Yangdzong/ Date:

**Tour Proposal**

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| 1 | **Date** | **Station** | | | | **Purpose** | |
| **From** | **TO** | **Halt** | |
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| 2 | Accompanying Officials | |  | | | | |
| 3 | Verification by Sector Heads  (purpose and tour duration) | |  | | 4.Budget source (if work-charge) | |  |
| 5 | Mode of Transportation  (to be used by Approving authority) | | Pool Vehicle Private Vehicle    Vehicle Registration no: Vehicle Registration no:    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Owner Name :    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |

Proposed by Approved by