

ADVANCE CLEAR VOUCHER

Requestor Name : Zin Zin Oo	Budget Type : Include Budget
Department Name:	Payment Type : Advance Clearing
Request Date : 2025-07-08	Advance No : ADV-REN-2025-06-00009 ✓
Payment Voucher : AC-REN-2025-07-00030 ✓	Prepared By : Zin Zin Oo
No	Superior Approved : Aung Myat Thu
Payment Method : Cash/Bank	By
Payment Amount : 534400.0 ✓	Last Approved By : Aung Myat Thu
Currency : MMK	
Exchange Rate : 4,510.0	

No.	Description	Department	Request Amount	Remark
1	Advance clear for ASM TA charges. PIC - Arkar Kyaw ADV 300,000/- , EXP 534,400/- , ADD 234,400/- ADV- REN-2025-06-00009 ✓	Sales and Marketing Department(RE)	534,400.00	Advance clear ✓

Expense Total	534,400.00 K ✓
Advance Total	300,000.00 K ✓
Additional	234,400.00 K ✓

Note:

<p>Superior Check By Name : <u>U Aung Myat Thu</u> NRC No : Date : <u>8.07.2025</u> Remark :</p>	<p>F&A Name : <u>U Phyto Thu</u> NRC No : Date : <u>8.07.2025</u> Remark :</p>	<p>GM/AGM Name : <u>U Phyto Thu</u> NRC No : Date : <u>8.07.2025</u> Remark :</p>
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COO
U Aye Min Htoon
09/07/2025
AMH


Zin Nyein Aye
Zin

TRAVELLING REPORT

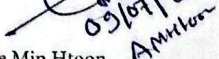
Date :1.07.2025.....

Report To	Aung Myat Thu	
Employee Name	Arkay Kyaw	
Position	ASM	
Department	S & MKT	
Business	RE BU	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	9 Days	
Trip Information	1. FromMawla Myaing.....ToHpa-An.....	
	2. FromTo	
	3. FromTo	
Purpose For Travelling	Branch Visit and Customer Visit	
Travel Date	Activities	Remark
22.06.2025	Off Day	
23.06.2025	Visit 1.Fuji Solar & CCTV (Class C) 2.Soe Electroinc (Class C) 3.Doctor 9(ZweKabin Hospital)(Class C) 4.Hay Wun Nan Beauty Salon (Class B) Ph Call	Relation & Demand F/p Relation & Demand F/p Loss Sale 100KW HV Solar System Relation & Demand f/p
24.06.2025	1.VCM Solar & Construction Visit 1.Two Lakes Restaurant 2.Mouse King Dental 3.Friendship Restaurant Ph Call	Appointment Req Relation & Demand f/p Introduce RE Marketing Introduce RE Marketing
25.06.2025	1.HTY BR Prospect f/p 2.SDG BR Prospect f/p Myawaddy Way	
26.06.2025	Myawaddy Installer Shop	
27.06.2025	Visit 1.Dream World KTV 2.Air Wave Solar & Electroinc Shop 3.Time Solar & Electroinc Shop 4.Shine Star Solar 5.Green MDY Solar Showroom 6.NBLC Private School	Solar System Marketing Introduce Solar System Marketing Introduce Solar Marketing Introduce Solar Marketing Relation & Check Stock (not meet with Boss) Relation & Quotation f/p (50kw HV)
28.06.2025	Go to Hpa-An From Myawaddy	
29.06.2025	Off Day	
30.06.2025	Visit 1.U DaNu Hotel 2.Golden Galaxy 3.Thu Wamma Bone Solar & Electric Shop 4.Golden Dragon Private School	Relation & Next Demand f/p Introduce Solar Marketing,already Solar Installation Relation & Demand f/p Introduce Solar Marketing & Installer Appointment

Reported by
Sign : 
Name : Arkay Kyaw
Position : ASM

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

(DH/AGM/GM)

Approved by
Sign : 
Name : U Aye Min Htoon
Position : VCM

(COO)

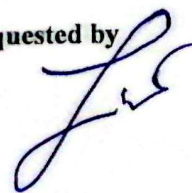
05-CHL-HRM-FRM-064-01

GENERAL EXPENSE CLAIM FORM

Company Name :


Department Name :


No.	Date	Name	Description	Amount	Remark
1.	7.07.2025	Zin Zin Oo	Hotel Charges	50,000/-	2 days
Total Amount				50,000/-	


Requested by

 Sign :
 Name : Zin Zin Oo
 (Requester)

Approved by

 U Aung Myat Thu
 (Department Head)

Checked by

 U Phyo Thu
 (Related FNA/Corp FNA)

Approved by

 U Phyo Thu
 (OM/AGM/GM)

Approved by

 U Aye Min Htoon
 (ACOO/COO/MD/VCM)

02-REN-FNA-FRM-002-01

CASH MEMO

Handwritten signature

Address

Date ၂၆.၁၂.၂၀၂၅

No. စဉ်	Particulars အမျိုးအမည်	Quantity အရေအတွက်	Unit Price နှုန်း	Amount သင့်ငွေ
1	UMG အောက်စီဂျင်	1	25,000/-	50,000/-
2				
3	၂၆ ~ ၂၇. ၆. ၂၅. < 1 day			
4	၂၇ ~ ၂၈. ၆. ၂၅ < 1 day			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14	09.688 910 798			
15				
16				

Total Amount	50,000/-
Advance	
Balance	

Signature

Balance Refund/Additional (Kwats/USD)

No.	1.
Date	7/07/2025

Department Name

Company Name

Payment Voucher : ADV-REN-2025-07-00016


Payment Type : Include Budget
Advance Due Date : 08/08/2025

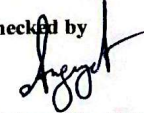


TRAVELLING REPORT

Date :1.07.2025.....

Report To	Aung Myat Thu	
Employee Name	Arkay Kyaw	
Position	ASM	
Department	S & MKT	
Business	RE BU	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	6 Days	
Total Days	6 Days	
Trip Information	1. FromYangon.....ToMawlamyaing.....	
	2. FromTo	
	3. FromTo	
Purpose For Travelling	Branch Visit and Customer Visit	
Travel Date	Activities	Remark
16.06.2025 17.06.2025	Go to Mawlamyaing Branch Visit 1.Kan Htoo Shin Electroinc - Class A 2. Bon Thai Electroinc - Class C 3.Shine Khant Electroinc - Class C 4.Dr.Sandar Swe Hospital - Class A Ph Call	RE Products Marketing & Appointment Req RE Products Marketing RE Products Marketing Relation & Demand F/p
18.06.2025 19.06.2025	1.AKS Solar - Class A 2.K Pioneer Fiber Tech - Class B 3.Khant Paing IT & Solar - Class C Paung Tsp Way Visit	Relation & Demand F/p Relation & Demand F/p Demand F/p
20.06.2025 21.06.2025	1.Ag Bhone Pyae. Electroinc (Class A) 2.Diamond Parawood 3.S One Wood Factory 4.Ma Armay Betel Factory Off Day Go to Hpa-An	Relation & demand F/p Not meet with customer Introduce RE Marketing Introduce RE Marketing & Not need

Reported by
Sign : 
Name : Arkay Kyaw
Position : ASM

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

Approved by
Sign : 
Name : U Aye Min Htoon
Position : VCM

(DH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01

က-1907

မြတ်ဗွဲ့လေ့ကျင့်

AKK

From (မှ)	To (သို့)
Yangon	Mawlamyine
Traveller (ခရီးသည်)	Contact (ဖုန်းနံပါတ်)
Arkar Kyaw	09763476092

Seat(s) (ခုံနံပါတ်များ)
8

Class/Type	Bus No.(ကားနံပါတ်)
အထူးကား	

Booking Reference	Status
6493-7392	CONFIRMED

Departure (ထွက်ခွာ)	Gate (ဂိတ်)
Jun 16, 9:30 AM	Aung Mingalar Bus

Special Request (မွတ်ချက်)	Terminal
Ok	

Printed Time
Jun 16, 8:53 AM

Normal - 22,000

Passengers	1
Total	25,000

Check-in 30 min before the departure time
ကားမထွက်မီ မိနစ် 30 ကိုတင်မတင်မီ ရန် လုံအရှိပါသည်။

Each passenger is allowed one carry-on luggage.
ခရီးသည်တစ်ဦး လက်ဆွဲဆွဲကုန်အရေအတွက် ချို့ပါသည်။

No refund after the purchase
ဝယ်ပြီး လက်မှတ် ပြုပြီးနောက် မအပ်ပါ။

Contact Phone: YGN-092050907,
MDY-092050918, POL-092050917, Sagaing-09441029309
NPT-09952324155

AKK



No.589-592,Bo Aung Kyaw Street,Yangon-Pathein High Way Road,Hlaing Thar Yar Township, Yangon, Myanmar.

Print Date : 07-Jul-2025

Taxi (Bus,Motorcycle,3-wheel etc...) Charges Form

No	Date	Holding Business	Department	Name	Rental Purpose	Departure Time	Start Location	End Location	Claim Amount	Allowed Amount	State	Remark
1	2025-06-22	Renewable Energy	Sales & Marketing	San Naing Lin	Go to Nyaung U Branch for branch visit and customer visit.	07:15	Industrial Yard	Mandalay Bus station	10,000	10,000	GA Manager Approved	
2	2025-06-23	Renewable Energy	Sales & Marketing	San Naing Lin	Go to Nyaung U Branch.	16:00	Nyaung U Bus station	Nyaung U Branch	7,000	7,000	GA Manager Approved	
3	2025-06-28	Renewable Energy	Sales & Marketing	San Naing Lin	Go back Mandalay	07:00	Nyaung U Branch	Nyaung U Bus station	7,000	7,000	GA Manager Approved	
4	2025-06-09	Renewable Energy	Sales & Marketing	Tint Lwin Oo	Go to Myitkyinar branch visit and customer visit.	18:00	Myitkyinar Airport	Myitkyinar Branch	15,000	15,000	GA Manager Approved	
5	2025-06-29	Renewable Energy	Sales & Marketing	Tint Lwin Oo	Go to back Meikhtila	17:00	Mandalay Airport	Mandalay Industrial Yard	35,000	35,000	GA Manager Approved	Off Day
6	2025-06-16	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go to Mawlamyaing Branch for branch visit and customer visit.	06:00	Mingalardone Tawtike Ward	Aung Mingalar Bus Station	15,000	15,000	GA Manager Approved	

<  မန္တလေးကားဂိတ်များ 🔍 ...

 မန္တလာမင်း ခရီးသည်ပို့ဆောင်ရေး is in Yangon.

22h · 🌐

"Hotline-09693.212.586

viber-09693.212.586

မန္တလာမင်း" အဆင့်မြင့်ခရီးသည်ပို့ဆောင်ရေး (ရန်ကုန် ~ နေပြည်တော် ~ တပ်ကုန်း ~ မန္တလေး ~ ပြင်ဦးလွင် ~ မြင်ခြံ ~ ကျောက်ပန်းတောင်း ~ ပုဂံ/ညောင်ဦး ~ တောင်ကြီး ~ မော်လမြိုင် ~ မုဒုံ ~ သံဖြူဇရပ် ~ မိတ်ထိလာ ~ ဖြူး ~ တောင်ငူ ~ ရေနံ)

🙏🙏🙏 "TNS"ခရီးသွားဝန်ဆောင်မှုကိုအစဉ်အမြဲ အားပေးနေကြသောခရီးသွားမိဘပြည်သူများ ရှင် 🙏🙏🙏

"TNS"ခရီးသွားဝန်ဆောင်မှုတွင်"မန္တလာ မင်း"အဆင့်မြင့်ခရီးသည်ပို့ဆောင်ရေး (ရန်ကုန် ~ နေပြည်တော် ~ တပ်ကုန်း ~ မန္တလေး ~ ပြင်ဦးလွင် ~ မြင်ခြံ ~ ကျောက်ပန်းတောင်း ~ ပုဂံ/ညောင်ဦး ~ တောင်ကြီး ~ မော်လမြိုင် ~ မုဒုံ ~ သံဖြူဇရပ် ~ မိတ်ထိလာ ~ ဖြူး ~ တောင်ငူ ~ ရေနံ ခရီးစဉ်များအတွက်ကြိုတင် လက်မှတ်များကို ဝယ်ယူရရှိနိုင်ပြီဖြစ်ပါကြောင်းအသိပေး အကြောင်းကြားအပ်ပါတယ်ရှင်။ 🙏🙏🙏

ရန်ကုန် ~ တောင်ကြီး
07:30 AM - 45,000 ks (VIP)
05:30 PM - 35,000 ks (Normal)

Text copied to clipboard

<  မန္တလေးကားဂိတ်များ  ...

ရန်ကုန် ~ မော်လမြိုင်

- 08:00 AM - 22000 ks (Normal) ✓
- 08:30 AM - 22,000 ks (Normal)
- 09:00 AM - 28,000 ks (VIP)
- 09:30 AM - 22,000 ks (Normal)
- 10:00 AM - 28,000 ks (VIP)
- 12:00 PM - 22,000 ks (Normal)

မော်လမြိုင် ~ ရန်ကုန်

- 08:00 AM - 22,000 ks (Normal)
- 08:30 AM - 22,000 ks (Normal)
- 08:30 AM - 28,000 ks (VIP)
- 09:00 AM - 22,000 ks (Normal)
- 09:30 AM - 28,000 ks (VIP)
- 12:00 PM - 28,000 ks (Normal)

ရန်ကုန် ~ မုဒုံ

- 08:00 AM - 20,000 ks (Normal)
- 08:30 AM - 20,000 ks (Normal)
- 09:00 AM - 25,000 ks (VIP)

မုဒုံ ~ ရန်ကုန်

- 07:30 AM - 20,000 ks (Normal)
- 08:00 AM - 20,000 ks (Normal)
- 08:30 AM - 25,000 ks (VIP)

ရန်ကုန် ~ သံဖြူဇရပ်

- 08:00 AM - 22,000 ks (Normal)

သံဖြူဇရပ် ~ ရန်ကုန်

- 08:00 AM - 22,000 ks (Normal)

Join group



TRAVEL ADVANCE CLEAR FORM

Cash Advance				
Employee Name	Ko Arkar Kyaw	Estimated Date of Travel	1.6.25 to 11.6.25	
Position Rank	ASM.	Total Day	11 days	
BU/BR/DIV, Dept	RE	Destination	GBK & Pyaw	
Purpose	G-B & Pyaw RE Sales way Visit			
Travelling Permit				
Arrival Place	GBK	Pyaw		
Actual Date & Time of Travel	1.6.25	to	11.6.25	
Total Day	11 days			
HR Name	Phin Soe Hlae			
HR Sign				
BOH/Authorized Person Name	Chue Nue Aing			
BOH/Authorized Person				
Advance Clear				
Actual Date & Time of Travel		Total Day		
Departure Date & Time		Arrival Date & Time		
Date	Description	Total Amount		
		Kyats	USD	
1-11.6.25	TA charges for 11 persons x 11 days x 15,000/-	165,000/-	✓	
11.6.25	Car ticket & GBK ~ YGN	18,000/-	✓	
1.6.25	Car ticket & YGN ~ GBK	15,000/-	✓	
5-11.6.25	Hotel charges	15,400/-	✓	
1.6.25	Taxi charges	14,000/-	✓	
Total Expense (Kyats/USD)		227,400/-	✓	
Cash Advance (Kyats/USD)				
Balance Refund/Additional (Kyats/USD)				
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	Zin Zin Oo	Admin.	7.7.25	
Approved By Dept Head	Ag Myat Thu.	DH.	8.7.25	
Approved By GM/AGM/COO	Phyo Thu	AGM.	8.7.25	
Acknowledged by related Superior for Job Report	Aye Min Htoon	VCMI.	8.7.25	
HR Check & Approved	Nyein Ei Eikhaing	HR.	7.7.25	
Cash Received				
Remark				

09/07/2025
Amintor



TRAVELLING REPORT

Date :1.07.2025.....

