





Jl. HMJ/44G Arwana Park Industrial Zone  
Mye Dori Young Motor Road, Yangon, Myanmar



## ADVANCE CLEAR VOUCHER

Requestor Name : Swe Loe Hnin  
 Department Name : Marketing (ATT)  
 Payment Date : 2024-09-07  
 Payment Voucher : AC-ATT-2024-09-00020  
 No  
 Payment Method : Cash/Bank  
 Payment Amount : 285000.0  
 Currency : MMK  
 Exchange Rate : 5,700.0

Budget Type : Exclude Budget  
 Payment Type : Advance Clearing  
 Advance No : USG-ATT-2024-08-00087  
 Prepared By : None  
 Superior Approved : ATT\_S&MDataCheck  
 By  
 Last Approved By : None

No.	Description	Department	Request Amount	Remark
1	ATT-ADV2024080123 ( Trip Charges for Melkchilla Service Campaign Event)	Marketing Department (ATT)	285,000.00	ATT-ADV2024080123 ( Trip Charges for Melkchilla Service Campaign Event)

Expense Total 285,000.00 K  
 Advance Total 500,000.00 K  
 Refund 215,000.00 K

Note: ATT-ADV2024080123 ( Trip Charges for Melkchilla Service Campaign Event)

Superior Check By: TBL Name: Zin Mye F&A  
 Name: Zin Mye Name: Maw Mye GM/AGM  
 NIRC No: \_\_\_\_\_ NIRC No: 13/Mye Saha (1) 08/19/2021 NIRC No: \_\_\_\_\_ NIRC No: \_\_\_\_\_  
 Date: \_\_\_\_\_ Date: 8/19/2021 Date: \_\_\_\_\_ Date: \_\_\_\_\_  
 Remark: \_\_\_\_\_ Remark: \_\_\_\_\_ Remark: \_\_\_\_\_ Remark: \_\_\_\_\_

Acco: Zin Min Myat  
01/01/2021  
16/09/2021



**TRAVEL ADVANCE CLEAR FORM**

<b>Cash Advance</b>		(CGAM) / (7PM)
Employee Name	Aye Min	Estimated Date of Travel
Position Rank	Senior Staff	Total Day
BU/BR/DIV, Dept	ATT, Marketing	Destination
Purpose	To make Service Campaign Event	

<b>Travelling Permit</b>	
Arrival Place	Meiktila Branch
Actual Date & Time of Travel	28.8.2024 (CGAM) to 6.9.2024 (7PM)
Total Day	10 Days
HR Name	
HR Sign	
BOH/Authorized Person Name	
BOH/Authorized Person	

<b>Advance Clear</b>		(CGAM) (7PM)
Actual Date & Time of Travel	28.8.2024 to 6.9.2024	Total Day
Departure Date & Time	28.8.2024 (CGAM)	Arrival Date & Time
Date	Description	Total Amount
		Kyats    USD
28.8.2024 to 6.9.2024	TA Charges = 10 Days x 15,000 Ks	150,000 Ks ✓
	Bus Car Charges	59,000 Ks ✓
	Branch Guest House Charges	45,000 Ks ✓
	Taxi Charges	31,000 Ks ✓
<b>Total Expense (Kyats/USD)</b>		285,000 Ks ✓
<b>Cash Advance (Kyats/USD)</b>		500,000 Ks ✓
<b>Balance Refund/Additional (Kyats/USD)</b>		215,000 Ks ✓

<b>Job Report Status</b>				
<b>Authorization</b>	Name	Position	Date	Sign
Prepared By	Sue Loe Hnin	Staff	9.9.2024	[Signature]
Approved By Dept Head	Thar Zaw Lin	OM		[Signature]
Approved By GM/AGM/COO	Mbung Mbuang	GM		[Signature]
Acknowledged by related Superior for Job Report	Zaw Min Myat	ACOO	10.9.24	[Signature]
HR Check & Approved	Zin Ma Ce Lin	HR.	9.9.24	[Signature]
Cash Received				

<b>Remark</b>	
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To (သို့) Meiktila  
 Contact (ဖုန်းနံပါတ်) 09977835660  
 Class type Acatic  
 Bus No. (ကားနံပါတ်)  
 Booking Reference 2235-7038  
 Status CONFIRMED  
 Departure (ထွက်ခွာ) Aug 28 8:00 AM  
 Gate (ခိုက်) Aug Hingalar Bus Terminal  
 Special Request (မှတ်ချက်) ta

Printed Time : Aug 28, 7:10 AM

Passengers Total 1  
 Total 29,000

RC or Passport is necessary to travel  
 နိုင်ငံခြားခရီးစဉ်များတွင် ဝင်ခွင့်ရရှိရန် လိုအပ်ပါသည်။  
 Please arrive 30 min before the departure time.  
 နေရာချိတ်ဆွဲရန်အတွက် နေရာချိတ်ဆွဲရန်အတွက် နေရာချိတ်ဆွဲရန် လိုအပ်ပါသည်။  
 Only 10kg baggage is allowed one carry on baggage.  
 နေရာချိတ်ဆွဲရန်အတွက် နေရာချိတ်ဆွဲရန်အတွက် နေရာချိတ်ဆွဲရန် လိုအပ်ပါသည်။  
 No refund will be issued after the departure.  
 နေရာချိတ်ဆွဲရန်အတွက် နေရာချိတ်ဆွဲရန်အတွက် နေရာချိတ်ဆွဲရန် လိုအပ်ပါသည်။  
 နေရာချိတ်ဆွဲရန်အတွက် နေရာချိတ်ဆွဲရန်အတွက် နေရာချိတ်ဆွဲရန် လိုအပ်ပါသည်။

