

Royal Civil Service Commission Royal Government of Bhutan

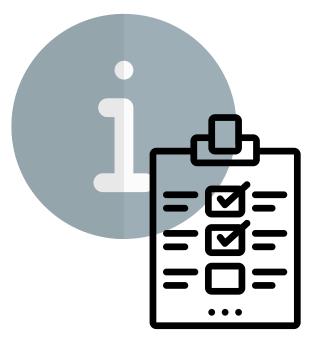
Excellence in Service





## **Respond to Calls (PABX)**

Answer calls within 5 rings

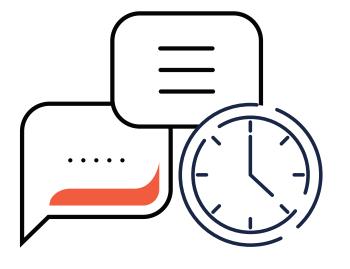


## Respond to general enquiries by emails or official social media handles within 3 working days

Acknowledge the receipt of emails and inform the way forward within a day

Should we require more time and analysis, we will make an interim response within 3 days and a full response within 2

weeks.



## Appeals and written clarifications to the Commission

Respond to appeals within 7 days

Should we require more time and deliberations, we will give an interim response within 5 days and a full response within 14 days.

'Happy to serve you'

