

**DEPARTURE INTIMATION FORM**

Chief /Sr. /H. R. Officer

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I hereby certify that the information given hereunder is correct to the best of my knowledge. I shall be liable for any false declaration or concealment of material facts of information.

- 1. Name and EID No. :
- 2. Position Title :
- 3. Agency :
- 4. Approval (Reference & Date) :
- 5. Course Title :
- 6. Location (Institute, City, Country):
- 7. Commencement Date :
- 8. Duration :
- 9. Date of Departure from Bhutan :
- 10. Source of Funding :

Place:

Date:

**(Name &Signature)**