Report To	Aung Myat Thu	
Employee Name	Arkay Kyaw	
Position	ASM	
Department	S & MKT	
Business	RE BU	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
Total Days	11 Days	
Trip Information	1. FromYangon.....To Gyobingauk.....	
	2. FromTo	
	3. FromTo	
Purpose For Travelling	Branch Visit and Customer Visit	
Travel Date	Activities	Remark
1.06.2025 2.06.2025	Go to Gyobingauk Branch Visit 1.Htike Tan Electronic (Class A) 2.Ko Htun Min Htun Rice Mill (Class C) 3.U Aye Thein Rice Mill (Class C) Call	Visit For Relation & Prospect F/p Visit for Introduce RE Marketing Visit for Introduce RE Marketing
3.06.2025	1.Golfen Hong Tai Seafood (Class C) 2.AMPS Construction (Class B) 3.Ko Thiha Broker (Class C) SDG BR / Pathein BR Call F/p Visit 1.MK Mobile & Electronic (Class A) 2.Asia Tiger Electronic(Class C) 3.U Thuang Myint & Son Electronic (Class D) Call	Relation Relation & Demand F/p Relation & Demand F/p Visit for Relation Visit for Introduce RE Marketing Visit for Introduce RE Marketing
4.06.2025	1.NPP Co.,ltd Visit 1.Htike Tan Electronic (Class A) 2.Arrman Electronic (Class B) 3.U Saung Tin Broker Call 1.NPP Co.,ltd 2.Ag Kyaw Than Electronic (Class C)	Already Contact with Viber ML Logo Board Sign Checking Introduce RE Marketing Introduce RE Marketing 100kw On grid System F/p DC Cable Marketing

Reported by
Sign :
Name : Arkay Kyaw
Position : ASM

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

Approved by
Sign :
Name : U Aye Min Htoon
Position : VCM

(DH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01



TRAVELLING REPORT

Date :1.07.2025.....

Report To	Aung Myat Thu	
Employee Name	Arkay Kyaw	
Position	ASM	
Department	S & MKT	
Business	RE BU	Arrival Date And Time
Departure & Arrival	Departure Date And Time	
Total Days	11 Days	
Trip Information	1. FromYangon.....ToGyobingauk.....	
	2. FromTo	
	3. FromTo	
Purpose For Travelling	Branch Visit and Customer Visit	
Travel Date	Activities	Remark
5.06.2025	Visit 1.Wai Yan Electroinc (Class A) 2.Shwe Min Thamee Shoppingmall (Cass A) 3.Sun Myanmar Solar(Class C) 4.Arena Bar(Class B) 5.Mother Home Solar Water Pump (Class B) Pyay Township Way	Relation & Demand F/p Quotation F/p Introduce RE Marketing Relation & Prospect f/p Not meet with customer Appointment Req
6.06.2025 7-8.06.2025 9.06.2025	Off Day Visit 1.Asia Tiger Electroinc (Class D) 2.MK Electroinc (Class A) 3.Ma Chaw Su (Class D) Ph Call 1.K Pioneer Fiber training (Class B) 2.Ko Thiha (Class C) SDG BR & HTY BR Ph Call F/p	Appointment for RE Marketing Relation & Demand F/p Relation & Introduce RE Marketing Relation & Demand F/p Relation
10.06.2025	Visit 1.Myat Lin Yaung Electronic Shop(Class A) 2.Galaxy Garden Hotel (Class C) 3.U Aye Thein Rice Mill (Class B) Ph Call 1.Ko Myat Thu (Class C) 2. Ko Ag Kyaw San(Class B)	Relation Introduce Solar Marketing Introduce Solar Marketing & demand F/p Relation & Next Demand F/p Tender demand F/p
11.06.2025	Go back Yangon	

