



# ADVANCE CLEAR VOUCHER

Requestor Name : Zin Zin Oo  
 Department Name :  
 Payment Date : 2024-11-05  
 Payment Voucher : AC-REN-2024-11-00025 ✓  
 No  
 Payment Method : Cash/Bank  
 Payment Amount : 226000.0  
 Currency : MMK ✓  
 Exchange Rate : 4,600.0

Budget Type : Include Budget  
 Payment Type : Advance Clearing  
 Advance No : ADV-REN-2024-10-00006 ✓  
 Prepared By : REN Budget Requestor  
 Superior Approved : REN S&M DH  
 By  
 Last Approved By : REN S&M DH ✓

No.	Description	Department	Request Amount	Remark
1	Advance clear for TA charges go to Pathein branch visit. PIC - Arkar Kyaw (ASM) ADV.250,000/-, EXP 226,000/-, REF 24,000/- ADV-REN-2024-10-00006	Sales and Marketing Department(RE)	226,000.00	Advance Clear

Expense Total : 226,000.00 K ✓  
 Advance Total : 250,000.00 K ✓  
 Refund : 24,000.00 K ✓

Note: \_\_\_\_\_

*August*

*2024/11/11*

Superior Check By		F&A	GM/AGM	COO
Name : <i>Ag. Myint Thu</i>	Name : <i>Nung Nung</i>	Name : <i>Phyo Thu</i>	Name : <i>Phyo Thu</i>	Name : <i>Phyo Thu</i>
NRC No : _____	NRC No : _____	NRC No : _____	NRC No : _____	NRC No : _____
Date : <i>5.11.24</i>	Date : <i>5.11.24</i>	Date : <i>6.11.24</i>	Date : <i>6.11.24</i>	Date : <i>10.11.24</i>
Remark : _____	Remark : _____	Remark : _____	Remark : _____	Remark : _____

*May Myint Thu*  
12.11.24

*Phyo Thu*  
6.11.24

*Zin Zin Oo*

*May Myint Thu*

Car No .....

Date ...10.10.24

# သုခဖြည့်

## ပုသိမ် <> မအူပင်ခရီးသည်ပို့ဆောင်ရေး

အမည် ..... ခုံအမှတ် ..... ယာဉ်ထွက်ချိန် ..... ကျသင့်ငွေ ...16000.....

ကုန်အမျိုးအစား	ဌာန/ကုမ္ပဏီ	အရေအတွက်	ဝန်ဆောင်ခ/ကျသင့်ငွေ

**\* မှတ်ချက် \***

၎င်းဖြတ်ပိုင်းအား မိတ္ထူ/မူရင်း သတိပြုပါ။

တန်ဆာ/ကျသင့်ငွေဝေးဆောင်ထားသောစွဲများ ရေစို၊ ဝတ်စီး၊ ဈေးကမ်းဆိုင်  
ပစ္စည်းတင်ထားသည့် နှုန်းထက် (၁၀)ဆသာလျှင် ပေးလျှော်မည်။

ကြိုတင်လက်မှတ်များ စုံစမ်းမှာယူလိုပါက

09-444979717, 09-429751916, 09-794059983

လက်မှတ်(.....)



# ကျယ်ဝေလောင်း

အဆင့်မြင့်ခရီးသည်ပို့ဆောင်ရေး

“သီဟနိဋ္ဌ”

ရန်ကုန် - မအူပင် - ကျိုက်လတ် - ဗဟပုံ

ရန်ကုန် - မြောင်းမြ - ကြာကန် - လပူရွာ - သင်္ကန်းကြီး

ရန်ကုန် - ရေလဲ - ရွှေတောင်မော် - လှိုင်းစာ - ကျိုက်ပီ - မော်ကျွန်း

အမည် - ဒေါ်ကျလတ် - ယာဉ်အမှတ် ၅၆၂၄၇၂ - ရက်စွဲ ၁၂.၁၀.၂၀

ယာဉ်ထွက်ချိန်	ခုံအမှတ်	သင့်ငွေ
၇ ၀၀	(၇၂)	5000





# TRAVEL ADVANCE CLEAR FORM

8:00 AM ~ 17:00 PM

### Cash Advance

Employee Name	Azkar Kpaw	Estimated Date of Travel	2 ~ 12.10.24
Position Rank	ASM	Total Day	11 days
BU/BR/DIV, Dept	RE B6	Destination	Padheir
Purpose	Branch visit and battery presentation to installer		

### Travelling Permit

Arrival Place	2 ~ 12.10.24. Padheir
Actual Date & Time of Travel	2 ~ 12.10.24.
Total Day	11
HR Name	Chaw Ei Zin.
HR Sign	<i>[Signature]</i>
BOH/Authorized Person Name	Su Su Pone.
BOH/Authorized Person	<i>[Signature]</i> SSP

### Advance Clear

Actual Date & Time of Travel	2 ~ 12.10.24.	
Departure Date & Time		Total Day
		11 days

