



Management Meeting Minutes

3rd Thromde Council

22nd Management Meeting

22nd Management Meeting 05th September 2024

Venue: TT Conference Hall

Time: 10:00 AM – 4:00PM

Members Present

SL. No	Name	Designation
1	Ugyen Dorji	Thrompon
2	Karma Namgyel	Executive Secretary
3	Kinley Penjore	Specialist
4	Yeshe Wangdi	Chief Engineer
5	Norbu Dhendup	Chief Finance Officer
6	Sonam Tobgay	Cihev, LRSD
7	Sonam Wangchuk	Chief, CiED
8	Tashi Dorji	Officiating Chief, O&MD
9	Teknath Kararia	Officiating Chief, CoED
10	Sonam Tshering	Officiating Chief TEO
11	Kezang Dorji	Sr. Urban Planner
12	Karma Dorji	Planning Officer
13	Kinzang Dendup	Chief Thromde Education Officer
14	Ugyen Dorji Tshechu	Officiating Chief, Legal Division
15	Ugyen Lhamo	Engineer, ID
16	Sangay Choden	AEO
17	Chimi Seldon	MTO
18	Megraj Darjee	Building Inspector, CoED

Agenda 22.02 - Tendering Activities conducted after 2nd quarter of the Financial Year

The Finance Division highlighted that tendering activities are typically conducted after the second quarter of the financial year, which is not in compliance with the Procurement Rules and Regulations 2023. The Chief Finance Officer emphasized that the entire tendering process must be completed within the specified deadlines,



as outlined in the recent notification from the Ministry of Finance and in the annual budget notifications. However, if the budget is received later in the financial year, exceptions can be made. This directive aims to prevent rush spending towards the end of the fiscal year.

Decision

The Management has instructed the relevant divisions and sections to conduct tendering activities in accordance with the Procurement Rules and Regulations 2023. However, for activities where the budget has been received later in the financial year, the tendering process should align with the timing of the budget's receipt.

Action - Relevant Divisions/Sections

Agenda 22.-2 - Continuation of Fixed lines in Thimphu Thromde

The Chief Finance Officer presented the status of landline usage at the Thromde Office to the Management. Currently, there are 11 operational fixed lines. However, he noted that some lines are non-operational, yet monthly charges are still being incurred. The Chief of UPD who is also the Audit focal added that landlines were expected to be surrendered when vouchers have been issued, but some lines remained active as reported by Chief Finance Officer. If issues arise due to this in the future, accountability will need to be established on who has been using it he submitted.

Discussion

The Chief Finance Officer further informed that Finance Officers from all agencies have been asked to report the status of landline usage in respective offices. The recent letter from the Ministry of Finance (MoF) regarding the status of landline usage is ultimately aimed at phasing out conventional landlines. He mentioned that, while Thromde may install new lines now, it will later have to comply with the MoF's directives.

The Chairperson clarified that although Thromde will follow the MoF's decisions if further instructions are issued, it is currently necessary to install landlines where needed, as Thromde officials have been relying on personal mobile phones since the discontinuation of monthly mobile vouchers. Other Management members also supported the installation of landlines in offices to ensure the smooth delivery of services.

Decision

Given that the mobile vouchers are discontinued, the Management decided to install fixed lines wherever required, taking into account the existing landlines. The Finance Division was instructed to submit the necessary requirements to the MoF, while the



installation of landlines will be handled as an internal matter.

Action -Finance Division

Agenda 22.03 - Non-Renewal of blue books for Thromde vehicles

There are concerns regarding the non-renewal of the bluebooks (whitebooks) for Thromde pool vehicles, many of which are currently off the road. As of August 2024, a total amount of Nu 1,482,610 is due, including penalties for the non-renewal of these bluebooks. This matter is being presented to Management for further direction by the Chief Finance Officer.

Discussion

The Chair inquired about who was responsible for renewing the bluebooks for these vehicles. The Chief Finance Officer suggested that the issue might have occurred as a result of complications with M/s Greener Way during the handover of vehicles some years ago. The Executive Secretary advised that the situation should be resolved in close consultation with Greener Way and seek way forward with the Bhutan Construction and Transport Authority (BCTA)

Decision

Management directed the Finance Division and the Mechanical Transport Officer (MTO) to investigate the reasons behind the non-renewal of the bluebooks. Additionally, the former Officiating Chief of CiED who is the current Chief Engineer was instructed to assist the team in resolving the issues related to vehicles used for waste collection services with Greener Way. Once the findings are available, the issues should be discussed with the BCTA to determine the appropriate course of action.

