



**ROYAL GOVERNMENT OF BHUTAN
DZONGKHAG ADMINISTRATION
JAKAR: BUMTHANG**



REF No.

Date:.....

NOTE FOR SANCTION OF EXPENDITURE

FAM-4.3

Section -1 Proposal:

1. Name of Activity /Budget line
 2. Budget (Balance) Available Nu.
 3. Estimate Cost Nu.
 4. Mode of execution /concerned sector
 5. Balance in stock/bill No./Cash Memo No.
 6. Any other justification/supplier/parties/payee.....
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SECTION II VERIFICATION

Head of Unit

1. Availability of Budget appropriation
 2. Ref. To delegation of financial power
 3. Any other remarks.....
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SECTION III APPROVAL

Head of Finance Section

Sanctioning Authority

Copy to:

1. Sector head concerned to which it belongs