



དཔལ་ལྷན་འབྲུག་གཞུང་།

ལྷན་ཁྲུས་གཞུང་ཚོགས་ཡིག་ཚང་།

ROYAL GOVERNMENT OF BHUTAN

Cabinet Secretariat
Gyalong Tshogkhang
Thimphu : Bhutan

H-20/2020/139

April 10, 2020

OFFICE ORDER

In keeping with the RCSC's instruction, the Cabinet Secretariat vide office order no. H-20/2020/101 dated April 6, 2020 has identified following as Communication Officer and Complaint Management Officer.

1. Communication Focal Officers

- i. Karma Chogyel, Program Officer, CAD- (kchogyel@cabinet.gov.bt/17123194)
- ii. Sonam Tshewang, Sr. HR Officer- (stshewang@cabinet.gov.bt/17123193)
- iii. Sangay Zangmo, ICTO- (szangmo@cabinet.gov.bt/17464636)

2. Complaint Management Officer.

- i. Dorji Wangchuk, PO, GPMD- (dorjiwangchuk@cabinet.gov.bt/17643071)
- ii. Sangay Wangchuk, PO, PSDD- (sangaywangchuk@cabinet.gov.bt /17715725)

As focal officers, they are responsible for:

- i. All communication responsibilities. He/she must set-up communication platforms using social apps like whats-app for easier, faster and reliable communications;
- ii. The Complaint Management Officers is required to maintain the records of complaints received if any and carrying out such other activities as may be required by office in relation to COVID-19.

To ensure the safety of its employees and uninterrupted service delivery, all are requested to reach out to the above officials for any queries related to remote working/COVID-19.

Issued for immediate implementation and strict compliance

(Karma Pemba)
Cabinet Director