



CASH ADVANCE REQUEST FORM

Date : 10.1.24

BU/BR/Division : Roman

Department : Production

Advance Issue : 230,000 Kyats/ USD

Budget include (or) Not : 150,000/- fin

Yes Budgeted Title and Amount :

No Reasons for :

Required For: Damage tools For Machining section / power Train section and Engine section. Machining Section - Cutting tool - 50000. Engine section [Taper gauge - 6000 / PT section [Quick fix adaptor set - 22000. T handle - 23000 14 lkey socket - 5500. Screw driver - 15000 4 lkey - 5000 12 socket - 5000

မှတ်ချက်၊
 (၁) ကြိုတင်ငွေများကို သာမန်အားဖြင့် ထုတ်ယူသည့်နေ့မှ (၁၀) ရက်အတွင်း ပြန်လည် စာရင်းရှင်းရမည်။
 (Advance must be cleared within 10 days from issue date)
 (၂) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရပါမည်။
 (The amount requested must be properly calculated, checked and verified by respective authorized person)
 (၃) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက၊ သက်ဆိုင်ရာ ပုဂ္ဂိုလ်စီအား အပြစ် သတ်မှတ်ခြင်းဖြင့် အပြစ် ဝန်ထုပ်ဝန်ပိုးဆောင်ရွက်ပေးရမည်။
 (If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By: Shwe Din
 Checked By: Ke Phyo
 Checked By: Jan
 Approved By: 9/1/2024
 Approved By: Khin Swe Win Aung Hein Win
 Requester: _____ Mgr/DH: _____ Finance & Account: _____ GM/AGM/COO: _____ CMC/CEO/Chairwoman: _____

TOOLS DAMAGE REPORT FORM

Date :

Reason:

Damage
 Lost

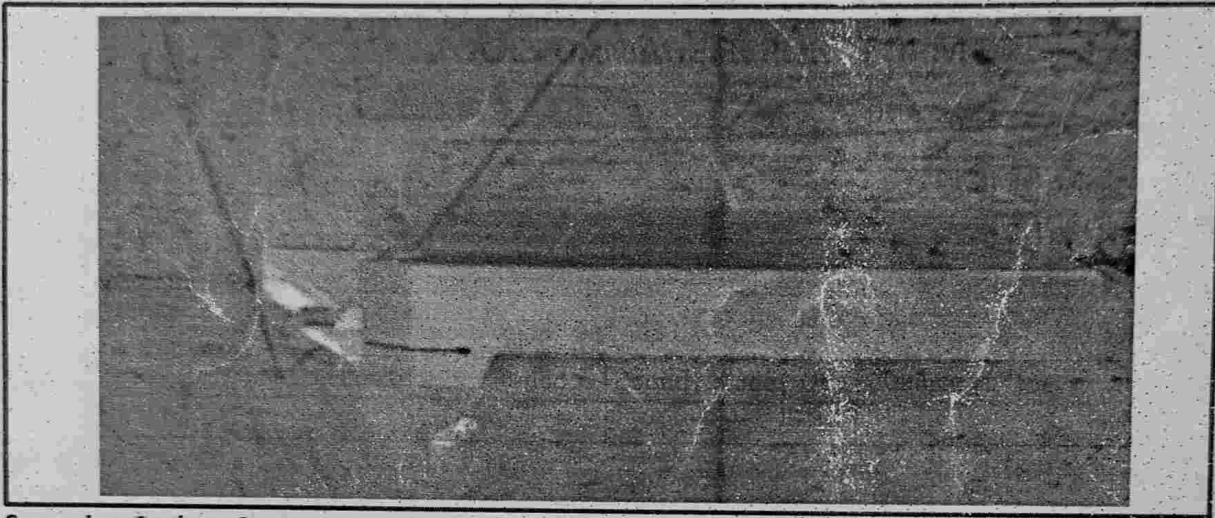
PIC Section Name Machining

Previous Handover Data

Doc. Refr. No. 8-Dec-23 Date :

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	Cutting Tool	-	-	-	1	

Photo attach of Damage Tools



Supervisor Analyze Commence

Cutting Tool Tip broken, So cannot install cutting tool, Need to replace.
holder

Department Head Judgement/ Decision

This tool is repair again and again. Finally it can't be reused.
So, we need to buy new one because it is very useful & daily use.

