



**TRAVEL ADVANCE CLEAR FORM**

8:00AM to 17:00PM

<b>Cash Advance</b>	
Employee Name	Myeung Myat Thu
Position Rank	Admin
BU/DEPT/Div	HR BU
Purpose	Battery presentation for vehicles
Estimated Date of Travel	09.09.24
Total Day	1 days
Destination	Meiktila

<b>Traveling Detail</b>	
Arrival Place	
Actual Date & Time of Travel	Meiktila
Total Day	1 days
IR Name	Thant Thant Thu
IR Sign	<i>[Signature]</i>
ICBI Authorized Person Name	Arkan Zaw
ICBI Authorized Person	<i>[Signature]</i>

<b>Advance Clear</b>	
Actual Date & Time of Travel	09.09.24
Departure Date & Time	
Total Day	1 days
Arrival Date & Time	

Date	Description	Total Amount	
		Kyats	USD
09.09.24	IA charges for 2 person x 4 days x 15000/-	120,000/-	
09.09.24	Car wash	6,000/-	
09.09.24	Condo pass charges	10,100/-	
09.09.24	Hotel charges	98,500/-	
09.09.24	Trip fuel	178,100/-	226,100/-
<b>Total Expense (Kyats/USD)</b>		461,000/-	718,000/-
<b>Cash Advance (Kyats/USD)</b>		500,000/-	
<b>Balance Refund/Additional (Kyats/USD)</b>		219,000/-	
<b>Job Report Status</b>		39,000/-	

Authorization	Name	Position	Date	Sign
Prepared By	San San Co	Admin	59.9.24	<i>[Signature]</i>
Approved By Dept Head	Myeung Myat Thu	DM	59.9.24	<i>[Signature]</i>
Approved By EEO/AGM/COO	Phyo Thu	GM	9.9.24	<i>[Signature]</i>
Acknowledged by related Superior for Job Report	Saw Min Myat	ACCO	9.9.24	<i>[Signature]</i>
IR Check & Approved	Nyein Ee Ee Khin	HR	6.9.2024	<i>[Signature]</i>
Cash Received				

Remark





12:14 PM



Ko Arkar Zaw (M...  
online



10:31 AM

September 10

Daer Ko Arkar Zaw  
Please Approve  
Meikhtilar branch တွင် BU ASM တွေ  
ရောက်ရှိနေသောကြောင့် တည်းခိုအဆင်  
မပြေ၍ Hotelတွင်တည်းခိုသိရှိကြောင်း  
လေး Approve ပေးပေးပါအုံးအကို  
edited 9:34 AM ✓✓

September 11

Ok Sis  
Approved 1:20 PM

ကျေးဇူးပါအကို 1:20 PM ✓



မြို့နယ် Page မှာ ညှိနှိုင်းဝင်ရဲ... ? 🗨️ 🔄


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ေ ျ ဝ ဝ ဝ ဝ ဝ ဝ  
↑ ဖ ထ ခ လ ဘ ည တ [X]  
ABC 😊 ရ [Redacted] ဟ ယ ↵

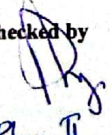


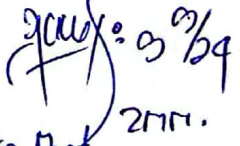
# TRAVELLING REPORT

Date : 24. 8. 24...

Name	ACOO	
Position	Phyo Thu	
Department	AGM	
Business	Management	
Business	RE - BU	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	20. 8. 24	23. 8. 24
Total Days	4 days	
Trip Information	1. From ..... Yangon ..... To ..... Meiktilan .....	
	2. From ..... Meiktilan ..... To ..... Kyauk Sed .....	
	3. From ..... To .....	
Purpose For Travelling	Branch Visit , Dealer/ Customer Visit , Customer Appointment Installer Event	
Travel Date	Activities	Remark
20. 8. 24	Go to Meiktilan Branch - Meet with BOH and discuss for Event requirement. - Order food & coffee , prepare for event .	
21. 8. 24	Installer Event - Present company history & Our products. - Discussion with dealer & show our products. - Go to Kyauk Sed Customer appointment. (Kay Thi Ob - Fuel Station) Deal	
22. 8. 24	- Go to MHL from Kyauk Sed - Meeting with Branch sales team . - Go to Dealer Customer Appointment ① Ko Ze Dee Electronic ② Kyaw Electronic	
23. 8. 24	Go back to Yangon.	

