



Shwebo Branch

Mandalay-Shwebo Road, No.6 Quarter, Shwe Bo (North of Moke-Oo), Sagaing Division Shwe Bo

Tel :

Fax:

PAYMENT VOUCHER

Voucher No. : SBO-PV-2025-02-0031

Cashier

: *Pwint Thet Htar Khaing*

Voucher Date : 2025-02-21

To

:

Currency : MMK

Applicant		Adm. Manager		GM	
No	Description	Purpose		Subtotal	
1	PAY TO PWINT THET HTAR KHAING FOR DAILY LABOUR CHARGES -40,000/- FOR 5 DAYS CLEANER.				
				Total	40,000.00

Total in Words :

Note : PAY TO PWINT THET HTAR KHAING FOR DAILY LABOUR CHARGES -40,000/- FOR 5 DAYS CLEANER.

Date : 21.2.2025

Name/NRC No : *Pwint Thet Htar Khaing*

Signature :

Pwint



CASH CLAIM FORM

Date : 21.2.2025

BU/BR/Division : Shwabo

Department : Admin

Issue Amount : 40,000/ Kyats/ USD

Budget include (or) Not :

Yes Budgeted Title and Amount :

No Reasons for :

Required For: Daily labour Expense -40,000/ for 5 Days cleaner.

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	Checked By	Checked By	Approved By	Approved By
Requester	Mgr/DH	Finance & Account	GM/AGM/COO	CMC/CEO/Chairwoman

04-CFD-CAS-FRM-005-03

Daily Labour Charges Pay Record

Labour Name	Description	Working Date	Days	Amount	Total Amount	Remark
Ma Nge	Daily Cleaner	10-Feb-25	1	8,000	8,000	
Ma Nge	Daily Cleaner	14-Feb-25	1	8,000	8,000	
Ma Nge	Daily Cleaner	17-Feb-25	1	8,000	8,000	
Ma Nge	Daily Cleaner	19-Feb-25	1	8,000	8,000	
Ma Nge	Daily Cleaner	21-Feb-25	1	8,000	8,000	
					-	
					-	
			Total Amount		40,000	



Checked By
Pwint Thet Htar Khaing



Aknowledge By
Noe Noe Win



Approved By
Kyaw Soe Hla