



TRAVEL ADVANCE CLEAR FORM

Cash Advance		ST3D		
Employee Name	Hnat Nandar,	Estimated Date of Travel	20.3.25 - 11.4.25	
Position Rank	State Gov. Hike	Total Day	28 Days	
BU/BR/Div. Dept	RR Service	Destination		
Purpose	Solar System installation & inspection (200 kW) Myanmar			
Travelling Permit				
Arrival Place	MOY			
Actual Date & Time of Travel	20.3.25 to 11.4.25			
Total Day	28 days			
HR Name	Nyein ² Hwe			
HR Sign	[Signature]			
BOH/Authorized Person Name	Aung Myant Myat			
BOH/Authorized Person	[Signature]			
Advance Clear				
Actual Date & Time of Travel	20.3.25 to 11.4.25		Total Day	28 days
Departure Date & Time	20.3.25		Arrival Date & Time	11.4.25
Date	Description	Total Amount		
		Kyats	USD	
20.3.25 to 11.4.25	TA Charges (28 days x 30,000K) for two person HRD, BSH	69,000K		
	Bus ticket	3A,000K		
	Taxi Charges	52,000K		
Total Expense (Kyats/USD)		796,000K		
Cash Advance (Kyats/USD)		950,000K		
Balance Refund/Additional (Kyats/USD)		154,000K		
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	Ei Awe Phyo	Admin	7.5.25	[Signature]
Approved By Dept Head	Aung Ro ko Co	ADH	8.5.25	[Signature]
Approved By GM/AGM/COO	Phyo Aye	AGM		[Signature]
Acknowledged by related Superior for Job Report	Li Aye Min Htoo			[Signature]
HR Check & Approved	Nyein ² Khaing	HR	8.5.25	[Signature]
Cash Received				
Remark				

04-CFD-CAS-FRM-006-02

Golden Mandalay

Express



SCANIA

Only

Destination

ခရီးစဉ်

Vehicle No:

ယာဉ်နံပါတ်

0009253

Passenger Name

ခရီးသည်အမည်

ဒွင်ဝင်းဝင်း

Date of Issue

ထုတ်ပေးသည့်နေ့

Departure Date

ခရီးသွားမည့်ရက်

11.4.2025

NRC No (or) Passport No

မှတ်ပုံတင်အမှတ် (သို့) နိုင်ငံကူးလက်မှတ်

Departure Time

ထွက်ခွာချိန်

၉:30

Departure Place

ထွက်ခွာမည့်နေရာ

မင်္ဂလာ:

Contact Phone No

ဆက်သွယ်ရန်ဖုန်းနံပါတ်

Ticket Fare

လက်မှတ်တန်ဖိုး

23000

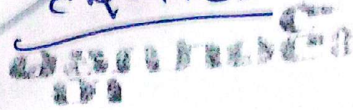
Seat No

ထိုင်ခုံအမှတ်

Agents Signature

အရောင်းဌာနလက်မှတ်

၂၃-၄၁၈၃



mandalaymyanmarcoachbus.com

From (မှ)	To (သို့)
Mandalay	Yangon
Traveller (ဧည့်သည်)	Contact (ဆက်သွယ်ရန်)
Hin Nantai	09-96833159
Seat(s) (ခုံရင်းများ)	
12	
Class/Type	Bus No. (ကားနံပါတ်)
၆၆၆ - Scania	
Booking Reference	Status
8554-9948	CONFIRMED
Departure (ထွက်ခွာ)	Gate (ပိတ်)
Apr 11, 7:00 AM	Chen Nya Shwe Pyi Bus Terminal
Special Request (အထူးတောင်းဆိုချက်)	

Printed Time : Apr 11, 6:18 AM

Passengers	1
Total	31.000

MRC or Passport is necessary to travel

Check in 30 min before the departure time

Each passenger is allowed one carry on luggage.

No refund will be issued after the departure

မူပိုင်ခွင့်: မြန်မာ့ကုမ္ပဏီများကုမ္ပဏီလီမိတက်

Contact Phone: CallCenter-09772 889
 06-334 0950/0140, MPT-0975 1761 277, Mee-Kill as 01193
 885587/BDY-097402651991, Dagon 09-42629 01 01, 01-05
 Parkokun 09-7733 45 066, Mingyan 09-772 4680
 78, Hlaingway 09-2560 83 936, Tall one 09-4480 21 511



No.589 592,Bo Aung Kyaw Street,Yangon-Pathein High Way Road,Hlaing Thar Yar Township, Yangon, Myanmar