Reported By

Checked By

Approved By

[Signature]
Mechanic

[Signature]
Supervisor

[Signature]
Department Head

Cause of Damage

- 1) Material weakness of Tools
- 2) Wrong operation
- 3) Wrong application
- 4) Improper storage/ keeping
- 5) Careless of user
- 6) Consume life of Tools
- 7) Poor maintenance

TOOLS DAMAGE REPORT FORM

Date : 28-12-23

Reason:

- Damage
 Lost

PIC Section Name

Power Train

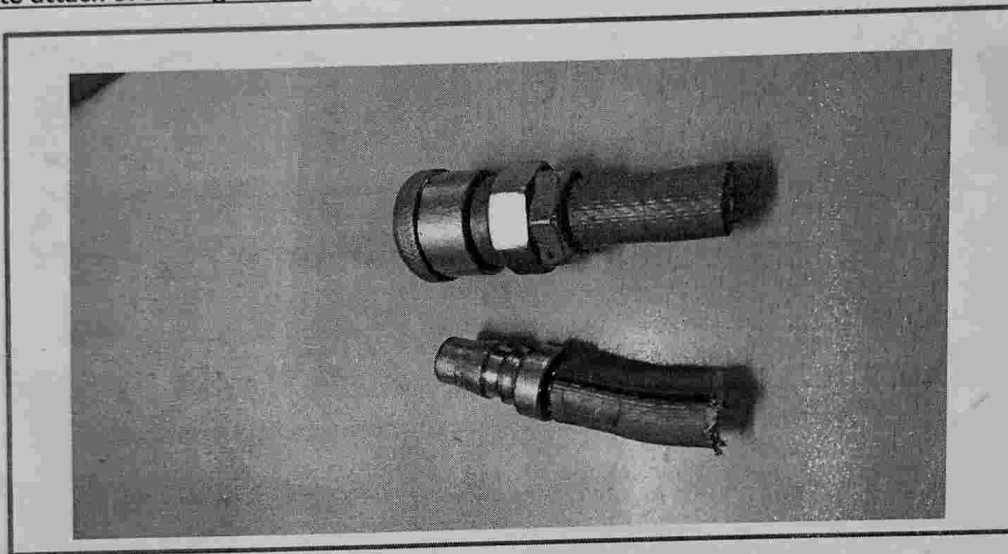
Previous Handover Data

Doc. Refr. No.

Date 28-Dec-23

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	Quick fix adaptor-2set	-	-	-	2	long life and too many usage -

Photo attach of Damage Tools



Supervisor Analyze Commence

These air pipe adaptors are used for long time and they are too many usage in daily job process. Now, they are wearing and damaged, Air are too many leakage.

Department Head Judgement/ Decision

Long life using of this pipe. It should be replace & grease it daily using.

Reported By

Checked By

Approved By

TIA of

TIA of

Mechanic

Supervisor

Department Head

02-BRM-PDD-FRM-009-00

Cause of Damage

- 1) Material weakness of Tools
- 2) Wrong operation
- 3) Wrong application
- 4) Improper storage/ keeping
- 5) Careless of user
- 6) Consume life of Tools
- 7) Poor maintenance

TOOLS DAMAGE REPORT FORM

Date : 28-12-23

Reason:

