



No.40/A, Kyat Sar Pyn Auarter, Dawel Tsp, Tanintharyi Division.Dawel
Tel :
Fax:

ADVANCE CLEARING

Voucher No. : DWI-AC-2025-05-0012

To : Khin Mar Thi

Voucher Date : 2025-05-20

Advance No : DWI-ADV-2025-05-0007

Currency : MMK Rate : 0.00022573

Payment Method	Status
Cash On Hand - MMK - DWI	posted

No.	Description	Track - 1	Track - 2	Amount
1	ADVANCE CLEARING FOR GO TO YANGON BRANCH KPI TRAVELLING FOR EMPLOYEE KHIN MAR THI (ABOH) TOTAL AMT-185,500 MMK.			185500.00

Advance Total :	200000.00
Expense Total :	185500.00
Refund / Collect :	14500.00

Note : ADVANCE CLEARING FOR GO TO YANGON BRANCH KPI TRAVELLING FOR EMPLOYEE KHIN MAR THI (ABOH) TOTAL AMT-185,500 MMK.

Date : 20-May-2025

Name/NRC No : Naw Ni Nanda Aye

Signature : 

UMG

CASH ADVANCE CLEAR FORM

Date : 19. May. 2025
BU/BR/Division : Davae
Department : Admin
Advance Issue : 200000 Kyats/ USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance	9. May. 25	Dwa. ADV - 2025		200000	Go to Yangon
2	2 nd Time Advance		-05-0007			Branch KPI
3	3 rd Time Advance					Travelling For
Total Advance					200000	Employee - khin mar Ph
Total Actual					185500	(MACH)
Balance Refund/Additional					14500	

Request By
[Signature]
New Di' Director
Requester

Checked By
[Signature]
New Di' Director
MGR/DH

Checked By
[Signature]
May Zin Aung
Finance & Account

Approved By
[Signature]
GM/AGM/COO
20-5-2025

Approved By
[Signature]
CMC
04-CFD-CAS-FRM-002-03



TAXI CHARGES FORM

BU/BR/DIV Name :

No.	Date	Name	Description	Departure Time	Routes		Cost	Remark
					From	To		
1.	11. May 28	khin Mar Thi	Taxi Charges	7:00 AM.	Office	Airport	15000	
2.	11. May 28	khin Mar Thi	Taxi Charges	8:00 AM	YAN Airport	Yangon Ho	28000	
3.	18. May 28	khin Mar Thi	Taxi Charges	4:00 AM.	YAN Ho	YAN Airport	28000	
4.	18. May 28	khin Mar Thi	Taxi Charges	8:00 AM	Dawei Airport	Home	8000	
Total Taxi Charges							73000	

Requested by
 Sign :
 Name : *Raw Ni Kandar My*
 Dept. : *Admin.*
 (Requestor)

Acknowledged by
 Sign :
 Name : *Raw Ni Kandar My*
 Dept. : *Admin.*
 (HR/Admin)

Acknowledged by
 Sign :
 Name : *Raw Ni Kandar My*
 Dept. : *Admin*
 (DH)

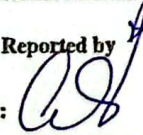
Approved by
 Sign :
 Name : *Raw Ni Kandar My*
 Dept. : *Admin*
 (ABOH/BOH/AGM/GM)

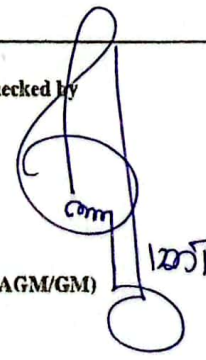
Acknowledged by
 Sign :
 Name :
 Dept. :
 (HO-GA)

TRAVELLING REPORT

Date : ...19 May 2025

Report To		
Employee Name: <u>Heri Mardiana</u>		
Position: <u>ABPH</u>		
Department: <u>Admin</u>		
Business: <u>Dawe</u>		
Departure & Arrival	Departure Date And Time	Arrival Date And Time
Total Days		
Trip Information	1. From <u>Dawe</u> To <u>Yangon Ho</u>	
	2. From <u>Yangon Ho</u> To <u>Dawe</u>	
	3. From To	
Purpose For Travelling: <u>Go to Yangon Yearly KPI</u>		
Travel Date	Activities	Remark
11. May. 2025	Go to Yangon Ho	
12. May. 2025	Yangon Ho	
13. May. 2025	Yangon Ho	
14. May. 2025	Branch KPI Day-1	
15. May. 2025	Branch KPI Day-2	
16. May. 2025	Branch KPI Day-3	
17. May. 2025	Branch KPI Day-4	
18. May. 2025	Come backi Dawe	

Reported by
 Sign : 
 Name : Heri Mardiana
 Position : Admin

Checked by
 Sign : 
 Name : Comm
 Position : 12051
 (DH/AGM/GM)

Approved by
 Sign :
 Name :
 Position :
 (COO)

05-CHL-HRM-FRM-064-01