Action - Finance Division, MTO & Chief Infra Division

Agenda 22.04 - House Rent for regular staff residing in semi-permanent and permanent Structures

The Chief Finance Officer informed the Management that the previous Tshogde had decided to impose a rental charge of 6% of the monthly salary for employees living in Thromde's permanent or semi-permanent structures. However, he noted that some Thromde staff, who are not part of the workforce category, are residing in Thromde staff quarters and paying rent according to the existing Royal Government of Bhutan (RGoB) rates. He sought Management's direction on the matter.



Decision

The Management approved that the Tshogde's decision to levy 6% of the monthly salary as rental charges will apply only to the workforce category. All other staff will continue to pay rent as per the existing RGoB rates.

Action - Finance Division

Agenda 22.05 - Update on the Status of Vehicle (blue book, documents) and Endorsement for Renewal/Maintenance/Auction/Scraps

The Environment Division presented to the Management a list of vehicles that are mostly off-road and have been left idle in garages without any action being taken. The Division proposed that these vehicles be either auctioned, disposed-off as scrap, or repurposed for other uses. The details of the vehicles were provided in an attached annexure I.

Decision

The Management:

1. Directed that all vehicles recommended for auction or disposal be auctioned, and the auction report should be submitted to the Management afterward and the auction process will be overseen by the Chief of CiED.
2. Directed to found out whether it would be more effective to hire an external party to conduct the auction or to manage it internally, in consultation with the Finance Division.
3. The proposal to hand over certain vehicles to other agencies was approved, along with other recommendations made by the CiED.

Action - Chief CiED and Finance Division

Agenda 22.06 - Endorsement of SOP on Stray Livestock Management under Thimphu Thromde

The CiED presented the Standard Operating Procedure (SOP) for stray livestock management to the Management for endorsement. The SOP is provided as an annexure II.



Decision:

The Management endorsed the SOP for stray livestock management, with a few recommendations to be incorporated. Additionally, the CiED was directed to share the SOP to the Cabinet.

Action – CiED

Agenda 22.07 - Allocation of new livestock impoundment area at Babena

The CiED proposed a new site for livestock impoundment, located in Babena behind Dechenphodrang Monastery, covering an area of approximately 88 decimals. The site is marshy and unsuitable for other development activities. Currently, there are three existing impoundment areas, but challenges persist with these locations.

Decision

The Management approved the proposed location in Babena for livestock impoundment. The CiED was also directed to study the cattle entry points and explore methods to prevent livestock from entering the area from the entry points.

Action – CiED

Agenda 22.08 - Status update on drains and sewerage Complaints and Response

The responsibility for drain cleaning lies with the CiED. The Chief of CiED presented the status of drain and sewerage complaints and the actions taken. Since the beginning of 2024, 19 internal memos were sent to O&MD, but only one has been addressed.

Discussion

The Executive Secretary instructed both O&MD and the Infrastructure Division (ID) to take the internal memos seriously. He emphasized that once a memo is issued, joint site visits should be conducted to assess the situation and determine the necessary actions, rather than shifting blame and leaving problems unresolved.

Decision

The Management directed the concerned divisions to conduct joint site visits, identify the necessary actions, and determine which division is responsible. All divisions must work in a coordinated manner, and a report on unresolved memos issued by the CiED must be presented at the next Management meeting.



Action - CiED, O&MD, and Infrastructure Division (ID)

Agenda 22.09 - Issue of unauthorized modification of MLCP (I) by KCR

The Building Inspector of the Core area presented the issue of unauthorized modifications to MLCP I by KCR. The external staircases were constructed without prior approval from the Thomde. A final notice was issued on August 12, 2024. The tenant of MLCP I requested a deferral of the dismantling of the unauthorized structure due to ongoing court cases involving the proprietor and the tenant. However, the Division noted that the unauthorized structure is unrelated to the ongoing court cases.

Decision

The Management directed the Division to schedule and proceed with the demolition of the unauthorized structure. Since the illegal structure is not connected to the court cases and the final notice has been issued, a demolition date should be communicated. The Management also instructed the Division to ensure that the demolition is coordinated with all necessary equipment and safety measures in place.

Action – CoED

Agenda 22.10 - Location for installation of Banners and standard Banner size

The CiED presented the Standard Operating Procedure (SOP) for the installation of banners within the City. The Division also proposed four areas across the Thomde for banner installation. These include Pangrizampa-Dechencholing junction, above BOD near Lungtenzam, Near Kuensel Office and one near Babesa Bridge. This was submitted for endorsement by the Management.

Decision

The Management:

- Endorsed the SOP.

- Decided to establish a few permanent locations and build permanent structures for banner display.

- Directed the Urban Planning Division (UPD) to identify suitable locations. The locations proposed by the CiED should also be evaluated and included if feasible. Until these solutions are finalized and implemented, the CiED can continue with the current practices.