Reported by  
Sign :   
Name : Phyo Thu  
Position : AGM

Checked by  
Sign :   
Name : Phyo Thu  
Position : AGM

Approved by   
Sign :  
Name : Ko Zau Min Myat  
Position : ACOO

(DH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01



## TRIP CAR USED FORM

BU/BR/DIV : RE BU  
Driver Name : Aung Myat Thu.  
Car User Name : Phyo Thu.  
Trip Title : Battery Presentation to installer.  
Trip Location : Meiktila.  
Car No. : 35 / 1627.  
Car Type : Bactrs.  
Estimate Date : 3day.  
Participant : Phyo Thu. and Aung Myat Thu, Hlay Mar Soe.

Date	Start Kilo	End Kilo
20.8.24.	353852.	354404
21.8.24	354404	354537
22.8.24	354537	354900
23.8.24	355219.	355219

Request By

Requester

Zin Zin Oo

Checked By

Related GM/AGM

Phyo Thu

Acknowledge By

GAV Head

Maung Maung Hlwe.

Min Min Soe

Approved By

CAM GM/AGM/COO

05-CHL-GAV-FRM-015-01

No. 589-592, New Tha Ka Ta (1), Bo Aung Kyaw Street,  
 Hlaing Thar Yar Township, Yangon, Myanmar.

24

**Vehicle Exit Permit Summary**

	OutDate	TimeOut	InDate	TimeIn	Start Kilo	End Kilo	Purpose	Destination
1627	20-Aug-2024	08:00	20-Aug-2024	17:00	353852	354404 345 ml.	For battery presentation to installer.	Go to Meikhtilar.
3I/1627	21-Aug-2024	08:00	21-Aug-2024	17:00	354404	354537 83 ml.	customer appointment	Meikhtila - Kyaukse
3	3I/1627	22-Aug-2024	22-Aug-2024	17:00	354537	354900 226 ml.	For battery presentation to installer.	Kyaukse-Mekihtila-Kyaukpadaung
4	3I/1627	23-Aug-2024	23-Aug-2024	17:00	354900	355219 199 ml.	Go back Yangon.	Kyauk padaung-HO-Haling-Bayintnaung-HO.

2024

**Petrol Requisition By Month Report**

No	Issued Date	Referenced For Month Code	Contract Name	Charges/ gallon			Advance			Actual			Input User Name	Remark	
				Req: gl	Amount	Status	Voucher No.	Issued gallon	Extra Allow gallon	Amount	Status	Voucher No.			
131/1627 HATCH BACK(4x2) (R)	05-Sep-2024	MCS/F/38 929	Aug-2024	Phyo Thu	0	0	120,000	✓		0	16	226,100	✓	ZIN ZIN OO	Cash claim for trip fuel charges go to Meikhtila battery presentation to installer 3I/1627 Aug'24.
				Total Charges :			120,000					226,100			

*Lin*

Zin Zin Oo Aung Myat Thee Ngein Ei Ei Khaing Phyo Thu.

Start kilo → 353852.

End kilo → 355219.

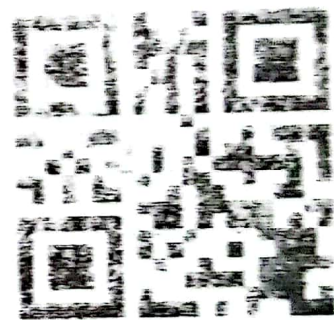
Diff → 1367.

Total gallon → 16  
 → 85 km per gal  
 → 53 miles.



mp/20

5885 6356 4530 7358



Energy (Litre) 1  
d 10-20240820 0198  
20/08/2024 2:04:11 PM  
11627  
Pump 9  
09 891755031

✓

✓

Price x Liter

Amount

300 x 9.1210

1111

28000

Total (Inclusive Tax) 1111

28000

Thank you for your purchase

Have a safe journey

Amount

GY

9703 3313 / 308 1771

Max Energy (Mektila 5)

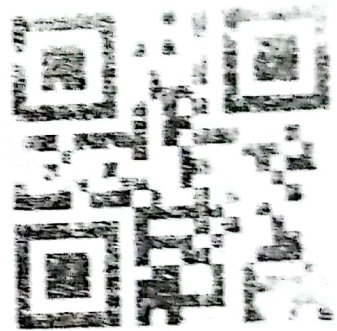
# 47-20240821-0157

21/08/2024 8:19:00 AM ✓

31/1527 ✓

Pump 1

"09-891755033"



	Price x Liter	Amount
litre	2580	10000
Total (Inclusive Tax)		10000 ✓

Thank You Please come again  
Have a safe journey

U (115 MILE) STATION

Contact No : 09 940 549 192

Receipt No: 04699343  
Date/Time : 20-08-2024(10:25) ✓  
Gmp/Noz : 11/ 2  
Product : OCTANE 92 RON  
Lit/Price : 9.901 x 3030 K

Total : 30,000 K ✓  
OP : Cash ✓  
Plate : 3I1627 ✓

Thank you ... See You Again!

