

ADVANCE CLEAR VOUCHER

Requestor Name : Zin Zin Oo	Budget Type : Include Budget
Department Name:	Payment Type : Advance Clearing
Request Date : 2025-06-09	Advance No : ADV-REN-2025-05-00014 ✓
Payment Voucher : AC-REN-2025-06-00023 ✓	Prepared By : Zin Zin Oo
No	Superior Approved : Aung Myat Thu ✓
Payment Method : Cash/Bank	By
Payment Amount : 281000.0 ✓	Last Approved By : Aung Myat Thu
Currency : MMK ✓	
Exchange Rate : 4,450.0	

No.	Description	Department	Request Amount	Remark
1	Advance clear for TA charges. PIC- Arkar Kyaw ADV 300,000/- , EXP 281,000/- , REF 19,000/- ADV-REN- 2025-05-00014 ✓	Sales and Marketing Department(RE)	281,000.00 ✓	Advance Clear

Expense Total	281,000.00 K ✓
Advance Total	300,000.00 K ✓
Refund	19,000.00 K ✓

Note:

<p style="text-align: center;"><i>Aung Myat Thu</i></p> <p>Superior Check By Name : <u>U Aung Myat Thu</u></p> <p>NRC No :</p> <p>Date : <u>9.06.2025</u></p> <p>Remark :</p>	<p style="text-align: center;">F&A</p> <p>Name : <u>U Phyo Thu</u></p> <p>NRC No :</p> <p>Date : <u>10.06.2025</u></p> <p>Remark :</p> <p style="text-align: center;"><i>Phyo Thu</i></p>	<p style="text-align: center;">GM/AGM</p> <p>Name : <u>U Phyo Thu</u></p> <p>NRC No :</p> <p>Date : <u>10.06.2025</u></p> <p>Remark :</p> <p style="text-align: center;"><i>Phyo Thu</i></p>	<p style="text-align: center;">COO</p> <p style="text-align: center;"><i>11/06/2025</i> <i>Aye Min Htoon</i></p> <p>Name : <u>U Aye Min Htoon</u></p> <p>NRC No :</p> <p>Date : <u>10.06.2025</u></p> <p>Remark :</p>
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Zin Nyein Aye
Zin



TRAVEL ADVANCE CLEAR FORM

8:00AM ~ 17:00PM

Cash Advance

Employee Name	Ankan Kyaw	Estimated Date of Travel	18 ~ 31.5.25
Position Rank	ASPL	Total Day	14 days ✓
BU/BR/DIV, Dept	RE BU	Destination	Patheingyi
Purpose	Branch visit and customer visit.		

Travelling Permit

Arrival Place	Patheingyi		
Actual Date & Time of Travel	18 ~ 31.5.25		
Total Day	14 days		
HR Name	Chaw Ee Zin		
HR Sign	<i>Chaw Ee Zin</i>		
BOH/Authorized Person Name	Ser Su Pone		
BOH/Authorized Person	For Chaw Ee Zin		

Advance Clear

Actual Date & Time of Travel		Total Day	Total Amount	
Departure Date & Time		Arrival Date & Time	Kyats	USD
Date	Description			
18 ~ 31.5.25	TA charges for 1 person x 14 days x 15,000/-		210,000/-	✓
18 ~ 31.5.25	Taxi charges for		45,000/-	✓
18.5.25	Car ticket & YGM ~ PTNY		13,000/-	✓
31.5.25	Car ticket & PTN ~ YGM		13,000/-	✓
Total Expense (Kyats/USD)			281,000/-	✓
Cash Advance (Kyats/USD)			300,000/-	✓
Balance Refund/Additional (Kyats/USD)			19,000/-	✓

Job Report Status


Authorization	Name	Position	Date	Sign
Prepared By	Din Din Oo	Admin.	9.6.25	<i>Din Din Oo</i>
Approved By Dept Head	Ag Myat Thu	OH.	9.6.25	<i>Ag Myat Thu</i>
Approved By GM/AGM/COO	Bye Thu.	AGM.	9.6.25	<i>Bye Thu.</i>
Acknowledged by related Superior for Job Report	Aye Min Htoon.	VC.M.	9.6.25	<i>Aye Min Htoon.</i>
HR Check & Approved	Nyein Ee E Khaing	HR.	9.6.25	<i>Nyein Ee E Khaing</i>
Cash Received				

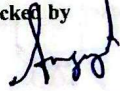
Remark

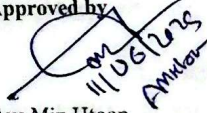
TRAVELLING REPORT

Date :2.06.2025.....

