



**TRAVEL ADVANCE CLEAR FORM**

8:00 AM ~ 17:00 PM

Cash Advance			
Employee Name	Tant Tun Oo	Estimated Date of Travel	9 ~ 29. 6. 25
Position Rank	ASM	Total Day	21 days
BU/BR/DIV, Dept	RE BU	Destination	Morakumburi
Purpose	Branch visit and customer visit.		
Travelling Permit			
Arrival Place	MKN BR		
Actual Date & Time of Travel	29.6.25 to 29.6.25		
Total Day	20 Day		
HR Name	Ei Ei Phyo		
HR Sign	<i>[Signature]</i>		
BOH Authorized Person Name	Nay Mo Han		
BOH Authorized Person	<i>[Signature]</i>		
Advance Clear			
Actual Date & Time of Travel		Total Day	
Departure Date & Time		Arrival Date & Time	
Date	Description	Total Amount	
		Kyats	USD
9 ~ 29. 6. 25	TA charges for 1 person x 15,000/- x 21 days	315,000/-	315,000/-
9. 6. 25	Car ticket (MHL ~ MDY)	17,000/-	
30. 6. 25	Car ticket (MDY ~ MHL)	17,000/-	
9, 29. 6. 25	Taxi charges.	50,000/-	
Total Expense (Kyats/USD)		399,000/-	
Cash Advance (Kyats/USD)			
Balance Refund/Additional (Kyats/USD)			
Job Report Status			
Authorization	Name	Position	Date
Prepared By	Zin Zin Oo	Admin	7.7.25
Approved By Dept Head	Ag Myat Thu.	DH.	7.7.25
Approved By GM/AGM/COO	Uyay Thu	AGM	
Acknowledged by related Superior for Job Report	Aye Min Htoon	VCM.	
HR Check & Approved	Nyem Ei Ei Khin	HR.	7.7.25
Cash Received			
Remark			

ပုဒ်

ဝေ့

သံယံ

20167



# ရွှေပျားမင်း



## အဆင့်မြင့်ခရီးသည်ပို့ဆောင်ရေးယာဉ်လိုင်း

မိတ္ထီလာ-မန္တလေး-နေပြည်တော်-မြင်းခြံ-ပခုက္ကူ-တောင်ကြီး-ကျောက်ပန်းတောင်း-မကွေး-မော်လမြိုင်

ခရီးစဉ်

စမ်းတမ်း ၈ မိတ်ထီလာ

အမည် (Name of Passenger) ကိုတင်ညွန့်

ထွက်မည့်နေ့ (Date of Departure) 30.6.2015

ခုံအမှတ် (Seat No) 3

အရောက်လာရန်အချိန် (Check in Time)

ထွက်ခွာချိန် (Departure Time) 10:30

သင့်ငွေ (Fare) 17000

ယာဉ်မထွက်ခွာမီမိနစ်(၃၀) ကြိုတင်၍ရောက်ရှိရမည်။ သတ်မှတ်ချိန်ကျော်လွန်ရောက်ရှိခရီးသည်အား တာဝန်မယူပါ။

- မိတ္ထီလာဂိတ် 09-257778412, 09-257778413, 09-257778414
- မန္တလေးဂိတ် 09-422587660, 09-443662220, 09-402521589
- မကွေးဂိတ် 09-408773311, 09-408773322
- ကျောက်ပန်းတောင်းဂိတ် 09-408771122, 09-408771133
- မော်လမြိုင်ဂိတ် 09-408772255, 09-408772266

- ပခုက္ကူဂိတ် 09-422587664, 09-422587665
- မြင်းခြံဂိတ် 09-422587662, 09-422587663
- နေပြည်တော်ဂိတ် 09-456662267, 09-453811161
- တောင်ကြီးဂိတ် 09-443662227, 09-443662228, 09-443662229

ပုဒ်

ဓမ္မ

သံဃံ

20169

ရိက္ခ

# ရွှေပျားမင်း



## အဆင့်မြင့်ခရီးသည်ပို့ဆောင်ရေးယာဉ်လိုင်း

မိတ္ထီလာ-မန္တလေး-နေပြည်တော်-မြင်းခြံ-ပခုက္ကူ-တောင်ကြီး-ကျောက်ပန်းတောင်း-မကွေး-မော်လမြိုင်

ခရီးစဉ်

မိတ္ထီလာ မှ မကွေးတော်

အမည် (Name of Passenger) ကိုတင်လွင်ဦး

ထွက်မည့်နေ့ (Date of Departure) 9:30:24

ခုံအမှတ် (Seat No) 3

အရောက်လာရန်အချိန် (Check in Time)

ထွက်ခွာချိန် (Departure Time) 9:30

သင့်ငွေ (Fare) -17000/

ယာဉ်မထွက်ခွာမှီမိနစ်(၃၀) ကြိုတင်၍ရောက်ရှိရမည်။ သတ်မှတ်ချိန်ကျော်လွန်ရောက်ရှိခရီးသည်အား တာဝန်မယူပါ။

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- ▶ မန္တလေးဂိတ် 09-422587660, 09-443662220, 09-402521589
- ▶ မကွေးဂိတ် 09-408773311, 09-408773322
- ▶ ကျောက်ပန်းတောင်းဂိတ် 09-408771122, 09-408771133
- ▶ မော်လမြိုင်ဂိတ် 09-408772255, 09-408772266

