



CASH ADVANCE REQUEST FORM

Date : 25.4.24

BU/BR/Division : Raman

Department : Administration

Advance Issue : 68300/- Kyats/.....USD

Yes  Budgeted Title and Amount :

No  Reasons for :

Required For:

Adv-Request Return Back uniform and shoe

System ထိတွေ့ ဓားဖျက် တကယ်ပင် @ဝက်စား: ခေတ် Amount ခက်ထုတ်ယူပိုင်ကြည့်

မှတ်ချက်။

(၁) ကြိုတင်ငွေများကို သာမန်အားဖြင့် ထုတ်ယူသည်နေ့မှ (၁၀) ရက်အတွင်း ပြန်လည် စာရင်းရှင်းရမည်။  
(Advance must be cleared within 10 days from issue date)

(၂) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်း၊စစ်ဆေးတွက်ချက်ပြီးထားသော 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၊  
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

*Signature*

Naw Ahi Mae yar  
Requester

Checked By

*Signature*

Zayar Lin  
Mgr/DH

Checked By

*Signature*

Khin Swe win  
Finance & Account

Approved By

*Signature*

Maeng Maeng  
GM/AGM/COO

Approved By

CMC/CEO/Chairwoman

UNIG HRPMS

172.16.50.222/WEBHR/Person/Loans

Repayment End Date: **31-Aug-2018**  
 Recommended Period: **Aung Tye (1)**  
 Recommended Period2: **Zaw Min Oo**

1	Apr-2018	33000.00	6700.00	0.00	6700.00
2	May-2018	26800.00	6700.00	0.00	6700.00
3	Jun-2018	20600.00	6700.00	0.00	6700.00
4	Jul-2018	14400.00	6700.00	0.00	6700.00
5	Aug-2018	8200.00	6700.00	0.00	6700.00

Loan Description

Source

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UNIG HRPMS

172.16.50.222/WEBHR/Payroll/Loans

Loans

**Aung Ko Ko (12)**

Loan Information

Loan Employer: **Aung Ko Ko (12)**  
 Forward To:  
 Loan Date: **23-Apr-2018**  
 Loan Type: **Shoes**  
 Loan Title: **Safety Shoes Deduction**  
 Loan Amount: **30000.00**  
 Currency: **Myia**  
 Down Payment Percent: **0.00**  
 Down Payment Amount: **0.00**  
 Interest Type: **Monthly**  
 Interest Percent: **0.00**  
 Is Accumulative:   
 Is GoToPaySlip:

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172.16.50.222/WEBHR/Payroll/loans

Interest Type: Monthly  
 Interest Percent: 0.00  
 Is Accumulative:   
 Is CoToPaySlip:   
 Deployment Start Date: 01-Jun-2018  
 Deployment End Date: 31-Oct-2018  
 Recommended Person1: Aung Toe (1)  
 Recommended Person2: Zau Hta Oo

1	Jun-2018	3480.00	696.00	0.00	696.00
2	Jul-2018	2760.00	696.00	0.00	696.00
3	Aug-2018	2040.00	696.00	0.00	696.00
4	Sep-2018	1320.00	696.00	0.00	696.00
5	Oct-2018	600.00	696.00	0.00	696.00

Loan Description

Source

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172.16.50.222/WEBHR/Payroll/Loans

Salary PaySlip    Deductions    Allowance    Loans

Loans

Aung Ko Ko (12)

Loan Information

Loan Employer: Aung Ko Ko (12)  
 Forward To:  
 Loan Date: 21-Jun-2018  
 Loan Type: Uniform  
 Loan Title: Uniform Deduction  
 Loan Amount: 3480.00  
 Currency: Kyats  
 Down Payment Percent: 0.00  
 Down Payment Amount: 0.00  
 Interest Type: Monthly  
 Interest Percent: 0.00  
 Is Accumulative:   
 Is CoToPaySlip:   
 Deployment Start Date: 01-Jun-2018

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