Report To	Aung Myat Thu	
Employee Name	Arkar Kyaw	
Position	ASM	
Department	S & MKT	
Business	RE BU	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
Total Days	14 Days	
Trip Information	1. FromYangon.....To Pathein.....	
	2. FromTo	
	3. FromTo	
Purpose For Travelling		
Travel Date	Activities	Remark
22.05.2025	DC Cable Prospect f/p HTY BR Prospect f/p YGN BR Prospect f/p Today Pathein BR Way Pro Engineering Cable Delivery Latputtha Tsp	
23.05.2025	Call 1.AKS Solar DC Cable Prospect f/p YGN All BR Dealer Customer List Collection Pathein BR Products Knowledge Sharing Load Calculation Sharing	
24.05.2025	Off Day	
25.05.2025	Off Day	
26.05.2025	Visit 1.Myat Thara Phu(Oil Station) New Customer 16kw System Prospect (Customer Class B) 2.Zar Ma Ni(Rice Mill) New Customer 150 On Grid (RBF Plus Product)(Customer Class B) 3.Ko Pwar Lay(Installer)(Customer Class C)280ah without display After Sale Service 4.Pyone Myintta Restaurant(MIO) (Customer Class A)Lose Sale Deye 50kw HV & 100Ah 12pcs Anko Solar 615W Bi 85pcs Call SDG BR Prospect f/p	

Reported by
Sign : 
Name : Arkar Kyaw
Position : ASM

Checked by
Sign : 
Name : U Aung Myat Thu
Position : DH

Approved by
Sign : 
Name : U Aye Min Htoon
Position : VCM

(DH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01



TRAVELLING REPORT

Date :2.06.2025.....

Report To	Aung Myat Thu	
Employee Name	Arkar Kyaw	
Position	ASM	
Department	S & MKT	
Business	RE BU	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
Total Days	14 Days	
Trip Information	1. FromYangon.....To Pathein.....	
	2. FromTo	
	3. FromTo	
Purpose For Travelling		
Travel Date	Activities	Remark
18.05.2025 19.05.2025	Go to Pathein Branch Visit 1.AD Myanmar Private School Visit for RE Marketing Call 1.AK Mobile Appointment Re for RE Marketing 2.Kaung Solar	
20.05.2025	Appointment Re for RE Marketing Visit 1.AD Myanmar Private School Visit for RE Marketing 2.MK Solar Introduce RE Marketing 3.Thu Mar Di Rice Mill Introduce RE Marketing Call	
21.05.2025	1.AKS Solar DC Cable Inquiry Visit 1.AD Myanmar Private School Visit for RE Marketing 2.MK Solar Introduce RE Marketing 3.Thu Mar Di Rice Mill Introduce RE Marketing Call 1.AKS Solar /DC Cable Inquiry	

Reported by

Sign :
Name : Arkar Kyaw
Position : ASM

Checked by

Sign :
Name : U Aung Myat Thu
Position : DH

Approved by

Sign :
Name : U Aye Min Htoon
Position : VCM

(DH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01



TRAVELLING REPORT

Date :2.06.2025.....

