



ADVANCE CLEAR VOUCHER

Requestor Name : Zin Zin Oo	Budget Type : Include Budget
Department Name :	Payment Type : Advance Clearing
Payment Date : 2024-12-14	Advance No : ADV-REN-2024-11-00047
Payment Voucher : AC-REN-2024-12-00074	Prepared By : REN Budget Requestor
No	Superior Approved : REN S&M DH
Payment Method : Cash/Bank	By
Payment Amount : 405800.0	Last Approved By : REN S&M DH
Currency : MMK	
Exchange Rate : 4,500.0	

No.	Description	Department	Request Amount	Remark
1	Advance clear for ASM TA charges go to Pathein Branch visit and customer visit. PIC - Arkar Kyaw ADV - 250,000/- EXP - 405,800/- , ADD 155,800/- ADV-REN-2024-11-00047	Sales and Marketing Department(RE)	405,800.00	Advance clear

Expense Total	405,800.00 K
Advance Total	250,000.00 K
Additional	155,800.00 K

Note:

<p style="text-align: center;"><i>Aung Myat Thu</i></p> <p>Superior Check By Name : Aung Myat Thu NRC No : ၁၂/၁၁၁၁(၆၆)၁၆၆၆၆၆ Date : 14.12.2024 Remark :</p>	<p style="text-align: center;"><i>Nway Nway</i></p> <p>F&A Name : Nway Nway NRC No : ၉/၆၆၆၆(၆၆)၁၆၆၆၆၆ Date : 14.12.2024 Remark : <i>14.12.24</i></p>	<p style="text-align: center;"><i>Phyo Thu</i></p> <p>GM/AGM Name : Phyo Thu NRC No : ၆/၆၆၆၆(၆၆)၁၆၆၆၆၆ Date : 14.12.2024 Remark : <i>14/12</i></p>	<p style="text-align: center;"><i>Zaw Min Myat</i></p> <p>COO Name : Zaw Min Myat NRC No : ၁၂/၁၁၁၁(၆၆)၁၆၆၆၆၆ Date : 14.12.2024 Remark :</p>
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2024.12.14

COO
Zaw Min Myat
၁၂/၁၁၁၁(၆၆)၁၆၆၆၆၆

Date : 14.12.2024

Remark :




TRAVEL ADVANCE CLEAR FORM


Cash Advance				
Employee Name	Ankan Kyaw.	Estimated Date of Travel	21.11.24 ~ 7.12.24	
Position Rank	ASM	Total Day	14 days. ✓	
BU/BR/DIV, Dept	RE BD.	Destination	Rohsein	
Purpose	Branch visit and customer visit.			
Travelling Permit				
Arrival Place	Rohsein			
Actual Date & Time of Travel	21.11.24 ~ 7.12.24			
Total Day	14 days. ✓			
HR Name	Chao E. Zon.			
HR Sign	<i>Chao E. Zon.</i>			
BOH/Authorized Person Name	Su Su Pone.			
BOH/Authorized Person	<i>Su Su Pone</i>			
Advance Clear				
Actual Date & Time of Travel	21.11.24 ~ 7.12.24	Total Day	14 days ✓	
Departure Date & Time		Arrival Date & Time		
Date	Description	Total Amount		
		Kyats	USD	
21.11.24 to 7.12.24	TA charges for 1 person x 15,000/- x 14 days	210,000/-	✓	
21.11.24 to 7.12.24	Car ticket	17,000/-	✓	
21.11.24 to 7.12.24	Hotel charges	137,800/-	✓	
21.11.24 to 7.12.24	Taxi charges	19,000/-	✓	
21.11.24 to 7.12.24	Taxi charges	22,000/-	✓	
Total Expense (Kyats/USD)		405,800/-		
Cash Advance (Kyats/USD)		250,000/-		
Balance Refund/Additional (Kyats/USD)		155,800/-		
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	<i>Zin Zin Oo</i>	Admin.	14.12.24	<i>Zin Zin Oo</i>
Approved By Dept Head	<i>Aung Myat Thee</i>	OH.	14.12.24	<i>Aung Myat Thee</i>
Approved By GM/AGM/COO	<i>Thgo Thee</i>	AGM.	14.12.24	<i>Thgo Thee</i>
Acknowledged by related Superior for Job Report	<i>Saw Man Myat</i>	ACOO	14.12.24	<i>Saw Man Myat</i>
HR Check & Approved	<i>Ngin EeEi Khaing</i>	HR.	14.12.2024	<i>Ngin EeEi Khaing</i>
Cash Received				
Remark				