- Damage
 Lost

PIC Section Name Power Train

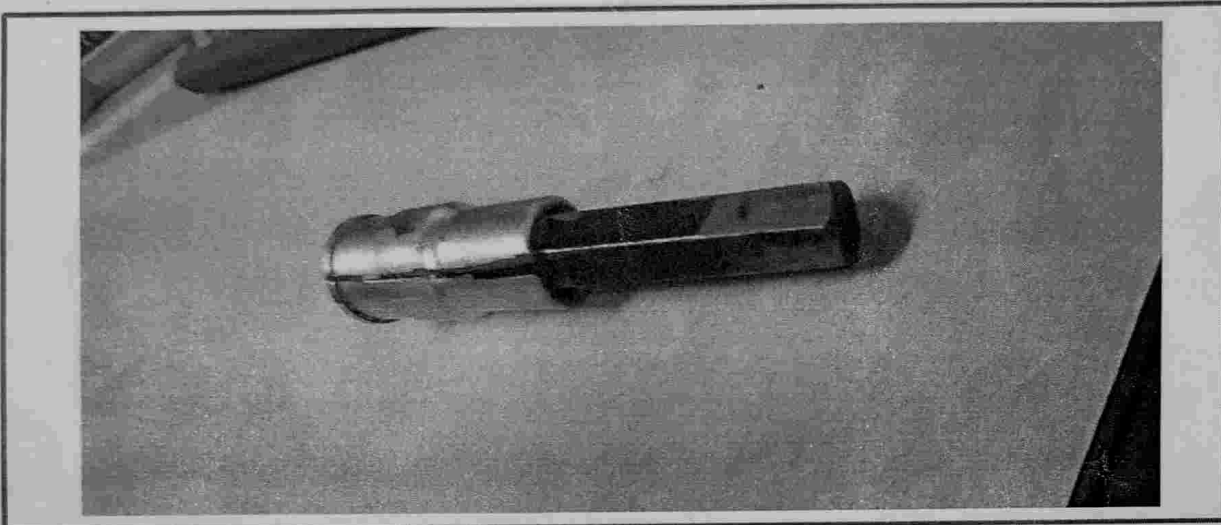
Previous Handover Data

Doc. Refr. No. _____

Date 28-Dec-23

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	L Key Socket	14	-	-	1	Too many usage and long life.

Photo attach of Damage Tools




Supervisor Analyze Commence

Hitachi Arm cyl; head bolt is too tight. Although we impact the head bolt, it was damaged. This L-Key socket 14mm is long life and too many usage in daily job. It is already wear a little before.


Department Head Judgement/ Decision

long life using tool and it weak. So, its strength can't be bad. It should be replaced with a real brand one.

Reported By

TN 
.....
Mechanic

Checked By

TLA 
.....
Supervisor

Approved By


.....
Department Head

02-BRM-PDD-FRM-009-00

Cause of Damage

- 1) Material weakness of Tools
- 2) Wrong operation
- 3) Wrong application
- 4) Improper storage/ keeping
- 5) Careless of user
- 6) Consume life of Tools
- 7) Poor maintenance

TOOLS DAMAGE REPORT FORM



chrysanthemum wealth
အမှောင်မှ အလင်းထိန်းသိမ်း

Date : 28-12-23

Reason:

