

Date : 20.8.2024

BU/BR/Division : Dawei

Department : Admin

Issue Amount : 14000 Kyats/ USD

Budget Include (or) Not :

Yes Budgeted Title and Amount :

No Reasons for :

Required For:

Payment For Dawei Branch Employee Drinking water,
Office Pogoda Flowers. Total Amt - 14000 MMK

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

Naw Ni Candan Aye
Requester

Naw Ni Candan Aye
Mgr/DH

Su Myat Nang
Finance & Account

[Signature]
GM/AGM/COO

CMC/CEO/Chairwoman



GENERAL EXPENSE CLAIM FORM

Requester Name : Dawe

Department Name : Admin

| No. | Date | Name | Description | Amount | Remark |
|--------------|-----------|------------------|-------------------------|--------|----------------------|
| 1. | 15.8.2024 | Naw Ni Nanda Aye | Employee Drinking water | 4800 | 1000 - 1200 (4 per) |
| 2. | 19.8.2024 | Naw Ni Nanda Aye | Employee Drinking water | 4200 | 1 per - 1400 (3 per) |
| 3. | 20.8.2024 | Naw Ni Nanda Aye | Office Paper & Pencils | 5000 | approx: |
| Total Amount | | | | 14000 | |

Requested by

Approved by

Checked by

Approved by

Approved by

Sign :

Name :

Naw Ni Nanda Aye
(Requester)

Naw Ni Nanda Aye
(Department Head)

Su Myat Aung
(Related FNA/Corp FNA)

Winn Mas Aye
(OM/AGM/GM/BOH/ABOH)

(ACOO/COO/MD/VCMD)

04-CFD-TSU-FRM-001-00