



CASH ADVANCE CLEAR FORM

Date : 8.7.2024

BU/BR/Division : IS BU (MC Exp)

Department : Sale

Advance Issue : 1,000,000/- Kyats/.....USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance	13.6.24	UBA - BMC - 2024		1,000,000	Travelling Advance
2	2 nd Time Advance		06.00012			Jun'24
3	3 rd Time Advance					PIC. Ko Phyo Ko Ko (COM)
Total Advance					1,000,000	licenses rate MJOY
Total Actual					361,000	with After-sale Head
Balance Refund/Additional					639,000	Ko Tin Paing Phyo

Request By

Checked By

Checked By

Approved By

Approved By

[Signature]
Requester

[Signature] 8.7.24
Mgr/DH

[Signature]
Finance & Account

[Signature]
GM/AGM/COO

[Signature]
Ammon
CMC

[Signature] 8/7/24
2mm

Thiri Soe

Phyo Ko Ko

Zu ko Hla

04-CFD-CAS-FRM-002-03



TRAVEL ADVANCE CLEAR FORM

<u>Cash Advance</u>				
Employee Name	Ko Min Paing Phyo	Estimated Date of Travel	25.6.24(7:00)AM to 2.7.24(7:30)PM	
Position Rank	KO Phyo Ko and Ko Ma	Total Day	8 Days	
BU/BR/DIV. Dept	OM and SH	Destination	Licenses Case	
Purpose	Licenses Case			
<u>Travelling Permit</u>				
Arrival Place	YGN to	MAY		
Actual Date & Time of Travel	25.6.24(7:00)AM to 2.7.24(7:30)PM			
Total Day	8 Days			
HR Name	Me Me Kyaw			
HR Sign	Sign Attached			
BOH Authorized Person Name	Aung Myint Myat			
BOH Authorized Person	Sign Attached			
<u>Advance Clear</u>				
Actual Date & Time of Travel	25.6.24(7:00)AM	Total Day	8 Days	
Departure Date & Time	2.7.24(7:30)PM	Arrival Date & Time		
		Total Amount		
Date	Description	Kyats	USD	
25.6.24(7:00)AM to	(8 x 10000 = 80000) x 2 persons	160000 ✓		
2.7.24(7:30)PM	Express Charges x 2 persons	108000 ✓		
	Taxi Charges	80000 ✓		
	Fuel Charges	11000 ✓		
	2 person			
	Phyo Ko Ko			
	Min Paing Phyo			
Total Expense (Kyats/USD)		361000 ✓		
Cash Advance (Kyats/USD)				
Balance Refund/Additional (Kyats/USD)				
<u>Job Report Status</u>				
Authorization	Name	Position	Date	Sign
Prepared By	Thiri Soe	SH	4.7.2024	
Approved By Dept Head	Phyo Ko Ko	OM	4.7.2024	
Approved By GM/AGM/COO	Chit Sanku	AGM	8.7.2024	
Acknowledged by related Superior for Job Report	Zaw Min Myat	A/C	9.7.24	
HR Check & Approved	Thae Nee Wai	HR	8.7.24	
Cash Received				
Remark				

04-CFD-CAS-FRM-006-02



TRAVELLING REPORT

Date :

Report To	VCM, ACOO & GM	
Employee Name	Phyo Ko Ko, Mrs Piny Phyo	
Position	OM, AFS Head	
Department	Sale & Service	
Business	IS	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	25.6.2024 (6:00 AM)	2.7.2024 (7:45 PM)
Total Days	8 days.	
Trip Information	1. From YAN To M.O.Y	
	2. From M.O.Y To YAN	
	3. From To	
Purpose For Travelling	To clear Ko Khang Boun's license extension & Advance clear pending case.	
Travel Date	Activities	Remark
25.6.2024	Go to Mandalay and went to find Ko Khang Boun & his home. We found his mother and requested to help for our license case.	
26.6.2024	We met with KKB and discussed about for license extension status and advance clear.	
27/28.6.2024	Waiting for KKB & license owner books. But he was travelling to shwe Bo. We received only license (2 pcs) from local delivery man. & not got the money.	
29.6.2024	In the afternoon, we met him to clear advance but not got. He requested to meet the next day. Then, we checked the ground stocks for me units.	
30.6.2024	We waiting to meet KKB but he was travelling to another tsp; for his job.	
1.7.2024	We went to find KKB but not founded. So we visit to RE show room, Royal second shops. and 2 wheelshops.	
2.7.2024	In this evening, KKB transferred the money with K pay without seeing him. We returned to Yangan in the morning by bus.	

