



TRAVEL ADVANCE CLEAR FORM

Cash Advance		400,000 MMK.	
Employee Name	Chit San Ko Thiba Thain	Estimated Date of Travel	22.9.24 to 23.9.24
Position Rank	AGM DH	Total Day	2 Days
BU/BR/DIV. Dept	J&BII	Destination	NPT - KKW Tender case
Purpose			
Travelling Permit			
Arrival Place	NPT		
Actual Date & Time of Travel	22.9.24 to 23.9.24		
Total Day	2 Days		
HR Name	Pye Pye Tin Hlay		
HR Sign	<i>[Signature]</i>		
BOH/Authorized Person Name	Pye Pye Tin Hlay		
BOH/Authorized Person	<i>[Signature]</i>		
Advance Clear			
Actual Date & Time of Travel	22.09.24 to 23.09.24	Total Day	2 Days
Departure Date & Time	2 Days	Arrival Date & Time	
Date	Description	Total Amount	
		Kyats	USD
22.09.24	TA-charges (2Day x 2per x 15000)	60000	✓
23.09.24	Car Fuel charges	208500	✓
	Grade Pass charges	10,000	✓
Total Expense (Kyats/USD)		268500	✓
Cash Advance (Kyats/USD)		400,000	
Balance Refund/Additional (Kyats/USD)		31500	✓
Job Report Status			
Authorization	Name	Position	Date
Prepared By	Nwee Tha Zin	Sale Admin	24.9.24
Approved By Dept Head	Thiba Thain Ar	DH	24.9.24
Approved By GM/AGM/COO	Chit San Ko	AGM	24.9.24
Acknowledged by related Superior for Job Report	Zaw Min Mya	ACOO	25.9.24
HR Check & Approved	Thae Nwe Wai	HR	24.9.24
Cash Received	Thae Nwe Wai		
Remark			

04-CFD-CAS-FRM-006-02

TRAVELLING REPORT

Date : 24.09.2024

Report To		
Employee Name	Chit Sanku & Thiha Thein Aung	
Position	AGM & DH	
Department	Sale & Marketing (ISBU)	
Business		
Departure & Arrival	Departure Date And Time 10:00AM	Arrival Date And Time 9:30 PM
	22.09.2024 to 23.09.2024	
Total Days	2 Day	
Trip Information	1. From YGN To NPT	
	2. From NPT To YGN	
	3. From To	
Purpose For Travelling	NPT- KKW Tender Case	
Travel Date	Activities	Remark
22.9.2024	Go to NPT	Tender Verification for specifications and Pricing for KKW Tender (Diesel Forklift 4Units)
23.9.2024	Joined KKW Tender & Go back to YGN	

Reported by

Sign :

 Name : Thiha Thein Aung
 Position : S.H

Checked by

Sign :

 Name : Chit Sanku
 Position : AGM

(DH/AGM/GM)

Approved by

Sign :

 Name : Zaw Min Myat
 Position : ACOO

(COO)

02-CHL-HRM-FRM-064-00



TRIP CAR USED FORM

BU/BR/DIV : IS BU
 Driver Name : Thiha Thein Aung
 Car User Name : Thiha Thein Aung
 Trip Title : NPT-Tender, KKW Tender Machines Fork lift 4-Wheel
 Trip Location : Nay Pyi Taw - Branch
 Car No. : 5J 16688
 Car Type : ISUZU Extra-Cab
 Estimate Date : 22.09.2024 to 24.09.2024 (3 Days)
 Participant : Kochit San Ko, Ko Thiha Thein Aung.

Date	Start Kilo	End Kilo
22.09.2024	352462 (YGN to NPT)	352873
23.09.2024	352873 (NPT to YGN)	353304

Request By

Checked By

Acknowledge By

Approved By

Requester

Related GM/AGM

GAV Head

CAM GM/AGM/COO

Nee Tha Zin.

Chit San Ko

05-CHL-GAV-FRM-015-01

Ma Kyae Mhone MD

last seen recently

Pinned message

MD ရှိ BU, DIV, BR KPI Review Meeting (Apr'24-Jul'24 Achievement) အတွက် အစ Meeting Join တဲ့ BU, DIV, BR တွေထဲမှာ

Payment Name	Payment Type	400,000.00 Payment
Payment Date	Advance Cdn Date	09/26/2024
Payment Voucher No	Prepared By	IS BU Budget Requester
Payment Method	Superior Approval By	Thida Thon Aung
Payment Amount	By	Thida Thon Aung
Currency	Last Approved By	Thida Thon Aung
Exchange Rate		

No	Description	Department	Request Amount	Remarks
1	MMW Tender Machines-urgent for Tender Verification Specifications and Making MMW Tender (Direct) for MMW Tender (Direct) for MMW 4 Unit	Project Sales Support Unit	400,000.00 K	MMW Tender Machines-urgent for Tender Verification Specifications and Making MMW Tender (Direct) for MMW 4 Unit
Expense Total			400,000.00 K	
Amount Refuse			400,000.00 K	

Note: Urgent Case MMW Tender Machines for MMW 4 Unit

Superior Check By	SGA	NAME	GAU/MCM	NAME	CSG
Signature	Signature	Signature	Signature	Signature	Signature
NRC No	NRC No	NRC No	NRC No	NRC No	NRC No
Date	Date	Date	Date	Date	Date
Remark	Remark	Remark	Remark	Remark	Remark

Urgent Budget Check

Dear MD

IS BU travelling Chgs MMK-400,000/-Urgent budget approved လေး
လေးလေးပါအုံးနော်မေ

4:37 PM ✓

Win Zar Hlaing
Dear MD IS BU travell...