Print Date : 07-May-2025

Taxi (Bus,Motorcycle,3-wheel etc...) Charges Form


No	Date	Holding Business	Department	Name	Rental Purpose	Departure Time	Start Location	End Location	Claim Amount	Allowed Amount	State	Remark
1	2025-03-03	Renewable Energy	Service	Myo Thandar Kyaw (2) , Wai Phyo (5)	battery inspection Dealer Customer Ko Tin Htun Win Pathein.	07:30	Bogyoke UMG Hostel (Hlaing Thar Yar)	Dagon Ayeyar Highway	12,000	12,000	GA Manager Approved	Laptop, tools box and package
2	2025-03-05	Renewable Energy	Service	Myo Thandar Kyaw (2) , Wai Phyo (5)	battery inspection Dealer Customer Ko Tin Htun Win Pathein.	16:00	Dagon Ayeyar Highway	Bogyoke UMG Hostel (Hlaing Thar Yar)	12,000	12,000	GA Manager Approved	Laptop, tools box and package
3	2025-03-27	Renewable Energy	Service	Hnin Nandar (2), Shwe Sin Htike (3)	Inverter alarm and battery firmware upgrade First Smile Pre School MDY	11:15	MDY Hostel	First Smile Pre School MDY (108 street, between47street)	10,000	10,000	GA Manager Approved	No car in BR. It was Holiday and customer Urgent call. The relevant GM and HR of the BU have been informed
4	2025-03-27	Renewable Energy	Service	Hnin Nandar (2), Shwe Sin Htike (3)	Inverter alarm and battery firmware upgrade First Smile Pre School MDY	16:30	First Smile Pre School MDY (108 street, between47street)	MDY Hostel	10,000	10,000	GA Manager Approved	No car in BR. It was Holiday and customer Urgent call. The relevant GM and HR of the BU have been informed
5	2025-03-28	Renewable Energy	Service	Hnin Nandar (2), Shwe Sin Htike (3)	Earthquake	17:00	MDY BR	MDY Hostel	12,000	12,000	GA Manager Approved	
6	2025-04-11	Renewable Energy	Service	Hnin Nandar (2)	return from MDy	21:00	No 3 main Road Near Denko Fuel station Mingalardon	No 5 Lan Bus Stop (North Okkalapa)	20,000	20,000	GA Manager Approved	Package

TRAVELLING REPORT


Date: 8.5.25

Report To	Ko Aung Ko Ko Oo	
Employee Name	Hnin Nandar, Shwe Sin Hlike	
Position	STOP	
Department	Service	
Business	RE	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	20.3.2025	11.4.2025
Total Days		
Trip Information	1. From Yangon	To Mandalay
	2. From Mandalay	To Yangon
	3. From	To
Purpose For Travelling	Solar System installation & inspection	
Travel Date	Activities	Remark
	Daily report attached by below.	


Reported by

Sign : 
 Name : HND, SSH
 Position : STOP
 8.5.2025

Checked by

Sign : 
 Name : Aung Ko Ko Oo
 Position : ADH
 8.5.2025
 (DH/AGM/GM)

Approved by

Sign : 
 Name : U Aye Man Htoon
 Position :
 (COO)
 Aung Hein Ulen -
 13/5/2025.

05-CHL-IHRM-FRM-064-01

• 800 kW တပ်ဆင်ရန်အတွက် ၁ နည်းလမ်း၊ ၁ မတပ်ဆင်မီရောက် ၁
 ကြမ်းစာတပ်ဆင်ရန် (ဝါးလမ်း)။

- Total 23 days. - Travelling - 2 days.

