



Royal University of Bhutan

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Office of the Vice Chancellor
Post Box: 708
Motithang, Thimphu, Bhutan

EMPLOYEE UNDERTAKING

I, Mr/Ms/Mrs/Dasho.....(Name of the staff),
bearing Citizenship Identity Card Number....., Staff Identity
Number.....have been appointed as (Designation)
.....on.....(Date/Month/Year) as a regular
staff at(OVC/College).

I hereby agree to discontinue my service as per the notice period given by the
OVC/College, if my position becomes redundant/if my service is no longer required by
the OVC/College.

Date:

Place:

Name and Signature

(Affix Legal Stamp)

Witness:

Chief, HRD/HR Officer/Administrative Officer

Name & Signature:

CID: