



CASH ADVANCE CLEAR FORM

Date : 26.07.2024

BU/BR/Division : RE

Department : Project Sales

Advance Issue : 800,000 Kyats/ USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance	07/15/24	UBG-BEN-2024-07-00050		800,000	Advance clear for TA Charges of go
2	2 nd Time Advance					to Ngawog U, Polickaku, Myingyon cas
3	3 rd Time Advance					appointment being to sales team for product
Total Advance					800,000	knowledge and load calculation.
Total Actual					621,500	(PIC- ko PT, HMS, EPSA)
Balance Refund/Additional					178,500	

Request By

Mur
Requester

Checked By

Max Soe
Mgr/DH

Checked By

Moay Moay
Finance & Account

Approved By

Ayo Ayo
GM/AGM/COO

Approved By

27/7/24
CME

04-CFD-CAS-FRM-002-03



TRAVEL ADVANCE CLEAR FORM

Cash Advance	Ko Phyo Thu, Ma Hay Ma See		
Employee Name	Axel Rye Soe Aung	Estimated Date of Travel	15.07.2024 ~ 18.07.2024
Position Rank	AGM, SH, BTDP	Total Day	4 Days
BU/BR/DIV./Dept	BE BCL	Destination	Myaong U, Myingyan, Pokakku.
Purpose	Customer appointment & site survey, Battery firmware update and solar system checking.		

Travelling Permit			
Arrival Place	Myaong U		
Actual Date & Time of Travel	15.07.2024 ~ 18.07.2024		
Total Day	4 Days		
HR Name	Shwe. Getal Hmar		
HR Sign			
BOH Authorized Person Name	Ma Hay		
BOH Authorized Person			

Advance Clear			
Actual Date & Time of Travel	15.07.2024 ~ 18.07.2024	Total Day	4 Days
Departure Date & Time	15.07.2024	Arrival Date & Time	18.07.2024

Date	Description	Total Amount	
		Kyats	USD
15.07.24 to 17.07.24	TA Charges (2 person x 15000 x 3 Days) KPT, Ma HMB	90000	
15.07.24 to 18.07.24	TA Charges (1 person x 15000 x 4 Days) EPSA	60000	
15.07.24 to 17.07.24	Toll Road Charges	7000	
15.07.24 to 16.07.24	Hotel Charges (2 person x 2 Days) KPT, EPSA	100000	
15.07.24 to 16.07.24	Hotel Charges (1 person x 2 Days) HMB	60000	
18.07.24	Taxi Charges - EPSA	20000	
15.07.24 to 17.07.24	Trip Fuel Charges (31,1627)	277500	
14.07.24	Car repair Alignment	7000	
Total Expense (Kyats/USD)		621500	
Cash Advance (Kyats/USD)		800000	
Balance Refund/Additional (Kyats/USD)		178500	

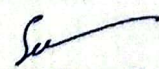
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	Nann Co	Admin	26.07.2024	
Approved By Dept Head	Ma Hay See	SH	26.07.2024	
Approved By GM/AGM/COO	Ko Phyo Thu	AGM	27.07.2024	
Acknowledged by related Superior for Job Report	Ko Bao Min Aung	ACOO	27.07.2024	
HR Check & Approved	Myin Ei Ei Khin	HR		
Cash Received				


Remark

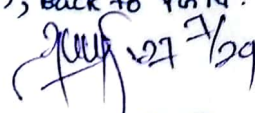
TRAVELLING REPORT


Date : ...22...9...2024...

Report To		
Employee Name	Ko Phyio Thu, Hay Mar Soe, Zuel Pyae Sone Aung.	
Position	AGM, SH, STDP.	
Department	Management, Project Sales, Service.	
Business	Renewable Energy.	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	15.7.2024	17.7.2024.
Total Days		
Trip Information	1. FromYangon.....ToNyaung U.....	
	2. FromNyaung U.....ToMyingyan & Pokakku -	
	3. FromNyaung U.....ToYangon.....	
Purpose For Travelling	Customer appointment & site survey, Battery firmware update & solar system checking.	
Travel Date	Activities	Remark
15.7.2024	Go to Nyaung U	
16.7.2024	<ul style="list-style-type: none"> - Discuss with Nyaung U team for market (wholesale / Project Solution) - Customer Appointment - Ko Moe Kaung Kharl - Myingyan (MKK Solar installation group) discuss for project and service. - Chan Myae Hospital - Pokakku solar system explain and site survey. Need to sent quotation (100 kW & 50 kW) On Grid system. - Check WiFi system. at Nyaung U (San Shue War Fuel station). - Check solar system at Nyaung U (48kW - Hotel Felicitous). - Check battery and inverter setting at NYU (Harmony Restaurant) 	
17.7.2024.	<ul style="list-style-type: none"> - Back to Ygn. - Battery firmware update and check solar system and load test (Chauk). 	
18.7.2024	- Battery configuration & load test (Harmony Restaurant), Back to Ygn.	

Reported by
 Sign : 
 Name : Hay Mar Soe
 Position : SH

Checked by
 Sign : 
 Name : Phyio Thu
 Position : AGM
 (DH/AGM/GM)

Approved by
 Sign : 
 Name : Ko Eawo Mri Hyeat
 Position : COO
 (COO)


 27/07/2024
 AM/12/05-CHL-IRM-FRM-064-01

လမ်းဦးစီးဌာန

ပြန်ကန် မန္တလေးအမြန်လမ်း

C JUNCTION TOLLGATE Lane 2

15/07/24 12:45:58 PM

3I-1627 ✓

Voucher : L2111825

From : CJun, To : MTL

Weight :

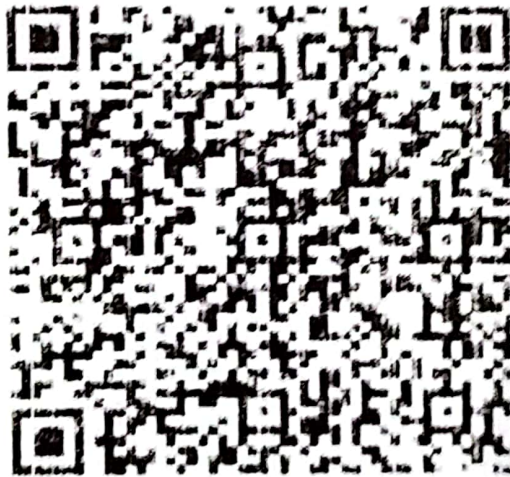
Charge :

Section : 13S

Class : 1

0

Ks 1,000 ✓



ပျောက်ဆုံး ပျက်စီးပါက တပ်မပေးဆောင်ရမည်



TAXI CHARGES FORM

BU/BR/DIV Name : RE BCE

Department Name : Services

No.	Date	Name	Description	Departure Time	Routes		Cost	Remark
					From	To		
1.	18.07.2024	Coel Pyae Sone Aung	Car Ride From Home Return Job site	4:00 AM	Aung Myinglor bus station	Insein	20000 ¹⁰	
Total Taxi Charges								

Requested by
 Sign : *[Signature]*
 Name : Naran Oo
 Dept. : Project
 (Requestor)

Acknowledged by
 Sign : *[Signature]*
 Name : Nyein Ei Ei Khaing
 Dept. : Administration
 (HR/Admin)

Acknowledged by
 Sign : *[Signature]*
 Name : Aung Ko ko Oo
 Dept. : Services
 (DH)

Approved by
 Sign : *[Signature]*
 Name : Ko Phyo Thu
 Dept. : Management
 (ABOH/BOH/AGM/GM)

Acknowledged by
 Sign : *[Signature]*
 Name : U Kyaw Kyaw Oo
 Dept. : GA
 (HO-GA)

05-CHL-GAV-FRM-018-01

လမ်းဦးစီးဌာန

ရန်ကုန် မန္တလေးအမြန်လမ်း

C JUNCTION TOLLGATE Lane 6

17/07/24 11:46:55 AM

3I-1627

Voucher : L6151688

From : CJun, To : CJun

Weight : 0

Charge :

Section : 156

Class : 1

0

Ks 2,500



ပျောက်ဆုံး ပျက်စီးပါက ထပ်မံပေးဆောင်ရမည်

လမ်းဦးစီးဌာန

ရန်ကုန် မန္တလေးအမြန်လမ်း

C JUNCTION TOLLGATE Lane 2

15/07/24 12:46:58 PM

3I-1627

Voucher : L2111325

From : CJun, To : MTL

Weight :

Charge :

Section : 139

Class : 1

0

Ks 1,000



ပျောက်ဆုံး ပျက်စီးပါက ထပ်မံပေးဆောင်ရမည်

လမ်းဦးစီးဌာန

ရန်ကုန် မန္တလေးအမြန်လမ်း

3 JUNCTION TOLLGATE Lane 2

15/07/24 08:27:16 AM

3I-1627

Voucher : L2172179

From : CJun, To : CJun

Weight :

Charge :

Section : 149

Class : 1

0

Ks 2,500



ပျောက်ဆုံး ပျက်စီးပါက ထပ်မံပေးဆောင်ရမည်

လမ်းဦးစီးဌာန

ရန်ကုန် မန္တလေးအမြန်လမ်း

MEIKTILA TOLLGATE, Lane 6

17/07/24 10:22:32 AM

3I-1627

Voucher : L6106396

From : MTL, To : CJun

Weight :

Charge :

Section : 39

Class : 1

0

Ks 1,000



ပျောက်ဆုံး ပျက်စီးပါက ထပ်မံပေးဆောင်ရမည်

WREAT 4 Wheel Alignment Service

တိုလမ်း၊ ရွာမကျောင်းလမ်းနှင့် ကမာရွတ်ဘူတာရုံလမ်းကြား၊ လှိုင်မြို့နယ်၊ ရန်ကုန်။ ☎ 09-950 961 329 , 09-764 545 999, 09-254 774 299
 မဟာမြိုင်လမ်း၊ ပြည်လမ်းနှင့် ကျွန်းတောလမ်းကြား၊ စမ်းချောင်းမြို့နယ်။ ☎ 09-442 562 830, 09-763 434 999, 09-950 961 329
 လမ်းနှင့် အိုးဘိုလမ်းထောင့်၊ ကြည့်မြင်တိုင် အ.ထ.က(၁)ရှေ့၊ စာတိုက်ဘေးလမ်း၊ ကြည့်မြင်တိုင်၊ ရန်ကုန်။ ☎ 09-443 680 113, 09-450 090 525

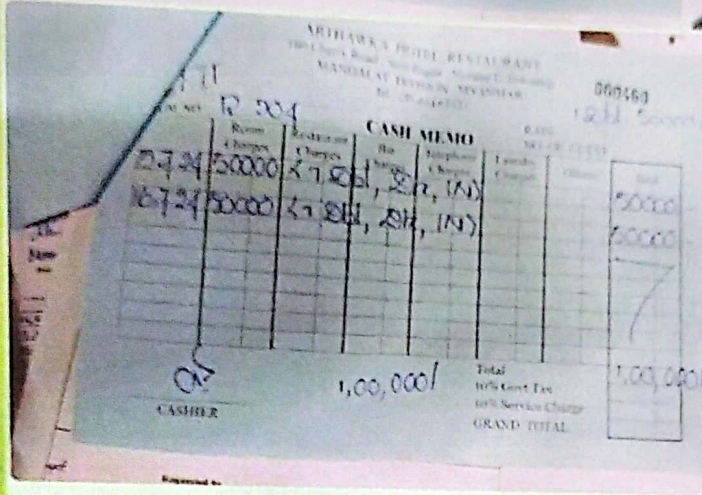
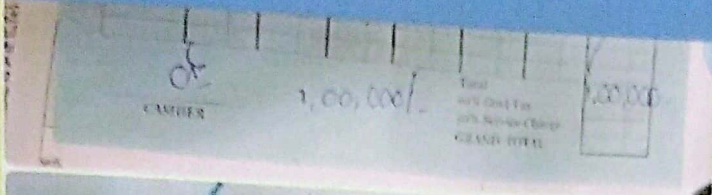
No. 2 ST 1627 RACTS C300 Date. 14. 7. 2024