Action - CiED and UPD

Agenda 22.11 - Field dress/uniform for Thromde officials including during disasters

The Head of the O&M Division, who is also the disaster focal official for Thimphu Thromde, proposed the procurement of official uniforms for Thromde officials, especially for use during disaster response operations. He emphasized the need for Thromde officials to have uniforms with the Thromde logo to ensure smooth coordination and effective service delivery alongside other responders.

Discussion

The Chair agreed on the necessity of uniforms during disaster response, citing the example of Red Cross uniforms and suggesting that similar uniforms could be procured for the Thromde. The Executive Secretary supported this view, noting that the Labor Act mandates the provision of uniforms to all workforces. He added that uniforms for workforces have already been procured, and there is a need to print the Thromde logo on the back. He proposed that these uniforms be utilized for other purposes as well including during disaster response time. This proposal was supported by other members.

Decision

The Management decided to use the procured uniforms for the workforce, with the Thromde logo printed on the back. Additionally, the Management directed the Head of the O&M Division to assess if there is a need for other specific uniforms, such as those with reflectors, and to make the necessary procurement.

Action - Head, O&M Division

Agenda 22.12 - Procurement of cooking utensils to be used during disaster responses

The O&M Head proposed the procurement of cooking utensils and other necessary equipment for use during emergency response operations. He argued that catering services are costly and that cooking on-site would be more economical during prolonged restoration efforts.

Decision

The Management approved the procurement of cooking utensils and other equipment



for use in all critical situations, with no catering services to be used. The budget for these items will be allocated from the “emergency restoration funds “ and will need to be work-charged afterward.

Action - O&M Division and Finance Division

Agenda 22.13 - Issuance of parking exemption cards for Lajabs (under Workforce category)

The proposal for issuance of parking exemption cards for lajabs was submitted to the Management. The proposal stated that roadside lajabs, who need to monitor workforces, are required to use their private cars for travel to various sites.

Discussion

The Executive Secretary acknowledged that while support for this request may be necessary, it must be clearly defined. It was noted that CiED vehicles were recently assigned to an old garage for use by those who need them, including lajabs. Other members raised concerns that parking cards are issued only to officials who drive to work and need to stay at the office for the entire day. A clear set of criteria for issuing parking exemption cards already exists and must be adhered to. These cards cannot be issued to taxis or vehicles belonging to relatives. Additionally, some lajabs are provided with motorbikes, which complicates the situation further.

Decision

The Management could not approve the request at this time due to several outstanding issues and confusions that need to be resolved. Lajabs can use pool vehicles for monitoring purposes.

Action - Divisions Concerned

Agenda 22.14 - Sewer connection and road widening proposal by YC1-25 (SD Hotel & Hospitality) near Tandin Nye

The Urban Planning Division presented a proposal for sewer connection and road widening by SD Hotel and Hospitality near Tandin Nye. The urban planner noted that the proposal had not been approved earlier because it was routed through the forest area. This revised proposal involves sewer connection along the road and along with widening of the road stretch. The plan includes a total of 31 possible plots (considering the sub-divisions) in the area, and aims to benefit not just single households. The applicant has agreed to fully cover the costs of sewer line construction and road



widening.

The urban planner reported that the estimated total sewer production in the area, based on existing plots, is around 0.3042 MLD, even when estimated on the higher side. The YHS Wastewater Treatment Plant (WWTP) has a total capacity of 2 MLD, with the current sewer flow ranging from 0.2-0.5 MLD, allowing it to handle an additional 1 MLD. The proposed sewer line length is approximately 1.79 km, and the road length is 1.5 km. The existing Right of Way (ROW) for road is 6-7 meters with a carriageway of 3-4 meters. The proposal aims to increase the ROW to 8.85 meters and the carriageway to 6 meters.

Discussion

The Chief of the Infrastructure Division (ID) noted that there are plans to divert sewer from the Chubachu area to the YHS treatment plant due to pressure buildup in Chubachu. He expressed concerns that connecting new lines could overload the YHS plant. The Executive Secretary also mentioned that the plant's capacity might exceed 2MLD considering future constructions. He suggested that a dedicated treatment facility would be more suitable for such developments, similar to how the ELC school above is managing. The Chair expressed concern about the plant's capacity, however, if the YHS plant can handle the additional loads, establishing a sewer network would be beneficial given the potential for future plots and settlements in the area. He also informed that the sewerage flow calculated based on existing plots might take another 10-15 years as most of the plots in the area are still underdeveloped.

Decision

The Management approved the proposal in principle and directed the Urban Planning Division (UPD) to communicate the detailed road construction requirements to the applicant, ensuring compliance with standards. All safety measures must be implemented during construction.

