

Feb'24 Trip Advance Expenxe For National Sales Team									
No	Descriptions	Trip Date	Trip	Qty	Day	Amount	Total	G-Total	PIC
1	Daily Allowance	4.2.24~11.2.24	NLP	1	7	10,000	70,000	140,000	Wai Lin Aung
	Express Charges			1	2	25,000	50,000		
	Taxi Charges								
	Miscellaneous(Hotel, Other)			1	2	10,000	20,000		
2	Daily Allowance	11.2.24~17.2.24	TGO	1	7	10,000	70,000	100,000	Wai Lin Aung
	Express Charges			1	2	5,000	10,000		
	Taxi Charges								
	Miscellaneous(Hotel, Other)			1	2	10,000	20,000		
3	Daily Allowance	4.2.24~11.2.24	TGY	1	7	10,000	70,000	190,000	Zwe Thingyan
	Express Charges			1	2	35,000	70,000		
	Taxi Charges			1	1	20,000	20,000		
	Miscellaneous(Hotel, Other)			1	2	15,000	30,000		
4	Daily Allowance	19.2.2024~24.2.2024	PTN	1	10	10,000	100,000	180,000	Zwe Thingyan
	Express Charges			1	2	20,000	40,000		
	Taxi Charges			1	1	20,000	20,000		
	Miscellaneous(Hotel, Other)			1	2	10,000	20,000		
5	Daily Allowance	12.2.24~17.2.24	KPK	1	7	10,000	70,000	165,000	Thet Ko Aung
	Express Charges			1	2	30,000	60,000		
	Taxi Charges			1	1	15,000	15,000		
	Miscellaneous(Hotel, Other)			1	2	10,000	20,000		
6	Daily Allowance	18.2.24~25.2.24	NPT	1	7	10,000	70,000	190,000	Thet Ko Aung
	Express Charges			1	2	30,000	60,000		
	Taxi Charges			1	2	15,000	30,000		
	Miscellaneous(Hotel, Other)			1	2	15,000	30,000		
7	Daily Allowance	5.2.24~12.2.24	MUB & Maw Gyaung	1	7	10,000	70,000	150,000	Soe Pyae Bo
	Express Charges			1	2	-	-		
	Taxi Charges			1	2	-	-		
	Miscellaneous(Hotel, Other)			1	2	40,000	80,000		
8	Daily Allowance		TCL or Something	1	10	10,000	100,000	500,000	AGM,OM & NSM
	Express Charges			1	2	150,000	300,000		
	Taxi Charges			1	2	20,000	40,000		
	Miscellaneous(Hotel, Other)			1	3	20,000	60,000		
Total								1,615,000	

Machinery and Consumable Business Unit

Cash Expenses Budget - (Feb'2024)

Department Name: National Sales Department

No	Descriptions	Week				Total	Detail Information
		1st	2nd	3rd	4th		
1	Employee Travelling Expenses-Local Trip	745,000	370,000		600,000	1,015,000	AGM,OM, NSM & ASM Trip
2	Fully the yearly target contract liter for Maung Pain (MLM)	90,000				90,000	60% based on ASM reward amount
3	Fuel charges for Soe Pyae Bo (RSM)	150,000				150,000	2E/8480
Total Expenses		985,000	370,000	-	600,000	1,855,000	

Requested By:



MI MI Zin
(Department PIC)

Checked By:



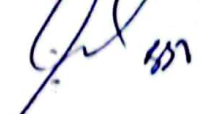
Aung Ko Latt
(DH)

Acknowledged By:



Thin Wyut Yee
(FNA Head)

Approved By



Seint Seint Thu
(AGM)

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5 members

Pinned Message
Travelling Allowance Policy Update

			1	2	15,000	30,000			
4	Daily Allowance	19.2.20	1	10	10,000	100,000			
	Express Charges	24*24.2	1	2	20,000	40,000			
	Taxi Charges	2024	1	1	20,000	20,000	180,000	Zaw Thingyan	
	Miscellaneous (total of other)		1	2	10,000	20,000			
5	Daily Allowance	12.2.24	1	7	10,000	70,000			
	Express Charges	17.2.24	1	2	30,000	60,000	100,000	Thet Ko Aung	
	Taxi Charges		1	1	15,000	15,000			
	Miscellaneous (total of other)		1	2	10,000	20,000			
6	Daily Allowance	19.2.24	1	7	10,000	70,000			
	Express Charges	25.2.24	1	2	30,000	60,000	190,000	Thet Ko Aung	
	Taxi Charges		1	2	15,000	30,000			
	Miscellaneous (total of other)		1	2	15,000	30,000			
7	Daily Allowance	5.2.24	1	7	10,000	70,000			
	Express Charges	7.2.24	1	2			150,000	Soe Pyae Bo	
	Taxi Charges		1	2					
	Miscellaneous (total of other)		1	2	40,000	80,000			
8	Daily Allowance		1	10	20,000	200,000			
	Express Charges		1	2	150,000	300,000	500,000	AGM, CM & NSM	
	Taxi Charges		1	2	20,000	40,000			
	Miscellaneous (total of other)		1	3	20,000	60,000			
	Total						1,815,000		

Dear KAKL, Please approve for Feb'24 budget

10:37 AM ✓

Machinery and Consumable Business Unit

Cash Expenses Budget - (Feb'2024)

Department Name: National Sales Department

No	Descriptions	Week				Total	Detail Information
		1st	2nd	3rd	4th		
1	Employee Travelling Expenses-Local Trip	745,000	170,000		500,000	1,815,000	AGM, CM, NSM & ASM Trip
2	Fully the yearly target contract filter for Maung Pawin (MM)	90,000				90,000	50% based on ASM reward amount
3	Fuel charges for Soe Pyae Bo (RSM)	150,000				150,000	25-RMB
	Total Expenses	985,000	370,000	-	500,000	1,815,000	

UAKL admin

Mi Mi Zin
Photo

Please proceed 11:08 AM

Thanks Ako 11:09 AM ✓

Message