No.	Items	Front Wheel	Rear Wheel	Cost
1.	Alignment (Toe) (WINNING WAY)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	7000
2.	Camber	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3.	Caster	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Other	<input type="checkbox"/>	<input type="checkbox"/>	
5.				
6.				
7.				
Signature		No: 49644		Total 7000



Thu Thu

last seen at 9:30 AM



Dear Ma Thu Thu.. ကျနော်တို့ RE BU မှ Ko Phyo Thu, Ma Hay Mar Soe, Zwell Pyae Sone Aung တို့ ညောင်ဦးသို့ appointment Training to sale team and Battery Inspection အတွက် လာရောက်ရာတွင် Branch မှ တည်းလို့ အဆင်မပြေသဖြင့် Hotel တွင်တည်းခြင်းကို သိရှိကြောင်း Approve လေးပေးပေးပါအုံးခင်ဗျာ.. 🙏🙏🙏

9:09 AM ✓

Approve ပါရှင် ATT ASM နှစ်ဦးတည်းသောကြောင့်တည်း၍မရခြင်းဖြစ်ပါသည်။



9:29 AM

Thu Thu
Approve ပါရှင် ATT ASM နှစ်ဦးတည်းသော... ဟုတ်... ကျေးဇူးပါ မသူ.. 🙏🙏



9:30 AM ✓

Message





CASH CLAIM FORM

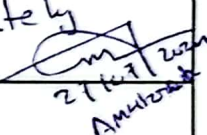
Date : 26/07/2024
 BU/BR/Division : Renewable Energy BU
 Department : Sales & Marketing
 Issue Amount : 277,500 Kyat /.....USD

Budget include (or) Not :

Yes Budgeted Title and Amount : Trip Fuel Charges
 No Reasons for :

Required For:

Cash Claim for Trip fuel charges of (31/1627) go to Nyaung U, Myingyan, Pokakku trip - 277,500

clear by Cash Advance UBG-RCN-2024-07-00050.
 No need to clear separately

 27/07/2024
 Amulata

မှတ်ချက်။

(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်း၊စစ်ဆေး၊တွက်ချက်ပြီးထားသော 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၊ တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည့် အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်
 (If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By

Zin Zin Oo
Requester

Checked By

Aung Myat Thu
Mgr/DH

Checked By

Nway Nway
Finance & Account

Approved By

Phyo Thu
GM/AGM/COO

Approved By

CMC/CEO/Chairwoman

Nyein Ei Ei Khaing
 28/7/24

27/7/24

04-CFD-CAS-FRM-005-03



No. 589-592, New Tha Ka Ta (1), Bo Aung Kyaw Street,
Hlaing Thar Yar Township, Yangon, Myanmar.

