



ཨཱ་ཁྱལ་ཡོངས་ཆུ་དབྱེད་དང་གནམ་གཤིས་རིག་པའི་རྩེ་བ།
NATIONAL CENTER FOR HYDROLOGY AND METEOROLOGY

THIMPHU: BHUTAN

"Center of Excellence in Hydrology, Meteorology and Cryosphere Science and Services"



SALARY ADVANCE FORM

Particulars	Details
Employee Name:	
Employee ID No.	
CID. No	
TPN	
Bank Account No.	
Grade/position level	
Designation	
Department/ Division	
Net Pay	
Amount Requested	
Purpose	

I (applicant) hereby confirm that particulars mentioned above are

all correct. If the said amount is sanctioned, I authorize the concerned office to recover the amount from my salary within the next months in the same financial year. In the event of default on my part, or leaving my present service or in any other exigencies, if the salary advance is not liquidated, I give my consent to the concerned office to recover the outstanding amount from my post-retirement benefits payable to me.

Signature of applicant
Date.....
Date.....

Approving Authority
Signature.....

*Note: As per FMM 2016, A personal advance of any kind shall not be sanctioned or paid in case a previous personal advance remains unsettled. (FAM 8.1.6(a)).