Action - UPD and ID

Agenda 22.15 - MoHA circular on the conduct of annual Tshechus/festivals -put up as an information

The Dy Chief Legal Officer read out the MoHA circular on the conduct of annual Tshechus/Festivals as an information to the Management. The circular has been attached as an annexure III.



Agenda 22.16 – Enforcement of Tenancy disputes by the Thromde Tenancy Dispute Settlement Committee

The Deputy Chief Legal Officer informed the Management about a letter received from the judiciary concerning the enforcement of the Tenancy Act. Currently, the Tenancy Dispute Settlements Committee, a quasi-judicial body, registers, hears all tenancy-related issues and deliberate and pass the decisions. However, any party wishing to appeal these decisions must go to the relevant court. Under the new procedure, all enforcement related to tenancy issues must now be handled by the Tenancy Committee. The Deputy Chief Legal Officer highlighted that this change presents challenges, including a shortage of human resources in Thromde Legal Division and potential arbitrariness in the process, which could negatively impact service delivery.

Decision

The Management instructed the Legal Division to address the matter with the Ministry of Information and Transport (MoIT) and other relevant agencies to seek a resolution.

Action - Legal Division

Agenda 22.17 - Need for pool vehicle service for Legal Division

Since the Legal Division does not have a dedicated pool vehicle, the Deputy Chief Legal Officer requested that the Management permit the Division's officials to use any available vehicles from other Divisions for transportation, particularly during court hearings.

Decision

The Management directed all Divisions and Sections to provide full support by making any available/idle vehicles from their respective Divisions or Sections accessible for official use by Legal Division and other staff.

Action - All concerned Divisions and Sections

Agenda 22.18 - Assessment of potential risks of flooding from major streams/tributaries within Thimphu Thromde

The Chair informed that, following the recent flood outburst in the Dechencholing area, the Thromde has been asked to assess the potential risks of flooding from other major streams within its jurisdiction.



Decision

The Management decided to request relevant agencies like DDM&LG, NCHM and MoIT to help conduct the assessment of flooding risks from major streams within the Thromde, as the Thromde lacks the capacity to carry out this assessment. However, if there is a need for cleaning along drains and gorges, the Thromde can handle it.

Action: Disaster Focal Official

Agenda 22.19 - Endorsement of employee operational manual

The Land Record and Service Divisions (LRSD) presented the employee operational manual for the Division to the Management for endorsement. The Chief informed that the manual will help in maintaining institutional memory and will be handy for the future new officials to deliver the services without any disruptions.

Decision

The Management endorsed the employee operational manual of LRSD. The Chair reiterated the importance of simplifying the bureaucratic processes while delivering all Thromde services.

Action - All Divisions and Sections

Agenda 22.20 - Stakeholder meeting with stakeholders to set clarity on open space entertainment

The Executive Secretary raised concerns about proper stakeholder coordination during open space entertainment events. There is confusion on the ground regarding roles and responsibilities, leading to finger-pointing among stakeholders when issues arise. To address this, he has proposed a meeting with stakeholders to clarify the process moving forward.

Decision

The Thromde will organize consultation meetings with relevant stakeholders to clarify various issues related to monitoring during such events. The stakeholders include the Ministry of Home Affairs (MoHA), Thimphu Dzongkhag, Royal Bhutan Police (RBP), Trade, and the Office of the Attorney General (OAG) and the Chief of CiED will spearhead the coordination of this consultation meeting.



Action: CiED Chief

Agenda 22.21 - Installation of CCTVs in all private buildings

The Chair shared that the Royal Bhutan Police has requested the Thromde to make it compulsory for all private buildings to install CCTVs. This measure would enhance building security, reduce crime, and assist the RBP and other agencies with investigations as well. The matter was brought to the Management for deliberation, and if necessary, it will be presented to the Tshogde for further directives.

Discussion

Several members expressed concerns about making CCTV installation compulsory for private buildings, citing the additional costs and potential infringement on privacy matters. They suggested that while the Thromde should encourage building owners to install CCTVs for safety and security, it should not be made a mandatory requirement. Some members noted that a few buildings have already installed CCTVs voluntarily, so it may be more practical to leave it as an option and encourage rather than mandate it.

Decision

The Management decided to request official correspondence on this matter to facilitate further discussion on relevant platforms.

Action: Management

Agenda 22.22 - Update on client's information record for NIA-ACC

The Planning Officer presented the status of maintaining client information for all services delivered by each Division and Section of Thromde. Some Divisions have not updated their records comprehensively, while most have done so extensively.

Decision

The Management takes this matter very seriously and has reminded all Divisions and Sections to ensure that client information is maintained comprehensively and in the prescribed format.

Action - All Divisions and Sections concerned



Conclusion

The 22nd Management meeting adjourned at 4:00 PM. The Chair thanked all the members for their presence and their contributions to the deliberations.