Reported by

Sign :

Name : Phyo Ko Ko

Position : OM

Checked by

Sign :

Name :

Position :

(DH/AGM/GM)

Approved by

Sign :

Name :

Position :

(COO)

10/7/2024


02-CHL-HRM-FRM-064-00


TAXI CHARGES FORM

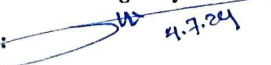
BU/BR/DIV Name : IS BU / Phyo Ko Ko


Department Name : Sale and Marketing

No.	Date	Name	Description	Departure Time	Routes		Cost	Remark	
					From	To			
1.	25.6.24	Phyo Ko Ko	MDY Ko Khaing Bwar licenses Case	6:00 AM	Hlaing Thar Yar	ဒေသစီမံကိန်း က:ဝ:ဖ:	15000/-		
2.	25.6.24	u	u	6:00 PM	ဗဟိုကော်မရှင် ဝ:ဖ:	ဗဟိုကော်မရှင်	4000/-		
3.	2.7.24	u	u	6:00 AM	ဗဟိုကော်မရှင်	ဗဟိုကော်မရှင် ဝ:ဖ:	4000/-		
4.	2.7.24	u	u	6:00 PM	ဒေသစီမံကိန်း က:ဝ:ဖ:	လှိုင်သာယာ	15000/-		
Total Taxi Charges							7	38,000/-	

Requested by
 Sign : 
 Name : Phyo Ko Ko
 Dept. : Sale
 (Requestor)

Acknowledged by
 Sign : 
 Name : Thae Hau Kwei
 Dept. : HR
 (HR/Admin)

Acknowledged by
 Sign : 
 Name : Phyo Ko Ko
 Dept. : Sale
 (IDH)

Approved by
 Sign : 
 Name : Chit Saru Ko
 Dept. : Admin
 (ABOH/BOH/AGM/GM)

Acknowledged by
 Sign : Telegram Approved
 Name : Li Kyaw Kyaw Min
 Dept. :
 (HO-GA)

05-CHL-GAV-FRM-018-01



TAXI CHARGES FORM

BU/BR/DIV Name : IS Mira Paing Phyo					Department Name : After sale Service			
No.	Date	Name	Description	Departure Time	Routes		Cost	Remark
					From	To		
1.	25.6.24	Mira Phyo Paing	MDY Ho Khaing Bazar licenses Case	6:00 AM	ရန်ကင်းတာ ဒဂုံ.ဝေတာ	ဒဂုံ.ဝေတာ ဒဂုံ.ဝေတာ	18,000/-	
2.	25.6.24	"	"	6:00 PM	မန္တလေး.က ဝန်	မန္တလေး.က ဝန်	4,000/-	
3.	2.7.24	"	"	6:00 AM	မန္တလေး.က ဝန်	မန္တလေး.က ဝန်	4,000/-	
4.	2.7.24	"	"	6:00 PM	ဒဂုံ.ဝေတာ က.ဝန်	ရန်ကင်းတာ ဒဂုံ.ဝေတာ	18,000/-	
Total Taxi Charges							44,000/-	

Requested by
 Sign : *[Signature]*
 Name : Mira Paing Phyo
 Dept. :
 (Requestor)

