

### CASH ADVANCE REQUEST FORM

Date : 7.3.24

BU/BR/Division : Reman

Department : Production

Advance Issue : 250,000 Kyats / 100,000/- USD

Budget include (or) Not :

Yes  Budgeted Title and Amount :  
 No  Reasons for :

**Required For :**  
 To buy multimeter - 1pc ( use for production ).  
 To buy CO<sub>2</sub> regulator - 1pc ( use for M&F section )

မှတ်ချက်။  
 (၁) ကြိုတင်ငွေများကို သာမန်အားဖြင့် ထုတ်ယူသည့်နေ့မှ (၁၀) ရက်အတွင်း ပြန်လည် စာရင်းရှင်းရမည်။  
 (Advance must be cleared within 10 days from issue date)  
 (၂) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်း၊စစ်ဆေး၊တွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရမည်။  
 (The amount requested must be properly calculated, checked and verified by respective authorized person)  
 (၃) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက၊ သက်ဆိုင်ရာ၊ တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည် အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်  
 (If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By <u>Su Su Khire</u>	Checked By <u>Ko Phyo</u>	Checked By <u>Khin Sue Win</u>	Approved By <u>Ko Maung</u>	Approved By <u>Tele approved. Sir Aye Min Htoon</u>
Requester	Mgr/DH	Finance & Account	GM /AGM/COO	CMC/CEO/Chairwoman

## MATERIAL REQUEST FORM (NON SPARE PARTS)

For : Production

Category : Consumable/Machine Accessories/Others

For : Measurement

Date : 4-Mar-2024


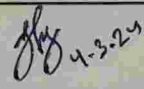
MR No : MR/PRD/ 2024/ 03/0001

For Job (JO No.) :

For Non-Job (No need signature from PRT Dept;)

No	Description	QTY	Pc	Remarks
1	Multimeter (35000 to 50000)ks	1	pc	Use for production

Note : all information required should be complete

MR Requested By;	
	
Admin	Dept; Head Approval

MR Received By;	
Dept; Head Approval	Admin

02-BRM-PRT-FRM-017-00

# TOOLS DAMAGE REPORT FORM



wealth

Date :

Reason:

Damage  
 Lost

Section Name : M&F

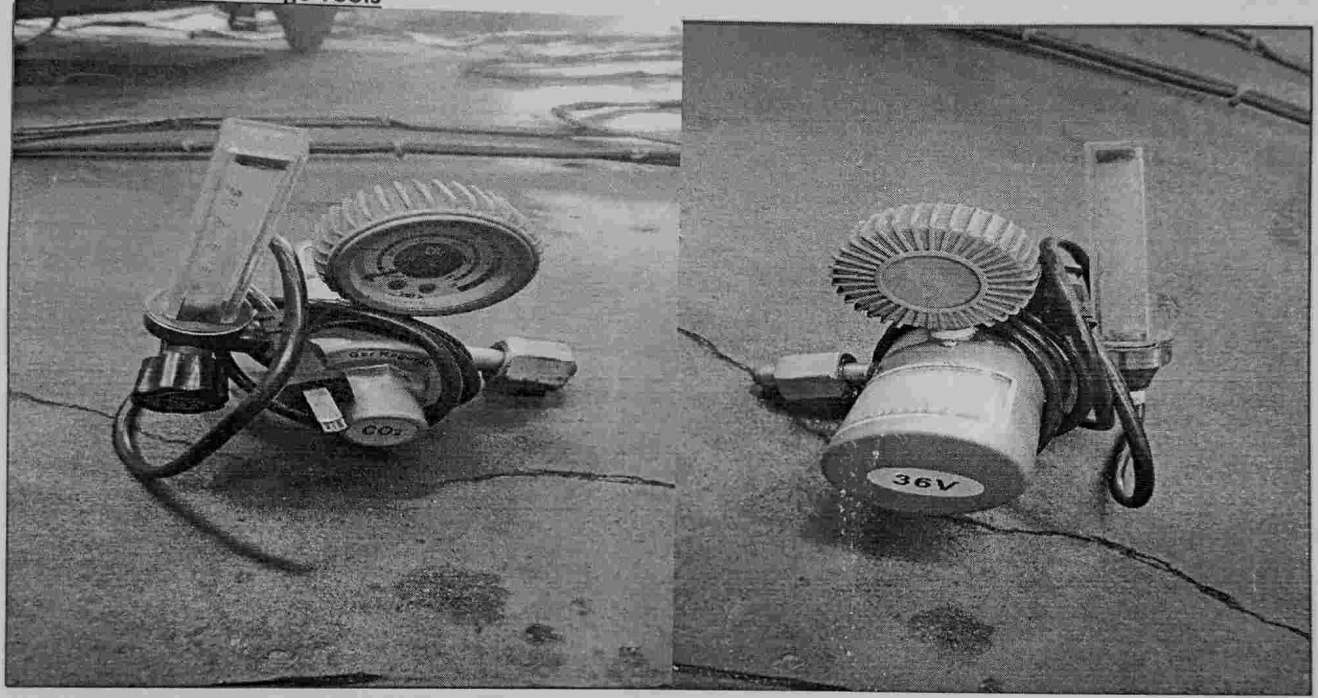
Date : 4.3.23.

