





# TRAVELLING REPORT

Date: 23.1.2025

Report To	DH	
Employee Name	Saw Ekay Wah	
Position	Section Head	
Department	Service	
Business	MC	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	23.1.2025 (7:00 AM)	23.1.2025 (8:00 AM)
Total Days		
Trip Information	1. From YGN To BGD	
	2. From ..... To .....	
	3. From ..... To .....	
Purpose For Travelling		
Travel Date	Activities	Remark
23.1.2025 to 23.1.2025	<ul style="list-style-type: none"> <li>- checked current condition of vehicle (engine oil, gear oil, brake system, electrical system, transmission system, covers, paint, tyre, wheel, tool kits, rear mirror).</li> <li>- test drive the vehicle.</li> <li>- it was ok.</li> <li>- job was finished.</li> </ul>	

Reported by

Checked by

Approved by

Sign : *[Signature]*  
 Name : Saw Ekay Wah  
 Position : Section Head

Sign : *[Signature]*  
 Name : M. K. S.  
 Position : DH.

*[Signature]*  
 CSK

Sign :  
 Name :  
 Position :

(DH/AGM/GM)

(COO)



# SERVICE REPORT



Job Order No MC-YGN-TR-2501131  
 Customer Name Daw Aye Thandar Zaw  
 Machine Location Bago  
 Machine Model Selena  
 Machine Sr.No 196, 197, 126, 161, 092, 104, 103, 119  
 Engine Sr.No 117, 201  
 Houe Meter or) Km 1 km  
 Job Site Distance .....  
 Application .....  
 Number of Trip .....  
09 - 765 477 423

	Date	Time
Customer Call Date		
Confirm with Customer		
Go to Job Site Time		
Arrival Job Site Time		
Job Start Time	23.1.2025	8:00 AM
Job Finish Time	23.1.2025	5:00 PM
Go Back from Site		
Arrival Office Time		
Job Delay Date&Time		
Reason of Job Delay		

Customer Call Problem Inspection Job

Cause of Problem

Service Action  
 - checked current condition of vehicle (engine oil, gear oil, brake system, electrical system, transmission system, cover, paint, tyre, wheel, tool kit, rear mirror)  
 - test drive the vehicles.  
 - it was ok.  
 - job was finished.

Faiture Causal Part

No	Part Description	Part No	Qty	Remark

Service Charges

Customer Sign [Signature] Service Person Sign [Signature]  
 Customer Name Daw Aye Thandar Zaw Service Person Name Saw Elsay Wah

Checked By Name: <u>Saw Elsay Wah</u> Sign: <u>[Signature]</u> Service Man	Acknowledge By Name: <u>Saw Elsay Wah</u> Sign: <u>[Signature]</u> Service SH	Approved By Name: <u>Min Paing Phyo</u> Sign: <u>[Signature]</u> Service DH
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Remark  
 UD to BGO - Aung Thu Kha Cycle Showroom  
 Selena (10 units) ဘရံပေလ်စီ: ၁၀ ခု

Search



Ma Win Zar Hlaing

Online

Archived chats

Movie Channel 3 Summer Cinema Reading Zo...

IS BU Team Members

Ma Thee Nu: Medical leave without pay သို့မဟုတ်...

MC BU Team Members

Ko Phygo Ko (OM): Thanks Brother

CGD & MC BU

Ko Zaw: Noted, Thanks

Ma Myat Noe

img20250128\_093071445.pdf

Htet Naing Tun

HT

MC BU Odoor ERP PIC

Ma Thire Nordin

13BU Core Odoor ERP Testing

Mention Bot BEST SHIFTCOIN CALLS & SOLID SOL...

Ma Thiri

3.a.Truck undertaking letter for 2 wheels (2)...

Ko Phygo Ko (OM)

ma thir pin

Ko Saw Gyi (MC)

Aid Naw 10:11 AM

January 23

Dear MD BU - MC BU အကြောင်းအရာ ၊ Bago, NLP အမည် - ကိုစောအယ်ဆေးဝါး (SH) ဌာန - service

- ၂) သွားရောက်သည့်စံနှုန်းထမ်းအရေအတွက် - 1 ယောက်
- ၃) အစိုးသွားသည့်နေ့စွဲ - ၀၅၊ ဧည့်ခံလေးပင်
- ၄) အစိုးသွားသည့်အကြောင်းအရာ - Dealer ဆီဇာကလပ်
- ၅) စတင်သွားရောက်သည့်နေ့ရက် - (23- Jan-25)
- ၆) Estimate date. - ရန်ခြင်ပြန်
- ၇) Trip Condition - လိုငါးကာဖြင့်သွားပါသည်

Approve လေးတင်ခွင့်ပြုပါရင်

Thet Htar San Dear MD BU - MC BU အကြောင်းအရာ... မပို့ဘူးနော် ညီမလေး အနီးမှာပဲ

ဟုတ်ကဲ့အေး

8:28 AM

Write a message...

8:50 AM

Search

See Moe: Dear Ko Maung...

MC & TGY BR

Ma San di: ၀၀၀၀၀၀၀၀

I feel your linger in th...  
You joined this channel

MC & HPN BR

Zar: ၀၀၀၀၀၀၀၀၀၀၀၀

MC & DWI BR

Your incentive approve at

AR KAR MOE MYINT

Photo

Pyae Sone

Htet Shwe Yi

Ma Nwe Thazin

Ma Thae Nu Wai (HR)

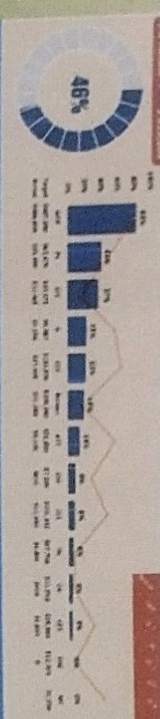
birthden roomid

MC BU & Aftersales

Ko Min Paing Phyo: Th...

### MC BU & Aftersales Div

19 members, 4 online



TK Weekly All BU S part sales report (1 ~ 18 Jan 25) 9:27 PM

January 23

Ko Min Paing Phyo  
Dear Sayar, Ko Aung Hein Win,

Please kindly approve to go Bago Dealer Aung Thu Kha for Selena  
-10U ,delivery and service knowledge sharing,   
Employee- Saw Elsay War  
Go to job site date -  
(23 -Jan-2025(Together with sale team),  
Best Regard,  
Min Paing Phyo.



Sayar Ko Aye Min Htoon  
Ko Min Paing Phyo  
Dear Sayar, Ko Aung Hein Win, Please kin...  
Please proceed to go to Bago Dealer. 9:28 PM

Ko Min Paing Phyo Reply  
Sayar Ko Aye Min Htoon  
Please proceed to go to...  
Thanks Sayar.. 9:33 PM

Write a message...





No 690 500 Do Aung Kyau Street Yangon Pathan High Way Road Hlaing Thar Yar Township Yangon Myanmar

Print Date : 28-Jan-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	2025-01-23	Motorcycle (Yangon)	Service	Saw Elsay Wah	Delivery process	08:00	Hlegu	BGO	3,000	3,000	GA Manager Approved	Bago Dealer Shop delivery process for motorcycle
2	2025-01-23	Motorcycle (Yangon)	Service	Saw Elsay Wah	coming back home	17:00	BGO	Hlegu	3,000	3,000	GA Manager Approved	Bago Dealer Shop delivery process for motorcycle

*Handwritten signature*