- Given Service customer - 17 Pax. within 21 days.
 - Process time and lead time

No	Date	Status	Job Types/Number
1	20.3.2025	Attend	Went to Mandalay from Yangon. (1)
2	21.3.2025	Attend	Attended morning meeting. Went to customer U Maw Sein site, checked the inverter and battery system. Firmware upgraded for 200Ah 16S2P new model lithium battery and checked the wiring system. Then, charged the battery with solar and EPC. It was normal and good. Went to customer U Kyi Soe Hlaing's home, upgraded firmware 51.2V 200Ah without display classic version lithium battery. (1)
3	22.3.2025	Holiday	Attended morning meeting. Went to Electric world's customer home and upgraded firmware 2pcs of ML 51.2V 200Ah without display classic version lithium batteries. Called customer U Soe Yazar Myint and asked about solar system condition. He said it was recovering well and there was no need to check up. Went to WAHAHA ice cream factory for site survey. Checked the place for solar panels and main distribution panel. (2)
4	23.3.2025	Holiday	Pending to firmware update battery for Hertz solar's customer and waiting reply. Went to customer Daw Swe Swe Myint's home and checked the inverter and battery system. Battery was already upgraded and charged both of solar and EPC. It was normal and good. Checked the accessories for Matador Lectro 5kW Off-grid inverter. (3)
5	24.3.2025	Attend	Pending to firmware update battery for Hertz solar's customer and waiting reply. Went to customer Daw Swe Swe Myint's home and checked the inverter and battery system. Battery was already upgraded and charged both of solar and EPC. It was normal and good. Checked the accessories for Matador Lectro 5kW Off-grid inverter. (4)
6	25.3.2025	Attend	Went to customer Daw Swe Swe Myint's plastic factory, loaded and unloaded the solar panels and rail rods. Then, checked the solar panels that are damage or not. (5)
7	26.3.2025	Attend	Went to Mandalay BEEexpress branch for system inspection. Then, checked inverter, battery and wiring system. Found that VA protector was not good. Need to change the new VA and waiting for Customer reply. Looking for L feet to use at customer Daw Swe Swe Myint' plastic factory. (6)
8	27.3.2025	Holiday	At Mandalay office, checked the firmware version for 3pcs of ML 51.2V 280Ah without display lithium batteries. Then, checked LED display, body paint and accessories. Went to BEEexpress Gate way and changed 2pcs of VA protectors. Reconnected wiring system and charged battery with EPC and tested run with load. It was normal and good. (7)
9	28.3.2025	Attend	Went to First Smile preschool for system inspection. Upgraded firmware version for battery and checked the wiring connection. Reconnected loose connection wiring at battery breaker. Then, charged with solar and tested run with load. It was normal and good. (8)
10	29.3.2025	Attend	Went to site survey with Mandalay branch sale man. (9)
11	30.3.2025	Holiday	Went to customer U Soe's site for system inspection. Then, checked the battery is good but BMS port of inverter was broken because of earthquake. So, shutdown the system for safety. (10)
12	31.3.2025	Attend	At Customer U Ye Lwin's site, out of 6 batteries, 1 was damaged and one of the battery cable ports was broken, as well as the parallel BMS port. As a result, the remaining 5 batteries were still in good condition and usable. Charged batteries with solar and tested run with load, normal and good. (11)
13	1.4.2024	Attend	At UMG Mandalay office, contacted customers whose solar systems were damaged by the earthquake. Scheduled a date for an inspection. (12)

14	2.4.2025	Attend	At Customer <u>U Nay Win</u> 's site, the battery cable lug was re-attached to the bus bar. Charge/discharge test was performed and all systems were normal. The BMS port at Customer <u>U Soe</u> 's site was lost, so the Voltage mode was changed to use it recently and the load is now being used. Customer <u>Daw San San Win</u> , at the Taung Pyone site, the battery BMS cable broke and one of the battery cable ports broke. After re-installing the battery head, it was still working normally and was not broken. Opened the battery and checked it, also removed the bracket. Everything was normal, the cells and wires were in their proper places. Recently reinstalled and it was ready for use, changed the inverter setting to user mode, and tried charging/discharging.
15	3.4.2025	Attend	The battery that fell off <u>Daw Myint Myint Maw</u> 's site has been inspected internally. The bus bars have also been inspected. The outer body is slightly damaged. Then, moved the inverter and 2pcs of batteries to customer's home.
16	4.4.2025	Attend	10kW All in One batteries at the Mandalay office was charged to 100% for electric donation. -Inspected 200Ah 16S2P battery that was dropped from the Mandalay Showroom because of the earthquake. The display screen is broken and the logo is cracked. The front body is scratched, the top is swollen and the side body is thin.
17	5.4.2025	Attend	Waiting for panel and accessories to donate 10kW All in one power station for Earthquake-prone area. Went to Sagaing region for donations.
18	6.4.2025	Holiday	Prepared 10kW All in one system connected with breaker and sockets panel to supply power station. Went to Earthquake-prone area and donated 10kW All in one power station for charging of electronic items as a volunteer.
19	7.4.2025	Attend	Went to customer <u>Daw Mee Mee</u> site and changed the battery positive port. Then, upgraded firmware version and checked the internal. Checked battery wiring connection and charged with EPC. It was normal and good. Carried out electricity supply 10kW All in one power station work in earthquake-affected areas.
20	8.4.2025	Attend	Carried out electricity supply 10kW All in one power station work in earthquake-affected areas.
21	9.4.2025	Attend	Carried out electricity supply 10kW All in one power station work in earthquake-affected areas.
22	10.4.2025	Attend	Went to <u>Daw Ei Ei Mon</u> 's house and checked the inverters' system. However, one inverter was not producing output load, so checked each inverter individually. But it still didn't work and it was still the same as before. Tried updating firmware again, but it didn't work. So removed the error inverter and made it work with the other two inverters.
23	11.4.2025	Attend	Came back to Yangon from Mandalay.