



CASH CLAIM FORM

Date : 9.2.2025

BU/BR/Division : MLM

Department : Administration



Mawlamyaing Branch
No.93, Zay Kyo Quarter, Mawlamyaing Tsp, Mon State.Mawlamyaing
Tel :
Fax:

PAYMENT VOUCHER

Voucher No. : MLM-PV-2025-02-0022

Voucher Date : 2025-02-10

Currency : MMK

Cashier :
To :

Applicant

Adm. Manager

GM

No	Description	Purpose	Subtotal
1	PAYMENT FOR MISCELLANEOUS CHG MMK - 25,000/-, BABY BIRTH FOR NAING ZAW OO,MMK - 45,000/-, TOTAL MMK - 70,000/-	Admin - Miscellaneous Expenses-MLM	25000.00
2	PAYMENT FOR MISCELLANEOUS CHG MMK - 25,000/-, BABY BIRTH FOR NAING ZAW OO,MMK - 45,000/-, TOTAL MMK - 70,000/-	Admin - Employee Welfare Expenses-MLM	45000.00

Total 70,000.00

Total in Words :

Note : PAYMENT FOR MISCELLANEOUS CHG MMK - 25,000/-, BABY BIRTH FOR NAING ZAW OO,MMK - 45,000/-, TOTAL MMK - 70,000/-

Date : _____ Name/NRC No : Min Thizar Nya Signature : Nya

04-CFD-CAS-FRM-005-03

Date : 9.2.2025

BU/BR/Division : MIM

Department : Administration

Claim Amount : 70,000/- Kyats/ USD

ခုနှစ်သားကျပ်ငွေ

Budget include (or) Not :

- Yes Budgeted Title and Amount :
 No Reasons for :

Required For:

Miscellaneous Chg mmk- 50,000/-

Baby Birth mmk- 20,000/-

Total mmk- 70,000/-

မှတ်ချက်။

(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော 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



 Thinzar Nyo/
Requester

Checked By



 Myo Htike Aung/
Mgr/DH

Checked By



 May Myint Thu/
Finance & Account

Approved By



 Myo Htike Aung/
GM/AGM/COO

Approved By

 Myo Htike Aung/
EMC/CEO/Chairwoman



GENERAL EXPENSE CLAIM FORM

: MLM

: Administration

Name	Description	Amount	Remark
25 Naing Zaw Oo	Baby Birth	20,000/-	
Total Amount		20,000/-	

Requested by

Approved by

Checked by

386၁၁၆:၇၄၀၇၀
Approved by

Approved by

Sign :

Name : Naing Zaw Oo / Myo Htike Aung / May Myint Thu / Myo Htike Aung / Paing See Lynn
(Requester) (Department Head) (Related FNA/Corp FNA) (OM/AGM/GM/BOH/ABOH) (ACOO/COO/MD/VCM)

04-CFD-TSU-FRM-001-00

Prepared By

Check By

Approved By

Received By

Sign				
Name	Naing Zaw Oo	Thinzar Nyo	Myo Htike Aung	Naing Zaw Oo
Position	Sales Supervisor	Admin Head	ABOH	Sales Supervisor
Dept;	3' Part	Admin	Admin	3' Part

Remark; Please submit with Birth Certificate



BABY BIRTH ASSISTANCE FORM

Name Naing Zaw Oo
 Business Unit Consumable
 Department 3' parts & MAC
 Position/ Rank Sale Supervisor
 Location Mawlamyine

HR would like to request award money.....20,000.....Kyats/USD for Baby Birth Assistance of U/Daw.....Naing Zaw Oo.....from UMG.

Date of Birth 28.12.2024
 Time of Birth 12:55 PM
 Place of Birth Home
 Male/Female Male

kes
 Prepared By Check By Approved By Received By

Sign				
Name	Naing Zaw Oo	Thinsar Nyo	Myo Htike Aung	Naing Zaw Oo
Position	Sales Supervisor	Admin Head	ABOH	Sales Supervisor
Dept;	3' Part	Admin	Admin	3' Part

Remark; Please submit with Birth Certificate



GENERAL EXPENSE CLAIM FORM

MLM BR

Admin

Name	Description	Amount	Remark
Paing Hmae The	သစ်သီးဆွမ်းကပ်ကွ	18,000/-	
Thinzar Nyo	ဘုရားပန်း	3,000/-	
Thaya Mae Hlaing	Jan ' Born Birthday Cake	25,000/-	
Total Amount		50,000/-	

Requested by

Approved by

Checked by

Approved by

Approved by

Nyo
Thinzar Nyo
(Requester)

Zung
Myo Htike Aung
(Department Head)

Mah
Maq Myint Thu
(Related FNA/Corp FNA)

Zung
Myo Htike Aung
(OM/AGM/GM/BOH/ABOH)

(ACOO/COO/MD/VCM)

04-CFD-TSU-FRM-001-00

ငွေလက်ငင်းပြတ်ပိုင်း

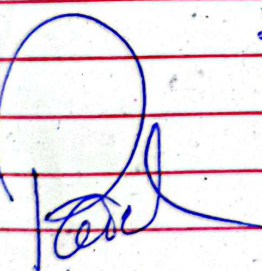
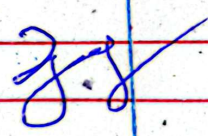
Date 25.1.25

Book No: ရေတွဲ ခုနှစ် ၂၀

၀ :

Amount
သင့်သင့်

25,000/-

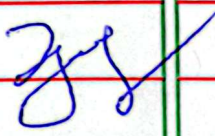
အမျိုးအမည်	ကရေ အတွက်	နှုန်း	ကျပ်
ပျော်သီး	၈		၈၀၀၀
ချိုကောသီး			၈၀၀၀
ငှက်ပျောသီး			၈၀၀၀
စာရင်းရှင်သစ်ကူး သစ်သီး ဆွမ်းကပ်ကူး			
			

လက်မှတ် ဝိတ္တ
စုစုပေါင်း -

18000

CASH MEMO

Date 25.1.25

Particulars စာမျိုးစာမည်	Quantity တရေတတွက်	Unit Price နှုန်း	Amount သင့်ငွေ
Blueberry Cake	1		25,000/-
Tan Bam Thuya Moe Hlaing			
			
09-977835953			
No.16, Taung Wine Road			
10			
11			
12			
13			
14			
15			
16			
17			

Total Amount

Advance

Balance

Signature