Acknowledged by
 Sign : *[Signature]*
 Name : Thoe Auekwar
 Dept. : HR
 (HR/Admin)

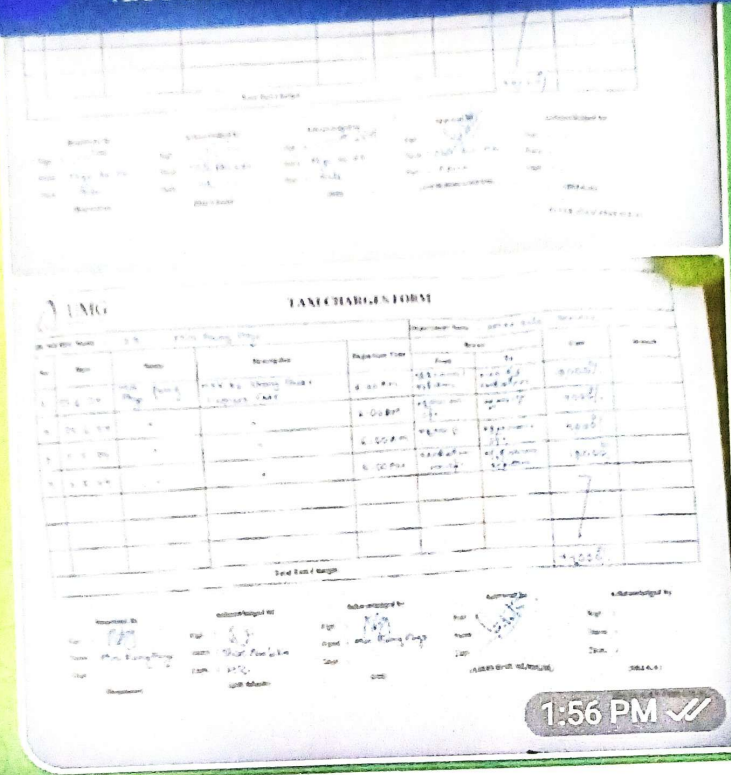
Acknowledged by
 Sign : *[Signature]*
 Name : Mira Paing Phyo
 Dept. :
 (DH)

Approved by
 Sign : *[Signature]*
 Name :
 Dept. :
 (ABOH/BOH/AGM/GM)

Acknowledged by
 Sign : Telegram Approved
 Name : U Kyaw Kyaw Win
 Dept. :
 (HO-GA)

05-CHL-GAV-FRM-018-01

Kkw last seen recently



1:56 PM ✓✓

Dear Uncle ရှင့် IS /MC ကပါရှင့်
 OM Ko Phyo KoKo and After sale head
 Ko Min Paing Phyo တို့ လိုင်စင်ကိစ္စဖြင့်
 MDY သို့ ခရီးသွားရာ Taxi Charges လေး
 Approve လိုချင်လို့ပါရှင့် 🙏🙏🙏

1:58 PM ✓✓

July 9

Dear Uncle ဒီခုအစောင့် လေး တေ ကြည့်
 ပေးပါဦးရှင့် ဒီ နေ့ Advance နောက် ဆုံး
 ရှင်းပေးရတော့မှာမလို့ပါ ကူညီပါဦးရှင့် 🙏

