



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་དང་རིག་རྒྱུ་ལོང་འཕེལ་ལྷན་ཁུངས།

Royal Government of Bhutan

Ministry of Education and Skills Development

Human Resource Division



MoESD/HRD/04/2024/1190

5th December 2024

Notification on Transfer Appeal 2024

The Ministry of Education and Skills Development would like to notify that the Transfer Appeal window for the year 2024 is opened in the EMIS from 5th December 2024.

Please refer to the table below for the schedule:

Sl#	Activities	From	To
1	Application by individual staff	5/12/2024	16/12/2024
2	Review & approval of transfer by the school HRC	17/12/2024	24/12/2024
3	Review & approval of transfer by the Dzongkhag/Thromde HRC	25/12/2024	31/12/2024

The applicants are hereby informed to take note of the following information:

1. Who **CAN** submit an appeal for transfer through the system?
 - a. Candidates whose transfer has not been recommended by the School, Dzongkhag/Thromde and Ministry can submit appeal through 'Appeal button';
2. Who **CANNOT** submit an appeal for transfer through the system?
 - a. Candidates whose transfer has been approved by the Ministry based on the requirement in any of the opted places.
 - b. Candidates who have withdrawn their transfer application.
 - c. Candidates who did not apply for transfer during the initial inter transfer window.
3. Once you mention all three Dzongkhag/Thromde preferences in the option list, you **AGREE** to go to any of the opted places.
4. Hard copies shall **NOT** be accepted. All the applicants **MUST** appeal through EMISv3 within the transfer appeal window.
5. Late application shall **NOT** be entertained.

For more information with regard to transfer processes, kindly refer to the Notification on Annual Transfer vide MoESD/HRD/04/2024/58 dated 15th July 2024.