Pls process 7:31 PM



ပြည်ထောင်စုသမ္မတမြန်မာနိုင်ငံတော်အစိုးရ
ကာကွယ်ရေးဦးစီးချုပ်ရုံး(ကြည်း)
ပစ္စည်းဝယ်ယူမှုညွှန်ကြားရေးမှူးရုံး

စာအမှတ် ၊ DPCS - ARM - 7 / 2025 (L)
ရက်စွဲ ၂၀၂၄ ခုနှစ်၊ စက်တင်ဘာလ ၁၆ ရက်

သို့

အကြောင်းအရာ။ အစည်းအဝေးဖိတ်ကြားခြင်း
ရည်ညွှန်းချက် ။ ဤရုံး၏ ၃၁-၇-၂၀၂၄ ရက်စွဲပါ ဈေးနှုန်းဖိတ်ခေါ်စာအမှတ်၊ DPCS-ARM-
7/2025(L)

၁။ ရည်ညွှန်းချက်ပါစာအရ သံချပ်ကာယန္တရားတပ်ဖွဲ့အတွက် လိုအပ်သော Fork Lift ၄ စီး
ဝယ်ယူရရှိနိုင်ရေးအတွက် ဈေးနှုန်းနှင့်ပညာရပ်ပိုင်းဆိုင်ရာများအား ညှိနှိုင်းစိစစ်အတည်ပြုရန်
အောက်ပါအစီအစဉ်အတိုင်း အစည်းအဝေးကျင်းပပြုလုပ်မည်ဖြစ်ပါ၍ အဆုံးအဖြတ်ပေးနိုင်သည့်
Board of Director အဖွဲ့ဝင်တစ်ဦးတက်ရောက်ပေးပါရန် ဖိတ်ကြားပါသည်-

- ကျင်းပမည့်နေ့ရက် - ၂၃-၉-၂၀၂၄ (တနင်္လာနေ့)
- ကျင်းပမည့်အချိန် - (၀၉ ၃၀) နာရီ
- ကျင်းပမည့်နေရာ - ပစ္စည်းဝယ်ယူမှုညွှန်ကြားရေးမှူးရုံး
အစည်းအဝေးခန်းမ၊ နေပြည်တော်

၂။ ဈေးနှုန်းစိစစ်ရေးအစည်းအဝေးသို့ တက်ရောက်ချိန်တွင် လူကြီးမင်းကုမ္ပဏီမှ ဈေးနှုန်း
တင်သွင်းထားသည့် ပစ္စည်းများနှင့်ပတ်သက်သည့် Catalogue ၃ စုံနှင့် လူကြီးမင်း ကုမ္ပဏီနှင့်
သက်ဆိုင်သည့် Profile, Biodata များအား ပြည့်စုံစွာ ယူဆောင်လာပါရန်၊ ၂၀၂၄-၂၀၂၅ခု၊
ဘဏ္ဍာရေးနှစ်အတွက် ကြိုတင်ဝင်ငွေခွန် ပေးဆောင်ထားပြီးဖြစ်ပါကြောင်း အထောက်အထား
တင်ပြနိုင်ရေး စီစဉ်ဆောင်ရွက်ခဲ့ပါရန်နှင့် တင်ပြနိုင်ခြင်းမရှိပါက ဈေးနှုန်းစိစစ်ရေး အစည်းအဝေး
သို့ တက်ရောက်ခွင့်ပြုမည် မဟုတ်ပါကြောင်း အသိပေးအကြောင်းကြားပါသည်။

ဦးဆောင်ညွှန်ကြားရေးမှူး(ကိုယ်စား)

အေးအေးမြင့် ၊ လက်ထောက်အထွေထွေမန်နေဂျာ
Utin en

2024-2025 Zay Sit Phate Sar - Copy.doc





No. 589-592, New Tha Ka Ta (1), Bo Aung Kyaw Street,
Hlaing Thar Yar Township, Yangon, Myanmar.

