

ACC STAFFING PATTERN & STAFF STRENGTH (as of 7 August 2019)

Department/ Division	Position Title (B/B Position included)	Position Category (EX/ES/P /S/O)	Approved Staff Strength	Exisiting	Gap	Remarks
SECRETARIAT SERVICES:	Chief Admin. Officer	P1	1	0	1	
	Sub Total		1	0	1	
Policy and Planning Services	Chief Planning Officer/Planning Officer	P	1	0	1	
	Policy & Planning Unit					
	Planning Officer	P	1	1	0	
	International Relations & Project Coordination					
	Planning Officer	P	2	2	0	
	Publication Unit					
	ICT Technical Associate	S	1	1	0	
	Admin. Asst.	S	1	1	0	
Sub Total			6	5	1	
ICT & Media Services	Information & Media Officer	P	1	1	0	
	ICT Officer	P	2	2	0	
	ICT Technical Associate	S	1	1	0	
	Sub Total			4	4	0
HR & Training Services	Human Resource Officer	P	2	2	0	
	Admin./HR Asst.	S	1	1	0	
	Sub Total			3	3	0
Administration & Finance Services	Admin. Officer	P	1	1	0	
	Store Asst.	S	1	0	1	
	Accounts Officer	P	1	1	0	
	Accounts Asst.	S	1	1	0	
	Library/Admin. Asst.	S	1	1	0	
	Personal Secretary	P	1	0	1	
	Personal Assts.	S	5	5	0	
	Receptionist	O	1	1	0	
	PABX Operator	O	1	1	0	
	Driver	O	As per number of BG vehicles			
Sub Total			13	11	2	
Secretariat Services TOTAL			27	23	4	

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TECHNICAL SUPPORT DIVISION	Chief Tech. Surveillance & Intelligence Officer	P1	1	0	1	
	Specialist (TSI)	ES	1	1	0	
	Forensic Unit					
	Technical Surveillance & Intelligence Officer	P	3	0	3	
	Technical Surveillance & Intelligence Asst.	S	2	2	0	
	Intelligence Unit					
	Technical Surveillance & Intelligence Officer	P	3	2	1	
	Technical Surveillance & Intelligence Asst.	S	2	2	0	
	Surveillance Unit					
	Technical Surveillance & Intelligence Officer	P	3	1	2	
Technical Surveillance & Intelligence Asst.	S	2	1	1		
Technical Support Division TOTAL			17	9	8	
LEGAL DIVISION	Chief Legal Officer	P1	1	0	1	
	Principal Legal Officer	P1 (S)	1	0	1	
	Prosecution & Legal Services					
	Legal Officer	P	6	6	0	One on EOL from 1 Feb, 2019 - 31 May, 2020
	Legal Asst.	S	4	2	2	One on LTT from 28 July, 2017 - 27 June, 2022
	Drafting Unit					
Legal Officer	P	3	3	0	One on LTT from 11 Feb, 2019 - 30 June, 2020	
Legal Division TOTAL			15	11	4	

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DEPARTMENT OF INVESTIGATION						
Directorate	Director	EX	1	1	0	
	Sub Total		1	1	0	
Branch I	Chief/Principal Integrity Promotion Officer	P1/P1(S)	1	1	0	
	Integrity Promotion Officer (IPO)	P	6	3	3	Two on EOL: i) 3 Aug, 2018 - 2 Aug, 2020 & ii) 1 Aug, 2019 - 31 July, 2021
	Integrity Promotion Assistant (IPA)	S	3	1	2	
	Sub Total		10	5	5	
Branch II	Chief/Principal Integrity Promotion Officer	P1/P1(S)	1	1	0	
	Integrity Promotion Officer (IPO)	P	6	5	1	
	Integrity Promotion Assistant (IPA)	S	3	0	3	
	Sub Total		10	6	4	
Branch III	Chief/Principal Integrity Promotion Officer	P1/P1(S)	1	1	0	
	Integrity Promotion Officer (IPO)	P	6	6	0	
	Integrity Promotion Assistant (IPA)	S	3	0	3	
	Sub Total		10	7	3	
Branch IV	Chief/Principal Integrity Promotion Officer	P1/P1(S)	1	1	0	
	Integrity Promotion Officer (IPO)	P	6	5	1	One on EOL from 1 July 2019 - 30 June 2021
	Integrity Promotion Assistant (IPA)	S	3	0	3	
	Sub Total		10	6	4	
Branch V	Chief/Principal Integrity Promotion Officer	P1/P1(S)	1	0	1	
	Integrity Promotion Officer (IPO)	P	6	0	6	
	Integrity Promotion Assistant (IPA)	S	3	0	3	
	Sub Total		10	0	10	
General Services	Integrity Promotion Officer (IPO)	P	0	6	-6	
	Integrity Promotion Asst.	S	9	12	-3	
	Sub Total		9	18	-9	
Dept. of Investigation TOTAL			60	43	17	

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DEPARTMENT OF PREVENTION AND EDUCATION						
Directorate	Director	EX	1	1	0	
	Sub Total		1	1	0	
Prevention Division	Chief/Principal Integrity Promotion Officer	P1/P1(S)	1	1	0	
	Integrity Promotion Officer	P	5	4	1	One on EOL from 1 April, 2018 - 31 March, 2020
	Integrity Promotion Asst.	S	0	0	0	
	Sub Total		6	5	1	
Education Division	Chief/Principal Integrity Promotion Officer	P1/P1(S)	1	1	0	
	Integrity Promotion Officer	P	4	3	1	
	Sub Total		5	4	1	
Research Division	Chief/Principal Research Officer/Chief IPO	P1/P1(S)	1	1	0	
	Research Officer/Integrity Promotion Officer	P	5	3	2	
	Sub Total		6	4	2	
Asset Declaration Management Division	Chief/Principal Research Officer/Chief IPO	P1/P1(S)	1	0	1	
	Integrity Promotion Officer	P	3	3	0	
	Integrity Promotion Assistant (IPA)	S	1	1	0	
	Sub Total		5	4	1	
Dept. of Prevention & Education TOTAL			23	18	5	

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DEPT. OF PROFESSIONAL SUPPORT						
Directorate	Director	EX	1	1	0	
	Sub Total		1	1	0	
Complaint Management Division	Chief/Principal Complaint Management Officer	P1/P1(S)	1	1	0	
	Complaint Registration Section					
	Complaint Management Officer	P	2	3	-1	
	Follow-up Section					
	Complaint Management Officer	P	2	3	-1	
Sub Total			5	7	-2	
Document Management Division	Integrity Promotion Officer	P	1	1	0	
	Integrity Promotion Asst./Record Asst.	S	1	1	0	
	Sub Total			2	2	0
Seized Property Management Division	Integrity Promotion Officer	P	1	1	0	
	Integrity Promotion Asst./Record Asst.	S	1	0	1	
	Sub Total			2	1	1
Dept. of Professional Support TOTAL			10	11	-1	
GRAND TOTAL (excluding drivers, GSP & ESP)			152	115	37	5 on EOL & 2 on LTT

Note:

√ 3 Dry Sweepers (ESP) & 1 Messenger (GSP);

√ Drivers dependent on the number of BG vehicles (current - 11 drivers).

√ Security Service outsourced to Bhutan Elite Security services (BESS) from Jan. 2016.

√ While a specific Position has been mentioned, its Broad-Banded Positions (P2 - P5) are included and applicable for the purpose of HR actions like recruitment and promotion.