



RCSC/LS-63/2024/1623

November 14, 2024

NOTIFICATION

Subject: New Leave Policies

The Royal Civil Service Commission, during its 23rd Commission Meeting on November 6, 2024, has approved the following updates to the Bhutan Civil Service Rules 2023 (BCSR) with the aim of supporting the wellbeing of women for childbirth and providing greater flexibility in annual leave/casual leave utilization.

Pre-birth Maternity Leave: Expectant mothers will now be granted 14 days of dedicated Pre-birth maternity leave, enabling them to prepare for childbirth without impacting their standard maternity leave. This new provision is extended to women in the civil service to support mother's pre-birth health and child health by offering added flexibility to reduce pre-delivery stress.

Carry over of Annual and Casual Leave: Civil servants can now carry over unused leave into the following year, maximum up to 30 days as leave reserve only and not for leave encashment. This revised provision is extended to provide more flexibility to civil servants to keep a leave reserve for unexpected circumstances.

All other leave provisions under the BCSR 2023 remain unchanged. The amendments to the BCSR 2023 are attached as Annexure.

The notification shall come into immediate effect.



Annexure: Amendment to the BCSR 2023 under Chapter 8 - Leave

The BCSR 2023 will be amended as follows and amended sections shall read as follows:

8.4 Annual Leave

Existing: ~~8.4.7: Annual leave may be taken at any point during the fiscal year and shall not be eligible for monetary compensation or carryover to the subsequent year.~~

Amendment:

8.4.7: Annual leave may be taken at any point during the fiscal year and shall be eligible for carryover, and accumulate to a maximum of 30 days. Accumulated leave shall not be eligible for monetary compensation.

8.5 Casual Leave

Existing: ~~8.5.8: Casual leave may be taken at any point during the fiscal year and shall not be eligible for monetary compensation or carryover to the subsequent year.~~

Amendment:

8.5.8: Casual leave may be taken at any point during the fiscal year and shall be eligible for carryover and accumulate to a maximum of 30 days. Accumulated leave shall not be eligible for monetary compensation.

8.7 Maternity leave (New Provision)

8.7.16: Pre-birth maternity leave of 14 days shall be granted in the final month of pregnancy, prior to the start of regular maternity leave. This leave shall be separate from the standard maternity leave and cannot be suffixed to the end of the maternity leave period or other maternity related leave.