

Attach original



## ADVANCE CLEAR VOUCHER

Requestor Name : Ei Thwel Phyo

Department Name:

Payment Date : 2024-11-04

Payment Voucher : AC-REN-2024-11-00003 ✓

No

Payment Method : Cash/Bank

Payment Amount : 442000.0 ✓

Currency : MMK ✓

Exchange Rate : 4,600.0

Budget Type : Include Budget ✓

Payment Type : Advance Clearing

Advance No : ADV-REN-2024-08-00046 ✓

Prepared By : REN Budget Requestor ✓

Superior Approved : REN Service Dept

By

Last Approved By : REN Service Dept ✓

No.	Description	Department	Request Amount	Remark
1	Advance clear TA Charges for 20kW On Grid solar system installation U Than Htun Oo Myeik.ADV-REN-2024-08-00046(ADV-350,000/-,EXP-442,000/-,ADD-92,000/-)PIC-Thet Khine Htwe.	Service Department(RE)	442,000.00 ✓	Advance clear

Expense Total 442,000.00 K

Advance Total 350,000.00 K ✓

Additional 92,000.00 K

Note: .....

Superior Check By	F&A	GM/AGM	COO
Name : <u>Aung Raka Oo</u>	Name : <u>Mye Mye</u>	Name : <u>Phyo Thu</u>	Name : <u>U Aye Ma Htoon</u>
NRC No : .....	NRC No : .....	NRC No : .....	NRC No : .....
Date : .....	Date : .....	Date : .....	Date : .....
Remark : .....	Remark : .....	Remark : .....	Remark : .....

Ei Thwe Phyo





Mon Mon Oo  
online




Approved and pls proceed sis 2:47 PM

**UMG**  
**TRAVEL ADVANCE CLEAR FORM**

Job Advance		Approved Date of Travel		28.8.24 to 28.9.24	
Employee Name		Total Day		29 days	
Customer Name		Job Name		Base Phyto Army	
Project		Job Title		Mon Mon Co	
Description of Job		Actual Date & Time of Travel		28.8.24 to 28.9.24	
Actual Date		Total Day		29 days	
Advance Chart		Job Name		Base Phyto Army	
Approved By		Job Title		Mon Mon Co	
Actual Date & Time of Travel		Total Day		29 days	
Approved Date & Time		Actual Date & Time		28.8.24	
Description		Total Amount		4480000	
28.8.24 to 28.9.24 TA charges 4280000 for one person		28.8.24		4480000	
Travel charges		28.8.24		200000	
Total Expenses (Myanmar Kyats)		28.8.24		4680000	
Cash Advance (Myanmar Kyats)		28.8.24		4680000	
Balance (Myanmar Kyats)		28.8.24		980000	
Job Report Status					
Authorisation	Name	Position	Date	Signature	
Prepared By	Ei Thwe Phyto	Admin	28.10.24	[Signature]	
Approved by Dept Head	Aung Pe Ko Co	ADM	28.10.24	[Signature]	
Approved by UMG/UMG COO	Phyo Cho	ADM	28.10.24	[Signature]	
Subsided/signed by related Superior	Aung Han Win	ADM	28.10.24	[Signature]	
Job Report	Aung Han Win	HR	28.10.24	[Signature]	
HR Check & Approved	Aung Han Win	HR	28.10.24	[Signature]	
Cash Received					
Remark					

PIC - Thet Khine Htwe  
 Customer - U Than Htun Oo 20kW solar system installation, U Toe Ice factory and 1MW site များအတွက် 28.8.2024မှ 23.9.2024 ထိ 27days အတွက် TA clear လုပ်ချင်လို့ အစ်မ approved လေးထပ်လို့လို့ ပါရှင်းအစ်မ။

2:51 PM ✓✓

 **Ei Thwe Phyto**  
 PIC - Thet Khine Htwe Customer - U...  
 Approved and pls proceed sis

3:05 PM

ကျေးဇူးတင်ပါတယ်ရှင် အစ်မ။ 3:05 PM ✓



No.589-592,Bo Aung Kyaw Street,Yangon-Pathein High Way Road,Hlaing Thar Yar Township, Yangon, Myanmar.

