

# CASH CLAIM FORM

Date: 20.11.23

BU/BR/Division: Reman

Department: Production

Issue Amount: 1,248,700/- Kyats / USD

Budget include (or) Not:

Yes  Budgeted Title and Amount:

No  Reasons for:

Required For: TA charges for special bonus (AMW, KHS, PPK, HWL).

မှတ်ချက်။  
(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရပါမည်။  
(The amount requested must be properly calculated, checked and verified by respective authorized person)  
(၂) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက၊ သက်ဆိုင်ရာ  
တာဝန်ရှိသူစစ်ဆေးအတည်ပြုပုံစံ ဖြစ်လာခြင်းသည်အောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်။  
(If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By

*Jim*  
Shwe Sin

requester

Checked By

*Nang Tun Tin*

requester

Checked By

*[Signature]*  
Zoe Ni Shine Aung Aung Aung Win

Finance & Accounts

Approved By

*[Signature]*  
8/11/2023

GM/Asst GM/Asst

Approved By

*[Signature]*  
17/11/2023  
Amm

### Travelling Allowance And Special Bonus request Form

Name	Aung Myo Win ✓
Position	BR support
Rank	3A
Description	Working In Pharkant BR

No	Period		Total (days)	Rate (MMK)	Amount	Remark
	Start	End				
1	3-Jul-2023	31-Jul-2023	29	1500	43500	
2	1-Aug-2023	31-Aug-2023	31	1500	46500	
3	1-Sep-2023	30-Sep-2023	30	1500	45000	
4	1-Oct-2023	15-Oct-2023	15	1500	22500	
<b>Total</b>					<b>157500</b>	

### Special Bonus

No	Period		Total	Rate	Amount	Remark
	Start	End				
1	3-Jul-2023	31-Jul-2023	29	30000	28064.51613	
2	1-Aug-2023	31-Aug-2023	31	30000	30000	
3	1-Sep-2023	30-Sep-2023	30	30000	30000	
4	1-Oct-2023	15-Oct-2023	15	30000	14500 <i>fw</i>	
<b>Total</b>					<del>92755</del> 70250 <i>fw</i>	
<b>Grand Total</b>					<del>252265</del> 260000 <i>fw</i>	

Request By  
 Sign : *fw*  
 Name : *Shwe Sin*  
 Dept : *Admin*

Acknowledge By  
 Sign : *[Signature]*  
 Name : *Nandar Aye*  
 Dept : *HR*

Acknowledge By  
 Sign :  
 Name : *Noing Tun<sup>2</sup> Lin*  
 Dept : *DA*

Approved By  
 Sign : *[Signature]*  
 Name : *Aung Hein Win*  
 Dept : *GM*

*[Handwritten mark]*

Travelling Allowance And Special Bonus request Form

Name	Kaung Htet Soe ✓
Position	BR support
Rank	3C
Description	Working In Pharkant BR

No	Period		Total (days)	Rate (MMK)	Amount	Remark
	Start	End				
1	14-Jun-2023	30-Jun-2023	17	1500	25500	
2	1-Jul-2023	31-Jul-2023	31	1500	46500	
3	1-Aug-2023	31-Aug-2023	31	1500	46500	
4	1-Sep-2023	30-Sep-2023	30	1500	45000	
5	1-Oct-2023	15-Oct-2023	15	1500	22500	
<b>Total</b>					<b>186000</b>	

Special Bonus

No	Period		Total	Rate	Amount	Remark
	Start	End				
1	14-Jun-2023	30-Jun-2023	17	30000	17000	
2	1-Jul-2023	31-Jul-2023	31	30000	30000	
3	1-Aug-2023	31-Aug-2023	31	30000	30000	
4	1-Sep-2023	30-Sep-2023	30	30000	30000	
5	1-Oct-2023	15-Oct-2023	15	30000	14500	
<b>Total</b>					<b>121500</b>	
<b>Grand Total</b>					<b>307500</b>	