.wanTay (3067)

3, Padan Yaekyaw, Payhalingo

Yangon Tsp, Twantay. 09 44474 4264,

09 44474 4164

## PTT 95 Ron Premium

H-26 3074 819 2627

19/01/2017 4:33:56 PM

Pump 10 Car No: 31/1627

U Wai Mar Khant

Liter

Price

Amount

3.115

1140

10000

ပြန်လမ်း ၀ ၃၆ (2322)

၇နံ ဝဲခူးလမ်းတောင်းနင်

နံတုန် ဝဲပြည်တော်အပြန်လမ်း

တောင်လှည်းတူးမြို့ 09457755009,

09421115827

Vr No 11 17 20240820 0311

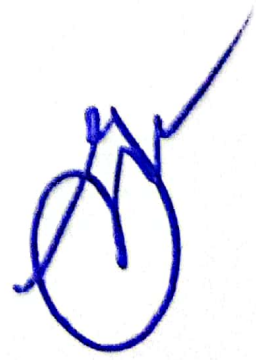
Date 20/08/2024 3:05:54 AM ✓

Cashier Daw Wall Yes D Staff: Chit Myat  
Nyein Moe Khin

Car No : 31/1627 ✓ Pump : Pump 38

Fuel Type	Price x Liter	Amount
92 Bon Octane	2990 x 6.6300	20,000
	(1471 G)	
Received		20,000

Thank you Please come again

✓  




# REGENCY PETROL STATION

Naypyitaw(0709)

09-668878217,423033441,421148355

## Octane 92

24 Hours

Open Daily at :

Cashier

Hein Zaw Bo

Voucher No

C2-420

Pump No

P-5

Date

20/08/2024 12:02

ယာဉ်အမှတ်

3I/1627

Gal	Liter	Price	Amount
1.806	8.211	3045	25000

အမှတ် ၃၂/၁၆၂၇ နှင့် နှစ်စာရင်းစာတမ်း

Thanks You  
Printed by . . .

354227

(115 MILE) STATION

Contact No : 09 940 549 192

Receipt No: 04704819  
Date/Time : 23-08-2024 (08:24)  
Pump/Noz : 8/ 1  
Product : OCTANE 92 RON  
Lit/Price : 6.633 x 3015 K

Total : 20,000 K ✓  
MOP : Cash  
Plate : 311627 ✓  
Thank you ... See You Again!

DENKO

Mandalay Highway  
09-402542299

cashier2

# 1

425657 Vehicle No: 31/1627 ✓

mp: 4 Product : 92

Hose : 1

Sale Time : 2024-08-22 04:10:40 PM ✓

Print Time : 2024-08-22 04:10:44 PM

Gallon	Liter	Price	Total Amount
1.806	8.210	3,045.00	25,000.00 ✓

Payment Type : Cash (Normal)

Discount : 0.00

Net Amount : 25,000.00 ✓

Thank you ..... See You Again ....!

၇၀၂

# Kranti Cyaw

Petrol Station

14-Kya-kpadung Road Street, Myothit

09-58120011.0

Sale Voucher - A24 08 020 0033

Date 8/22/2024 7:47 PM ✓

Item Name	Qty	Price	Amount
92-Ron	91.00	3,070.0	280,000.0
			0
			91.00

Total Amount 280,000.0

Cash Payment 0.0

Balance 280,000.0 ✓

Printed by : ac nin

ထပ်ယူဒဂဝေက ကို တေ့ရ ဘင်ပါသည်။

28,000/-

9.1205 L.

MYU (115 MILE) STATION  
 Contact No : 09 940 549 192

Receipt No: 04704819  
 Date/Time : 22-08-2024(08:24)  
 Pump/NOZ : 8/ 1  
 Product : OCTANE 92 RON  
 Lit/Price : 6.633 x 3015 K

Total : 20,000 K  
 MOP : Cash  
 Plate : 311627  
 Thank you ... See You Again!