Date : 24-Jul-2024

Vehicle Exit Permit Summary

No.	VehicleNo	OutDate	TimeOut	InDate	TimeIn	Start Kilo	End Kilo	Purpose	Destination
1	3I/1627	15-Jul-2024	08:00	15-Jul-2024	17:00	350152	350822	Branch visit and customer visit	Yangon to Nyaung U (way out)
2	3I/1627	16-Jul-2024	16:44	16-Jul-2024	16:44	350822	350905	Branch visit and customer visit	At Nyaung U (way out)
3	3I/1627	17-Jul-2024	08:00	17-Jul-2024	17:00	350905	351563	Branch visit and customer visit	Go back Yangon (way out)

Print Date : 26-Jul-2024

Petrol Requisition By Month Report

No.	Vehicle No	Issued Date	Referenced For Month Code	Contract Name	Charges/gallon	Advance			Actual			Input User Name	Remark			
						Req: gl	Amount	Status	Voucher No.	Issued gallon	Extra gallon			Allow	Amount	Status
	131/1627 HATCH BACK(4x2) (R)	25-Jul-2024	MCS/F/38 591	Phyo Thu	0	0	120,000	✓		0	22		277,500	✓	ZIN ZIN OO	Cash claim for trip fuel charges go to Nyaung U Jul'24.
Total Charges :							120,000						277,500			

Zin Zin Co
Aung Myat Thu
Nyaung Ei Eikhang
Phyo Thu.
26/7/24

Phyo Thu
26.7.24

Start kilo → 350152
 End kilo → 351563
 Difference → 1411. kilo
 Total Gallon → 22 gal < Trip fuel >
 → 64 km per gal.
 → 10 miles

$1411 \text{ kilo} \div 22 = 64.13 \text{ kilo/gal}$ (Trip)
 277,500/



PHYU (115 MILE) STATION
 Contact No : 09 940 549 192

PT Power အပြန်လမ်း 0 မိုင် (2322)

ရန်ကင်း ဝန်ထမ်းစာတင်နှင့်
 ရန်ကင်း ဝန်ထမ်း အပြန်လမ်း
 ဝေးလှည့်ကူးဖြူ 09-457755009,
 09421115827

Receipt No: 04634329
 Date Time : 17-07-2024(13:26)
 Pump Noz : 10/ 1
 Product : OCTANE 92 RON
 Lit/Price : 9.124 x 2740 K

V. No : H 1 0210/15 0214
 Date : 17-07-2024 8:23:37 AM
 Cashier : Nay Thidar D Staff: Chit Myat
 Win Noe Khin
 Car No : 3I/1627 Pump : Pump 44

Total : 25,000 K
 MOP : Cash
 Plate : 3I1627
 Thank you ... See You Again!

Fuel Type	Price x Liter	Amount
95 Ron Octane	2820 x 3.5466 (0.780 G)	10,000
	Received	10,000

Thank You Please Come again



NYAUNG-U (1) STATION
 Contact No : 09 940 549 254

Receipt No: 01772408
 Date/Time : 17-07-2024(08:07)
 Pump/Noz : 3/ 1
 Product : OCTANE 92 RON
 Lit/Price : 5.338 x 2810 K

Total : 15,000 K
 MOP : Cash
 Plate : CC 3I1627
 Thank you ... See You Again!



PHYU (115 MILE) STATION
 Contact No : 09 940 549 192

Receipt No: 04630987
 Date Time : 15-07-2024(10:28)
 Pump Noz : 10/ 1
 Product : OCTANE 92 RON
 Lit/Price : 10.949 x 2740 K

Total : 30,000 K
 MOP : Cash
 Plate : 3I1627
 Thank you ... See You Again!



HLAINGTHAYA (1) STATION
 Contact No : 09 940 549 227

Receipt No: 10060053
 Date/Time : 15-07-2024(06:48)
 Pump/Noz : 4/ 2
 Product : OCTANE 95 RON
 Lit/Price : 24.823 x 2820 K

Total : 70,000 K
 MOP : Cash
 Plate : CC3I1627
 Thank you ... See You Again!