Request By  
 Sign : *fin*  
 Name : *Shwe Sin*  
 Dept : *Admin*

Acknowledge By  
 Sign : *[Signature]*  
 Name : *Nando Aye*  
 Dept : *HR*

Acknowledge By  
 Sign :  
 Name : *Naing Tun Lin*  
 Dept : *DH*

Approved By  
 Sign : *[Signature]*  
 Name : *Aung Hein Win*  
 Dept : *GIM*  
 9/11/2023

*[Signature]*

### Travelling Allowance And Special Bonus request Form

Name	Pyae Phyo Kyaw ✓
Position	BR support
Rank	2B
Description	Working In Pharkant BR

No	Period		Total (days)	Rate (MMK)	Amount	Remark
	Start	End				
1	14-Jun-2023	30-Jun-2023	17	1200	20400	
2	1-Jul-2023	31-Jul-2023	31	1200	37200	
3	1-Aug-2023	31-Aug-2023	31	1200	37200	
4	1-Sep-2023	30-Sep-2023	30	1200	36000	
5	1-Oct-2023	7-Oct-2023	7	1200	8400	
<b>Total</b>					<b>139200</b>	

### Special Bonus

No	Period		Total	Rate	Amount	Remark
	Start	End				
1	14-Jun-2023	30-Jun-2023	17	20000	11300	
2	1-Jul-2023	31-Jul-2023	31	20000	20000	
3	1-Aug-2023	31-Aug-2023	31	20000	20000	
4	1-Sep-2023	30-Sep-2023	30	20000	20000	
5	1-Oct-2023	7-Oct-2023	7	20000	<del>6700</del> 1500. Jin	
<b>Total</b>					<del>78000</del> 75800 Jin	
<b>Grand Total</b>					<b>217200</b>	215000 Jin

Request By Sign : <i>[Signature]</i> Name : Shwe Sin Dept : Admin	Acknowledge By Sign : <i>[Signature]</i> Name : Nandar Aye Dept : HR	Acknowledge By Sign : Name : Naing Tun Lin Dept : DH	Approved By Sign : <i>[Signature]</i> Name : Aung Hein Win 9/11/2023 Dept : GM
--	---	---	---

*[Handwritten mark]*

## Travelling Allowance And Special Bonus request Form

Name	Hset Wai Lwin ✓
Position	BR support
Rank	5A
Description	Working In Pharkant BR

No	Period		Total (days)	Rate (MMK)	Amount	Remark
	Start	End				
1	25-Jun-23	30-Jun-23	6	2500	15000	
2	1-Jul-2023	31-Jul-2023	31	2500	77500	
3	1-Aug-2023	31-Aug-2023	31	2500	77500	
4	1-Sep-2023	30-Sep-2023	30	2500	75000	
5	1-Oct-2023	15-Oct-2023	15	2500	37500	
<b>Total</b>					<b>282500</b>	

### Special Bonus

No	Period		Total	Rate	Amount	Remark
	Start	End				
1	25-Jun-23	30-Jun-23	6	50000	9677.419355	
2	1-Jul-2023	31-Jul-2023	31	50000	50000	
3	1-Aug-2023	31-Aug-2023	31	50000	<del>50000</del> 50000	50000 sin
4	1-Sep-2023	30-Sep-2023	30	50000	6700	50900 sin
5	1-Oct-2023	15-Oct-2023	15	50000	6700	24100 sin
<b>Total</b>					<b>124744</b>	<b>183,700 sin</b>
<b>Grand Total</b>					<b>407244</b>	<b>466,200 sin</b>

