



རང་བཞིན་འཕྲོན་བསྐྱེད་གོང་འཕེལ་ལས་འཛིན་ཚད།
Natural Resources Development Corporation Limited
ROYAL GOVERNMENT OF BHUTAN
THIMPHU, BHUTAN

Pool Vehicle Requisition Form

Name of the Division/Section	
Pool Vehicle Number	
Name of the Driver	
Name of the Person Utilizing the Vehicle	
Signature of the Utilizing Person	
Purpose/Nature of duty (State clearly) instead of just mentioning official	
Place to be visited	
Duration (hours/days/date)	

Note: The Tour Order/approved Travel Authorization should be attached with this form in case of official tour outside Thimphu.

Recommended & approved by the Head of Division:

Signature with seal.....

Date:

(Note: Once approved by respective HoDs, submit this form to Admin./Transport Officer, HRAD)

Sustainable utilization and management of natural resources

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