



CASH ADVANCE CLEAR FORM

Date : 25.6.2024

BU/BR/Division : Renewable Energy

Department : Service

Advance Issue : 300,000/- Kyats/.....USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance	13.6.24	89984		300,000/-	Advance Clear for TA charges
2	2 nd Time Advance					Solar, invert power 5.7 kwip, Inverter Capacity 6kw Battery Capacity 10.24 kWh
3	3 rd Time Advance					off grid hybrid (10) Solar Energy Storage System
Total Advance					300,000/-	
Total Actual					380,000/-	for Daw Nann Hlaing
Balance Refund/Additional					80,000/-	Namsang.

Request By

Checked By

Checked By

Approved By

Approved By

Hee
Ei Thwe Phy
Requester

Aung Ko Ko Oo
Mgr/DH

Nway Nway
Finance & Account

ig approved.
Phyo Thu
GM/AGM/COO

28/06/2024
CMC

04-CFD-CAS-FRM-002-03

28/6/24
persons



TRAVEL ADVANCE CLEAR FORM

Cash Advance				
Employee Name	Kyeu Nlong Soe, Win Htet Aung		Estimated Date of Travel	13.6.24 to 22.6.24
Position Rank	STDP.		Total Day	10 days
BU/BR/DIV. Dept	RE Service		Destination	
Purpose	For Installation			
Travelling Permit				
Arrival Place	Namsang			
Actual Date & Time of Travel	13.6.24 to 22.6.24			
Total Day	10 days			
HR Name	Zin Mar Lwin			
HR Sign				
BOH/Authorized Person Name	Sai Hein Htet Aung			
BOH/Authorized Person				
Advance Clear				
Actual Date & Time of Travel	13.6.24 to 22.6.24		Total Day	10 days ✓
Departure Date & Time	13.6.24		Arrival Date & Time	22.6.24
Date	Description	Total Amount		
		Kyats	USD	
13.6.24 to 22.6.24	TA Charges (10,000 x 10) 2 persons	800,000		✓
	Bus ticket	156,000		✓
	Transportation Charges	4,000		✓
	Taxi Charges	20,000		
Total Expense (Kyats/USD)		380,000		✓
Cash Advance (Kyats/USD)		300,000		
Balance Refund/Additional (Kyats/USD)		80,000		✓
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	E. Pwe Phyo	Admin	25.6.24	
Approved By Dept Head	U Aung Ko Ko Oo	ADH	25.6.24	
Approved By GM/AGM/COO	U Phyo Pwe	AGM	25.6.24	
Acknowledged by related Superior for Job Report	U Aung Hein Win	GM	28.6.2024	
HR Check & Approved	Ma Mye Ei ² Khawng	HR	28.6.24	
Cash Received				
Remark				

04-CFD-CAS-FRM-006-02

IG => SSBU, club coffee. (write),
 ngn = ↑

NAS => YGN m 20.
 NAS => IG => YGN m 20.

28/06/2024
 Admin

ဂုဏ်

အဟံ

ဝန္တမိ

ချီလမ်သား

ခင်းလုံးငှားအမြန်ယာဉ်ငယ် ခရီးသည့်ပို့ဆောင်ရေး

တောင်ကြီး - လွိုင်လင် - နမ့်စန် - ချီလမ် - ဝမ်စင်း

အမည် ကျော်ဦးစိုး၊ ဝင်းထွဋ်ဒေအင်

ကျသင့်ငွေ 50000

လိပ်စာ

ထွက်ခွါရက်နေ့ 21.6.24

ဖုန်းနံပါတ် 09-977921489

ထွက်ခွါရက်အချိန် 10:00 AM

ချီလမ်

Ph-09-250782099

Ph-09-787932589

Kyau Neang Soe

တောင်ကြီး

Ph-09-444175757

Ph-09-787933154

တာဝန်ခံ -----

Kyau

အခြားအဖွဲ့အစည်းများမှ ဝင်ရောက်ပါ။
 အခြားအဖွဲ့အစည်းများမှ ဝင်ရောက်ပါ။
 အခြားအဖွဲ့အစည်းများမှ ဝင်ရောက်ပါ။

“ ထူးဆန်း ”

ခရီးသည်နှင့် ကုန်သည် ပို့ဆောင်ရေး

ကုန်လက်ခံဖြုတ်ပို့ခြင်း



နမူနာ



တောင်ကြီး



☎ NSG::09-455 791 900, ☎ TGI::09-5215156

ယဉ်အမှတ်.....နေ့စွဲ 15.6.24.