8:44 AM ✓✓

Thiri Soe
 Dear Uncle ရှင့် IS /MC ကပါရှင့် OM Ko Phy...
 Ok

9:39 AM

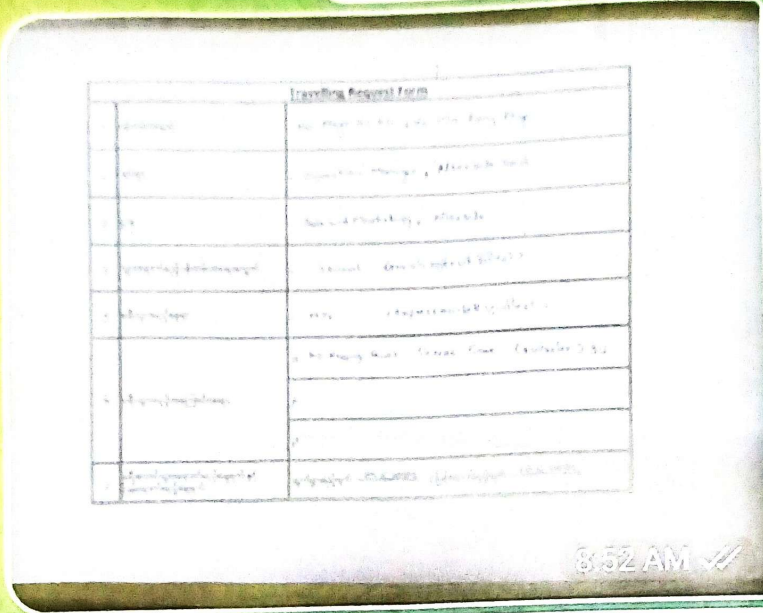


Ma Kyae Mhone

last seen recently



8:52 AM ✓✓



8:52 AM ✓✓

Dear MD
 IS (MC BU)မှ Ko Phyo Ko and Ko Min Paing Phyo မှ
 MDY သို့ Ko Khaing Bwar licenses ကိစ္စဖြင့် ခရီးသွားမည် ဖြစ်သောကြောင့် Approve လေးလို့ချင်လို့ပါရှင် 🙏🙏🙏
 (Express ကားဖြင့်သွားပါမည် Branch တွင်တည်းခိုပါမည်)

8:54 AM ✓✓

July 9

အမ ဒီ ဟာလေး ကို ပိုက်ဆံရှင်းတော့ အမ Approve လေး လိုနေလို့ပါရှင် 🙏🙏🙏

10:00 AM ✓✓

Thiri Soe
 Dear MD IS (MC BU)မှ Ko Phyo Ko and Ko...
 Pls process

10:03 AM

ECC (52)

No.(D-1), 62nd Street Toppi Bend, Industrial
Park Road, Pyigyidagun Township, Mandalay.
09456622955, 09456622944

92 Ron Octane

Vr No: H 02 200629 0817
Date: 27/06/2025 11:12 AM
Pump: Pump Car No: 1 Cycle
Cashier: Hema Lalmar Vho

Gal	Liter	Price	Amount
11.4	11.4	87.50	1000 ✓

Thank You. See You again!

3000kg

ECC (52)

No.(D-1), 62nd Street Toppi Bend, Industrial
Park Road, Pyigyidagun Township, Mandalay.
09456622955, 09456622944

92 Ron Octane

Vr No: H 02 200629 0817
Date: 27/06/2025 11:21 AM
Pump: Pump Car No: 1 Cycle
Cashier: Hema Lalmar Vho

Gal	Liter	Price	Amount
11.4	11.4	87.50	1000

Thank You. See You again!

5000kg

ECC (52)

No.(D-1), 62nd Street Toppi Bend, Industrial
Park Road, Pyigyidagun Township, Mandalay.
09456622955, 09456622944

92 Ron Octane

Vr No: H 02 200629 2908
Date: 27/06/2025 11:12 AM
Pump: Pump Car No: 1 Cycle
Cashier: Hema Lalmar Vho

Gal	Liter	Price	Amount
11.4	11.4	87.50	5000

Thank You. See You again!

3000kg.

ECC (52)

No.(D-1), 62nd Street Toppi Bend, Industrial
Park Road, Pyigyidagun Township, Mandalay.
09456622955, 09456622944

92 Ron Octane

Vr No: H 02 200629 0817
Date: 28/06/2025 9:56 AM
Pump: Pump Car No: 1 Cycle
Cashier: Su Hlana Win

Gal	Liter	Price	Amount
10.42	10.42	87.50	1000

Thank You. See You again!