Previous Handover Data

Doc. Refr. No. :

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	CO2 Regulator				1	Circuit plate damaged

Photo attach of Damage Tools



Supervisor Analyze Commence

- More usage cause of circuit plate damaged.

Department Head Judgement/ Decision

- ~~Due to~~ concern with quality and many usage

Reported By

*A.P.H*  
Mechanic

Checked By

*MMH*  
Supervisor

Approved By

*Primo*  
4.3.24  
Department Head

Cause of Damage

Cause of Damage

- 1) Material weakness of Tools
- 2) Wrong operation
- 3) Wrong application
- 4) Improper storage/ keeping
- 5) Careless of user
- 6) Consume life of Tools
- 7) Poor maintenance

02-BRM-PDD-FRM-009-00

Sir. Aye Min Htu  
last seen recently

March 4

ဆရာရှင်..Mar'24 weekly budget ထုတ်  
ရန်အတွက် REC+REM budget amount  
4892500 တိဆရာ..Approve ပေးရေ:60:01  
ဆရာ

Su Su Khine  
ဆရာရှင်..Mar'24 weekly budget ထုတ်ရ...  
Please proceed.

Sir. Aye Min Htu  
Please proceed.  
6:10 PM

No	Date	Description	Amount	Type	Remark
1		Buy hydraulic pressure gauge(main+pilot)	200000	ADV	REC
2		9K-3743 Car Fuel	120000	ADV	REC
3		Saw dust-5pcs <i>(Reman + Recon)</i>	7500 + 7500	ADV	REC
4		Operator charges 18975/18976/18675/17075	60000	Claim	REC
5		Oxygen Gas & Propane Gas,actylene	200000	ADV	REC
6		OI >MIC	30000	Claim	REC
7		Damage tool(CO2 regulator and multimeter and control stamp	250000	ADV	REM
8		Special bonus PHK	481500	Claim	REM
9		PHK meal allowance	1395000	Claim	REM
10		100-2024020238/Ko Myo/CAT311DRR/Supply pump-1/CRI-4 repair	110000	ADV	REM
11	4-Mar-24	100-2024020224/Ko Khaing/EC460/Unit injector-12 repair	300000	ADV	REM
12		100-2024020223/Ko Khaing/6HK1/CRI-6 Repair	150000	ADV	REM
13		100-2024020213/Ko Khaing/HEUI injector-6/CAT7 repair	180000	ADV	REM
14		100-2024020220/Ko Khaing/CRI-6/Sumitomo450 repair	150000	ADV	REM
15		100-2024020221/o Khaing/CRI-6/Sumitomo350 repair	150000	ADV	REM
16		Arm pipe repair-1/Ko Chan Myae (Dawei)/ZX350	200000	ADV	
17		CO2 coil-4pcs	480000	ADV	REM
18		Nozzle tip-10pcs	17000	ADV	REM
19		CO2 adaptor-5pcs	50000	ADV	REM
20		Dawei taxi charges	27000	Claim	REM
21		Meter testing stick	5000	ADV	REM
22		Breaker switch	15000	ADV	REM
23		DC tester	7000	ADV	REM
24		Saw dust-5pcs	7500	ADV	REM
25		Machining tool	300000	ADV	REM
<b>Grand total</b>			<b>4892500</b>		

First wee