

Appendix -I

CONFIDENTIAL

(For the eyes of the authorized persons only)

Ref.No.

Dated:

**APPLICATION FOR AUDIT CLEARANCE CERTIFICATE
(For promotion only)**

The Auditor General of Bhutan,
Royal Audit Authority,
Thimphu : Bhutan.

Sir,

The Promotion Committee of this office in view of the dedicated services rendered to the Nation by Dasho/Dr/Ms/Mr.....¹.....is satisfied that he/she is qualified for inclusion in the eligibility list of this organization for consideration of grant of normal/out of turn promotion due for January/July 20... Particulars of the official as per the records of this office are shown below:

Employee ID No :	Name:	Last:	Cadre :
		First:	
Nationality :	Citizenship ID No: Old: New:		Grade :
Designation:	Non-Bhutanese ID/ Passport No.: (If non-Bhutanese)		Validity: DD/MM/YY/...../20.....

In order to finalize the above-referred list for submission to the approving authority, I am herewith applying for an Audit Clearance Certificate (ACC) from the Royal Audit Authority (RAA) in his/her favour.

I,².....hereby certify that he/she has neither any **outstanding advances** nor **adverse record of service** as of/...../20..... in our records.

SEAL OF OFFICE

Signature
Head of the Organisation:
Name:
Designation:

The good governance depends on the good performance of the public service.

¹ type designation

² type designation