



དབལ་ལྷན་འབྲུག་གཞུང་། ཚེས་ཅེ་རྫོང་། གྲོང་གསལ་རྫོང་ཁག།
Royal Government of Bhutan
TRONGSA DZONGKHAG

Office reference file no.

Date:

NOTE FOR SANCTION OF EXPENDITURE (FAM -4.3)

Name of Activity	
Budget Balance	
Tentative Cost Estimate	
Mode of Execution	
Write-up for the Proposed Note:	
(Name of Officer) Head of Section/Unit	

Verifying Officer:

Finance Officer

Approving Authority:

Head of Agency/Regional Office

The Regional Offices can seek the financial guidance (if required) with CFS Office through email/telephonic call instead of visiting CFS Office for signing.