



CASH ADVANCE CLEAR FORM

Date : 26.1.2024

BU/BR/Division : MAC

Department : National Sale

Advance Issue : 120,000/- Kyats/.....USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance	<u>26-1-24</u>	<u>2024010046</u>		<u>120,000/-</u>	<u>Dawei sale way</u>
2	2 nd Time Advance					<u>Wai Lin Aung (ASM)</u>
3	3 rd Time Advance					
Total Advance					<u>120,000/-</u>	
Total Actual					<u>109,000/-</u>	
Balance Refund/Additional					<u>11,000/-</u>	

Request By
Kay
Me Me Zin
Requester

Checked By
[Signature]
Aung Ho Latt
Mgr/DH

Checked By
[Signature]
Thin Nyut Yee
Finance & Account

Approved By
[Signature]
Sent Sent Thu
GM/AGM/COO

Approved By
.....
CMC

04-CFD-CAS-FRM-002-03

TRAVEL ADVANCE CLEAR FORM

Employee Name	U Min Lin	Estimated Date of Travel	15.1.2024 to 21.1.2024
Position	Driver	Total Day	7 Day
Vehicle No.	Driver	Destination	Driver

Date	From	To	Remarks
15.1.2024	07:00 AM	10:00 AM	
16.1.2024	07:00 AM	10:00 AM	
17.1.2024	07:00 AM	10:00 AM	
18.1.2024	07:00 AM	10:00 AM	
19.1.2024	07:00 AM	10:00 AM	
20.1.2024	07:00 AM	10:00 AM	
21.1.2024	07:00 AM	10:00 AM	

Date	Departure	Arrival Date & Time	Total Day	Total Amount
15.1.24	07:00 AM		7 days	
21.1.24	03:50 PM			
	Expense Chg MCM to DUL (50000)			50000
	" " DUL to MCM (50000)			50000
	PA Chg (7 days) (287000)			49000
Total Expense (K/Myr USD)				109000
Cash Advance (K/Myr USD)				120000
Balance Refund Additional (K/Myr USD)				11000

Prepared By	U Min Lin	Position	ASPL	Date	23.1.2024	SP	
Approved by Dept Head	Seint Seint Thu	Position	AGM	Date		SP	
Approved by GM/AGM/CEO	Seint Seint Thu	Position	AGM	Date		SP	
Authorized by related Superior or I & R Dept		Position		Date		SP	
IT & HR Approval	Min Thu	Position	DH	Date	26.1.2024	SP	
Cash Received		Position		Date		SP	

Remark

TRAVELLING REPORT

Date :

Report To	AGM.	
Employee Name	Wei Lin Aung.	
Position	MAC National Sales	
Department	Consumable.	
Business		
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	15.1.24 9:00 Am.	21.1.24 5:30 Pm.
Total Days		
Trip Information	1. From To	
	2. From To	
	3. From To	
Purpose for Travelling		
Travel Date	Activities	Remark
15.1.24.	MEM Jor. Dept.	
16.1.24.	8. visit. SPED. (PEMO.us). Gold (PEMO.us). Hsin. The Aung (MCO.us). Gu (PEMO.us).	Ko Myo Kyaw (MCO.us).
17.1.24.	9. visit. Gu (PEMO.us). U Ko Ma (PEMO.us). Ko Min Latt (MCO.us). Ko Thar Gyi (MCO.us). Ko Lay Win (MCO.us). Myi Ngwe. Phya (PEMO shop). Hsin Min Kyaw (Grocery shop) Gold Win (MCO.us). U Ma Lay (MCO.us).	
18.1.24.	11. visit. Ko Khin Zau (MCO.us). Sai Sai (PEMO.us). U Win Naing (MCO shop). Mr. Zau Lay (MCO.us). D. Yan Lin (MCO.us). Ko Zin Min (MCO.us). Htan. Htan (MCO.us). Ko Htet Aung (MCO.us). 333 (MCO shop). Ko Kyaw Kyaw Su (PEMO shop). U Aung Myint (MCO shop)	
19.1.24.	10. visit. Ko Pyae Shone (MCO.us). Ko Kyaw Hsing Lin (MCO.us). U Naing Win (MCO.us). Ko Chit Li (MCO.us)	

Reported by
 Sign : *Wei Lin Aung*
 Name : Wei Lin Aung.
 Position : AGM.

Checked by
 Sign :
 Name :
 Position :

Approved by
 Sign :
 Name :
 Position :

(DH/AG/UMG)

(COO)