Damage

Lost

PIC Section Name

Power Train

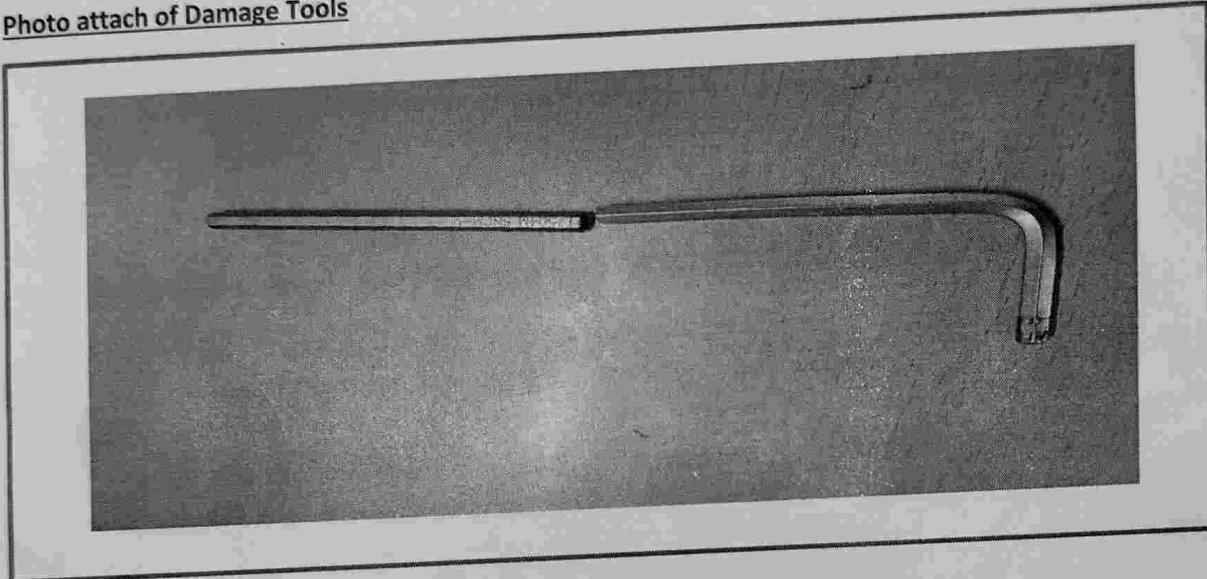
Previous Handover Data

Date 28-Dec-23

Doc. Refr. No.

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	L Key Socket	4	-	-	1	

Photo attach of Damage Tools



Supervisor Analyze Commence

L Key socket 4mm is damaged in removing set screw of Ecopac Bucket cylinder. Set screw is too ~~strong~~ tight with loctite. We also impact the set screw. It was suddenly damaged.

Department Head Judgement/ Decision

Consume life of tools and improper use in disassemble the L-key bolts which is very tight with corrosion. Next time they should be use L-key socket to disassemble it. But according to component, L-key socket may broken.
 Reported By _____ Checked By _____ Approved By _____

AKT for *[Signature]*
Mechanic

TIA of *[Signature]*
Supervisor

[Signature], Phyo
Department Head

02-BRM-PDD-FRM-009-00

Cause of Damage

- 1) Material weakness of Tools
- 2) Wrong operation
- 3) Wrong application
- 4) Improper storage/ keeping
- 5) Careless of user
- 6) Consume life of Tools
- 7) Poor maintenance

TOOLS DAMAGE REPORT FORM

Date : 29-12-23

Reason:

- Damage
 Lost

PIC Section Name

Engine

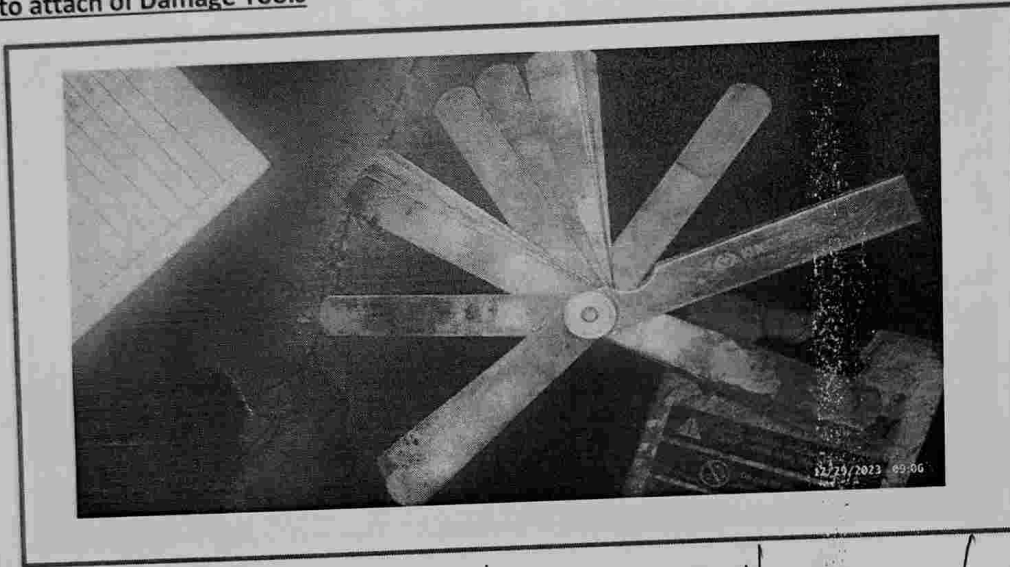
Previous Handover Data

Date 29-Dec-23

Doc. Refr. No.

