
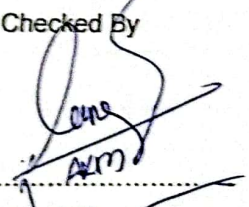


CASH ADVANCE CLEAR FORM

Date: 5.4.2024
 Division: CP-7 BU
 Department: Service
 Advance Issue: 3720001- Kyats/ USD


No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance	11.3.2024	ADV2024030006		3720001-	Advance clear for
2	2 nd Time Advance					TA charges for Td BR
3	3 rd Time Advance					support job.
Total Advance					3720001-	PIC - Aung Min Htun
Total Actual					3720001-	
Balance Refund/Additional					01-	

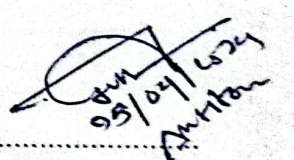
Request By

 Requester
 Phyu² Lwin

Checked By

 Mgr/DH
 Aung Ko Min

Checked By

 Finance & Account
 Phyu² Lwin Thaw

Approved By

 GM/AGM/COO
 Wutt Yee Aung

Approved By

 CMC
 05/04/2024
 Aung Min

Aung Kyaw Thu
 Telegram Approved

04-CFD-CAS-FRM-002-03



TRAVEL ADVANCE CLEAR FORM

Cash Advance		Estimated Date of Travel	1.8.2024 ~ 31.8.2024
Employee Name	Aung Min Htan	Total Day	31 days
Position Rank	Tech-Support	Destination	Tarchilade
BU/BR/DIV. Dept	OE-IT, Service	Purpose for Tarchilade branch support job	
Travelling Permit			
Arrival Place	Tarchilade		
Actual Date & Time of Travel	1.8.2024 ~ 31.8.2024		
Total Day	31 days		
HR Name			
HR Sign			
BOH/Authorized Person Name			
BOH/Authorized Person		Total Day	31 days

Advance Clear		Actual Date & Time of Travel	7.8.2024 ~ 31.8.2024	Total Day	31 days	
		Departure Date & Time	7.8.2024	Arrival Date & Time	-	
		Description			Total Amount	
Date					Kyats	USD
7.8.2024 ~ 31.8.2024	TA charges	(31 days x 12000/-)			372000/-	
Total Expense (Kyats/USD)					372000/-	
Cash Advance (Kyats/USD)					372000/-	
Balance Refund/Additional (Kyats/USD)					0/-	

Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	Phyu Phyu Win	Admin	3.4.2024	
Approved By Dept Head	Aung Ko Min	D.H	3.4.2024	
Approved By GM/AGM/COO	Wutt Kee Aung	G.M	.	
Acknowledged by related Superior for Job Report	Aye Min Htan	COO	5.4.2024	
HR Check & Approved	Mar Mei Oo	SH	5.4.2024	
Cash Received	Thet Hmoe Zan Zan	Cashier	5.4.2024	
Remark				

UMK

TRAVELLING REPORT

RM

Date: 1/11/2024

Employee Name	Aung Mye Aung	
Department	Tech Support	
Destination	Bhamo	
Departure Date and Time	11/01/2024	Arrival Date and Time
Travel Mode	By Airplane	
Travel Itinerary	1. From Yangon to Bhamo 2. From Bhamo to Yangon 3. From Yangon to Bhamo	
Purpose for Travelling	To fix trouble	
Travel Date	Activities	Remarks
11/01/2024	Request for spare parts	
11/02/2024	Request for spare parts	
11/03/2024	Request for spare parts (P&I)	
11/04/2024	Request for spare parts	
11/05/2024	Request for materials changing & install	
11/06/2024	Request for spare parts & installation	
11/07/2024	Request for spare parts & main pump install	

Reported by
 Sign: *[Signature]*
 Name: Aung Mye Aung
 Position: Tech

Checked by
 Sign: *[Signature]*
 Name: Aung Mye Aung
 Position: D.M.
 (DIAGNOSIS)

[Signature]
 Aung Mye Aung

Approved by
 Sign: *[Signature]*
 Name: Aung Mye Aung
 Position: Tech
 1/11/2024

03-CHL-HRM-FRM-064-01
[Signature]

