



བསྐྱོན་གྱིས་ལྷན་ཁག། མི་སྤྱོད་ལས་འཇུག་ཚན།

HUMAN RESOURCE SERVICES
MINISTRY OF ECONOMIC AFFAIRS
Thimphu



**APPLICATION FOR AUDIT CLEARANCE CERTIFICATE
(Other than promotion)**

MoEA/HRS (SECT-11.2)/

Date:.....

The Auditor General of Bhutan
Royal Audit Authority
Thimphu: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 ofParticulars of the official as per the records of this office are shown below.

(A)Bio-data

Name:	Employee ID No:	Cadre:
Nationality:	Citizenship ID No/ Non-National ID No:	Grade:
Department/Organization:		

(b) Service details:

Sl.No.	Name of the Organization	Position Title	Period		Appointment 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)

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

Dy.Chief Accounts Officer
AFD – MoEA

Human Resource Officer
HRS - MoEA

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