Reported by
 Sign :
 Name : Arkay Kyaw
 Position : ASM

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

(DH/AGM/GM)

Approved by
 Sign :
 Name : U Aye Min Htoon
 Position : VCM

(COO)

05-CHL-HRM-FRM-064-01

ပြည် ⇌ ရန်ကုန် ⇌ အောင်လံ ⇌ ဝက်ထီးကန်

ယာဉ်အမှတ် 1N-7219

ယာဉ်လိုင်း နယူးဒဂူ

ဖုန်း - 09-885 622166

အမည် -	အာကာဇဇော်
နေ့စွဲ -	11.6.25
အချိန် -	10:30AM
ခုံအမှတ် -	No. 21
ကျသင့်ငွေ -	130000

ဝယ်ပြီးလက်မှတ်(ရက်ရွှေ့ခြင်း၊ ငွေပြန်အမ်းခြင်း)မပြုပါ။ ယာဉ်မထွက်ခွာမီမိနစ်(၃၀)စောလာပါ။





NEW ASIA EXPRESS

Connecting People & Places

အဆင့်မြင့်ခရီးသည်ပို့ဆောင်ရေး

ရန်ကုန် ↔ ပြည် ↔ အောင်လံ ↔ တောင်တွင်းကြီး
ပြည် ↔ ရန်ကုန် ↔ ဘားအံ ↔ မြဝတီ ↔ ရန်ကုန် ↔ တောင်ကြီး ↔ ဟိုပုံး



သို့သွားအားပံ့ပိုး

အမည် -	ဒေါ်အေးမာကျော်
နံပါတ် -	13
သွားရမည့်မြို့ -	ပြည်
ကျသင့်ငွေ -	15000

ရက်စွဲ -	1.6.25	
ယာဉ်ထွက်ချိန် -	1:00 PM	နာရီ
ယာဉ်အမှတ် -		

ရန်ကုန် ph: 09-799961366, 09-799961336, 09-777684407 အောင်ဆန်းကွင်း ph: 09-799958633, 09-405516688
 ရန်ကုန်တန်ဆာ ph: 09-405516699, 09-792888106, 09-792888109
 ပြည် ph: 09-945000114, 09-945000115, 09-790800370, 09-257364766
 အောင်လံ ph: 069-2201119, 09-259888453, 09-756083777
 တောင်တွင်းကြီး ph: 09-777958816, 09-255548571
 မြဝတီ ph: 09-891142298, 09-891142289
 ဝသ/၆ မော်လမြိုင်လမ်း။ အောင်မင်္ဂလာအဝေးပြေးကားဝန်း။ ရန်ကုန်မြို့။

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AKK



No.589-592,Bo Aung Kyaw Street,Yangon-Pathein High Way Road,Hlaing Thar Yar Township, Yangon, Myanmar.

Print Date : 07-Jul-2025

Taxi (Bus,Motorcycle,3-wheel etc...) Charges Form

No	Date	Holding Business	Department	Name	Rental Purpose	Departure Time	Start Location	End Location	Claim Amount	Allowed Amount	State	Remark
1	2025-06-01	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go to Pyay.	11:30	Taw Tike Wark,Mingalardone	Aung Mingalar Bus Station	14,000	14,000	GA Manager Approved	
2	2025-05-18	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go to Pathein Branch.	07:00	Mingalardone, Taw Tike Ward.	Dagon Ayyar Bus Station	23,000	23,000	GA Manager Approved	
3	2025-05-31	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go back Yangon.	12:00	Dagon Ayyar Bus Station	Mingalardone, Taw Tike Ward.	22,000	22,000	GA Manager Approved	
4	2025-05-21	Renewable Energy	Sales & Marketing	San Naing Lin	Go to Tarchileik from Mandalay.	12:30	Mandalay Industrial Yard	Mandalay Airport	35,000	35,000	GA Manager Approved	