



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

Tel :

Fax:

ADVANCE CLEARING

Voucher No. : MAC-AC2024030029

To : MI MI ZIN

Voucher Date : 2024-03-18

Advance No : MAC-ADV2024020047

Currency : MMK Rate : 0.00026810

Cashier :

Payment : Cash On Hand - MMK-MAC

Status : draft

lo.	Description	Track - 1	Track - 2	Amount
1	ADV CLEAR NS BUDGET CHGS, FOR MAR'24, FOR FEB'24, FOR NYAUNG LAY PIN BRANCH SUPPORT ,ASM-WAI LIN AUNG, ADV CHARGES MMK-140,000/-, MAC-ADV2024020047, NS DEPT. FOR FEB'24 NS BUCGET CHGS OF FIRST WEEK FOR ACUTUAL AMT MMK-127,000/-, RV-13,000/-, HR DEPT.			127000.00
Advance Total :				140000.00
Expense Total :				127000.00
Refund / Collect :				13000.00

Note : ADV CLEAR NS BUDGET CHGS, FOR MAR'24, FOR FEB'24, FOR NYAUNG LAY PIN BRANCH SUPPORT ,ASM-WAI LIN AUNG, ADV CHARGES MMK-140,000/-, MAC-ADV2024020047, NS DEPT. FOR FEB'24 NS BUCGET CHGS OF FIRST WEEK FOR ACUTUAL AMT MMK-127,000/-, RV-13,000/-, HR DEPT.

Date : 18.3.24

Name/NRC No : Mya Kay Khang

Signature :

Cashier : _____

Signature : _____

CASH ADVANCE CLEAR FORM

Date : 15.3.2024
 BU/BR/Division : MAC
 Department : National Sale
 Advance Issue : 140,000/- Kyats/.....USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance				140,000/-	Naung Lay Pin Way
2	2 nd Time Advance					ASM - Wai Lin Aung
3	3 rd Time Advance					
Total Advance					140,000/-	
Total Actual					127,000/-	
Balance Refund/Additional					13,000/-	

Request By
 for [Signature]
M. M. Zin
 Requester

Checked By
[Signature]
Aung Ko Latt
 Mgr/DH

Checked By
 for [Signature]
Sue Sue Thin
 Finance & Account


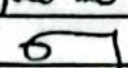
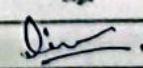
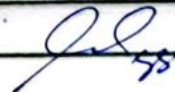
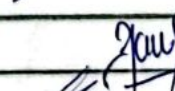
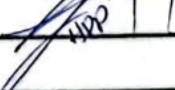
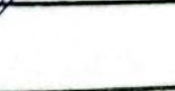
Approved By
[Signature]
Sent Sent Thu
 GM/AGM/COO

Approved By
[Signature]
 CMC

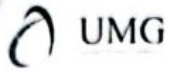
04-CFD-CAS-FRM-002-03



TRAVEL ADVANCE CLEAR FORM

Cash Advance				
Employee Name	Wai Lin Aung		Estimated Date of Travel	
Position Rank			Total Day	
BU/HR/DIV, Dept	MAC. BU.		Destination	
Purpose	MAC. Sales Supporting.			
Travelling Permit				
Arrival Place	NLP. office.			
Actual Date & Time of Travel	13.2.24. (7:00 Am).			
Total Day				
IR Name	Aye Aye Mon			
IR Sign				
IOH Authorized Person Name	kyoo ko ko Hte			
IOH Authorized Person				
Advance Clear				
Actual Date & Time of Travel	13.2.24. (7:00 Am).		Total Day	10 days.
Departure Date & Time	23.2.24. (9:00 Am).		Arrival Date & Time	
Date	Description	Total Amount		
		Kyats	USD	
	Express Chg. MM to Bago Bago.	15000.	15000.	
	Express Chg. NLP to TCB	12000.	12000.	
	TA Chg. (10 days). (10x10000).		100000.	
Total Expense (Kyats/USD)			127000	
Cash Advance (Kyats/USD)			140000	
Balance Refund/Additional (Kyats/USD)			13000	
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	Wai Lin Aung	ASM.	10.3.24.	
Approved By Dept Head	Sent Sent Thu	AGM	15.3.24	
Approved By GM/AGM/COO	Sent Sent Thu	AGM		
Acknowledged by related Superior for Job Report	Zaw Min Myad	ACOO		
HR Check & Approved	Hnin Pwint Phyu	SH	15.3.24	
Cash Received				
Remark				

04-CFD-CAS-FRM-006-02



TRAVELLING REPORT

Date :

Report To	AGM.	
Employee Name	Wai Lin Aung.	
Position	MAC. National Sales	
Department	Consumable.	
Business		
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	13.2.24 (7:00 Am).	23.2.24 (9:00 Am).
Total Days		
Trip Information	1. FromTo	
	2. FromTo	
	3. FromTo	
Purpose For Travelling		
Travel Date	Activities	Remark
13.2.24.	MLM to Bago.	
14.2.24.	5. visit. . Ko Pa (MCO. ws). U Myo Aung (ATT. ws). Kang Myat (MCO. shop).	Ko Min Kyaw (MAC. ws). Ja Mone Nar (PCMO. ws).
15.2.24.	5. visit. . Moe Oo (MCO. ws). Htan Kyaw (MCO shop). Ko Kyaw Thu Ya (CE. ws).	Shwe Myi Ko (MCO. w) Khit Swan (MCO shop).
16.2.24.	6. visit. . U Soe Myint (MCO shop). Kang Myat (MCO. shop). Shwe Muan (MCO. ws). Ko Lin (MCO. ws).	Kang Myat (MCO. shop). Ko Kyaw Thu Ya. (CE. ws). Kayan Lay (MCO. shop)
19.2.24.	5. visit. . Aung Thil Ser (MCO shop). U Aung Thein (PCMO. ws). Hein Htet (PCMO. ws).	U Aung Kang Myat. (MCO shop).

