



Shwebo Branch

Mandalay-Shwebo Road, No.6 Quarter, Shwe Bo (North of Moke-Do), Sagaing Division Shwe Bo

Tel :

Fax:

PAYMENT VOUCHER

Voucher No. :SBO-PV-2025-07-0011

Cashier

: *Pwint Thet Htar Khaing*

Voucher Date :2025-07-08

To

Currency :MMK

Applicant		Adm. Manager		GM	
No	Description	Purpose	Subtotal		
1	PAY TO PWINT THET HTAR KHAING FOR MEAL ALLOWANCE FOR JUN'25 -579,250/- (EMPLOYEE -11 PAX)			Total	579,250.00

Total in Words : _____

Note : PAY TO PWINT THET HTAR KHAING FOR MEAL ALLOWANCE FOR JUN'25 -579,250/- (EMPLOYEE -11 PAX)

Date : 8.7.2025 Name/NRC No : *Pwint Thet Htar Khaing* Signature : *Pwint*

UNIG

CASH CLAIM FORM

7.7.2025

Division Shwabo

Department Admin

Request Amount 579,250/- MYR USD 21,935. ရန်ပုံငွေအား ဝင်အောင် ပြန်လည်ရရှိရေးအတွက်



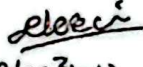
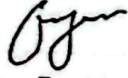

Request include (or) Not

Yes Budgeted Title and Amount :

No Reasons for

Requested For: SBO BR Meal Allowance expense.
 579,250/- for Jun '25 employee - 11 pax.

မှတ်ချက်
 (၁) အဆိုဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမှ အတိအကျစွာ တွက်ချက်ပြီး အတည်အကျ စစ်ဆေးကြည့်ရှုရမည်။
 (The amount requested must be properly calculated, checked and verified by respective authorized person)
 (၂) ထုတ်ပေးရန် ဆောင်ရွက်ရာတွင် အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက သက်ဆိုင်ရာ
 တာဝန်ရှိသူက အပြစ်ကို အပြစ်ရှိသည့် အခါ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ရမည်။
 (If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By  Requester	Checked By  Mer/DH	Checked By  Finance & Account	Approved By  GM/AGM/COO	Approved By  CMC/CEO/Chairwoman
Pwint Thet Htar Khinay	Mo Zwin	Kyaw Se Hla	Paing Soe Lynn	


04-CFD-CAS-FRM-005-03

Meal Allowance Form

No.	Month	Branch Name	Name	ID No	Position	Department	Actual Meal Amount	Total Meal	Actual Meal Paid Amount	Local (L) (or)	Remarks (reason for not receiving actual amount Detail separately)	Sign
1	Jun 25	Shwabe	Kyau Saw Hla	13497	ABOH	Administration	70,000	30	70,000.00	NL		
2	Jun 25	Shwabe	Phaw Thaw Hla	9044	Admin Head	Administration	35,000	30	35,000.00	L		
3	Jun 25	Shwabe	Near Nee Win	14029	FADP-18	Administration	35,000	29.5	34,416.67	L	half day leave (6.6.2025)	
4	Jun 25	Shwabe	Zaw Min Oo	16488	Security	Administration	35,000	30	35,000.00	L		
5	Jun 25	Shwabe	Nye Naing Tun	14527	MCDP-08	Service	70,000	27	63,000.00	NL	(5, 6, 9-Jun-2025) at job site	
6	Jun 25	Shwabe	Nguyen Man	15930	S'part Admin	S'part	70,000	30	70,000.00	NL		
7	Jun 25	Shwabe	Ye Vint Aung	14759	SEDP-22	Unit Sales	70,000	29	67,666.67	NL	(13.6.2025) at leave	
8	Jun 25	Shwabe	Lin Htet Aung	10926	Sales Head	Unit Sales	70,000	13	30,333.33	NL	17 days Rawlin way traveling	
9	Jun 25	Shwabe	Phu Su Zan	7539	Service Admin	Service	70,000	29.5	68,833.33	NL	half day leave (24.6.2025)	
10	Jun 25	Shwabe	Am Mann Thaw	16483	AGHED	Service	70,000	20	46,666.67	NL	(15, 16, 17, 18, 19, 20, 21, 22 Jun 2025) at job site	
11	Jun 25	Shwabe	Aung Yan Zar	14573	MCDP-09	Service	70,000	25	58,333.33	NL	(5, 6, 9, 15, 18-Jun-2025) at job site	
Total									579,250			

Checked and Approved By

 Phaw Thaw Hla Khawng
 HR Admin Head

Approved by
 BOH/ABOH

 Kyaw Saw Hla

Acknowledge by
 Corp HR

 7-7-2025

ML