Report To	Aung Myat Thu	
Employee Name	Arkar Kyaw	
Position	ASM	
Department	S & MKT	
Business	RE BU	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
Total Days	14 Days	
Trip Information	1. From Yangon To Patheingyi	
	2. From To	
	3. From To	
Purpose For Travelling		
Travel Date	Activities	Remark
27.05.2025	Visit 1.MK Electronic(Class B) Visit for RE Marketing 2.Lamin Ayar Guest House (Class A) Visit for Relation 3.Ko Win Myint Than (Installer) (Class C) Visit for Relation & Demand F/p Call SDG BR quotation f/p 1.Myint Myat Electronic(Class C) Appointment Re	
28.05.2025	Visit 1.National Electronic Shop(Class C) Visit for RE Marketing 2.Aung Thein Kyaw Electronic Shop(C) Visit for RE Marketing 3.Gone Yee Electronic Shop(Class C) Visit for RE Marketing Call 1.Grand Electronic (Class C) Relation & DC Demand F/p 2.AKS Solar (Class A) Relation Demand F/p 3.Kaung Htet Solar (Class C) Relation & Demand F/p	
30.05.2025	Visit 1.Tha Pyay Htun Guest House (Class A) Relation & Demand F/p 2.GSM (Class A) Introduce RE Marketing (HV Inquiry) 3.Oscar Electronic (Class B) Introduce DC Cable Call 1.YGN 9 Electronic (Class B) ML 100KW On Grid Inverter In F/p YGN BR F/p SDG BR F/p	
31.05.2025	Go back Yangon	

Reported by
 Sign :
 Name : Arkar Kyaw
 Position : ASM

Checked by
 Sign :
 Name : U Aung Myat Thu
 Position : DH

Approved by
 Sign :
 Name : U Aye Min Htoon
 Position : VCM

(DH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01



ကံထူးအောင်

KANHTOOAUNG AIR-CON EXPRESS



အဆင့်မြင့် ခရီးသည်ပို့ဆောင်ရေး

ရန်ကုန် (အင်္ဂလိပ်) → ပုသိမ် → ငရစ်ကောင်းမြို့ (ဂေါ်ရန်ကျိကျန်း) → ကျီးကူး → ဟိုင်းကြီးကျန်းမြို့ (မော်တင်ဇွန်းဘုရား)

ယာဉ်အမှတ် -----

သွားမည့်ရက် 31/5

အမည်	ထိုင်ခုံအမှတ်	ယာဉ်ထွက်ချိန်
အောင်စိန်စိန်	17	1:00

မှတ်ချက်။ ။ ယာဉ်မထွက်ခင် ၁၀ မိနစ် (၃၀) ကြိုတင် အရောက်လာရမည်။ ဝယ်ပြီးလက်မှတ်ထွက်ပြန်မအောင်ပါ။ 13,000/-

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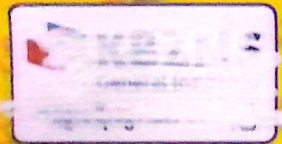
06, 09-791 722 2
08, 09-791
11, 09-
06, 09-422 45-



ကံထူးအောင်

ငွေ ဝေ့ သံယံ

KANHTOO AUNG AIR-CON EXPRESS



အဆင့်မြင့် ခရီးသည်ပို့ဆောင်ရေး

ရန်ကုန် (အင်္ဂုရောက်) → ပုသိမ် → ငရုပ်ကောင်းမြို့ (ဂေါ်ရန်ကျကျန်း) → ကျုံကူး → ဟိုင်းကြီးကျန်းမြို့ (ဟော်တင်ရွန်းဘုရား)

ယာဉ်အမှတ် -----

သွားမည့်ရက် -----

18-6-26

အမည်

ထိုင်ခုံအမှတ်

ယာဉ်ထွက်ချိန်

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41

11:00

မှတ်ချက်။ ။ ယာဉ်မထွက်ခွာမှီ မိနစ်(၃၀)ကြိုတင် အရောက်လာရမည်။ ဝယ်ပြီးလက်မှတ်ငွေပြန်မအမ်းပါ။ 13,000/-

Arkay | Yangon | 12:00 | station

Print Date : 09-Jun-2025

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
1	2025-06-01	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go to Pyaw.	11:30	Taw Tike Wark, Mingalardone	Aung Mingalar Bus Station	14,000	14,000	GA Manager Approved	
2	2025-05-18	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go to Pathein Branch.	07:00	Mingalardone, Taw Tike Ward.	Dagon Ayyar Bus Station	23,000	23,000	GA Manager Approved	
3	2025-05-31	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go back Yangon.	12:00	Dagon Ayyar Bus Station	Mingalardone, Taw Tike Ward.	22,000	22,000	GA Manager Approved	
4	2025-05-21	Renewable Energy	Sales & Marketing	San Naing Lin	Go to Tarchileik from Mandalay.	12:30	Mandalay Industrial Yard	Mandalay Airport	35,000	35,000	GA Manager Approved	