Reported by
 Sign :
 Name : Wai Lin Aung.
 Position : ASM.

Checked by
 Sign :
 Name :
 Position :

Approved by
 Sign :
 Name :
 Position :

(DH/AGM/GM)

(COO)



TRAVELLING REPORT

Date : _____

Report To		
Employee Name		
Position		
Department		
Business		
Departure & Arrival	Departure Date And Time	Arrival Date And Time
Total Days		
Trip Information	1. From To	
	2. From To	
	3. From To	
Purpose For Travelling		
Travel Date	Activities	Remark
20.2.24.	6. visit. . . Uin (MCO shop). Nyein Chan (MCO shop). New Life (PCMO shop).	Daughterin (MCO shop) - Ho Mang Aye (PCMO shop) - Nan Pau Nit (Spark shop).
21.2.24.	5. visit. Sweal Gone (PCMO shop). Khit Kang (MCO shop). (MCO shop). 999 (MCO shop).	Five Star Soral Phyu (MCO shop).
22.2.24.	5. visit. . . Moe (MCO shop). Shwe Moe (MCO shop). Aung Kyaw Oo (MCO shop).	Pyae Phyo Aung (MCO shop) Thuyain Htum (MCO shop).
23.2.24.	NLP to TAO. Total visit. - 37. Total order - 23 cases. 2 b. - 12 can. - 1 drum.	

Reported by

Sign :

Name :

Position :

[Signature]
Wai Lin Aung
ASM.

Checked by

Sign :

Name :

Position :

[Signature]
Sant Sant Thu
AGM

(DH/AGM/GM)

Approved by

Sign :

Name :

Position :

[Signature] 11/5/24
Zaw Min Myat
ACOO

(COO)

NLP ၆၀၁၆၀

GANDAWIN EXPRESS

ဂန္ဓဝင်္ဂ ခရီးသည်ပို့ဆောင်ရေး

No 001586

ရန်ကုန် ⇌ တောင်ငူ

အမည် ရေပင်၊ ကေင်

ခုံအမှတ် ၅

ရက်စွဲ ၂၃. ၂. ၂၄

ယာဉ်ထွက်ချိန် ၉: ၀၀

ရန်ကုန်ဂိတ် - ☎ ၀၉-၄၃၀၀၈၀၄၀၊ ၀၉ ၄၃၀၀၈၀၇၀

တောင်ငူ ဂိတ် - ☎ ၀၅၄-၂၈၂၄၂၂၀၊ ၀၅၄-၂၈၂၅၉၈၉၊ ၀၉၄၃၀၀၈၀၆၀

- ၁။ ယာဉ်ထွက်ခွာချိန်ထက် မိနစ်(၃၀)ကြိုတင်ရောက်ရှိရန်။
- ၂။ ရောင်းပြီးလက်မှတ် "ငွေပြန်မအမ်းပါ" ။
- ၃။ ဥပဒေနှင့်မလွတ်ကင်းသောပစ္စည်းများတင်ဆောင်ခွင့်မပြု။
- ၄။ တန်ဆာဆောင်ထားသော ပစ္စည်းများပျောက်ဆုံး၊ ပျက်စီးပါက တန်ဆာ၏(၁၀)ဆ သာ ပေးလျော်ပါမည်။
- ၅။ တန်ဆာခမဆောင်သော ပစ္စည်းများပျောက်ဆုံးပါက(လုံးဝ) တာဝန်မယူပါ။

12000 - လက်မှတ်

MUM to Bago.

ဝင်း မှန်လုံအမြန်ယာဉ် (WIN EXPRESS)

ရန်ကင်း ⇄ သီမီရပ် ⇄ ကျိုက်ထို ⇄ ကျိုက်ထီးစို ⇄ ဘီးလင်း ⇄ သထုံ ⇄ မော်လမြိုင် ⇄ ဘားအံ

အမည် ဝေလင်းစော (၁) ဦး။ ယာဉ်ထွက်ချိန် (၇:၃၀) နာရီ။ နေ့စွဲ ၂၀၂၄.၇.၂၄

ယာဉ်အမှတ် ----- ။ ခုံအမှတ် ၂၁ ----- ။ သင့်ငွေ (၁၅၀၀၀) ကျပ်

(ကြိုတင်လက်မှတ်မှာထားသူများ ကားထွက်ချိန် (မတိုင်မှီ) နာရီဝက် ကြိုတင်လာပါ။ (နောက်ကျော တာဝန်ယူပါ။)

မှတ်ချက်
ဝယ်ပြီးလက်မှတ်ငွေပြန်မအမ်းပါ။



Ma Hnin Myat Thet

last seen recently



February 9

Dear Ma Hnin ,
I would like to request for ASM travelling approve.

BU -MAC BU for National Sales Team

ASM name -Wai Lin Aung

Travel branch name -Nyaung Lay Pin & Taungoo Branch

Reason-Branch MAC sales support

Trip date-13-2-2024 (Estimate 2 weeks)

Travel plan -Express (MLM-NLP-TGO)

Stay location NLP & TGO office

Advance charges, NLP trip=140,000 ks & TGO trip=100,000 ks

Thanks
Mi Mi Zin
Please approve for NLP & TGO trip Ma Hnin
9:35 AM ✓

Mi Mi Zin
Dear Ma Hnin , I would like to request for A...
Ok
9:36 AM