

Date :...../...../2009

Undertaking Letter

To
Education Staff Welfare Scheme
Ministry of Education
Thimphu

Mr/Mrs/Miss.....Emp.ID.....
and CID.No.....a teacher/staff/ ofhas applied
for a loan from the ESWS scheme for the purpose of.....If the loan is
sanctioned, I hereby undertake to deduct the monthly installment from his/her salary and remit it
to the ESWS until the loan is fully liquidated.

In case of transfer of the employee, we shall inform the concerned Dzongkhag/department to
deduct the monthly installment and remit it to the ESWS scheme without fail.

Seal		
Accounts Officer	Name.....	Signature.....