Rapporteur – Karma Dorji, Planning Officer.

ANNEXURE I

Standard Operating Procedure (SOP) for Stray Livestock Management under Thimphu Thromde

1. Purpose

- To establish a systematic approach for the management of stray livestock within Thimphu Thromde to ensure public safety, reduce traffic hazards, and prevent damage to public property.

2. Scope

- This SOP applies to all personnel involved in the management of stray livestock within the jurisdiction of Thimphu Thromde, including Thromde environment officers, veterinary services, RBP (Traffic Division), and cattle catchers.

3. Responsibilities

City Environment Division, Thimphu Thromde

- Overall responsibility for implementing and monitoring this SOP.

Environment Officers/Sanitary Inspectors

- Coordinate and supervise the capture, transportation, and care of stray livestock.
- Assist in ensuring public safety and compliance with livestock management regulations.

Cattle Catchers (Supervisor and Laborer)

- Monitor on a 24/7 basis and respond to incidents of stray livestock.
- Humanely capture stray livestock using approved methods.
- Assist in enforcing penalties, and collection of fines during impounding periods.
- Transport and securely impound captured livestock at designated facilities.
- Coordinate with Semchen Tshedhar Tshogpa for the dispatch of livestock as per regulatory requirements.

Veterinary Services

- Provide medical assessment and care for captured sick livestock.



Traffic Division

Any accidents caused by stray animals should be reported to Thimphu Thromde for disposal. Report any stray animals found on the road to Thimphu Thromde.

4. Definitions

Stray Livestock: Any animal (cattle, goats, sheep, horses, etc.) found wandering without proper supervision or containment within Thimphu Thromde's boundaries.

Impound: The act of legally seizing and holding property, in this case, stray livestock, by Thimphu Thromde. In the context of stray livestock management, impoundment refers to the capture, transportation, and secure containment of animals that are found wandering without proper supervision. The impounded livestock shall be sheltered at designated facility until claimed by the owner, sold at auction, donated, or otherwise disposed of in accordance with relevant regulations and procedures.

Impounding Fees: Charges imposed by a governmental authority for the costs associated with the capture, transportation, care, and secure containment of impounded property, such as stray livestock. These fees are payable by the owner of the livestock upon reclaiming their animals. The fees typically cover expenses related to feeding, shelter, veterinary care, and administrative handling during the period of impoundment. Failure to pay impounding fees may result in the continued detention of the livestock or other legal actions.

Auction: A public or private sale where goods or property, in this case, unclaimed stray livestock, are sold to the highest bidder. Auctions are typically conducted when the owner fails to reclaim the impounded livestock within a specified period. The proceeds from the sale may be used to cover impounding fees, fines, or other associated costs.

Donation: The act of giving unclaimed stray livestock, free of charge, to a charitable organization, community group, or other entity. Donation is considered as an alternative to auctioning, particularly when the livestock can serve a beneficial purpose for the recipient organization or community.

Semchen Tshedat Tshogpa: A charitable organization or group dedicated to the care, welfare, and management of animals, particularly those that are impounded or stray. In the context of stray livestock management, Semchen Tshedat Tshogpa shall receive and manage livestock handed over by Thimphu Thromde. Any livestock owner can also handover their animals directly to the tshogpa if they agree that this act will help reduce the stray livestock in town, ensuring that they are properly cared for, rehomed, or managed according to ethical and legal standards.



5. Procedure

5.1 Identification and Reporting

- Public Reporting
- Provide a hotline and an online platform for residents to report sightings of stray livestock.
- Patrols
- Regular patrolling by Environment Officers/Sanitary Inspectors to identify and report stray livestock.

5.2 Capture and Containment

- Capture
- Use humane methods to capture stray livestock, ensuring minimal stress or injury to the animals.
- Containment Facilities
- Transport captured livestock to designated containment areas equipped with appropriate shelter, food, and water.

5.3 Owner Identification and Notification

- Livestock Tagging
- Check for identification tags or other markers to determine ownership.
- Notification
- Attempt to contact the owner within 24 hours of capture.
- If the owner is identified, they are required to reclaim their livestock within 7 days period and may be subject to fines.

5.4 Unclaimed Livestock

- Holding Period
- Livestock will be held for a period of 3 days to allow the owner to reclaim them.
- Disposal
- If unclaimed, livestock may be donated to Semchen Tshethar Tshogpa or re-homed to interested community
- 5.5 Health and Safety
- Veterinary Assessment
- Conduct a health check if the captured livestock is sick to prevent the spread of disease to other livestock.
- Safety
- Implement safety measures for both the public and the stray livestock during the capture and transportation of stray livestock.

5.6 Record Keeping

- Documentation
- Maintain detailed records of all incidents, including date, location, livestock



description, owner identification (if applicable), and actions taken.