Print Date : 23-Oct-2024

Taxi (Bus,Motorcycle,3-wheel etc...) Charges Form

No	Date	Holding Business	Department	Name	Rental Purpose	Departure Time	Start Location	End Location	Claim Amount	Allowed Amount	State	Remark
<del>1</del>	<del>2024-10-13</del>	<del>Renewable Energy</del>	<del>Service</del>	<del>Thet Khaing Htwe</del>	<del>Went to Myeik For installation solar system</del>	<del>14:15</del>	<del>Airport</del>	<del>အမှတ်(၁)လမ်း (HTY)</del>	<del>20,000</del>	<del>20,000</del>	<del>GA Manager Approved</del>	<del>Tools and package</del>
2	2024-08-28	Renewable Energy	Service	Thet Khaing Htwe	Went to Myeik for installation 20kW solar system	03:00	Aone Taw (အမှတ်(၁)လမ်း)HTY	Airport	22,000	22,000	GA Manager Approved	Lots of tools & package
3	2024-09-02	Renewable Energy	Service	Aung Than Kyaw (2) , Thet Khaing Htwe	To carry Pipe & Other accessories	09:15	သုတေသန Home Mart(Myeik)	U Than Htun Oo Site(Myeik)	10,000	10,000	GA Manager Approved	To carry Pipe & Other accessories
4	2024-09-04	Renewable Energy	Service	Aung Than Kyaw (2) , Thet Khaing Htwe	Come back Office ( Myeik Branch)	17:15	U Than Htun Oo 20kW installation Site (MYeik)	Myeik Branch	5,000	5,000	GA Manager Approved	Toolboxes ( Did't have car in branch that time)
<del>5</del>	<del>2024-09-09</del>	<del>Renewable Energy</del>	<del>Service</del>	<del>Aung Than Kyaw (2) , Thet Khaing Htwe</del>	<del>Come back Office ( Myeik Branch)</del>	<del>17:15</del>	<del>U Toe Ice factory(Myeik)</del>	<del>Myeik Branch</del>	<del>10,000</del>	<del>10,000</del>	<del>GA Manager Approved</del>	<del>Toolboxes ( Did't have car in branch that time)</del>
6	2024-10-09	Renewable Energy	Service	Aung Ko Ko Oo	Went to MDY For training to Delar customer	06:00	Mee Khwet zay	Aungmingalar Highway	22,000	22,000	GA Manager Approved	Training to Delar Customer in MDY.
<del>7</del>	<del>2024-10-12</del>	<del>Renewable Energy</del>	<del>Service</del>	<del>Aung Ko Ko Oo</del>	<del>Went to MDY For training to Delar customer</del>	<del>18:45</del>	<del>Aungmingalar Highway</del>	<del>Mee Khwet Zay</del>	<del>22,000</del>	<del>22,000</del>	<del>GA Manager Approved</del>	<del>Training to Delar Customer in MDY.</del>





# TRAVELLING REPORT

Date : 4.10.24

Report To	Aung Po Ko Co	
Employee Name	Chat Khone Hwe	
Position	MOOP	
Department	Service	
Business	RE	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	28.8.24	28.9.24
Total Days	29 days	
Trip Information	1. From YSA To Myeik	
	2. From Myeik To	
	3. From To	
Purpose For Travelling	To install 20 kW solar system U Tran Htan Co. in Myeik.	
Travel Date	Activities	Remark
	The daily report attached by below	

Reported by

Checked by

Approved by

Sign : *[Signature]*  
 Name : Chat Khone Hwe  
 Position : MOOP

Sign : *[Signature]*  
 Name : Aung Po Ko Co  
 Position : ADH

Sign : *[Signature]*  
 Name : U Aye Man Htoon.  
 Position :

(DH/AGM/GM)

(COO)

05-CHL-IRRM-FRM-064-01

- မိမိတို့၏  
 - U Tran Htan Co. မှ ၂၀ ကီလိုဝပ်စ် ပါဝါးစနစ်ကို  
 နေရာထုတ်ပေးရန်အတွက်