UCCHE FORM 001-001

No	BU	Description	Part number	Issued Balance Qty	Ground Stock Quantity Qty	Drainage Bal	Infla rent Bal	Remarks
1	MAC	Valvoline Hydraulic Oil, Ultramax AW 46 (1 x 200L)	692332	2	2	Nil	Nil	
2	MAC	Valvoline Hydraulic Oil, Ultramax AW 68 (1 x 200L)	692334	2	2	Nil	Nil	
3	MAC	Volvo Ultra Diesel Engine Oil VDS-3 SAE 15W-40	VOE15067197	5	5	Nil	Nil	
4	MAC	Volvo Ultra Diesel Engine Oil VDS 3 SAE 15W-40	VOE15067404	1	1	Nil	Nil	
5	MAC	Volvo Automatic Transmission Fluid	VOE15067098	1	1	Nil	Nil	
6	MAC	Volvo Gear Oil HD GL-5 SAE 80W-90	VOE15067515	4	4	Nil	Nil	
7	MAC	Volvo Gear Oil HD GL-5 SAE 85W-140	VOE15067577	2	2	Nil	Nil	
8	MAC	Volvo Lithium Grease EP2	VOE15067640	3	3	Nil	Nil	
9	MAC	Valvoline Engine Oil, All Fleet Premium 15W40, CI-4/3	692053	9	9	Nil	Nil	
10	MAC	Valvoline Engine Oil, All Fleet Premium 15W40, CI-4/3	692052	2	2	Nil	Nil	
11	MAC	Valvoline Champ 4T 20W50, SG/CD (24 x 1L)	692249	29	29	Nil	Nil	
12	MAC	Valvoline Engine Oil, All Fleet Turbo 15W40, CF-4/SG	692171	29	29	Nil	Nil	
13	MAC	Valvoline Long Life Coolant RTU (20 x 1L)	789360	14	14	Nil	Nil	
14	MAC	Zerex ZX HD Extended Life RTU AFC 6/1 GA	ZXEDRU1	8	8	Nil	Nil	
15	MAC	Champ Gear Oil (60x120ml)	3140115-170	117	117	Nil	Nil	
16	MAC	Champ 4T Scooter 10W30, SL/JASO MB 0.8L	844573	29	29	Nil	Nil	
17	MAC	Valvoline Maxlife Engine Oil 10W-40 (4*4L)	891908	12	12	Nil	Nil	
18	MAC	ALL Climate Diesel 15W 40 (2*7L)	896345	2	2	Nil	Nil	
19	MAC	Valvoline Super Coolant-Green	450012	3	3	Nil	Nil	
20	MAC	Durablend 10W-40 API SN Plus 4/4L	894333	4	4	Nil	Nil	
21	MAC	Durablend 10W-40 API SN Plus 4/4L	887715	1	1	Nil	Nil	
22	MAC	Premium Protection 10W-30 SN Plus 4/4L	887517	4	4	Nil	Nil	
23	MAC	Power Common-rail 10W304/(6+1L)	150035	4	4	Nil	Nil	
24	MAC	Matador 4T20W50 SG(Competitive Grade)24*1L	adv 1001	294	294	Nil	Nil	
25	MAC	Matador Premium 10W40 SEMI Mas Additive 4*4L	adv 1002	11	11	Nil	Nil	
26	MAC	Matador Premium 10W40 SEMI Mas Additive 24*1L	adv 1003	4	4	Nil	Nil	
27	MAC	Matador All Fleet Premium 15W40 CI4/SL Mas Additiv	adv 1004	5	5	Nil	Nil	
28	MAC	MATADOR SAE 20W50 API SG 4T(24x1L)	MTD 101	110	110	Nil	Nil	
29	MAC	MATADOR SAE 20W50 API SG 4T(24x1.5L)	MTD 102	74	74	Nil	Nil	
30	MAC	Valvoline Engine Oil, Durablend 10W40,API SN Plus	887716	6	6	Nil	Nil	
31	MAC	4T Scooter Gear Oil 10W30 Semi SL JASO MB(12*0.8L)	adv 1216	145	145	Nil	Nil	
32	MAC	Matador Scooter Gear Oil GL 80W-90(48*120ML)	adv 1217	27	27	Nil	Nil	
33	MAC	Premium 10W30 Semi MAS (4*4L)	adv 1190	8	8	Nil	Nil	
34	MAC	15W40 CI4 MAS (4*7L)	adv 1192	6	6	Nil	Nil	
35	MAC	SAE 10W30 CI4 (24*1L)	adv 1199	24	24	Nil	Nil	
36	MAC	Matador Engine Oil 15W40 CI4(200L)	adv 1225	2	2	Nil	Nil	
37	MAC	Matador Hydraulic AW 46 (18L)	adv 1223	2	2	Nil	Nil	
38	MAC	Matador Hydraulic Oil AW46 (1/200L)	Thai Hydraulic Oil AW	2	2	Nil	Nil	
39	MAC	Premiu Production 10W-30 SN Plus 24x1L	887513	10	10	Nil	Nil	
40	MAC	Brake Fluid DOT 3 (24*400G)	adv 1200-MAC	6	6	Nil	Nil	
41	MAC	Tsurumi Submersible LSC1.4S, 220V/50Hz	LSC1.4S, 220V/50Hz	1	1	Nil	Nil	
42	MAC	Matador Premium Engine Oil 20W-50 CI4/SL 200L	MTD 113	5	5	Nil	Nil	
43	MAC	Matador Premium Engine Oil 20W-50 CI4/SL 18L	MTD 115	3	3	Nil	Nil	
44	MAC	Matador Premium Engine Oil 15W40 CI-4/SL, 200L	MTD 110	5	5	Nil	Nil	
45	MAC	Tsurumi Submersible HS2.4S, 220V/50Hz	HS2.4S, 220V/50Hz	1	1	Nil	Nil	
46	MAC	Matador GEAR OIL GLS 85W 140 200L	adv 1231	1	1	Nil	Nil	
47	MAC	Premium Protection 10W-30 SN Plus 4/4L	897409	8	8	Nil	Nil	
48	MAC	Matador Premium Engine Oil 15W-40 CI4/SL 18L	MTD 112	2	2	Nil	Nil	
49	MAC	Lithium Grease EP3 NLGI3 (10*1)5KG	adv 1202-MAC	9	9	Nil	Nil	
50	MAC	Matador Hydraulic AW 68 18L	adv1221	3	3	Nil	Nil	

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May That Paing

Paing

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Admin Head
Name No Number Age

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19-1-2024

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F&A Admin
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SALE MAN WAY PLAN Jan 24'

Way Plan

Month __ Jan

Retail Way Plan Jan '2024

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ပထမထက်ပိုင်း

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