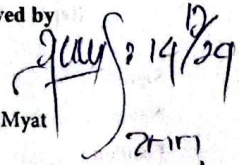
TRAVELLING REPORT

Date :

Report To	Aung Myat Thu	
Employee Name	Arkar Kyaw	
Position	ASM	
Department	Sales & Marketing	
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
28.11.2024	-Phyo(Ice Factory) Solar system inquiry followed up. -See Ser(Guest House) Visit for Solar Marketing -Pyae Kyaw Tun(Site Construction) Visit for Solar Marketing -Min Shwe Zin(Rice Factory) Customer Relation.	
29.11.2024	-Aung Naing Thitsar(Rice Factory) Solar Marketing -Green Indo(Rice Factory) Customer relation. -U K Sein(Guest House) After sale service followed up and relation. -Kyal Lin Tun(Guest House) Solar inquiry followed up.	
30.11.2024	Patheingyi Township Visit Lamin Ayeyar Hotel , Shwe Wuttaye Hotel 2 Shwe Wuttaye Hotel 1 , Hotel LonKan Swen Hotel , Myanma Koe Hotel Myat Myintta Hospital , Sein Pwint Hotel La Pyae. Wun Hotel , Centro City Hotel The First Hotel , Moh Moh Hight Sweet Restaurant , Shwe Sin Kyal Hotel Pamma Waddy Hotel	

Reported by
 Sign : 
 Name : Arkar Kyaw
 Position : ASM

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

Approved by
 Sign : 
 Name : Zaw Min Myat
 Position : ACOO

(DH/AGM/GM)


(COO)


05-CHL-HRM-FRM-064-01

TRAVELLING REPORT

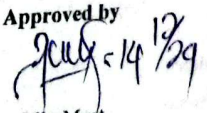
Date :

Report To	Aung Myat Thu	
Employee Name	Arkar Kyaw	
Position	ASM	
Department	Sales & Marketing	
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
24.11.2024 25.11.2024	Go to Patheingyi Township Hinthada Township -Pyone Myinttar (KTV & Restaurant) MIO Visit Solar Demand f/p -Aung Motel Visit Generator First, Solar Demand Have Motel Opening Date In 2025 January -Thein Than Htay Rice Mill visit Solar Demand Have. -E.I Solar Installer (Hinthada Tsp) Visit Relation & Demand f/p -Global Guest House (MIO) Visit for Relation & Solar Demand f/p	
26.11.2024	Maubin Township -Zalun Shwe Myay Rice Mill Visit for Solar Marketing -Ko Naing Win Relation & 280ah 3units demand f/p -Maubin Hotel Appointment Req & site Survey	
27.11.2024	-Tun Tauk Lin(Electronic shop) 8KW Solar inquiry followed up. -Du Wun(Electronic Shop) Solar Inquiry followed up. Win win Shin Shin (Gold Shop)	

Reported by
Sign : 
Name : Arkar Kyaw
Position : ASM

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

(DH/AGM/GM)

Approved by
Sign : 
Name : Zaw Min Myat
Position : ACOO

(COO)


05-CHL-IRM-FRM-064-01

TRAVELLING REPORT


Date :

Report To	Aung Myat Thu	
Employee Name	Arkar Kyaw	
Position	ASM	
Department	Sales & Marketing	
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
2.12.2024	Patheingyi Township Visit -Thukha San Motel , Sun Mobile , Shekinah Hotel Ka Thit Oo Motel , Day To Day Motel	
3.12.2024	Visit -Great 1 Home Material Visit For Solar Marketing -Ei Ei Cho Visit not meet with customer,tomorrow appointment -Ko Arkar Soe Visit for Solar Marketing -Ko Aung Naing Fashion Shop Visit for Solar Marketing	
4.12.2024	Visit -Ei Ei Cho Appointment,60kw On Grid System Prospect & ESS Respect -Adin See Sar Hotel Visit for Relation -AKD Hotel Visit for HV System F/p	
5.12.2024	Maw Kyun Visit -Thapyay Htun Motel -U 3 Guest House	

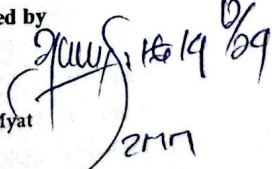
Reported by

Sign : 
Name : Arkar Kyaw
Position : ASM

Checked by

Sign : 
Name : Aung Myat Thu
Position : DH

Approved by

Sign : 
Name : Zaw Min Myat
Position : ACOO

(DH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01

TRAVELLING REPORT


Date :

No. 11-Dec-2024


No. Date

Report To	Aung Myat Thu	
Employee Name	Arkar Kyaw	
Position	ASM	
Department	Sales & Marketing	
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
6.12.2024	Maubin Township Visit 1. Phyo Ice Factory 2. Hotel Maubin 3. Win Win Shin Shin (Gold Shop)	
7.12.2024	Maubin To Yangon	

