



TRAVELLING REPORT

Date : 6-7-2025

Report To	Phyo Thu	
Employee Name	Kawng Myat Kyaw	
Position	P.H	
Department	Project implementation.	
Business	R.F	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	25.6.2025 (1:00pm)	28.6.2025 (2:00pm)
Total Days	4 Day	
Trip Information	1. From Mandalay To Myitkyina	
	2. From Myitkyina To Mandalay	
	3. From To	
Purpose For Travelling	Site survey and customer appointment.	
Travel Date	Activities	Remark
25.6.2025	- Go to Myitkyina from Mandalay.	
26.6.2025	- Go to Power Light Hotel for site survey with A.S.M.	
27.6.2025	- Appointment with customer. (Power light hotel).	
28.6.2025	- Go back to Mandalay from Myitkyina.	

Reported by
 Sign :
 Name : Kawng Myat Kyaw
 Position : P.H

Checked
 Sign :
 Name : Phyo Thu
 Position : AGM

Approved by
 Sign :
 Name : Ko Aye Win Hoon
 Position : VCM

(DH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01

1 Day ⇒ 40,000 MMK
3 Days ⇒ 120,000 MMK
Room Number ⇒ 201

[Signature]
Kang Myat Kyaw
DH

Hotel Light Lin

Near by Aye Mya Thayar Market, (6/7) Street,

Myitkyina Township, Kachin State.

NAME- မောင်တောင်မြတ်ကျော်

09 400730010 / 09 768282444

အခန်းခ (TOTAL)

120000



TOTAL

120000



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

Print Date : 14-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	2025-06-25	Renewable Energy	Project Implementation	Kaung Myat Kyaw	MDY BU use car busy and Any have not car.	15:00	134/135 63A Street.	Mandalay Air Port.	30,000	30,000	GA Manager Approved	
2	2025-06-28	Renewable Energy	Project Implementation	Kaung Myat Kyaw	Late Check In from Airport.	18:00	Mandalay Air Port.	134/135 63A Street.	30,000	30,000	GA Manager Approved	