



MAC  
No. 1947/B , Bo Gyoke Street, Yangon - Patheingyi Highway Road,  
Hlaing Thar Yar Township, Yangon.  
Yangon

Tax Reg. Number:

### EXPENSE PAYMENT VOUCHER

Voucher Reference : MAC-PV-24040002  
Voucher Date : 2024-04-05  
Employee Name : LAE YEEZAW  
Employee ID : MAC-EM-0079

Funds Account : Cash On Hand - MMK-MAC  
Voucher Status : posted  
Transaction Currency : Myanmar Kyat

Expense Reference #	Amount
MAC-XC-24040002	168,000.00

Payment Amount	: 168,000.00
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Remarks : DIRECT PAY ,FOR APR'24, FOR MAR' FOR ENTRY OF ODOO GO LIVE DATA , OVERTIMES CHGS MMK -168,000/-, FOR F&A DEPT , MAC-XC-24040002.

Date : 5.4.2024

Name/NRC No : Lae Yee Zaw

Signature : 

Cashier : Thi II Oo

Signature : 



# CASH CLAIM FORM

Date : 3.4.2024

BU/BR/Division : MAC BU

Department : F&A

Issue Amount : 168,000/- Kyats/ USD

Budget include (or) Not : တစ်သိန်း ခြောက်သောင်း ၊ ရှစ်ထောင် ကျပ်ဝက်ဝက်/-

Yes  Budgeted Title and Amount :

No  Reasons for :

**Required For:**

Entry of Odoo go live data

**မှတ်ချက်။**

(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး သေချာစွာစစ်ဆေး၊ တွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရပါမည်။

(The amount requested must be properly calculated, checked and verified by respective authorized person)

(၂) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက၊ သက်ဆိုင်ရာ၊

တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည် အပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်

(If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By

Checked By

Checked By

Approved By

Approved By

Telegram approved

Requester

Mgr/DH

Finance & Account

GM/AGM/COO

CMC/CEO/Chairwoman

Loe Lee Zau

Su<sup>II</sup> Thin

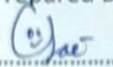
Ei Shwe Sin


04-CFD-CAS-FRM-005-03

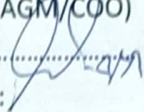
## OVERTIME REQUEST FORM


BU/BR/Div Name : MAC  
 Department : F&A  
 Reason for Overtime : Entry of Odoo data

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1.	27.3.2024	See Su Thin		8:00	5:00	8 hr	9600	Odoo data
2.	"	Ei Shwe Sin		8:00	5:00	8 hr	9600	"
3.	"	Nyan Pyae Phyo Oo		8:00	5:00	8 hr	9600	"
4.	"	Ei Phye		8:00	5:00	8 hr	9600	"
5.	"	Lae Yee Zau		8:00	5:00	8 hr	9600	"
6.	"	Aye Aye Thin		8:00	5:00	8 hr	9600	"
7.	"	Aye Myein Thu		8:00	5:00	8 hr	9600	"
8.	"	Lin Thandar Aung		8:00	5:00	8 hr	9600	"
9.	"	Thi Thi Oo		8:00	5:00	8 hr	9600	"
<b>Total Hours</b>						72 hr	86,400/-	
<b>Total Amount</b>								

Prepared By :   
 Name: Lae Yee Zau

Knowledge By :   
 Name: See Su Thin

Approved By :   
 (GM/AGM/COO)  
 Name: Mya Kay Khin

Check By HR :   
 Name: Mya Kay Khin


05-CHL-HRM-FRM-020-04





## OVERTIME REQUEST FORM


BU/BR/Div Name : MAC  
 Department : F&A  
 Reason for Overtime : Entry of Odoo data

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1.	30.3.2024	See Su Thin		8:00	7:00	1 hr	4800	Odoo data
2.	"	Ei Shwe Sin		8:00	5:00	8 hr	9600	"
3.	"	Nyan Pyae Phyo Oo		8:00	5:00	8 hr	9600	"
4.	"	Ei Phye		8:00	5:00	8 hr	9600	"
5.	"	Lae Yee Zau		8:00	5:00	8 hr	9600	"
6.	"	Aye Aye Thin		8:00	5:00	8 hr	9600	"
7.	"	Aye Myein Thu		8:00	5:00	8 hr	9600	"
8.	"	Lin Thandar Aung		8:00	5:00	8 hr	9600	"
9.	"	Thi Thi Oo		8:00	5:00	8 hr	9600	"
<b>Total Hours</b>						68 hrs	81,600/-	
<b>Total Amount</b>								

Prepared By :   
 Name: Lae Yee Zau

Knowledge By :   
 Name: See Su Thin

Approved By :   
 (GM/AGM/COO)  
 Name: Mya Kay Khin

Check By HR :   
 Name: Mya Kay Khin

05-CHL-HRM-FRM-020-04

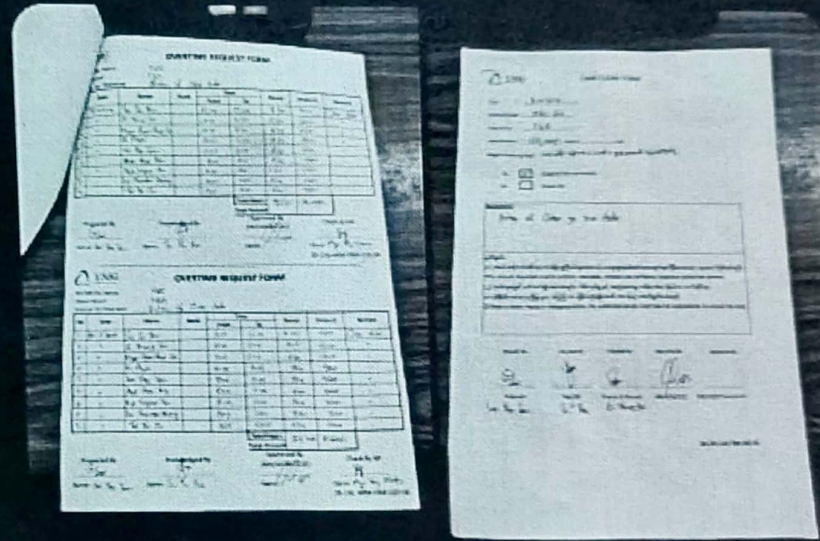
Ko Zaw Myint Myat

last seen 2 minutes ago

Total	
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Please do not write or mark below the line. မူရင်းစာမျက်နှာကို မူရင်းအတိုင်း ထိန်းသိမ်းပါ။

April 4



Ei Shwe Sin(MAC BU F&A)  
2 photos  
Dear Ko Zaw Myint Myat,  
MAC BU OT အတွက် 168,000/-  
အတွက် approve လေးလေးလေးပါဦးရှင့် 🙏🙏🙏 8:29 AM ✓

Ei Shwe Sin(MAC BU F&A)  
2 photos

Ok 11:25 PM