- Reporting
- Monthly reports to be compiled and reviewed by the City Environment Division.

6. Regulatory Compliance

6.1 Restriction on Rearing Livestock Within City Limits

- Prohibition
- Rearing of any sorts of livestock within the city limits shall be strictly prohibited in accordance with Thromde Tshogde's decision.
- Environmental Clearance
- No environmental clearance shall be issued for any livestock-rearing activities within Thimphu Thromde's boundaries.

6.2 Enforcement of Penalty

- Impounding Fees
- As per the Livestock (Amendment) Rules and Regulations of Bhutan, 2022, any person who abandons animals shall be liable for payment of fines of Nu. 5,000.00 per animal and if the owner fails to reclaim within 3 days, then the animal shall be confiscated. The penalty is payable by the livestock owner before the animals are released.

7. Measures to Control Stray Livestock

7.1 Entry Point Closure

- Fencing
- Erect fencing at key entry points into the city to prevent stray livestock from entering.
- Duty Placement
- Assign personnel at each entry point to monitor and control livestock movement.

7.2 Enforcement

- Patrols
- Regular patrolling to enforce livestock movement restrictions and ensure compliance with the SOP.

7.3 Impounding and Disposal

- Impoundment
- Capture and impound stray livestock as per the procedure outlined in this SOP.
- Auction
- Unclaimed livestock may be sold at auction after the holding period.
- Donation
- Livestock may also be donated to charitable organizations or community groups.
- Dispatch to Semchen Tshedhar Tshogpa
- Hand over impounded livestock to Semchen Tshedhar Tshogpa for further management



according to established protocols.

8. Communication and Training

- Public Awareness Campaign
- Public Awareness through social media to inform the community on the importance of proper livestock containment, the prohibition of rearing livestock within city limits, and the penalties for non-compliance.
- Staff Training
- Regular training for all involved personnel on the SOP, focusing on humane capture techniques, regulatory compliance, and public safety protocols.

9. Review and Revision

- This SOP will be reviewed annually or as required to incorporate changes in policy, technology, or other relevant factors.

10. Compliance

- Non-compliance with this SOP may result in disciplinary actions for personnel or fines for livestock owners, as per Thimphu Thromde regulations.

Submitted by:

Chief Environment Officer
Thimphu Thromde

Approved by:

Executive Secretary
Thimphu Thromde





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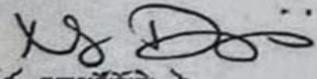
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DEPARTMENT OF CULTURE AND DZONGKHA DEVELOPMENT

MINISTRY OF HOME AFFAIRS

ཚོལ་ཁག་ལྟེ་སྒྲིལ་བརྒྱུད་ཀྱི་ རྒྱལ་ཁག་དང་ལས་ཁུངས་ལས་ གནས་ལ་ལྷན་ཞུགས་པ་མཚན་ ལུ་གསོལ་ཐད་ལས་འབད་ཕུ་ ཚོལ་ཁག་
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བའི་ཚོལ་ཕུ་ལུ་གསོལ་ ཚོལ་ཕུ་དེ་ས་གཞི་ཉིན་མ་གསལ་དུ་ འཚམ་རྒྱལ་བཅའ་ཉིན་གཤམ་ལུ་ བཞི་ལྷན་ལུ་ལོ་ལོ་ལོ་
ཚོལ་ཕུ་དེ་ས་གཞི་ཉིན་གཤམ་ ༩ མ་གཏོགས་ ལུ་གསོལ་མཐོབ་པའི་ལམ་ རེ་བའི་ནུ་ གཡུལ་སྐོ་དུ་དྲོལ་ལུ་ལོ་ལོ་ལོ་
ཚོལ་ཕུ་ལུ་ལུ་གསོལ་ལུ་ ཉིན་མ་གཞི་ རྒྱུ་ལོ་ལོ་ལོ་ལུ་ལས་གནས་ཚོགས་ལོ་ལོ་

དེ་མཚན་དང་ལོའི་ཚོལ་གཞི་དང་ལུ་ལུ་ལུ་ལུ་ལུ་ ཚོལ་ཕུ་དུ་ལུ་ལུ་ལུ་ལུ་ལུ་ རྒྱལ་ལུ་ལུ་ལུ་ལུ་
ལུ་ (Mela) ལུ་ལུ་ལུ་ལུ་ རྒྱལ་ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་
ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་
ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་


། རྒྱལ་མཚན་ཚོ།
མཚན་ཚོ

ལ

- ༡ རྒྱལ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་
- ༢ ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་
- ༣ ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་
- ༤ ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་
- ༥ ལུ་ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་ལུ་ ལུ་ལུ་ལུ་ལུ་

