



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-2025-05-0002  
Voucher Date :2025-05-05  
Currency :MMK

Cashier  
To

:Pwint Thet Htar Khaing

:

Applicant Adm. Manager GM

*Pwint*

*Pwint*

*[Signature]*

No	Description	Purpose	Subtotal
1	PAY TO MYO NAING HTUN FOR TRAVELLING TO TASAE SERVICE JOB, S'PART SALE CUS; U AUNG MYO (ZX 210), U YE' (EC 210), CAR FUEL EXPENSE -100,000/- (3R/9658), GATE PASS -7,000/-, TAMA -60,000/-, TOTAL EXPENSE -167,000/-		
2	PAY TO MYO NAING HTUN FOR TRAVELLING TO TASAE SERVICE JOB, S'PART SALE CUS; U AUNG MYO (ZX 210), U YE' (EC 210), CAR FUEL EXPENSE -100,000/- (3R/9658), GATE PASS -7,000/-, TAMA -60,000/-, TOTAL EXPENSE -167,000/-		

Total 167,000.00

Total in Words : \_\_\_\_\_

Note : PAY TO MYO NAING HTUN FOR TRAVELLING TO TASAE SERVICE JOB, S'PART SALE CUS; U AUNG MYO (ZX 210), U YE' (EC 210), CAR FUEL EXPENSE -100,000/- (3R/9658), GATE PASS -7,000/-, TAMA -60,000/-, TOTAL EXPENSE -167,000/-

Date : 5.5.2025 Name/NRC No : Myo Naing Htar Signature : *[Signature]*

Date : 2-05-2025  
 BU/BR/Division : SBO  
 Department : Service  
 Issue Amount : 16,7000/ Kyats/.....USD

Budget include (or) Not :

Yes  Budgeted Title and Amount :  
 No  Reasons for :

**Required For:**  
 Travelling to 'Tal Sae' service job, 5 part sale  
 cas; 1) Aung Myo (2x210), 2) Ye' (EC210)  
 Myo Naing Htun, Aung Yar Zar

မှတ်ချက်။  
 (၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး 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 အပြည် အပ 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
<u>Am</u>	<u>Pinint Thet</u>	<u>Nae Nae Win</u>	<u>Kyau Soe Hla</u>	
Requester	Mgr/DH	Finance & Account	GM/AGM/COO	CMC/CEO/Chairwoman
<u>Myo Naing Htun</u>	<u>Hlas Khing</u>			

# BOC(Shwe Bo)

No (2991), Holding No(28/3), 7-Quarters,  
andalay-Shwebo Road, Shwebo Township  
09987277540

## Premium Diesel

Vr No: H-12-20250424-0264

Date: 24/04/2025 6:55:38 AM

Pump: Pump 8 Car No: 3R/9658

Cashier Daw Thiri Zaw



Gal	Liter	Price	Amount
3.211	14.599	3425	50,000

Thank You. See You again!

*Handwritten: ၈၆, ၀၇၆, ၀၇၆*

# BOC(Shwe Bo)

No (2991), Holding No(28/3), 7-Quarters,  
andalay-Shwebo Road, Shwebo Township  
09987277540

## Premium Diesel

Vr No: H-12-20250423 1722

Date: 23/04/2025 1:27:28 PM

Pump: Pump 7 Car No: 3R/9658



Cashier Daw Hui Zaw

Gal	Liter	Price	Amount
3211	14.99	3425	50,000

Thank You. See You again!



### TRAVEL ADVANCE CLEAR FORM

Cash Advance				
Employee Name	Myo Nang Hkun, Aung Yar Zar		Estimated Date of Travel	24, 25-04-2025
Position Rank	Service		Total Day	2 Day
BU/BR/DIV. Dept	SBO		Destination	Travelling Expense
Purpose	travelling charges for total see, service job & S' post Sale			
Travelling Permit				
Arrival Place				
Actual Date & Time of Travel	24, 25-04-2025			
Total Day	2 Day			
HR Name	Pwint Thet Htao			
HR Sign	Khaing. Pnt			
BOH/Authorized Person Name	Kyaw Soe Hla			
BOH/Authorized Person	Kyaw			
Advance Clear				
Actual Date & Time of Travel			Total Day	
Departure Date & Time			Arrival Date & Time	
Date	Description	Total Amount		
		Kyats	USD	
23-04-2025	Car Diesel charges for 3R/165B	50000		
24-04-2025	Car Diesel charges for 3R/165B	50000		
	Auto pass charges go & back	7000		
	TA & MA charges for 24, 25-04-25 2 Day * 15000 * 2 M	60000		
<b>Total Expense (Kyats/USD)</b>		167000		
<b>Cash Advance (Kyats/USD)</b>				
<b>Balance Refund/Additional (Kyats/USD)</b>		167000		
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	Myo Nang Hkun	Service	2.5.2025	Myo
Approved By Dept Head	Kyaw Soe Hla	A:BOH	2.05.2025	Kyaw
Approved By GM/AGM/COO				
Acknowledged by related Superior for Job Report	Kyaw Soe Hla	ABOH	2.05.2025	Kyaw
HR Check & Approved	Pwint Thet Htao	HR	2.05.2025	Pwint
Cash Received	Khaing			
Remark				

04-CFD-CAS-FRM-006-02



# GENERAL EXPENSE CLAIM FORM

Requester Name : SBO

Department Name : SERVICE

No	Date	Name	Description	Amount	Remark
1	25.04.25	MNH	Gate pass charges. (10) (2) Back	7000	travelling to Tal Sae' service job, S'past sell
Total Amount				7000/	

Requested by  
 Sign :   
 Name : Myo Nang Han  
 (Requester)

Approved by  
  
 Name : Htar Khaing  
 (Department Head)

Checked by  
  
 Name : Noe Aoe Uwin  
 (Related FNA/Corp FNA)

Approved by  
  
 Name : Kyaw Soe Hla  
 (SMA/AG/MGM/BOH/ABOH)

Approved by  
  
 Name : Paing Soe Lyhn  
 (ACOO/COO/MD/VCS)

to

01-CFD-TSU-FRM-001-00