Request By  
 Sign : *Jim*  
 Name : Shwe Sin  
 Dept : Admin

Acknowledge By  
 Sign : *[Signature]*  
 Name : Nandar Aye  
 Dept : HR

Acknowledge By  
 Sign :  
 Name : Naing Tun Lin  
 Dept : DA

Approved By  
 Sign : *[Signature]*  
 Name : Aung Hein Win  
 Dept : GM

*20000 / 31 \* 7 = 2 -*

*[Signature]*

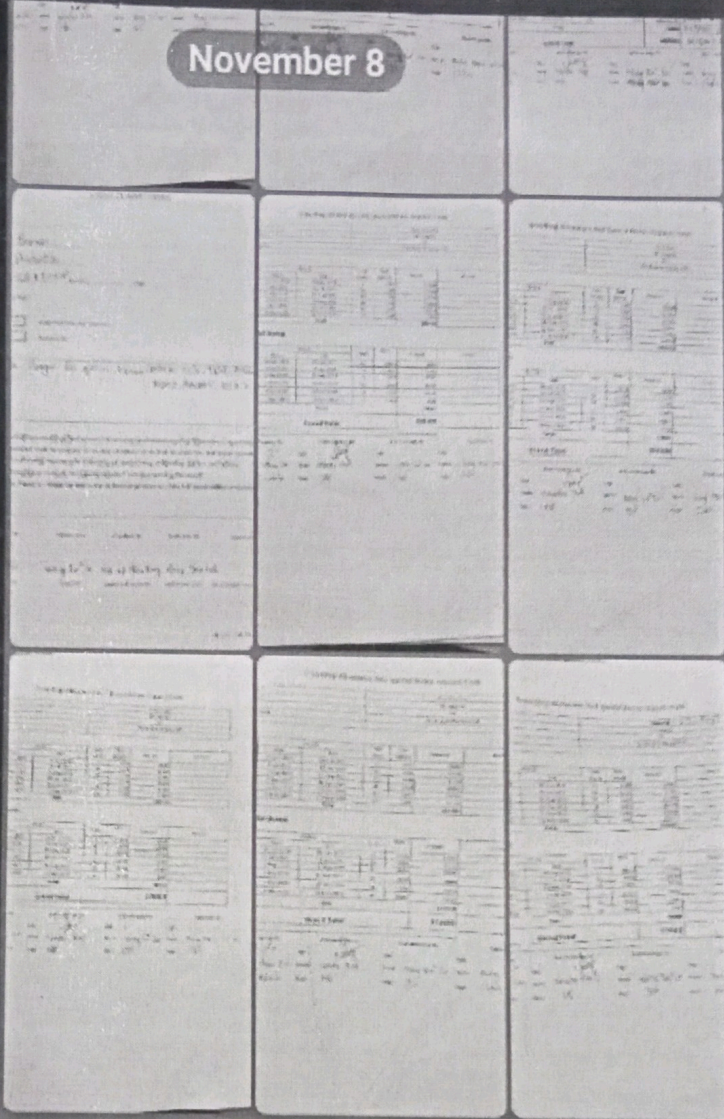


Ko Aungko Ko

last seen recently



November 8



TA charges for special bonus  
(HMH,TLK,TRA,MNW,STA,MMZ,AN  
M,AKK)-2611000

1:37 PM



Approve 1:38 PM



Approve 1:39 PM

GIF Message



R-1 (1200 & 15,000)

R-4 (1500 & 40,000)

R-7 (4000 & 70,000)

R-2 (1200 & 20,000)

R-5 (2500 & 50,000)

R-8 (4000 & 80,000)

R-3 (1500 & 30,000)

R-6 (2500 & 60,000)

5% Deduction for too much leave

## Travelling Allowance and Special Bonus Request Form

Name	Min Phy Thu
Position	Mechanic
Rank	4A
Description	Working in Pharkant Branch
Prepared Date	

No.	Period		Total (Days)	Rate (Ks)	Amount (Ks)	Remark
	Start	End				
1	1-Nov-2022	30-Nov-2022	30	1,500	45,000	
2	1-Dec-2022	31-Dec-2022	31	1,500	46,500	
3	1-Jan-2023	31-Jan-2023	31	1,500	46,500	
4	1-Feb-2023	28-Feb-2023	28	1,500	42,000	
5	1-Mar-2023	31-Mar-2023	31	1,500	46,500	
6	1-Apr-2023	30-Apr-2023	30	1,500	45,000	
<b>Total</b>			<b>181</b>		<b>271,500</b>	

