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ROYAL GOVERNMENT OF BHUTAN  
SAMDRUP JONGKHAR

Ref.No.SDA/ADM-44/2007-08/

Date.....

APPLICATION FOR AUDIT CLEARANCE CERTIFICATE

(Other than Promotion)

The Assistant Auditor General  
Royal Audit Authority  
Samdrupjongkhar: Bhutan

Sir,

May I request that an **Audit Clearance Certificate** be issued to .....for the purpose of ..... I certify that he/she does not have any **outstanding advances or adverse audit observations** as of ..... Particulars of the official as per the records of this office are shown below.

- (a) Bio-data
- (b) Service details:

Name		Employee ID No:		Cadre:	
Nationality:		Citizenship ID No.		Grade:	
Department/ Organization					

Sl. No.	Name of the Organization	Designation	Period		Appt. Status	Place of Posting	Ref. of last Audit Clearance
			From	To			

( It is mandatory to fill up the complete details of service of the employee with the Royal Government. Use a separate sheet if necessary)

I hereby declare that the information given above is correct and assume full responsibility for any mis-declaration.

SEAL OF OFFICE

Signature.  
Head of the Organization:  
Name:  
Designation:

(The signatories above are personally and collectively responsible for any incorrect information and shall be liable to make good any outstanding advances/unsettled paras against the officer.)