



MAC
No. 1947/B , Bo Gyoke Street, Yangon - Pathein High Way Road,
Hlaing Thar Yar Township, Yangon.
Yongon

Tax Reg. Number:

EXPENSE PAYMENT VOUCHER

Voucher Reference : MAC-PV-24040030
Voucher Date : 2024-04-10
Employee Name : Mya KayKhaing
Employee ID : MAC-EM-0087

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

Expense Reference #	Amount
MAC-XC-24040017	127,200.00

Payment Amount	: 127,200.00
----------------	--------------

Remarks : DIRECT PAYMENT, FOR APR'24 TO MYA KAY KHAING FOR OVERTIME CHARGES FOR MAR'24 SECURITY AND DRIVER TOTAL AMOUNT-127,200/-MMKMAC-XC-24040017

Date : 10. 4. 24 Name/NRC No : Mya Kay Khaing Signature : [Signature]
Cashier : Thi Thi Oo Signature : [Signature]

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

Date : 5.4.2024

BU/BR/Division : MAC

Department : Administration

Issue Amount : 127,208/- Kyats/ USD

တစ်သိန်းနှစ်သောင်း ခုနှစ်ဆောင်း နှစ်ရာကျပ်ခါးခါး

Budget include (or) Not :

Yes Budgeted Title and Amount :

No Reasons for :

Required For:

Overtime charges for Mar'24 of all securities and drivers

မှတ်ချက်။

(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး 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 အပြည့် အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်

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

Request By

Mya Kay Khing

Requester

Checked By

Hnin Puint Phye

Mgr/DH

Checked By

Su Su Thin

Finance & Account

Approved By

Sent Sent Thu

GM/AGM/COO

Approved By

၂၀၂၄ ခုနှစ်
၂.၂.၂၄

OVERTIME REQUEST FORM

Div Name
 Department
 Reason for Overtime

: (MAC)
 : Security (HR-GYA)
 : (အပိုအချိန်အလုပ်အကိုင်)

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	23-2024	Zaw Phyo Win	1	09100	17100	8hrs	9600 ⁰⁰	တပ်ဖွဲ့အဖွဲ့အစည်းအတွက် OT
2	23-2024	Thura Chit Pating	1	07100	17100	8hrs	9600 ⁰⁰	"
3	23-2024	Saw Aung Ngce	1	17100	07100	8hrs	9600 ⁰⁰	"
4	24-3-2024	Hyo Zaw Thant	1	07100	17100	8hrs	9600 ⁰⁰	တပ်ဖွဲ့အဖွဲ့အစည်းအတွက်
5	24-3-2024	Zaw Phyo Win	1	17100	07100	8hrs	9600 ⁰⁰	"
6	24-3-2024	Thura Chit Pating	1	17100	07100	8hrs	9600 ⁰⁰	"
7	27-2-2024	Zaw Phyo Win	1	07100	17100	8hrs	9600 ⁰⁰	တပ်ဖွဲ့အဖွဲ့အစည်းအတွက်
8	27-3-2024	Thura Chit Pating	1	07100	17100	8hrs	9600 ⁰⁰	"
9	27-3-2024	Saw Aung Ngce	1	17100	07100	8hrs	9600 ⁰⁰	"
Total Hours						72hrs	86400 ⁰⁰	
Total Amount								

Prepared By
 [Signature]
 Name: U Zaw Phyo Win

Knownledged By
 [Signature]
 Name: Hain Hwin Phyu

Approved By
 (GM/AGM/COO)
 [Signature]
 Name: Sant Sant Thu

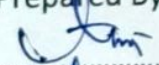
Check By HR
 [Signature]
 Name: Mya Ray Khawng
 05-CHL-HRM-FRM-020-04

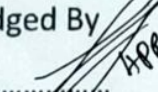
OVERTIME REQUEST FORM


Div Name : MAC
 Department : H.R.C.A
 Reason for Overtime : Odeo Ferry


No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
-	2.3.24	Ug Ho Lin		7:00 AM	6:00 PM	10 hr	12000/-	Odeo Ferry
	9.3.24	Ug Ho Lin		5:00 PM	7:00 PM	2 hr	2400/-	G.M. (K.P.I)
	15.3.24	Ug Ho Lin		5:00 PM	6:00 PM	1 hr	1200/-	YCO c. V. O. O.
	26.3.24	Ug Ho Lin		5:00 PM	6:00 PM	1 hr	1200/-	H.P. Ferry
-	27.3.24	Ug Ho Lin		7:00 AM	6:00 PM	10 hr	12000/-	Odeo Ferry
	30.3.24	Ug Ho Lin		7:00 AM	6:00 PM	10 hr	12000/-	Odeo Ferry

Total Hours	34 hr	40,800/-
Total Amount		

Prepared By

 Name: Ug Ho Lin

Knownledged By

 Name: Hnin Puant Phyu

Approved By
 (GM/AGM/COO)

 Name: Sent Sent Thu

Check By HR

 Name: Mya Kay Khaing
 05-CHL-HRM-FRM-020-04



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

Print Date : 06-Apr-2024

Petrol Requisition By Month Report

No.	Vehicle No	Issued Date	Referenced Code	For Month	Contract Name	Charges/gallon	Advance			Actual			Voucher No.	Input User Name	Remark			
							Req: gl	Amount	Status	Voucher No.	Issued gallon	Extra gallon				Allow	Amount	Status
1	3D/9408 Hatch Back (4x2)R	26-Mar-2024	MCS/F/377 11	Mar-2024	Seint Seint Thu	0	0	150,000	✓		0	6		80,000	✓		TOE WAI NAUNG	Go to Hin Thada Trip Car fuel charges) - 80000 Kyats
Total Charges :								150,000						80,000				