

TRAVELLING REPORT

Date : 21.11.2024

Report To	Ko Zaw Min Myat	
Employee Name	Soe Htet Tin + Aung Ho Go	
Position	AGM + DH (Rental)	
Department	PG B/L (Management)	
Business	PG B/L	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	19.11.24	20.11.24
Total Days		
Trip Information	1. From YGN To Ngwe Saung	
	2. From Ngwe Saung To PTH	
	3. From PTH, Nyaung Tone YGN (HO)	
Purpose For Travelling	Project site Survey & Rental Customer site Visit.	
Travel Date	Activities	Remark
19.11.24	YGN to Ngwe Saung ① Ocean Blue Hotel 500KVA Rental Demand & site visit ② Ngwe Saung Youth Club 700 KVA Unit Demand Appointment.	(2 Days)
20.11.24	③ Ngwe Saung to Patheingyi Branch. Collect Rental payment ④ Patheingyi to Nyaung Tone - Aung Mye Thazan Rice Mill 700 KVA & 350 KVA prospect ⑤ Nyaung Tone to YGN (HO) Return.	

Reported by
 Sign :
 Name : Htet Thee Zar
 Position : SH

Checked by
 Sign :
 Name : Soe Htet Tin
 Position : AGM

Approved by
 Sign :
 Name :
 Position :

(DH/AGM/GM)

(COO)