

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.....<sup>1</sup> .....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:

<b>Employee ID No :</b>	<b>Name:</b>	<b>Last:</b>	<b>Cadre :</b>
		<b>First:</b>	
<b>Nationality :</b>	<b>Citizenship ID No:</b>		<b>Grade :</b>
<b>Designation:</b>	<b>Non-Bhutanese ID/ Passport No.:</b> (If non-Bhutanese )		<b>Validity:</b> 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, .....<sup>2</sup> .....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 Organization:****Name :****Designation :**


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

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<sup>1</sup> type designation

<sup>2</sup> type designation