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	Feeler Gauge	-	-	-	1	

Photo attach of Damage Tools



Supervisor Analyze Commence

After long time of usage the numbers and the plate will be deformed. It should be keep in touch of diesel if it maintained for the long term.

Department Head Judgement/ Decision

Assume material board is inspired from King Tony board.

Reported By

Zin Min Naing

Mechanic

Checked By

Supervisor

Approved By

Department Head

Cause of Damage

- 1) Material weakness of Tools
- 2) Wrong operation
- 3) Wrong application
- 4) Improper storage/ keeping
- 5) Careless of user
- 6) Consume life of Tools
- 7) Poor maintenance

02-BRM-PDD-FRM-009-00

TOOLS DAMAGE REPORT FORM

Date : 29-12-23

Reason: Damage
 Lost

PIC Section Name

Engine _____

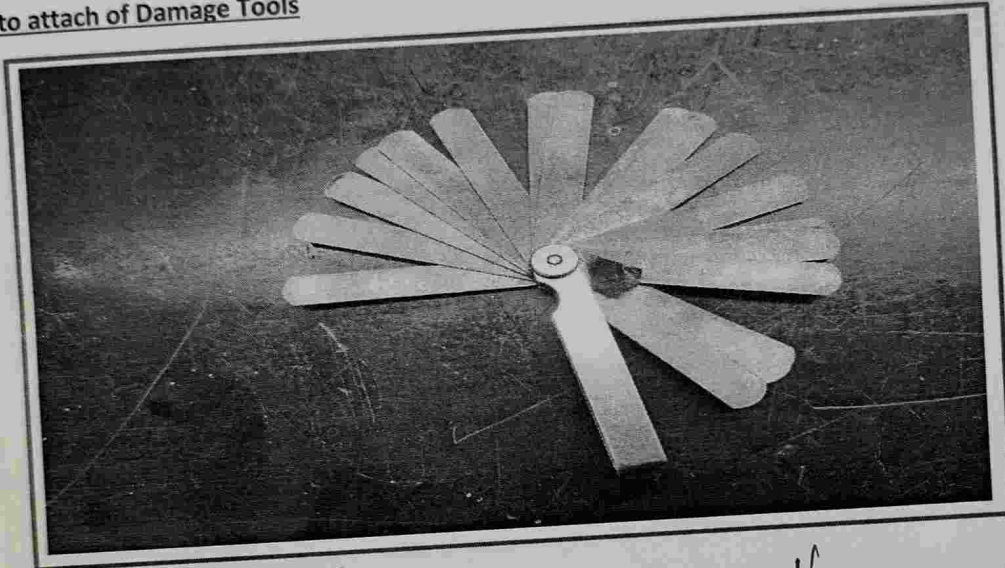
Previous Handover Data

Date: 29-Dec-23

Doc. Refr. No. _____

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	Feeler Gauge	-	-	-	1	

Photo attach of Damage Tools



Supervisor Analyze Commence

After long time of usage, the number and the plate will be deformed. This scratch is kept in touch of diesel if it maintained for the long terms.

Department Head Judgement/ Decision

Assume material brand is imported from King Bony.

Reported By
Fos
Chot Oo
Mechanic

Checked By

Supervisor

Approved By

Department Head

02-BRM-PDD-FRM-009-00

- Cause of Damage
- 1) Material weakness of Tools
 - 2) Wrong operation
 - 3) Wrong application
 - 4) Improper storage/ keeping
 - 5) Careless of user
 - 6) Consume life of Tools
 - 7) Poor maintenance

TOOLS DAMAGE REPORT FORM



chrysanthemum wealth

Date : 29-12-23

Reason:

