

# Tsa Thrim of Pal Drug Zhibjug Tewa (The Centre for Bhutan Studies) 2001

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## **Preamble**

The Royal Government of Bhutan,

*Convinced* of the importance of creating a Tewa (the Centre) of research for intellectual development and scholarship;

*Recognizing* the need for the development of a premier social science research Tewa in Bhutan; and

*Desirous* to establish an institute that will engage in inter-disciplinary studies on Bhutan for the advancement of its social, cultural, economic and political aspects,

Hereby establishes Pal Drug Zhibjug Tewa (PDZT), to be known in English as the Centre for Bhutan Studies (CBS), on 4th of the 10th Bhutanese month of the Earth Hare Year coinciding with November 11, 1998.

## **Article 1: Definitions**

*Tsa Thrim* means the Tsa Thrim of the Pal Drug Zhibjug Tewa

*Tewa* means Pal Drug Zhibjug Tewa.

*Council* means the Council, the governing body, of Pal Drug Zhibjug Tewa.

*President* means the President of Pal Drug Zhibjug Tewa.

*Director* means the Director of Pal Drug Zhibjug Tewa.

*Government* means the Royal Government of Bhutan.

## **Article 2: Citation, Commencement, Amendments and Interpretation**

1. This Tsa Thrim will henceforth be called the Tsa Thrim of Pal Drug Zhibjug Tewa
2. The Tsa Thrim shall come into force with immediate effect
3. Amendments to this Tsa Thrim shall be made, when the Council of the Tewa deems it necessary, by way of consensus, or two-third majority of all the members of the Council.
4. The Council's interpretation of the Tsa Thrim will be final and binding.
5. The original text of the Tsa Thrim shall be in Dzongkha, which will prevail over its translations in other languages if there are conflicting interpretations.

### **Article 3: Objectives and Status of the Tewa**

The Tewa shall be an autonomous and non-profit organization, governed by its Council.

The Tewa shall:

1. Conduct, carry out and promote historical and contemporary studies of relevance to Bhutan;
2. Publish journals, occasional research papers, and definitive and authoritative documents on Bhutan;
3. Commission research studies by Bhutanese scholars and institutions;
4. Encourage research and publications in both Dzongkha and English;
5. Facilitate training in research skills and analysis through internships for Bhutanese individuals;
6. Collaborate, at its discretion, with other agencies on basic research of mutual interest;
7. Host lectures and seminars by Bhutanese and foreign scholar invitees; and
8. Act as a clearing-house for information about research and studies being conducted in Bhutan and abroad by foreign institutes and individuals.

### **Article 4: Composition of the Council**

1. The Council will consist of a President, a Member Secretary, and nine members who will include distinguished individuals with considerable experience in policy formulation and intellectuals with a broad knowledge of the culture, literature, language and history of Bhutan.
2. The President of the Council shall be appointed by the Council of Ministers.
3. The executive head of the Tewa will be a Director who will serve concurrently as the ex officio Member Secretary of the Council.

### **Article 5: Functions of the President**

1. The President of the Council will have full authority to clear and approve day-to-day matters concerning the Tewa.
2. The President may delegate the power to one or more members of the Council or to the Director, to take decisions on certain urgent matters when deemed appropriate.
3. The President can accept the resignation of Council members.

### **Article 6: Functions and Powers of the Council**

1. The Council shall provide overall guidance and direction for the Tewa
2. The Council shall approve the annual budget and work plan of the Tewa
3. The council shall have the authority to make decisions concerning the accounts and audits of the Tewa.

## **Article 7: Terms of Office and Resignation of Members**

1. Members of the Council shall serve for a period of three years
2. A member may resign before the expiry of his or her term upon acceptance by the President

## **Article 8: Meeting of the Council**

1. The Council will hold business meetings at least four times a year
2. A calendar of the Council's meetings for the forthcoming year shall be brought out in the last quarter of each year.
3. Notice of a meeting will be given at least a month but not later than a fortnight in advance of the meeting, accompanied by the draft agenda.
4. The President will give notice, in writing, at least one week in advance of a special meeting of the Council, stating the time, place, and the agenda.
5. The Council may invite any persons to its meetings.
6. Six Council members will constitute a quorum
7. The Council shall take decisions by consensus, or by a simple majority of the members present in the meeting
8. Minutes of the proceedings of the Council's meetings will be prepared by the Tewa and distributed to the Council's members not later than two weeks after a meeting has been held.
9. The minutes of a meeting will be adopted and signed at the succeeding meeting of the Council.

## **Article 9: Duties and Powers of the Director of the Tewa**

1. The Director shall have powers to conduct the day-to-day responsibilities of the Tewa
2. The Director shall supervise, monitor and evaluate the staff of the Tewa
3. The Director will implement human resource development plan approved by the Council; therefore.
4. The Director shall initiate such activities as may be appropriate and necessary to mobilizes resources.
5. The Director shall hire interns and temporary staff within the allocated budget
6. The Director shall have authority to approve short-term trainings, seminars, and workshops for the staff of the Tewa.
7. The Director shall submit quarterly reports to the Council, in addition to an annual report on different activities of the Tewa.

### **Article 10: Audit, Accounts and Reports**

1. The transactions of the Tewa shall be governed by Financial Rules and Regulations of the Tewa
2. The financial year of the Tewa shall begin on the 1st of July and end on 30th of June every year
3. The Director shall authorize disbursements, based on the work plans and budget approved by the Council.
4. The Director shall maintain timely and correct records of the Tewa's accordance with established norms and practices;
5. The Director shall submit annual financial statements to the Council.
6. The Royal Audit Authority of Bhutan shall audit the financial statements of the Tewa.

### **Article 11: Assets**

1. The Tewa shall have space and infrastructure to discharge its functions efficiently and effectively
2. In order to ensure the sustainability of the Tewa and for the realization of its objectives, the Tewa shall received annual grant from the Royal Government of Bhutan.
3. The Tewa shall possess assets derived from or created by grants, subsidies, and contributions in cash or kind from the Royal Government of Bhutan.
4. The Tewa shall possess assets derived from grants, subsidies and contributions in cash or kind from foreign governments, international agencies, foundations and individuals in accordance with the policies of the Tewa in particular and the Royal Government of Bhutan in general.