

Machinery and Consumable Business Unit

Cash Expenses Budget - (Mar'2024)

Department Name: National Sales Department

No	Descriptions	Week				Total	Detail Information
		1st	2nd	3rd	4th		
1	Employee Travelling Expenses-Local Trip	915,000	300,000		300,000	1,515,000	AGM,OM, NSM & ASM Trip
2	At the beginning of MLM contract liter for Maung Pain (MLM)	15,000				15,000	10% based on ASM reward amount
3	Fuel charges for Soe Pyae Bo (RSM)	150,000				150,000	2E/8480
Total Expenses		1,080,000	300,000	-	300,000	1,680,000	

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)

Mar'24 Trip Advance Expense For National Sales Team									
No	Descriptions	Trip Date	Trip	Qty	Day	Amount	Total	G-Total	PIC
1	Daily Allowance	11.3.2024~ 17.3.2024	HPN	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		
2	Daily Allowance	11.3.2024~ 17.3.2024	TCL	1	7	10,000	70,000	210,000	Zwe Thingyan
	Express Charges			1	1	90,000	90,000		
	Taxi Charges			1	1	20,000	20,000		
	Miscellaneous(Hotel, Other)			1	2	15,000	30,000		
3	Daily Allowance	18.3.2024~ 24.3.2024	NAS	1	10	10,000	100,000	240,000	Zwe Thingyan
	Express Charges			1	1	100,000	100,000		
	Taxi Charges			1	1	20,000	20,000		
	Miscellaneous(Hotel, Other)			1	2	10,000	20,000		
4	Daily Allowance	5.3.24~12. 3.24	MGW	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		
5	Daily Allowance	17.3.24~24 .3.24	NGU	1	7	10,000	70,000	175,000	Thet Ko Aung
	Express Charges			1	2	30,000	60,000		
	Taxi Charges			1	1	15,000	15,000		
	Miscellaneous(Hotel, Other)			1	2	15,000	30,000		
6	Daily Allowance	11.3.2024~ 17.3.2024	Ayeyarwaddy	1	10	10,000	100,000	300,000	Soe Pyae Bo
	Express Charges			1	2		-		
	Taxi Charges			1	2		-		
	Miscellaneous(Hotel, Other)			1	2	100,000	200,000		
7	Daily Allowance		Something	1	10	10,000	100,000	300,000	AGM,OM & NSM
	Express Charges			1	2	50,000	100,000		
	Taxi Charges			1	2	20,000	40,000		
	Miscellaneous(Hotel, Other)			1	3	20,000	60,000		
Total								1,515,000	