- Damage
- Lost

PIC Section Name _____ Engine _____

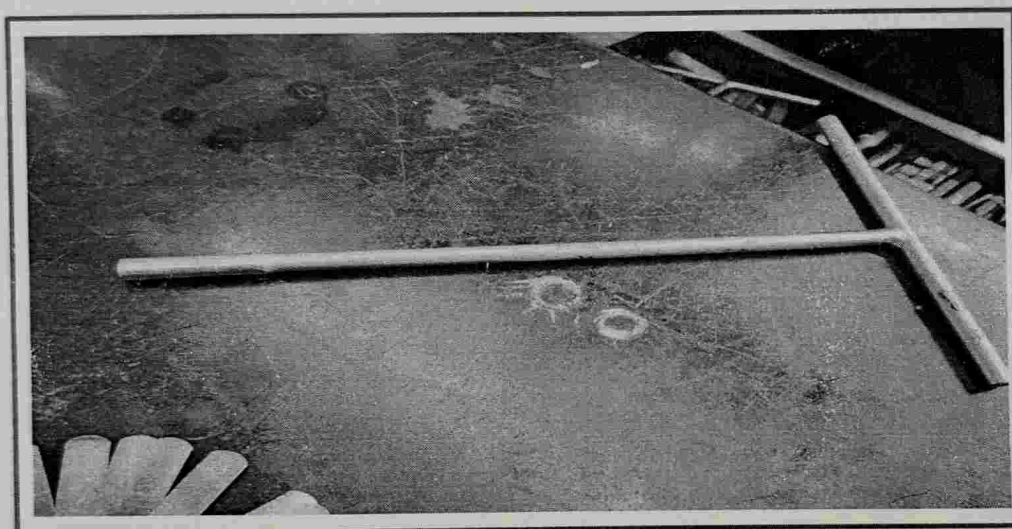
Previous Handover Data

Doc. Refr. No. _____

Date 29-Dec-23

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	T Handle (8)	-	-	-	1	

Photo attach of Damage Tools



Supervisor Analyze Commence

long terms of using or loosening or highly tightened bolt will lead to deformation of the hand tool.

Department Head Judgement/ Decision

Consume life of tools. & weakness strength.

Reported By

Chot Oo For
Mechanic

Checked By

Supervisor

Approved By

Department Head

02-BRM-PDD-FRM-009-00

Cause of Damage

- 1) Material weakness of Tools
- 2) Wrong operation
- 3) Wrong application
- 4) Improper storage/ keeping
- 5) Careless of user
- 6) Consume life of Tools
- 7) Poor maintenance

TOOLS DAMAGE REPORT FORM

Date : 29-12-23

Reason:

