

TRAVELLING REPORT

Date: 9.1.25

Report To	Aung Po Po Oo	
Employee Name	Ryau Swar Myant	
Position	STDP	
Department	Service	
Business	PE	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	11.1.25	15.1.25
Total Days	5 days	
Trip Information	1. From To	
	2. From To	
	3. From To	
Purpose For Travelling	Install, Inspection on MDK	
Travel Date	Activities	Remark
	Daily Report attached by below	

Reported by

Checked by

Approved by

Sign : *[Signature]*
 Name : Ryau Swar Myant
 Position : STDP

Sign : *[Signature]*
 Name : Aung Po Po Oo
 Position : ADH

Sign : *[Signature]*
 Name : U Aye Mpa Htoon
 Position :


[Signature]
 14/1/25

(DIH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01

	Date	Status	Job Types/Number
1	17.11.24	Holiday	Go to customer Daw Swe Swe Myint job site. Test run load with solar, battery and EPC. It was ok.
2	18.11.24	Attend	Deliver 18pcs of solar panels, 3pcs of battery, rails and other accessories to Customer U Ye Lwin site. Set up I-feets at U Ye Lwin site MDY.
3	19.11.24	Attend	Go to customer U Ye Lwin job site. Set up 18pcs solar panels on the structure.
4	20.11.24	Attend	Site survey to customer U Myo Htay factory. Battery inspection to customer U Aung Thein Site. Cut the 50 meters of solar cable (red) and black for U Ye Lwin Site.
5	21.11.24	Attend	Set up inverter, Battery breaker box, solar breaker box and AC input output panel and cabling at customer U Ye Lwin site.
6	22.11.24	Attend	Pull the solar cable with pipe and the AC input output cables were made.
7	23.11.24	Holiday	Go to customer U Ye Lwin job site. Connect MC4 connectors each other. Check if the solar voltage reaches the solar DB box. Installed 51.2V 200Ah without display 3pcs. charging with EPC tonight.
8	24.11.24	Holiday	Installation is finished at Customer U Ye Lwin site. Test run with Solar has been completed. It is ok.
9	25.11.24	Holiday	
10	26.11.24	Attend	List the required accessories for 51.2V 200Ah battery at MDY branch.
11	27.11.24	Attend	Did 5s and joined daily meeting at MDY Branch. Went to Customer ko soe moe naing site, checked and upgraded version of the Battery red light 3.05C. Made wifi communication online back. Went to ko Tay Za site, added the network cable and upgraded the firmware version 3.05C (red light).
12	28.11.24	Attend	Checked the 6kW off-grid inverter accessories before deliver to meithila. Deliver 12 cable coils to pyae phyo electronics.
13	29.11.24	Attend	Checked 12kW three phase solar austa inverter and battery condition MDY office.
14	30.11.24	Attend	Bring back to required accessories for 51.2V 200Ah from Hertz solar.
15	1.12.24	Holiday	
16	2.12.24	Attend	Deliver 12 coils to customer ko Thet Naing at MDY. Went to customer ma zin htet htet aung site and upgraded the firmware version of the 5kW kingor inverter and made the inverter online.
17	3.12.24	Attend	Deliver 12pcs of 4mm square cables and 6pcs of 6mm square cables to MDY customer LEO water pump.
18	4.12.24	Attend	Helped in showing lithium batteries for customers and installers at MDY showroom office.
19	5.12.24	Attend	Went to MDY Customer Daw Swe Swe Myint factory for site visit.
20	6.12.24	Attend	Attended daily meeting and did 5s in MDY branch. Checked touch screen, power on and other accessories at MDY branch and 8pcs of inverter has finished and remain 4pcs to check. Delivered 50pcs of 4mm square coils and 20 pcs of 6mm square coils to solar tech. Deliver 10 pcs of 8kW inverters to Hertz.
21	7.12.24	Holiday	
22	8.12.24	Holiday	



23	9.12.24	Attend	Delivered 2pcs of 200Ah classic version battery to hertz at MDY. Checked touch screen, power on and other accessories for 10kW hybrid inverters and all is fined.
24	10.12.24	Attend	Deliver 2 coils of 6mm square cables to customer Min Htet Myanmar. Deliver 2pcs of 200Ah classic version battery to Hertz. Phone call to customers and asked about the solar conditions.
25	11.12.24	Attend	Deliver 2(1000m) drums of 6mm square to MDY Pyae Phyo Electronics.
26	12.12.24	Attend	Checked 3pcs of 6kW Growatt off-grid inverter at MDY Branch.
27	13.12.24	Attend	Set up 10kW Matador Lectro Hybrid three phase inverter and 10kW Matador off-grid Hybrid single phase inverter at MDY branch showroom. Sent 3 pcs of Growatt 6kW inverter to Bee-Express at MDY.
28	14.12.24	Attend	Buy the required accessories for Bagan Myo Thit customer Daw Yadanar Cake Bakery.
29	15.12.24	Holiday	