



### TRAVEL ADVANCE CLEAR FORM

<b>ADVANCE</b>				
Employee Name	Aung Ko Myint		Estimated Date of Travel	6.12.24 (6:50PM) to 7.12.24 (8:45PM)
Position Rank	Driver		Total Day	1 day
BU/BR/DIV, Dept	AIT		Destination	Transportation from Yangon to
Purpose	MH88LD, Sr no - 3402		Dance Physic Top: Taw Beyeke village.	
<b>Travelling Period</b>				
Arrival Place				
Actual Date & Time of Travel	6.12.24	(6:50 PM)	to	7.12.24 (8:45 PM)
Total Day	1 day			
HR Name				
HR Sign				
BOH/Authorized Person Name				
BOH/Authorized Person				
<b>Advance Clear</b>				
Actual Date & Time of Travel			Total Day	
Departure Date & Time			Arrival Date & Time	
Date	Description		Total Amount	
			Kyats	USD
6.12.24 (6:50 PM)	TA, Aung Ko Myint (1x15,000)		75,000	
to	Gate		11,200	
7.12.24 (8:45 PM)	Fuel		180,000	
	Police Charges		165,000	
<b>Total Expense (Kyats/USD)</b>			311,200	
<b>Cash Advance (Kyats/USD)</b>			200,000	
<b>Balance Refund/Additional (Kyats/USD)</b>			112,000	
<b>Job Report Status</b>				
Authorization	Name	Position	Date	Sign
Prepared By	Saw Thein Yu	Admin	10.12.24	[Signature]
Approved By Dept Head	Chen Mye Lwin	SH	10.12.24	[Signature]
Approved By GM/AGM/COO	Ko Mawng Mawng	GM		[Signature]
Acknowledged by related Superior for Job Report				
HR Check & Approved	Mawle Mon	HR.	12.12.24	[Signature]
Cash Received				
Remark				

04-CFD-CAS-FRM-006-02