Search

ကိုဖြိုးကို (MC OM)

Dear Sayar, Ko Zaw Min Myat and Ko Chit,
Ko Khaing Bwar တာဝန်ယူ လုပ်ဆောင်ခဲ့သော 3 wheeler Motorcycle Licenses 3 units လိုင်စင်ကိစ္စအတွက် အရ KMPP နှင့် ကျွန်နော် မနက်ဖြန်မနက် Mandalay သို့ Express ကားဖြင့် သွားရောက်မည်ဖြစ်သောကြောင့် Approve လေးလိုချင်လို့ပါခင်ဗျာ 🙏



5:58 PM

Chit San Ko (MCBU GM)

ကိုဖြိုးကို (MC OM)

Dear Sayar, Ko Zaw Min Myat and K...

Noted Nyi and proceed to resolve this pending license issues of Ko KB... 🙏

9:03 PM



June 25

Ko Zaw Min Myat

ကိုဖြိုးကို (MC OM)

ဒီဟာက နှစ်စဉ်ကြေးကိုမှ မနှစ်က...

Thanks

7:09 AM

Thiri Soe

Dear Sayar ,Ko Zaw Min Myat ,Ko...

Noted. Thanks

7:09 AM

Yadanar 🍀🍀 MC Finance

Dear Sayar U Aye Min Htoon, Ko Za...

Noted. Thanks

7:09 AM

ကိုဖြိုးကို (MC OM)

Dear Sayar, Ko Zaw Min Myat and K...

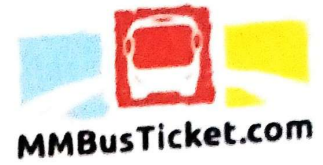
Pls proceed

7:09 AM



Booking Confirmation

Booking Ref: 3677-1835 | Mandalay Minn Express | CallCenter-09772 889 998, YGN-095020181, NPT-09251251277, Meikhtila-09788885587, MDY-09402651991, Bagan-09429291000, POL-0943133533, MWD-09779950501, TGI-0978117 2003, MLM-09263679305, Pakkoku-09 7733 45 666, Myingyan-09 771 9680 78, Magway-09 2560 83 936, Tatkone-094480 12 556



Booking Details

Route	Departure Time	Departure Gate
Mandalay - Yangon	Jul 02, 07:00 AM	Chan Mya Shwe Pyi Bus Terminal (Between 72st and 73st)
Bus Operator	Booking Date	Total
Mandalay Minn Express	Jul 01, 03:35 PM	54000.0 MMK <i>2 person</i>

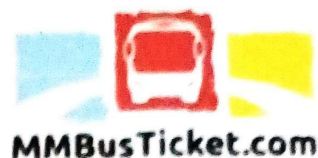
Traveller Information

Traveller Name	Phone Number	Special Request
ဦးမင်းပိုင်ဖိုး	09977835932	N/A
Seat Number		
21,25		

Terms & Condition

Booking Confirmation

Booking Ref: **4748-5784** | Mandalar Minn Express | CallCenter-09772 889 998, YGN-095020181, NPT-09251251277, Meikhtila-09788885587, MDY-09402651991, Bagan-09429291000, POL-0943133533, MWD-09779950501, TGI-0978117 2003, MLM-09263679305, Pakkoku-09 7733 45 666, Myingyan-09 771 9680 78, Magway-09 2560 83 936, Tatkone-094480 12 556



Booking Details

Route	Departure Time	Departure Gate
Yangon - Mandalay	Jun 25, 07:00 AM	Aung Mingalar Bus Terminal
Bus Operator	Booking Date	Total
Mandalar Minn Express	Jun 24, 11:07 AM	54000.0 MMK

Traveller Information

Traveller Name	Phone Number	Special Request
မင်းပိုင်စိုး	09977835932	N/A 2 person
Seat Number		
1,25		

Terms & Condition

- All the tickets bought are not refundable or exchangeable.
- Travellers must reach the bus station 45 minutes before the departure time.