



འབྲུག་སོ་ནམ་ཐོན་སྐྱེད་བཅོས་ལྷན་ཁང་འཛིན། Bhutan Agro Industries Limited

Factory Locations: Wangchutaba, Thimphu & Lingmethang, Mongar
Corporate Office: Post Box No.329, Thimphu, Bhutan

DEPLOYMENT OF DESUUNG TRAINEES AT BHUTAN AGRO INDUSTRIES LIMITED

Background

Bhutan Agro Industries Limited operates two factories located in Wangchutaba, Thimphu, and Lingmethang, Mongar, specializing in the production of non-alcoholic beverages. The company serves the domestic market through an extensive network of distributors across Bhutan and also exports its products to India, Bangladesh, and Australia.

As a social enterprise, Bhutan Agro's primary mandate is to enhance the livelihoods of rural farming communities by acting as a reliable market for their agricultural and horticultural produce. The company processes these raw materials into high-value, healthy beverages.

Due to increasing business volume and growing demand in both domestic and export markets, the factories are currently facing manpower shortages, particularly to sustain round-the-clock operations. This situation is expected to worsen with the onset of summer, when beverage demand rises exponentially. In preparation for the upcoming peak season, Bhutan Agro wishes to collaborate with the DeSuung Skilling Program (DSP) to secure manpower support while simultaneously offering meaningful employment opportunities, both skilled and unskilled to DeSuungs, for their livelihood.

Category of Skills Required

Given the semi-automated nature of the factory operations, the following positions are currently available:

1. Skilled Positions
 - a. Mechanical, Electrical, and Automobile Mechanics/Technicians: Responsible for repair and maintenance of machinery, including on-site fabrication of spare parts.
 - b. Processing Line Operators: Require basic mechanical and electrical knowledge to operate production machinery.
2. Unskilled Positions
 - a. Processing Line Helpers: Ensure seamless movement of products on conveyor belts and perform quality control by identifying defects. The role demands close attention to detail.
 - b. Bottle Feeding Helpers: Assist in feeding bottles onto conveyor belts alongside automatic feeding from blowing machines. Tasks include lifting lightweight blown bottles stored in jumbo bags and clearing defective bottles.
 - c. Shrink-Wrapping Helpers: Stack packed beverage cases onto pallets and arrange goods appropriately using manual or automatic forklifts.

Workplace Discipline

1. Time management and shift discipline (punctual reporting and exiting)
2. Team coordination and effective communication
3. Workplace safety and hygiene standards



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4. Responsibility and accountability in production roles
5. Basic problem-solving skills in operational settings

Working Hours and Shifts

1. Standard working hours are from 8:30 AM to 5:00 PM, with a lunch break from 12:30 PM to 1:00 PM.
2. Shift schedules are as follows:
 - a. Morning Shift: 6:30 AM – 2:30 PM
 - b. Evening Shift: 2:30 PM – 10:30 PM
 - c. Night Shift: 10:30 PM – 6:30 AM

The Production Manager will prepare a weekly roster to assign employees to appropriate shift slots.

Remuneration and Benefits

1. Unskilled Trainees as casual workers - Nu. 500 per day, with the potential to earn more through overtime. Earn-As-You-Work Modality.
2. Skilled Trainees as regular workers - Paid at par with the Technician Level at different grades.
3. Overtime Payment Overtime will be calculated as per Clause 3.34, Chapter 3 of the Service Rules: $(\text{One month's basic salary} / \text{number of normal working hours}) \times \text{overtime hours worked}$

Additionally, any overtime performed between 10:00 PM and 8:00 AM, in addition to regular day shift work, will be compensated at an additional 50% of the normal hourly rate.

Regularization and Integration Opportunities

DeSuups who demonstrate competence and strong work ethic will be eligible for the following career progression pathways:

1. Unskilled and Semi-Educated DeSuups
 - a. Will remain as casual workers for two years.
 - b. Upon satisfactory performance and conduct during this period, they will be upgraded to a GSP on a contract basis.
 - c. After completing two years of GSP service with continued good performance and conduct, they will be eligible for regular roll status.
2. Skilled and Educated DeSuups
 - a. Will be placed directly on the regular roll at an appropriate grade, commensurate with their educational qualifications and technical skills.
 - b. A probation period of six months will apply, after which regularization will be confirmed based on performance and conduct.