



CASH CLAIM FORM

Date : 14. 2. 25.

BU/BR/Division : TCL BR

Department : Administration

Issue Amount : 1632,258 Kyats/.....USD

COO Approval

Budget include (or) Not : တစ်ဆယ့်ခြောက်သိန်း ဘုံအသတ်
နှစ်ဆောင်နှစ်ရာငါးဆယ့်
ခြစ်ကျပ်.

Yes Budgeted Title and Amount :
No Reasons for :

Required For:
Payment for meal allowance for
Jan'25, for employee 10 pax, Total mark-
1632,258 /Ks

မှတ်ချက်။
(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော
ငွေပမာဏဖြစ်ရပါမည်။
(The amount requested must be properly calculated, checked and verified by respective authorized person)
(၂) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက၊ သက်ဆိုင်ရာ
တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည့် အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်
(If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the
loss)

Request By Checked By Checked By Approved By Approved By

Theint

Theint

Chon Nwe

Phyo Phyo

Phyo Phyo

Theint Lwin
Lwin Htan

Requester

Theint Lwin
Lwin Htan

Mgr/DH

Chon Nwe
COO

Finance & Account

GM/AGM/COO

Phyo Phyo
The Htay

CMC/CEO/Chairwoman

Phyo Phyo
Lynn

TCL Branch Meal Allowance Form (Jan'24)⁵

No.	Branch Name	Name	ID No.	Department	Actual Meal Amount	Total Meal Paid Days	Actual Meal Paid Amount	REMARKS (Example: transfer and leave training)
1	TCL Link	U Kyi Mye	14372	Service	200,000	31	200,000.00	NL
2	TCL Link	U Kyi Mye (1)	14175	Administration	200,000	31	200,000.00	NL
3	TCL Link	Nay Win Aung (2)	7021	Administration	200,000	31	200,000.00	NL
4	TCL Link	Ung Mye Hsang (2)	13493	Service	200,000	31	200,000.00	NL
5	TCL Link	Zaw Mye Hsat	15830	Sales	200,000	6	28,709.68	NL transfer from PUK (23.2.2024)
6	TCL Link	Sue Nyein Nang	11486	Service	200,000	15	96,774.19	NL (16.1.23 to 3.2.23) go to MDY CAR REPAIR
7	TCL Link	San Aung Thang	14524	Service	200,000	31	200,000.00	NL
8	TCL Link	Hsein Aung Bo	16045	Sales	200,000	15	96,774.19	NL (16.1.23 to 3.2.23) go to MDY CAR REPAIR
9	TCL Link	Zaw Mye Hsat	14604	Service	200,000	31	200,000.00	NL
10	TCL Link	Aung Mye Hwe	14756	Sales	200,000	31	200,000.00	NL
Total							1,632,258	NL

Checked and Approved By
 HR Admin Head
 Theint Lwin Tun

Approved By
 BOH/ABOH
 Nay Win Aung

Acknowledge by
 Corp HR
 4/2/2025