Contact us at: Call Center: 09977835660  
 0955020181, 0955020182, Meiktila 09786  
 0955020183, 0955020184, 09241000, P.O. 09  
 0955020185, 0955020186, Myingyan 097719680  
 0955020187, 0955020188, 0936, Tatkona-094460 12356



**GGI NIPPON LIFE**  
 အထူးဝေငွေအာမခံ  
 ပရီမီယံ ကျပ် ၃၀၀/- ပိုမိုမြင့်

**ခရီးသည်ပို့ဆောင်ရေး**  
 ↔ ကျွန်ုပ်တို့ ↔ ကျောက်ဆည် ↔ မန္တလေး

ရက်စွဲ (Date)	<u>6.8.2024</u>
ယာဉ်ထွက်ချိန် (Time)	<u>၈:၃၀ AM</u>
ခရီးစဉ် (Travel)	<u>မိတ္ထီလာ - ချောင်းမြို့</u>

သိပြီးလက်မှတ်ထိုးပြန်မအမ်းပါ။ ▶ ယာဉ်ပေါ်တွင် မှူးယစ်သောက်စားခြင်းမပြုရပါ။

Cashier

*[Signature]*





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

Print Date : 09-Sep-2024

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	2024-08-28	Agriculture Tractor & Truck	Marketing	Aye Min(4)	To Make Melkhtila Service Campaign Event	06:30	တိုးချဲ့	အောင်မင်္ဂလာ	23,000	✓23,000	GA Manager Approved	
2	2024-09-06	Agriculture Tractor & Truck	Marketing	Aye Min(4)	Come Back Home	06:30	အောင်မင်္ဂလာ	တိုးချဲ့	8,000	8,000	GA Manager Approved	ဒို့နယ်လားလာသည့်အတွက် 8ထောင်ကျသင့်ပါသည်

# TRAVELLING REPORT

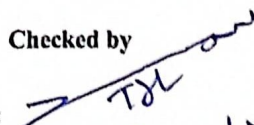
Date : 7.9.2024

Report To	Ko Maung, Ko Thar Zaw Lin	
Employee Name	Aye Min	
Position	Senior Staff	
Department	Marketing	
Business	Agriculture Tractor and Truck	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	28.8.2024 (8:00 AM)	6.9.2024 (5:00 PM)
Total Days		
Trip Information	1. From YGN To Meiktila Branch	
	2. From Meiktila Branch To YGN	
	3. From To	
Purpose For Travelling	Service campaign event	
Travel Date	Activities	Remark
(28.8.2024)  to  (6.9.2024)	<ul style="list-style-type: none"> <li>- visit to customer to prepare machine &amp; check field condition</li> <li>- Old customer <del>visit</del> and prospect customer invitation</li> <li>- preparing for event and decoration</li> <li>- follow up prospect customer and local mechanics for knowledge sharing related to the machine.</li> <li>- make service campaign event</li> </ul>	<ul style="list-style-type: none"> <li>- U Hla Aye</li> <li>- 09-972887494</li> <li>- Ko Zay Lin Aung</li> <li>- 09-421105031</li> <li>- Ko Myo Lin Soe</li> <li>- 09-692680571</li> <li>- Daco Thandar Khin</li> <li>- 09-681222249</li> <li>- Daw Pin Pin Sint</li> <li>- 09-675660110</li> <li>- U Kyaw Pint</li> <li>- 09-957661029</li> <li>- U Kan Chan</li> <li>- 09-967644063</li> <li>- U Phoe Pyar</li> <li>- 09-978067489</li> </ul>

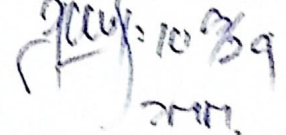
Reported by

Sign :   
 Name : Aye Min  
 Position : Senior Staff

Checked by

Sign :   
 Name : Thar Zaw Lin  
 Position : OM  
 (DH/AGM/GM)

Approved by

Sign :   
 Name : Aye Min  
 Position :  
 (COO)



Daw Kyae Mhone

last seen recently



From -AT&T BU ( Bus Car)  
Trip Start Date-28.8.2024 10:07 AM ✓

how many person with Aye Min?

12:31 PM

Ko Zaw Min Myat  
how many person with Aye Min?  
ကိုအေးမင်းတစ်ယောက်ထဲပါရင်  
1:03 PM ✓

Swe Lae Hnin  
ကိုအေးမင်းတစ်ယောက်ထဲပါရင်

does he bring the FOC filters with car?

1:04 PM

Ko Zaw Min Myat  
does he bring the FOC filters with car?  
ပုံမတိုင်ခင်မှ Bee နှင့်ပို့မှာပါရင် 1:05 PM ✓

if so, pls visit with express 1:05 PM

Ko Zaw Min Myat

Dear MD, Kindly Request for Trip to Meikhtila Township for Service Champaign Event.  
Traveler- Ko Aye Min (Marketing)  
From -AT&T BU ( Bus Car)  
Trip Start Date-28.8.2024  
2:46 PM ✓

Pls process



2:58 PM

Daw Kyae Mhone Win ( MD)  
Pls process  
ကျေးဇူးပါMDရှင် 2:58 PM ✓