Date	Description	Total Amount	
		Kyats	USD
2 ~ 12.10.24.	TA charges for 1 person x 11 days x 15,000/-	165,000	1
10.10.24.	Car ticket. 3.000.000 → 450.000	16,000	1
12.10.24.	Car ticket. 4.500.000 → 675.000	5,000	1
10 ~ 11.10.24.	Hotel charges 2 Nights	40,000	1

Total Expense (Kyats/USD)	
Cash Advance (Kyats/USD)	226,000 / 1
Balance Refund/Additional (Kyats/USD)	250,000 / 1 24,000 / 1

### Job Report Status

Authorization	Name	Position	Date	Sign
Prepared By	Zin Zin Oo.	Admin	29.10.24.	<i>[Signature]</i>
Approved By Dept Head	Aung Myat Thu.	DH.	4.11.24	<i>[Signature]</i>
Approved By GM/AGM/COO	Phyo Thu.	GM.	6.11.24	<i>[Signature]</i>
Acknowledged by related Superior for Job Report	Zaw Min Myat	ACOO	11.11.24	<i>[Signature]</i>
HR Check & Approved	Ngein Ei Ei Khin	HR	4.11.24	<i>[Signature]</i>
Cash Received				

Remark


Remark - (12.10.24 to 19.10.24) @ Mawbun & Phyo Pone Way.


*[Signature]*

# TRAVELLING REPORT

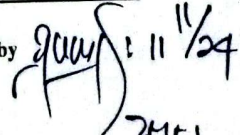
Date : 14.10.24

<b>Report To</b>	Aung Myat Thu	
<b>Employee Name</b>	Arkar Kyaw	
<b>Position</b>	ASM	
<b>Department</b>	Sales & Marketing	
<b>Business</b>	RE BU	
<b>Departure &amp; Arrival</b>	<b>Departure Date And Time</b>	<b>Arrival Date And Time</b>
	2.10.2024	12.10.2024
<b>Total Days</b>		
<b>Trip Information</b>	1. From .....Yangon.....To .....Patheingyi.....	
	2. From .....To .....	
	3. From .....To .....	
<b>Purpose For Travelling</b>		
<b>Travel Date</b>	<b>Activities</b>	<b>Remark</b>
2.10.2024	Go to Patheingyi BR	
3.10.2024	Patheingyi Installer Event	
4.10.2024	Visit 1. Hotel Longkan Visit for Solar Marketing 2. Music House KTV Visit for Solar Marketing 3. Emperor Restaurant Visit for Solar Demand F/p 4. Golden Princess Visit for Solar Demand F/p	
5.10.2024	Visit 1. 89 Family Battery Delivery 2. Myint Mo Motel	
7.10.2024	Visit 1. Myaungmya Tsp Way 2. Easy Microfinance 3. Htun Hospital	
8.10.2024	Visit 1. Sun Mobile Appointment for Solar Demand f/p 2. Kan Yoe Tan Waterboom Introduce Solar System 3. Heaven Swimming boom Introduce Solar System (Already Installed)Next Demand f/p	
9.10.2024	Ngwe Saung Way Visit 1. GA Village Site Survey for Solar System 2. Shwe See San Hotel Quotation f/p	
10.10.2024	Go To Maubin Tsp	

**Reported by**  
 Sign :   
 Name : Arkar Kyaw  
 Position : ASM

**Checked by**  
 Sign :   
 Name : Aung Myat Thu  
 Position : DH

(DH/AGM/GM)

**Approved by**   
 Sign :   
 Name : Zaw Min Myat  
 Position : ACOO

(COO)


05-CHL-HRM-FRM-064-01

# TRAVELLING REPORT

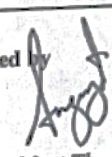
Date : 14.10.24

Report To	Aung Myat Thu	
Employee Name	Arkar Kyaw	
Position	ASM	
Department	Sales & Marketing	
Business	RE BU	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	2.10.2024	12.10.2024
Total Days		
Trip Information	1. From ..... Yangon ..... To ..... Pathwin .....	
	2. From ..... To .....	
	3. From ..... To .....	
Purpose For Travelling		
Travel Date	Activities	Remark
11.10.2024	Pyarpone Tsp & Maubin Tsp 1. Tabin Shwe Htee Electronic Visit for Relation & 550W 1 pallet Inq 2. Zabuyit Electronic Visit for Solar DC Cable Marketing 3. Ko Htin Ag Kyaw (Installer) Visit for Relation & Next Demand f/p	
12.10.2024	Visit 1. Lucky Motel 2. Duwon Electronic 3. Htun Tauk Lin Solar Installer 4. Go back to Yangon	

Reported by

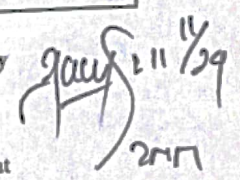
Sign :   
 Name : Arkar Kyaw  
 Position : ASM

Checked by

Sign :   
 Name : Aung Myat Thu  
 Position : DH

(DH/AGM/GM)

Approved by

Sign :   
 Name : Zaw Min Myat  
 Position : ACOO

(COO)

05-CHL-HRM-FRM-064-01