ANNEXURE III

Status of Off road Vehicles (Thimphu Thromde)

Sl. no	Vehicle Number	Vehicle Type & Make, CC	First Registration, Person Capacity	Description/Specification	Observation	Recommendation	Decision by the Management
1	BG-1-A1982	Electric Vehicle (Reva Model) & Mahindra & Mahindra (Light Vehicle)	August 16,2011 4 Person	White Book renewed and valid till 16/08/2021	Battery Unavailable (Off-road)	Auction	Auction
2	BG-1-A0004	Eicher Road Sweeping Machine (Medium Vehicle)	March 21, 2021	Last white book renewed and valid till 22/03/2021	Truck engine is working fine, but the sweeping system is not working (fan/vacuum).	Convert to water tanker	Auction
3	BG-1-A0734	Isuzu Compactor (Medium Vehicle)	September 7, 2014	<ul style="list-style-type: none"> • Was issued to the Greener Way. • Missing white book. • Registration valid till September 7, 2021 (Expired) 	Functional but was kept idle after the engine gave a heating problem.	Update and Auction	Auction
4	BG-1-A0737	Nissan Compactor (Medium Vehicle)	September 4, 2014	White book missing. Registration valid till September 4, 2021 (Expired)	No engine problem but the compactor system's not working. (Off Road)	Update and Auction	Auction
5	BG-1-0585	Kawasaki Bajaj	June 27, 2001	Registration	Off road	Auction	Auction

		Caliber Bike		Book available. Valid till Jan 7, 2020.			
6	BG-1-A0797	TATA Compactor (Heavy Vehicle)	August 18, 2016	White Book missing. But valid till February 18, 2022.	No engine problem but the compactor system is not working. (Offroad)	Update and Convert to Water Tanker	Auction
7	BG-4-A0194	Ten-Wheeler TATA Truck Compactor (Heavy Vehicle) transferred from S/Jongkhar Thromde	October 16, 2014	Registration Book available and valid till October 16, 2022.	The Compactor System is not working but the truck engine is fine.	Auction	Auction
8	BG-1-A0795	TATA Compactor (Heavy Vehicle)	August 18, 2016	Registration book is available and valid till August 18, 2021	Engine running condition but compactor system is not functional.	Auction	Auction
9	BG-1-A0667	NISSAN Compactor (Medium vehicle)	March 7, 2011	Registration book available and valid till March 7, 2022.	Both the engine and system have problems. (Offroad)	Auction	Auction
10	BG-1-A0554	EICHER Dumper (Medium vehicle)	September 25, 2006	Registration book available and valid till September 25, 2021	Engine problems. (Offroad)	Auction	Auction



11	BG-1-0341	Dyna TOYOTA Compactor (Medium Vehicle)	March 19, 2001	Registration book available and valid till January 7, 2022.	Problem with both the system and engine. (Offroad)	Auction	Auction
12	BG-1-A0650	TATA LPT112 Compactor (Heavy Vehicle)	January 3, 2011	Registration book available and valid till January 20, 2022	Running Engine but problem with compactor system (Offroad)	Auction	Auction
13	BG-1-A0815	TATA Compactor (Heavy Vehicle)	May 15, 2017	Registration book available and valid till May 15, 2020.	Fully functional.	Minor maintenance & re-use	Hand over to GBS
14	BG-4-A0195	10-wheeler TATA Compactor (Heavy Vehicle) - transferred from S/Jongkhar Thromde	October 16, 2014	Registration book available and valid till October 16, 2023.	No engine problem but the system is not working. (Offroad)	Auction/ Water tanker	Auction
15	BG-1-A0798	TATA Compactor (Heavy Vehicle)	August 18, 2016	Registration book available and valid till February 18, 2022	No problem with the engine but the compactor system's not working. (Offroad)	Can be converted into a water tanker or Auction.	Auction
16	BG-1-A0665	EICHER Dumper (Medium Vehicle)	No registration details/data in BCTA System (eRALIS)	<ul style="list-style-type: none"> Handed over to M/s Greener Way but 	Engine running condition.	Scrap	Scrap (in the system)



