



TRAVEL ADVANCE CLEAR FORM

	NN	Estimated Date of Travel	24.3.25
	4B	Total Day	1D
Div Dept	NIP/REGO	Destination	OVER(40)

Travelling Permit

Arrival Place			
Departure Date & Time of Travel			
Number of Days			
Requester Name			
Requester Sign			
Authorized Person Name			
Authorized Person Sign			

Advance Clear

Departure Date & Time of Travel	Total Day	Arrival Date & Time																																				
24.3.25	1D																																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Date</th> <th style="width: 60%;">Description</th> <th style="width: 10%;">Kyats</th> <th style="width: 10%;">USD</th> </tr> </thead> <tbody> <tr> <td>24.3.25</td> <td>NN -> 1D x 15000</td> <td>15000</td> <td></td> </tr> <tr> <td></td> <td>NIP/REGO 103100 94</td> <td></td> <td></td> </tr> <tr> <td></td> <td>U Yon Mae Army</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Khow Wa (Moi Wine)</td> <td></td> <td></td> </tr> <tr> <td></td> <td>ME 220</td> <td></td> <td></td> </tr> <tr> <td colspan="2" style="text-align: right;">Total Expense (Kyats/USD)</td> <td>15000</td> <td></td> </tr> <tr> <td colspan="2" style="text-align: right;">Cash Advance (Kyats/USD)</td> <td></td> <td></td> </tr> <tr> <td colspan="2" style="text-align: right;">Balance Refund/Additional (Kyats/USD)</td> <td></td> <td></td> </tr> </tbody> </table>			Date	Description	Kyats	USD	24.3.25	NN -> 1D x 15000	15000			NIP/REGO 103100 94				U Yon Mae Army				Khow Wa (Moi Wine)				ME 220			Total Expense (Kyats/USD)		15000		Cash Advance (Kyats/USD)				Balance Refund/Additional (Kyats/USD)			
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Job Report Status

Name	Position	Date	Sign
Naung Naung	(S.H.)	24.4.25	
Naung Naung	(S.H.)	24.4.25	
Kyone Ko' Htet	ABOH	"	
Aye Aye Mom	HR	24.4.25	
Aye Aye Mom	Cashier	"	