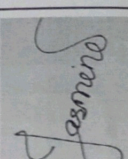
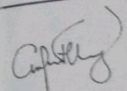
### Special Bonus

No.	Period		Total (Months)	Rate (Ks)	Amount (Ks)	Remark
	Start	End				
1	1-Nov-2022	30-Apr-2023	6.03	40,000	241,333	
<b>Total</b>			<b>6.03</b>		<b>241,333</b>	

512,833

Request By,	Prepared By,	Checked By,	Approved By,
(Employee) Min Phy Thu	(HR) Soi Nandi Kyaw	(F&A) Wut Yee Mg Htwe	(Asst; Branch Operation Head) Myo Min Htike



TA Special Bonus Policy				PrepareBy	ReviewBy	ApprovedBy
				 Sabal Aye		 Wut Yee Hlaing General Manager CHLD
DocumentNo: 05-CHL-HRM-POL-024-00		Rev.No: 00		DepartmentHead	GM/AGM	COO
Issue Date: 27/Dec/2019	Effective Date: 27/Dec/2019	Rev.Date:	Obsolete Date:			

Bonus  UMG group of companies  Special  
 &quot;Special Bonus' Performance Improvement and Accuracy  
 &quot;Special Bonus' UMG Group of Companies Branches Revenue, Performance Improvement, Accuracy  
 Branche Profit and Loss &quot;Special Bonus  
 &quot;Special Bonus' Branches Travelling Allowance ( ) / ( ) &quot;Special  
 Bonus Rank  

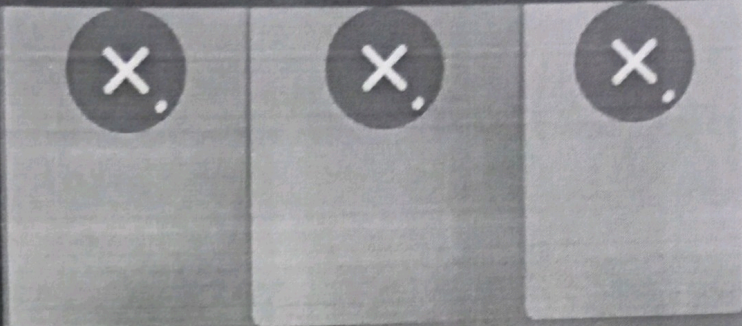
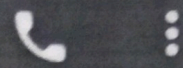
Travelling Allowance	Special Bonus
Rank-1 (1,500)	Rank-1 (15,000)
Rank-2 (2,000)	Rank-2 (20,000)
Rank-3 (2,500)	Rank-3 (30,000)
Rank-4 (3,000)	Rank-4 (40,000)

 &quot;Travelling Allowance'  
 &quot;Special Bonus'  
 &quot;Travelling Allowance and Special Bonus' HR / Admin Head ( ) CCD Operation  
 &quot;Annual Bonus' &quot;TA Special Bonus' &quot;Annual Bonus



Ma Hnin Myat The

Connecting...



Pharkant job siteသို့သွား  
သောmechanic8ယောက်အတွက်  
ရက်ပေါင်း150စာကိုRankအလိုက်  
တွက်ထားသောကုန်ကျ  
ငွေ-2,611,000အားထုတ်ယူခွင့်ပြုပါ  
ရန်approveပေးပေးပါအုံးအမ

5:35 PM ✓✓

Shwe Sin  
Pharkant job siteသို့သွားသောmecha...  
Ks 2,611,000/- Okay edited 5:39 PM

Shwe Sin  
အမရှင့်မှော်ဘီjob siteသို့သွားသောme...  
ok 5:40 PM

Shwe Sin  
Pharkant job siteသို့သွားသောmecha...  
Ks 1,248,700/- Okay 5:41 PM

Thanks mama 🙏  
📍 HN 5:41 PM ✓✓

ပြန်စစ်ပြီး လိုတာ ရှိ ဝေးရင် ပြော ပါ  
5:42 PM

ဟုကဲ့ရှင် 5:42 PM ✓✓