ကုန်ပို.သူ.....

လက်ခံသူ ကျော်စွန်း.....

အမျိုးအမည်	ဦးရေ	သင့်ငွေ
၇၆	1	4000

Paid

ကျား နောင်ဆွေ	မော်တော်ယာဉ်	
<i>Maung</i>	လုပ်အားခ	
တာဝန်ခံ.....	စုစုပေါင်း	

ဂုဏ်

အဟံ

ဝန္တာမိ

ခိုလှမ်းသော:

ဝင်းလုံးငှားအမြန်ယာဉ်ငယ် ခရီးသည့်ပို့ဆောင်ရေး

တောင်ကြီး - လွိုင်လင် - နမ့်စန် - ခိုလှမ်း - ဝမ်းစင်း



အမည် *ကျော်စွာ* ၀၅-၅၇၇၅၂၁၄၀၅

ကျသင့်ငွေ ၅၀၀၀၀ks

လိပ်စာ

ထွက်ခွါရက်နေ့ 13.6.2024

ဖုန်းနံပါတ် ၀၅-၅၇၇၅၂၁၄၀၅

ထွက်ခွါရက်အချိန် 11:00 AM

ခိုလှမ်း

Ph-09-250782099

Ph-09-787932589

Kyau Naing See

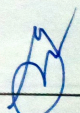
Yau

တောင်ကြီး

Ph-09-444175757

Ph-09-787933154

တာဝန်ခံ -----

FAMOUS Express	Destination ခရီးစဉ် <u>Trip - Ygn</u>	Vehicle No: ယာဉ်နံပါတ် <u>0065188</u>
Passenger Name နာမည် <u>ဇော်ဗွတ်ဇော်</u>	Date of Issue ထုတ်ပေးသည့်နေ့ <u>22.6.24</u>	Departure Date ခရီးသွားမည့်ရက် <u>22.6.24</u>
ID Card No (or) Passport No ဝတ်ပုံတင်အမှတ် (သို့) နိုင်ငံကူးလက်မှတ်	Departure Time ထွက်ခွာချိန် <u>8:00</u>	Departure Place ထွက်ခွာမည့်နေရာ <u>မန္တလေး</u>
Contact Phone No ဆက်သွယ်ရန်ဖုန်းနံပါတ် <u>977921489</u>	Ticket Fare လက်မှတ်တန်ဖိုး <u>56000 / (2ခွ)</u>	Seat No ထိုင်ခုံအမှတ် <u>33, 34</u>
Agents Signature အရောင်းဌာနလက်မှတ် <u>Aty</u>	<u>56000 /</u>	

BZM General Insurance



TAXI CHARGES FORM

BU/BR/DIV Name : Re Bel

Department Name : Service

No.	Date	Name	Description	Departure Time	Routes		Cost	Remark
					From	To		
1.	22.6.24	Ryau Kyaw & Win Kyaw	Atansang - Saw Nann Hlaing's gate to install solar	8:50 PM	Aung Myingalee Highway	Bogyoke, Hlaing Bonyar	20,000/-	
								proposal: 30
								Tools also 30
Total Taxi Charges							20,000/-	✓

Requested by

Sign : *[Signature]*
 Name : E. Puzé Phyo
 Dept. : Service
 (Requestor)

Acknowledged by

Sign : *[Signature]*
 Name : Ma Mye E. E. Khany
 Dept. : HR
 (HR/Admin)

Acknowledged by

Sign : *[Signature]*
 Name : U Aung Ko Ko Oo
 Dept. : Service
 (DH)

