



## ADVANCE PAYMENT FORM

Requestor Name : Moe Thazin	Budget Type : Include Budget
Department Name :	Payment Type : Advance Payment
Payment Date : 2025-02-10	Advance Due Date : 02/28/2025
Payment Voucher : ADV-COP-2025-01-00024	Prepared By : COP_BudgetDataEntry
No	Superior Approved : F&AManagerCOP
Payment Method : Cash/Bank	By
Payment Amount : 50000.0	Last Approved By : Aye Min Htun
Currency : MMK	
Exchange Rate : 4,570.0	

No.	Description	Department	Paid Amount	Remark
1	( Employee Welfare )For Feb'25 Borns.. Nan Myint Cherry Aung (CE-5), Ei Thain Khaing (CE-2) CE-2 Total Manpower-26 CE-5 Total Manpower-10	Administration Department(COP)	50,000.00	

Expense Total	50,000.00 K
Amount Remain	50,000.00 K

Note: -----

**Paid By** *Hlaing*

Name : Su Su Hlaing

NRC No : 91144444444444444444

Date : 10.02.25

**Received By**

Name : Ei Ei Maing

NRC No : 11111111111111111111

Date : 10.02.25

*Ei Ei Maing*



No. 152, Hlaingtharya Industrial Zone (4)  
Min Gyi Mahar Min Street, Hlaingtharya, Yangon

## ADVANCE REQUEST FORM

Requestor Name : Moe Thazin	Budget Type : Include Budget
Department Name :	Payment Type : Advance Payment
Payment Date :	Advance Due Date : 02/28/2025
Payment Voucher : ADV-COP-2025-01-00024	Prepared By : COP_BudgetDataEntry
No	Superior Approved : F&AManagerCOP
Payment Method : Cash/Bank	By
Payment Amount : 50000.0	Last Approved By : COP_BudgetDataEntry
Currency : MMK	
Exchange Rate : 4,560.0	

No.	Description	Department	Request Amount	Remark
1	( Employee Welfare )For Feb'25 Borns.. Nan Myint Cherry Aung (CE-5), Ei Thain Khaing (CE-2) CE-2 Total Manpower-26 CE-5 Total Manpower-10	Administration Department(COP)	50,000.00	

Expense Total	50,000.00 K
Amount Remain	50,000.00 K

Note: \_\_\_\_\_

<p style="text-align: center;"><i>[Signature]</i></p> <p>Superior Check By</p> <p>Name : <i>[Signature]</i></p> <p>NRC No : 9160600126128</p> <p>Date : 5/11/2025</p> <p>Remark : .....</p>	<p style="text-align: center;"><i>[Signature]</i></p> <p>F&amp;A</p> <p>Name : <i>[Signature]</i></p> <p>NRC No : .....</p> <p>Date : .....</p> <p>Remark : .....</p>	<p style="text-align: center;"><i>[Signature]</i></p> <p>GM/AGM</p> <p>Name : .....</p> <p>NRC No : .....</p> <p>Date : .....</p> <p>Remark : .....</p>	<p style="text-align: center;"><i>[Signature]</i></p> <p>COP</p> <p>Name : <i>[Signature]</i></p> <p>NRC No : .....</p> <p>Date : 06/12/2025</p> <p>Remark : .....</p>
---	---	---	--

EmployeeName	Designation	JoinDate	Department	BusinessUnit	DateOfBirth
A Thazin Khaing	Senior Finance	7/28/2014	Finance & Account	Construction Equipment 2	6-February
Nan Myint Cherry Aung	Senior Staff	12/4/2018	Spare Parts	Concrete Equipment 5	23-February