- Damage
 Lost

PIC Section Name Engine

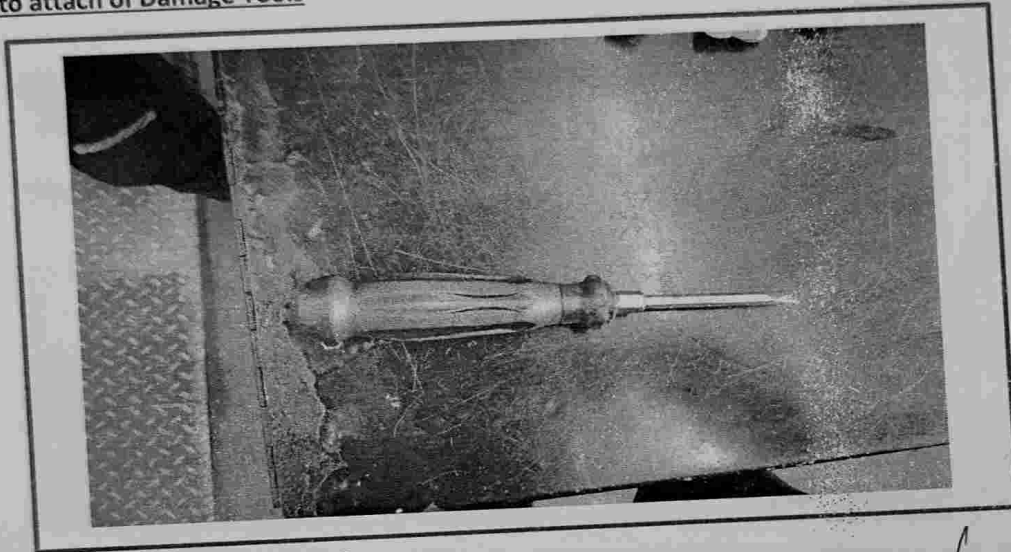
Previous Handover Data

Date 29-Dec-23

Doc. Refr. No. _____

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	Screw Driver	-	-	-	1	

Photo attach of Damage Tools



Supervisor Analyze Commence

Screw driver which are in use of beating up timing plate or housing or long terms of using will be to getting damaged.

Department Head Judgement/ Decision

Consume life of tool & weakness of tool.

Reported By

Chot Oo [Signature]
 Mechanic

Checked By

[Signature]
 Supervisor

Approved By

[Signature], Pmp
 Department Head

02-BRM-PDD-FRM-009-00

Cause of Damage

- 1) Material weakness of Tools
- 2) Wrong operation
- 3) Wrong application
- 4) Improper storage/ keeping
- 5) Careless of user
- ✓ 6) Consume life of Tools
- 7) Poor maintenance

TOOLS DAMAGE REPORT FORM



chrysanthemum wealth
မြန်မာ့ အလင်း စာမဂ္ဂဇင်း

Date : 2-Jan-24

Reason:

- Damage
- Lost

PIC Section Name

Engine

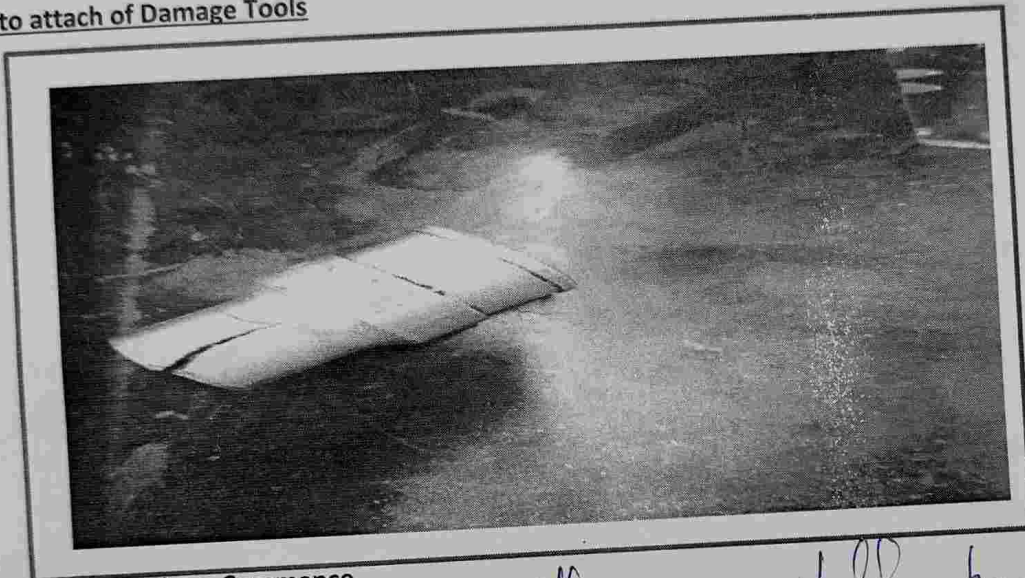
Previous Handover Data

Date 2-Jan-24

Doc. Refr. No.

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	12 Socket	-	King Tony	-	1	

Photo attach of Damage Tools



Supervisor Analyze Commence

loosening high torque with non-suitable handle will lead to damage of the socket or long term usage
Very much high torque tightening will also effect the formation of tools.

Department Head Judgement/ Decision

Consume life of tools

Reported By

Veronika Kyau Swee Han

Mechanic

Checked By

APW

Supervisor

Approved By

APW

Department Head

02-BRM-PDD-FRM-009-00

Cause of Damage

- 1) Material weakness of Tools
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