Approved by

Sign : *[Signature]*
 Name : U Phyo Phyo
 Dept. : Management
 (ABOH/BOH/AGM/GM)

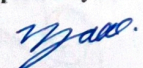
Acknowledged by


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

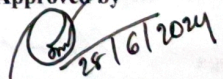
TRAVELLING REPORT

Date : 25.6.24

Report To	Ko Aung Ko Ko Oo	
Employee Name	Kyaw Naing Soe	
Position	STDP-I	
Department	Service	
Business	Re	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	25.6.24 9:30 am	26.6.24 9:30 PM
Total Days		
Trip Information	1. From Taunggyi BR To Namong	
	2. From Namong To Taunggyi BR	
	3. From Taunggyi BR To YGN	
Purpose For Travelling	Solar Installation.	
Travel Date	Activities	Remark
16.6.2024	- Set up the solar cables and cable way.	
17.6.2024	- made the earthing system and earth cable way. - Charged the battery with solar.	
18.6.2024	- Wait the load seperating - do the knowledge sharing to BR's salesman about the renewable energy.	
19.6.2024	- Activated the wifi data logger with wifi router - Tested load with solar and battery. Charged the battery with grid. It was ok. Installation processes are finished.	

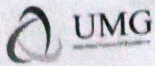
Reported by
 Sign : 
 Name : Kyaw Naing Soe
 Position : STDP

Checked by
 Sign : 
 Name : Ag Ko Ko Oo
 Position : Service

Approved by
 Sign : 
 Name : Ag Hein Win
 Position : GM

(DH/AGM/GM)

(COO)



TRAVELLING REPORT

Date : 25.6.2024

Report To
Employee Name
Position
Department
Business

Report To	Ko Aung Ko Ko Oo	
Employee Name	Kyaw Naing Soe	
Position	STDP-1	
Department	Service	
Business	RE	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	13.6.24 9:30 AM	22.6.24 9:30 PM
Total Days	1	
Trip Information	1. From Taunggyi BR To Nam Sang BR	
	2. From Nam Sang BR To Taunggyi BR	
	3. From Taunggyi To Yangon	
Purpose For Travelling	Solar installation	
Travel Date	Activities	Remark
13.6.2024	- Travelled to Nam Sang BR from Tji Branch	
14.6.2024	- Went to customer Daw Nam Hlaing to check site condition. - Bought needed accessories for installation.	
15.6.2024	- Installed 6kw off grid inverter (1U), AC/DC panel boxes, and wire connection. - Discussed with customer about the solar panels placement.	
16.6.2024	- Installed 570W monocrystalline solar panels (10U) on the rooftop structure.	

Reported by
 Sign :
 Name : Kyaw Naing Soe
 Position : STDP-1

Checked by
 Sign :
 Name : Ko Aung Ko Oo
 Position : Service

Approved by
 Sign :
 Name : Ag Hain Win
 Position : GM

(DH/AGM/GM)

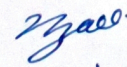
(COO)

TRAVELLING REPORT

Date : 25.6.24

Report To	Aung Ko Ko Oo	
Employee Name	Kyaw Naing Soe	
Position	STDP	
Department	Service	
Business	RE	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	26.6.24 9:30 AM	22.6.24 9:30 PM
Total Days		
Trip Information	1. From Taunggyi BR To Nam Sang	
	2. From Nam Sang To Taunggyi BR	
	3. From Taunggyi To Yangon	
Purpose For Travelling		
Travel Date	Activities	Remark
20.6.2024	shared the knowledge of renewable energy to BR's Service men. Meet the solar customer and explained to customer about our products.	
21.6.2024	Came back to Taunggyi Branch from Nam Sang BR.	
22.6.2024	Came back to Yangon from Taunggyi branch.	

Reported by

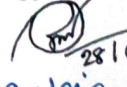
 Sign : 
 Name : Kyaw Naing Soe
 Position : STDP.

Checked by

 Sign : 
 Name : Aung Ko Ko Oo
 Position : Service.

(DH/AGM/GM)

Approved by

 Sign : 
 Name : Aung Hain Win
 Position : GM

(COO)