ZTH  
 Yangon-Mandalay Highway  
 Ph : 09-402542299

Sale Person : cashier2  
 Counter : # 1  
 Vi No : 425657 Vehicle No: 31/1627  
 Pump : 4 Product : 92

Hose : 1  
 Sale Time : 2024-08-22 04:10:40 PM  
 Print Time : 2024-08-22 04:10:44 PM

Gallon	Liter	Price	Total Amount
1.806	8.210	3,045.00	25,000.00

Payment Type : Cash (Normal)  
 Discount : 0.00  
 Net Amount : 25,000.00

Thank You ..... See You Again ...!

### Min Kraun: Gyaw

Petrol Station  
 Meiktila-Gyalkpadung Road Street, Myothit  
 09-58120011.0

Sale Voucher - A24 J8 J20 JC 33

Date 8/22/2024 7:47 AM

Item Name	Qty	Price	Amount
92-Ron	91.00	3,070.00	280,000.00

Total Amount 280,000.00

Cash Payment 0.00

Balance 280,000.00

Printed by : ac nin  
 ဝယ်ယူကုန်ပစ္စည်းကို တောင်းခံရန် အင်ပါယာပါ

  
**MAX ENERGY**  
 9703 3313 7398 1771

FS Code : Max Energy (M) (M) (M)  
 Voucher : 0147 20240821-0197  
 Date : 21/08/2024 5:19:00 AM  
 Car No : 31 162  
 Pump : Pump 1  
 F.S Ph : 09-891755033



Fuel Type	Price x Liter	Amount
92 Ron Octane	3,070.00	280,000.00
<b>Total (inclusive Tax)</b>		<b>280,000.00</b>

Thank You Please come again  
 Have a safe journey

  
**MAX ENERGY**  
 5885 6356 4530 7358

FS Code : Max Energy (M) (M) (M)  
 Voucher : 0147 20240821-0197  
 Date : 21/08/2024 2:02:14 PM  
 Car No : 31 1627  
 Pump : Pump 4  
 F.S Ph : 09-891755033



Fuel Type	Price x Liter	Amount
92 Ron Octane	3,070.00	280,000.00
<b>Total (inclusive Tax)</b>		<b>280,000.00</b>

Thank You Please come again  
 Have a safe journey



**REGENCY**

**PETROL STATION**

Naypyitaw(0705)

☎09-668876217,423033441,421146355

**Octane 92**

Open Daily at : 24 Hours

Cashier Hein Zaw Bo

Voucher No C2-420

Pump No P-5

Date 20/08/2024 12:02

ယာဉ်အမှတ် 3I/1627

Gal	Liter	Price	Amount
1.806	8.211	3045	25000

ကျွန်ုပ်တို့၏ ဝန်ဆောင်မှုကို အကျိုးရှိစေရန် ကျွန်ုပ်တို့၏ ရည်ရွယ်ချက်ဖြစ်ပါသည်။

Thanks You



PHYU (115 MILE) STATION

Contact No : 09 940 549 192

Receipt No: 04699343

Date/Time : 20-08-2024(10:25)

Pump/Noz : 11/ 2

Product : OCTANE 92 RON

Lit/Price : 9.901 x 3030 K

Total : 30,000 K

MOP : Cash

Plate : 3I1627

Thank you ... See You Again!

**BOC-TwanTay (3067)**

No.153,Padan Yaekyaw,PayhaNga

Village,Yangon Tsp.,Twantay. 09 44474 4264,

09 44474 4164

**PTT 95 Ron Premium**

Vr No: 1126 20240819 2677

Date: 19/08/2024 4:33:56 PM

Pump: Pump 30 Car No: 3I/1627

Cashier : U Wei Mar Khant

Gal	Liter	Price	Amount
0.701	3.185	3140	10,000

Thank You. See You again!

**PT Power အပြန်လမ်း 0 မိုင် (2322)**

ရန်ကင်း ပဲခူးလမ်းဟောင်းနှင့်

ရန်ကင်း နေပြည်တော်အပြန်လမ်း

တောင့်လှည်းကျေးမြို့၊ 09457755009,

09421115827

Vr No 1117 20240820 0111

Date 20/08/2024 8:09:54 AM

Cashier Daw Wai Yes D Staff: U Lat Myat Nye Khin

Car No: 3I/1627 Pump: Pump 38

Fuel Type	Price x Liter	Amount
92 Ron Octane	2990 x 6.68700	20,000
	(14110)	

Received 20,000

Thank you Please come again

40H-4T3