TRIP CAR USED FORM

BU/BR/DIV : RE BU
Driver Name : Hay Mar Soe
Car User Name : Hay Mar Soe
Trip Title : Customer appointment, Training to <NYUR MGAs> sales team for products knowledge and load calculation
Trip Location : Nyaung U, Pokakka, Mdingyan, Chack Bosteng firmware update
Car No. : 3I/1627.
Car Type : Racis.
Estimate Date : 4 days.
Participant : Phyo Thu, Lwin Myo Thu, Hay Mar Soe, Zwel Pyac Zone Aung

Date	Start Kilo	End Kilo
15.7.24.	350152	350822
16.7.24	350822	350905
17.7.24	350905	351563

Request By
[Signature]

Requester
Zin Zin Oo

Checked By
[Signature]

Related GM/AGM
Phyo Thu

Acknowledge By
[Signature]

GAV Head
Maung Maung Htwe

Approved By
[Signature]
21/07/2024
Aung

CAM GM/AGM/COO



UMG
CASH ADVANCE REQUEST FORM

Date: 12/01/2024
 Department: Revenue Charge B/L
 Project Code:
 Requested Amount: 500,000,000/00
 Budget Article Code:

Yes Subsequent Time and Amount of TA change
 No Reason for:

Requested for:
 Advance request for TA charges of go to meeting of Paddy, Mungbean, Soybean, Sesame, and other crops
 training to sales staff for product knowledge and cost reduction
 (Phy. Thu, Hay Mar Soe, Zwel Pyae Sone Aung)

မှတ်ချက်
 (၁) ဤအတိုးတောင်းခံ အကျဉ်းချုပ်တွင် (၁၀) ရက်အတွင်း ဖြည့်စွက် ဖော်ပြရမည်
 (Advance must be cleared within 10 days from issue date)
 (၂) အတိုးတောင်းခံအကျဉ်းချုပ်တွင် အတိုးတောင်းခံရမည့် ပစ္စည်းများကို သေချာစိစစ်ရမည်
 (The amount requested must be properly calculated, checked and verified by respective authorized person)
 (၃) အတိုးတောင်းခံ ဖော်ပြချက် အမှားအယွင်း ရှိပါက အတိုးတောင်းခံသူသည် အတိုးတောင်းခံရမည့်
 အကျဉ်းချုပ်အကျဉ်းချုပ်များ အချိန် အား ဖြည့်စွက်ရမည် အကျဉ်းချုပ် အမှားအယွင်း
 (If there is error, fault or misrepresentation, the authorized person must take full responsibility to recover the cost)

Request By: *[Signature]*
 Requester: *[Signature]*

Checked By: *[Signature]*
 Finance & Account: *[Signature]*

Checked By: *[Signature]*
 Finance & Account: *[Signature]*

Approved By: *[Signature]*
 UMG/AGM/COO
 Approved By: *[Signature]*
 UMG/CEO/General Manager
 UMG-CAS-FRM-001-02

Dear MD,

၁) အမည် - Phyo Thu, Hay Mar Soe,
 Zwel Pyae Sone Aung
 ရာထူး - AGM, SH, Service
 ဌာန - Management, Project
 Sales, Service

၂) သွားရောက်သည့် ဝန်ထမ်း
 အရေအတွက် - ၃ယောက်

၃) ခရီးသွားသည့်နေရာ - Nyaung U,



၃) ခရီးသွားသည့်နေရာ - Nyaung U, Pokakku, Myingyan,Chauk

၄) ခရီးသွားသည့် အကြောင်းအရာ - Customer appointment, Training to (NYU & MGW) sales team for product knowledge and load calculation , Battery Firmware Update.

၅) စတင်သွားရောက်မည့် နေ့ရက် - 15.7.2024

ခန့်မှန်းခြေ 4ရက်ခန့်ကြာနိုင်ပါသည်။ ရုံးကားဖြင့် သွားပါမည် ။ရုံးတွင်အဆင်ပြေပါကရုံးတွင်တည်းပါမည်။အဆင်မပြေပါကသင့်တင့်သောတည်းခိုခန်းတွင်တည်းပါမည်။

Adv- 800,000 MMK ထုတ်ခွင့်ပြုပါခင်ဗျာ။

4:05 PM ✓✓

Pls process 4:20 PM