				<p>was not properly handed back to Thromde.</p> <ul style="list-style-type: none"> Registration Book (white book) missing. 			
17	BG-1-A3683	Electric Vehicle (Light Vehicle) purchased under the Waste Flagship Program by NEC.	May 25, 2023	<ul style="list-style-type: none"> Updated white book (valid till May 14, 2024) - EXPIRED. 	Running condition but the compactor system is not working.	Planning to hand over to Wangdue Phodrang Dzongkhag	Planning to hand over to Wangdue Phodrang Dzongkhag
18	BG-1-A3685	Electric Vehicle (Light Vehicle) purchased under the Waste Flagship Program by NEC.	May 25, 2023	Updated white book (valid till May 14, 2024) - EXPIRED	Functional	Handed over to the Changyul Park on 29th August, 2024	
19	BG-1-A3684	Electric Vehicle (Light Vehicle) purchased under the Waste Flagship Program by NEC.	May 25, 2023	Updated white book (valid till May 14, 2024) - EXPIRED	Functional but the suction pipe is damaged.	Planning to handover to GMC	Planning to handover to GMC
20	BG-1-A0380	Fuso Compactor	No registration details/data in BCTA System (eRALIS)	<ul style="list-style-type: none"> No registration book 	Non-functional. (Offroad)	Scrap	Scrap (Not in the system)
21	BG-1-	NISSAN	No		Non-	Scrap	Scrap (in the

		Earth moving equipment, transferred from Tsirang Dzongkhag Administration		October 22, 2020	garage. (Serbithang)		
28	Canters			8 numbers of Canters at the garage 9 numbers of canters with GW	Not reusable (All rusted and damaged)	Scrap	Scrap
29	BG-1-0384	Mitsubishi Compactor (Medium Vehicle)	No registration details/data in BCTA System (eRALIS)	No White Book	Non-functional (Off road)	Scrap	Scrap (in the system)
30	BG-1-0635	Mitsubishi Compactor (Medium Vehicle)	No registration details/data in BCTA System (eRALIS)	No White Book	Non-functional (Off road)	Scrap	Scrap (not in the system)
31	BG-1-0735	Isuzu Compactor (Light Vehicle)	September 4, 2005	Registration Book available and valid till September 4, 2018	Non-functional (Off road)	Scrap	Scrap
32	BG-1-A0555	Dumper Placer (Medium Vehicle)	No registration details/data in BCTA System (eRALIS)	No White Book	Non-functional (Off-road)	Scrap	Auction (in the system)
33	BG-1-A0817	Bike (Two wheeler)	August 11, 2014	No White Book. Registration valid till August 11, 2021	Off road outside the garage at Chamgang	Update and Auction	Auction



		Earth moving equipment, transferred from Tsirang Dzongkhag Administration		October 22, 2020	garage. (Serbithang)		
28	Canters			8 numbers of Canters at the garage 9 numbers of canters with GW	Not reusable (All rusted and damaged)	Scrap	Scrap
29	BG-1-0384	Mitsubishi Compactor (Medium Vehicle)	No registration details/data in BCTA System (eRALIS)	No White Book	Non-functional (Off road)	Scrap	Scrap (in the system)
30	BG-1-0635	Mitsubishi Compactor (Medium Vehicle)	No registration details/data in BCTA System (eRALIS)	No White Book	Non-functional (Off road)	Scrap	Scrap (not in the system)
31	BG-1-0735	Isuzu Compactor (Light Vehicle)	September 4, 2005	Registration Book available and valid till September 4, 2018	Non-functional (Off road)	Scrap	Scrap
32	BG-1-A0555	Dumper Placer (Medium Vehicle)	No registration details/data in BCTA System (eRALIS)	No White Book	Non-functional (Off-road)	Scrap	Auction (in the system)
33	BG-1-A0817	Bike (Two wheeler)	August 11, 2014	No White Book. Registration valid till August 11, 2021	Off road outside the garage at Chamgang	Update and Auction	Auction

34	BG-1-A0649	TATA Compactor (Medium Vehicle)	No registration details/data in BCTA System (eRALIS)	No White Book	Off road at Greenerway garage	Handing-taking and Scrap	Handing-taking and Scrap (in the system)
35	BG-1-A0669	Compactor (Medium Vehicle)	March 17, 2011	Registration valid till March 17, 2019	Greenerway Garage (functional)	Update, Handing-taking and Auction	Update, Handing-taking and Auction
36	BG-1-A0794	Compactor (Heavy Vehicle)	No registration details/data in BCTA System (eRALIS)	No White Book	Off-road at Greenerway garage	Handing-taking and Scrap	Handing-taking and Scrap (in the system)
37	BG-1-A0651	TATA Compactor (Heavy Vehicle)	No registration details/data in BCTA System (eRALIS)	No White Book	Off road at greenerway garage	Handing taking and Scrap	Handing-taking and Scrap (in the system on the name of city builder consultancy)
38	BG-1-A0581	Bulldozer (Earth Moving Equipment)	November 14, 2007	Registration book available and valid till November 14, 2020	Off-road at landfill	Auction	Auction

Note:

- Almost all compactor vehicles that were previously outsourced have no proper updated documents.



Thimphu Thromde

P.O Box No: 215

Gongdzin Lam, Thimphu Bhutan

+975 02 336310 (PABX), Toll Free Number: 1009

Email: customercare@thimphucity.gov.bt