Reported by

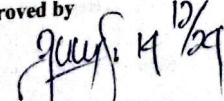
 Sign : 
 Name : Arkar Kyaw
 Position : ASM

Checked by

 Sign : 
 Name : Aung Myat Thu
 Position : DH

(DH/AGM/GM)

Approved by

 Sign : 
 Name : Zaw Min Myat
 Position : ACOO

(COO)

05-CHL-HRM-FRM-064-01

Print Date : 11-Dec-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
1	2024-11-24	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go to Pathein branch visit and customer visit.	08:30	Taw Tike Ward(Mingalardone)	Dagon Ayar Bus Station	19,000	19,000	GA Manager Approved	
2	2024-12-07	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go back Yangon	05:30	Dagon Ayar Bus Station	Taw Tike Ward(Mingalardone)	22,000	22,000	GA Manager Approved	



ကံထူးအောင်

KANHTOO AUNG AIR-CON EXPRESS

အဆင့်မြင့် ခရီးသည်ပို့ဆောင်ရေး

ရန်ကုန် (YANGON) ပုသိမ် (PATHEIN)

ယာဉ်အမှတ် -----

သွားမည့်ရက် -----

Handwritten signature

အမည်

ထိုင်ခုံအမှတ်

ယာဉ်ထွက်ချိန်

Handwritten name

12000/- 14

10:30 AM

မှတ်ချက်။ ယာဉ်ပထွက်ခွာဖို့ မိနစ်(၃၀)ကြိုတင် အရောက်လာရမည်။ ဝယ်ပြီးလက်မှတ်ငွေပြန်မအမ်းပါ။

ခရီးသွားပြည်သူများရှင်လန်းသွမ်းခြေကြပါစေ

အောက်ချမ်းသာ အောက်သူခ

7.12.24

အဆင့်မြင့်ခရီးသည်ပို့ဆောင်ရေး

ယာဉ်အမှတ်

ရန်ကုန် ↔ ရေလဲ ↔ ရွှေတောင်မော် ↔ လှိုင်းတာ ↔ ကျိုက်ပိ ↔ မော်ကျန်း

အမည် အာကာကျော်		နေ့စွဲ
ယာဉ်ထွက်ချိန်	ထိုင်ခုံအမှတ်	သင့်ငွေ
		5,000 /-

အပူ-ရောအဝေးပြေး: 📞 09-785067305 📞 09-785067307

အရိန္ဒမာ HOTEL

ဦးပါရဲဘုရားအနီး၊ ဝိုက်ချုပ်လမ်း၊ ဟင်သာတမြို့

Near U Par Ye Pagoda, Bogyoke Road, Hinthada Township.

Ph.09-5208293,09-5033013, 0442021311/Email:araindamarhinthada@gmail.com

GUEST FOLIO

Sr. No.

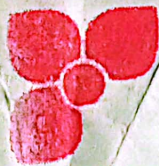
GUEST'S NAME အာကာဂျော် ROOM No 102
 CHECK IN DATE 25.11.24 PAX _____
 CHECK OUT DATE 26.11.24 ROOM RATE 28000
 T & T NAME _____ ROOM TYPE _____

DATE	BILL NO.	DESCRIPTION	AMOUNT	BALANCE
25.11.24		NO. 102	28000	28000
		Pase 37		300
		Grand Total		28800

.....

 Chashier

.....
 Guest's Signature



0000 73

THREE SEASONS HOTEL

RESTAURANT & FAMILY KTV

ROOM CHARGE BILL

Room No. 2008 Guest Name ဦးထွန်းစိန် + ဒေါ်စာမာမာ Date 26.11.24

No.	Room Charge	Rate	Amount
၁၀	Extra Bed	17000	17000
			}
Total Room Charges			17000
Tax 3%			
Discount			
Total Charges			

Cashier Signature Cae

Guest Signature

ဖုန်းနံပါတ်-ဗဟိုရုံး: (ပြည်ထောင်စု)၊ ဗဟိုရုံး၊ ဧရာဝတီတိုင်းဒေသကြီး။ Ph: 09-449767676, 09-449767676, 09-764064070

Shwe Ye Oo

Guest House

The Top Of Dhamma Thingaha St, & Chaung Twin Road,

(14) Quarter, Pyapon Tsp.

Tel : 09-250121250

Date 5. 12. 24

အခန်းခန်း ၁ နေ့ ၁ နေ့ ၁ နေ့ 17000

Paid

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17000/-

