



# GENERAL EXPENSE CLAIM FORM



BU/BR/DIV Name : PG BU

Department Name : Administration.

No.	Date	PIC Name	Description	Category (Customer (Or) Operation)	Cost (MMK)	Remark
1.	16.11.21	Boe Loe Nandas	Drinking Water.	Manngold	18000 k.	✓
		Teru.				
	27.11.21	Boe Loe Nandas	"	"	18000 k.	✓
		Teru.				
Total General Expense					36000 ✓	✓

Requested by

Approved by

Checked by

Approved by

Approved by

Sign :

Sign :

Sign :

Sign :

Sign :

Name : Boe Loe Nandas

Name : Phyo Wai Ngin

Name : Lwin Aung

Name : Boe Htat Tin

Name : Lwin Min Myat

(Requester) Teru.

(Department Head)

(Finance & Account)

(OM/AGM/GM)

(ACOO/COO/MD/VCM)