No.	Date	Status	Job Types/Number
1	28.8.24	Attend	Arrived at Myeik office in Yangon. Myeik customer U Than Htun Oo site 20 kw on grid system I measured the place to install solar panel and inverter.
2	29.8.24	Attend	Morning exercises and Morning meeting .Delivered and placed Matador Lectro 570W 42 pcs and rail road 25 pcs at customer U Than Htun Oo site.Bought needed accessories for 20KW ongrid site.
3	30.8.24	Attend	Morning exercises .Installed Matador Lectro 20Kw on grid inverter,No.2 panel and trunking.Installed rail road and L-feet at Myeik Customer U Than Htun Oo site.
4	31.8.24	Holiday	Installed L feet and Rail road for solar panel 42pcs at Myeik customer U Than Htun Oo 20 kw ongrid site.Picked up items at Shwe Weymin bus station.
5	1.9.24	Holiday	Set up DB box for Solar 42pcs and panel trunking.Installed MCCB breaker and connected inverter and DC breaker.
6	2.9.24	Attend	Myeik customer U Than Htun Oo site 20 kw ongrid system Set up Eastron meter at panel and communication cable meter to inverter.Installed MC 4 connector for solar 4 string DC breaker to inverter.Measured and cutted solar cable for solar panel 42 pcs.
7	3.9.24	Attend	Made morning exercise and attended meeting at Myeik branch. Myeik customer U Than Htun Oo site 20kw ongrid system. Installed solar cable for solar panel 42 pcs and cable pipe.
8	4.9.24	Attend	Made morning exercise ,5s and attended meeting at Myeik branch.Installed Matador Lectro solar panel 570w 42 pcs at customer U Than Htun Oo site
9	5.9.24	Attend	Made morning exercise and attended meeting at Myeik branch.Connected MC4 connector for solar 4 string and joined string.Installed earthing system at customer U Than Htun Oo site 20kw ongrid system.
10	6.9.24	Attend	Made morning exercise and attended meeting at Myeik branch.Myeik customer U Than Htun Oo site 20kw ongrid system Connected MC4 connector 4string for inverter output load.Measured the earthing system with earth meter at customer U Than Htun Oo site.It was ok.Went to 10kw ongrid system site and checked wire connection and output load.
11	7.9.24	Holiday	Made morning exercise and attended meeting at Myeik branch.Went to customer U Toe cold factory and removed solar panel and structure.
12	8.9.24	Holiday	Checked stock list and cleaned accessories room at Myeik branch.
13	9.9.24	Attend	Made morning exercise and attended meeting at Myeik branch.Went to Customer U Toe cold factory and installed solar panel 10 pcs at customer site.
14	10.9.24	Attend	morning exercises at myeik brandMorning meeting.customer U Toe tickets. I send brochures to beexpress
15	11.9.24	Attend	Made morning exercise, made 5s and attended meeting at Myeik branch.Went to 1MWsite from Myeik branch.
16	12.9.24	Attend	Cleaned the grass under the solar plant.Checked panel room and inverter panel.Checked the power output load at 1MW site.
17	13.9.24	Attend	Cleaned the grass under the solar plant.Checked panel room and inverter panel. Checked the power output load at 1MW site.

18	14.9.24	Holiday	Checked panel room and inverter panel. Checked the power output load and Encombi communication at 1MW site.
19	15.9.24	Holiday	Cleaned the grass under the solar plant. Checked panel room and inverter panel. Checked the power output load at 1MW site.
20	16.9.24	Attend	Cleaned the grass under the solar plant with two labour. Checked panel room and inverter panel. Checked the power output load and Encombi communication at 1MW site.
21	17.9.24	Attend	Cleaned the grass under the solar plant with two labour at 1MW site. Checked panel room and inverter panel. Checked the power output load and Encombi communication at 1MW site.
22	18.9.24	Attend	Checked panel room and inverter panel. Checked the power output load and Encombi communication at 1MW site. Checked and Photoed solar plant at 1MW site.
23	19.9.24	Attend	Cleaned panel room and inverter panel. Cleaned air cooler and checked the power output load at 1MW site.
24	20.9.24	Attend	Returning to Myeik brand office at Myeik customer U San Maung 1MW solar plant site.
25	21.9.24	Attend	At myeik office, morning exercises morning meeting, cleaning the solar and accessories stock from myeik brand. customer U Than Htun Oo I called to ask about the wiring installation process.
26	22.9.24	Holiday	Made Morning exercise and attended meeting at Myeik branch. Checked encombi communication and output load at 1Mw site.
27	23.9.24	Attend	Made Morning exercise and attended meeting at Myeik branch. Checked the stock list and cleaned the stock room.