for last 3 months. Some of the issues raised are:

1. Waste problem and waste vehicles not coming on time
2. Improper usage of face mask
3. No storage of refreshment facilities and no support for vendors
4. Requirement of basic amenities like tables and Chairs

The requirements for *Dessup* duty in these sheds are:

1. Waste collection services on time
2. Hand washing facilities in entry points
3. Room for storing refreshment and refreshments
4. Issue circular by *Thromde* in line with Ministry of Health to vendors

### Discussion

Jungzhina *Thuemi* informed that he has already approached a group of *Dessups* to offer services/help required but was informed that nothing is required. He also mentioned that nothing has been informed to *Thuemis* or to *Thromde* regarding the help and support requirement for them. He informed that if it was brought to their notice, *Thuemis* are ever ready to help and the issues could have been brought to *Thromde* Management.

### Decision

*Tshogde* directed the Management to discuss and provide necessary support.

**Action** – ADM Officer

### Agenda 21.11 - Request for Rent reduction by Meat Shop vendors behind Norling Building

The ADM Officer also presented to the *Tshogde* the request made by the meat shop vendors of the meat shop behind the Norling building. The vendors have requested that the sale of meat has been banned and their business has been hampered a lot.

### Decision

Since the *Thromde* Management has reduced the rent by 50% for all meat shops in *Thromde* vegetable sheds and meat shops, *Tshogde* did not approve further rent reduction. The 50% rent reduction by the Management was till the lift of the meat ban.

**Action** – ADM Officer



**Agenda 21.12 - Relocation of Mani Dungkhor in Olakha Park**

The Beautification Section of the Environment Division submitted to the *Tshogde* that the *Mani Dungkhor* at Olakha Park will have to be shifted. The section also informed that the youths who are currently working in the park are willing to relocate if they are provided with lump sum amount.

**Discussion**

The Changbangdu Olakha *Thuemi* submitted that the public are not ready to shift the *Mani Dungkhor*, however requests *Thromde* Management to relocate it. Jungzhina *Thuemi* informed that if *Tshogde* directs, he is ever willing to shift it to Jungzhina-Pamtsho area at his own expense. The Chair highlighted that it would be better to relocate within Olakha constituency since it was built by their community.

**Decision**

*Tshogde* directed the Changbangdu-Olakha *Thuemi* to discuss with the public if it can be relocated by the public. If they are okay with *Thromde* relocating it to any other places, the *Thromde* Management can decide on the relocation.

**Action** – Olakha *Thuemi*, Environment Division

**Agenda 21.13 - Requirement of JCB Backhoe Loader (smaller) for Environment Division**

The proposal was submitted by the Environment Division. The Chief of Environment Division supported by the Beautification Section submitted that the need for small back hoe loader is highly felt during landscaping. It can also be used to clean drains without causing damages and small trenching purposes. It has been proposed under open space development fund but it will have to be pre-finance from *Thromde* revenue since the fund for open space development has not been released yet.

**Decision**

*Tshogde* approved procurement of small JCB back hoe loader from Nu 50.0M capital budget approved for Environment Division or from open space development fund.

**Action** – Environment Division/Accounts Section

#### **Agenda 21.14 - Relocation of 9 laborers in RTC Camp**

The Environment Division also proposed *Tshogde* for approval of relocation of 9 *Thromde* laborers from RTC camp area. The *Dzongkhag* Administration has been pressurizing *Thromde* to relocate these laborers since it falls under *Dzongkhag* area. The site identified for relocation by the Urban Planning Division is behind village restaurant in Babesa.

#### **Decision**

*Tshogde* decided to currently relocate them in the labor camps in the ADB-PIU site and in the meantime, the new labor camp construction will have to be initiated.

**Action** – Environment Division

#### **Agenda 21.15 - Identification of Labor Camp Construction Site**

The Environment Division has also submitted the need for identification of site for the construction of the labor camps. There is an approved budget for labor camp construction in the FY 2020-2021.

#### **Decision**

*Tshogde* approved the labor camp construction site at the Sementokha-Babesa LAP junction. *Tshogde* also directed the Environment Division to discuss with Babesa *Thuemi* for identification of the exact location. *Tshogde* also decided that those residing in labor camps of *Thromde* will have to bear their own utility bills.

**Action** – Environment Division/ Babesa *Thuemi*

**Meeting adjourned at 6:00PM**

**Rapporteur** – Karma Dorji, Planning Officer

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