Print Date : 24-Sep-2024

Petrol Requisition By Month Report

No. Vehicle No	Issued Date	Referenced Code	For Month	Contract Name	Charges/gallon	Advance		Actual		Input User Name	Remark				
						Req. gallon	Amount	Status	Voucher No.			Issued gallon	Extra Allow gallon	Amount	Status
1 5J/6688 PICKUP(4X 4XL)	24-Sep-2024	MCS/F/39 035	Sep-2024	Wai Yan Oo(2)	0	0	120,000	✓		9	11	298,500	✓		THAE NU WAI Advance Clear For Car Fuel Charges 5J/6688 (FORNPT Tender Case KKW Forklift- 4U Tender Pricing)
Total Charges :							120,000					298,500	✓		

New Tha Zin
Sale Admin

Tina mein Aeng
DH

Zin KO Htwe
FA

25/9/24

Chit San KO
AGM

AGM

Extra
120,000 + 178,500 Ks = 298,500 Ks

842 ÷ 20 = 42

THAO (GAW)



No. 589-592, New Tha Ka Ta (1), Bo Aung Kyaw Street,
Hlaing Thar Yar Township, Yangon, Myanmar.

Print Date : 24-Sep-2024

Petrol Requisition By Month Report

No. Vehicle No	Issued Date	Referenced Code	For Month	Contract Name	Charges/gallon	Advance		Actual		Input User Name	Remark				
						Req: gl	Amount	Status	Voucher No.			Issued gallon	Extra Allow gallon	Amount	Status
1 5J/6688 PICKUP(4X 4XL)	24-Sep-2024	MCS/F/39 035	Sep-2024	Wai Yan Oo(2)	0	0	120,000	✓			0				THAE NU WAI Advance Request For Car Fuel Charges 5J/6688 (ForNPT Tender Case KKW Forklift- 4U Tender Pchng)
Total Charges :							120,000				0				

Prepared By
Sale Admin
Nwe Tha zin

[Signature]

PIC
DH
Thiha Train Aung

[Signature]

check By
HR.
Thae Nu Wai

[Signature]

Approved By
AGM
Chit San Ko

[Signature]

[Signature]
24.9.24

2

Asia Energy HlangTharyar



Yangon - Myung Tons St
Thataphyu Eus Stop
Hlang Thar Yar Y.N.C.
ABN: 234 36789
Phone: 09 38 1500641

Tax Invoice

21/09/2024 15:10:31

Docum Number: 931528	Line Items	1
Operator: 15	Terminal: AHTPO51	
Registration: 5J-6688		
Premium Diesel Pump 13 Hose 1		
30.9121 @ K3235 K/		K100000
6.801 (gallons)		
Sale Total		K100000
Commercial tax (included)		K0
*Indirects taxable item (IC items)		
Cash tendered		K100000
Change given		K0

Thank you, please come again

1

Asia Energy HlangTharyar



Yangon - Myung Tons St
Thataphyu Eus Stop
Hlang Thar Yar Y.N.C.
ABN: 234 36789
Phone: 09 38 1500641

Tax Invoice

21/09/2024 15:25:06

Docum Number: 931530	Line Items	1
Operator: 15	Terminal: AHTPO51	
Registration: 5J-6688		
Premium Diesel Pump 13 Hose 1		
10.3301 @ K3235 K/		K35000
2.3380 (gallons)		
Sale Total		K35000
Commercial tax (included)		K0
*Indirects taxable item (IC items)		
Cash tendered		K35000
Change given		K0

Thank you, please come again

4



PHYU (115 MILE) STATION

Contact No : 09 940 549 192

Receipt No: 04771766
Date/Time : 23-09-2024(16:01)
Pump/Noz : 5/ 1
Product : Premium Diesel
Lit/Price : 9.146 x 3280 K

Total : 30,000 K
MOP : Cash
Plate : 5J6688

Thank you ... See You Again!

3

BOC (138 Mile)

138 Miles, Oak Twin, Yangon - Mandalay
Express Road 09898666774,09964338002

Premium Diesel

Vr No: H 14 20240922 1611
Date: 22/09/2024 13:05 PM
Pump: Pump 10 Car No: 5J/6688

Cashier Daw Nyo Yamone Zin

Gal	Liter	Price	Amount
4.694	21.341	3280	70,000

MPU

Thank You. See You again!

360 Petrol Nay Pyi Taw
Nay Pyi Taw
Ph : 09/8638/505,09/8360036
Sales : Zin Myo Htet

Vr No	159889
Vehicle No	5J/6688
Pump No	3
Product	Premium
Sale Date	23/09/2024
Sale Time	02:19 PM
Lit	17.325L
Gallons	3.811
Price	3,290 Ks
Total Amount	57,000 Ks
Payment Type	Cash
Discount	0 Ks
Net Amount	57,000 Ks

Thank you, come back again





No. 589-592, New Tha Ka Ta (1), Bo Aung Kyaw Street,
Hlaing Thar Yar Township, Yangon, Myanmar.

Print Date : 24-Sep-2024

Vehicle Exit Permit Summary

No.	VehicleNo	OutDate	TimeOut	InDate	TimeIn	Start Kilo	End Kilo	Purpose	Destination
1	5J/6688	22-Sep-2024	10:00	22-Sep-2024	18:30	352462 (256M)	352873 (411) Kilo	KKW TENDER CASE	YGN / NPT TENDER CASE KKW
2	5J/6688	23-Sep-2024	10:00	23-Sep-2024	22:00	352873 (269M)	353304 (431) Kilo	NPT KKW TENDER CASE	NPT TO YGN KKE TENDER CASE