- ▶ ပခုက္ကူဂိတ် 09-422587664, 09-422587665
- ▶ မြင်းခြံဂိတ် 09-422587662, 09-422587663
- ▶ နေပြည်တော်ဂိတ် 09-456662267, 09-453811161
- ▶ တောင်ကြီးဂိတ် 09-443662227, 09-443662228, 09-443662229



TLO



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

Print Date : 07-Jul-2025

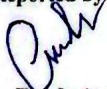
Taxi (Bus,Motorcycle,3-wheel etc...) Charges Form

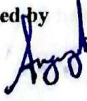
No	Date	Holding Business	Department	Name	Rental Purpose	Departure Time	Start Location	End Location	Claim Amount	Allowed Amount	State	Remark
1	<del>2025-06-23</del>	Renewable Energy	Sales & Marketing	San Naing Lin	Go to Nyaung U Branch for branch visit and customer visit.	07:15	Industrial Yard	Mandalay Bus station	10,000	10,000	GA Manager Approved	
2	<del>2025-06-23</del>	Renewable Energy	Sales & Marketing	San Naing Lin	Go to Nyaung U Branch.	16:00	Nyaung U Bus station	Nyaung U Branch	7,000	7,000	GA Manager Approved	
3	<del>2025-06-26</del>	Renewable Energy	Sales & Marketing	San Naing Lin	Go back Mandalay	07:00	Nyaung U Branch	Nyaung U Bus station	7,000	7,000	GA Manager Approved	
4	2025-06-09	Renewable Energy	Sales & Marketing	Tint Lwin Oo	Go to Myitkyinar branch visit and customer visit.	18:00	Myitkyinar Airport	Myitkyinar Branch	15,000	15,000	GA Manager Approved	
5	2025-06-29	Renewable Energy	Sales & Marketing	Tint Lwin Oo	Go to back Meikhtila	17:00	Mandalay Airport	Mandalay Industrial Yard	35,000	35,000	GA Manager Approved	Off Day
<del>6</del>	<del>2025-06-16</del>	Renewable Energy	Sales & Marketing	Arkar Kyaw(2)	Go to Mawlamyaing Branch for branch visit and customer visit.	06:00	Mingalardone Tawtike Ward	Aung Mingalar Bus Station	15,000	15,000	GA Manager Approved	

# TRAVELLING REPORT

Date : .....1.07.2025.....

<b>Report To</b>	Aung Myat Thu	
<b>Employee Name</b>	Tint Lwin Oo	
<b>Position</b>	ASM	
<b>Department</b>	S & MKT	
<b>Business</b>	RE BU	
<b>Departure &amp; Arrival</b>	<b>Departure Date And Time</b>	<b>Arrival Date And Time</b>
<b>Total Days</b>	21 Days	
<b>Trip Information</b>	1. From .....Meiktila.....To .....Myittha.....	
	2. From .....To .....	
	3. From .....To .....	
<b>Purpose For Travelling</b>	Branch Visit and Customer Visit	
<b>Travel Date</b>	<b>Activities</b>	<b>Remark</b>
9.06.2025 10.06.2025	Go to Mandalay Airport Daw Daung Ngoi(MKN Home) Daw Ja Taung(MKN) U Myint Than(MKN) U Yan Yoe Kyaung(MKN)	Introduction Solar system for his home Customer take care and relation Follow up inquiry for 30 KW Solar System 1 set Customer take care and after sale service for 200Ah battery 1pc
11.06.2025	U Kyaw Thet Aung(MKN Shop) U Htun Ai(MKN Installer)  U Kyaw Zaw Lin(MKN Engineering) U Htun Htun (MKN Installer) U Phone Naing(MKN CE) U Myint Naing(MKN)	Collected deposit payment for 8 KW inverter 1 pc Introduction Solar System and get inquiry 20KW inverter 1pcs Introduction Solar system for his home construction Follow up inquiry for 8 KW Solar system 1 set After sale service for solar system and customer take care After sale service for solar system and get inquiry 200Ah battery 1 units
12.06.2025	Earth Mother(MKN water factory) Daw Pearl Htun Khit(MKN Tea Shop) U Nay Min Htun Madira Hotel Daw Roi Ja  Take(Water Factory)U Pyone Maung Maung U Wai Yan Oo (MKN Installer) Ever Great Electronic Shop U Naw San Holi Motel(MKN) U Byu Har Jone Lam 78 Hot Pot(MKN) Daw Wai Mar Nwe Hai War Hot Pot(MKN) U Aung Myo Nyunt U Debit(MKN PG) U Debit U Kyaw Zin(Kha)U Min Min Oo U Kyaw Thet Aung(MKN Shop) U Naw Naw(MKN Bar)	Follow up inquiry for 110 KW Solar system 1set Introduction Solar system for his tea shop Customer take care and follow up inquiry for 150 KW solar system 1 set Introduction Solar system for his water factory Follow up inquiry for 20 KW solar system 1 set Follow up inquiry for 200Ah battery 3 units Follow up solar system for his motel Introduction Solar system for his restaurant shop Introduction Solar system for his restaurant shop Follow up inquiry for 16 KW Solar system 1 set After sale service for Solar system and get inquiry 200Ah battery 1 unit After sale service and inquiry for 16 KW solar system 1 set Follow up solar system for his restaurant bar

**Reported by**  
Sign :   
Name : Tint Lwin Oo  
Position : ASM

**Checked by**  
Sign :   
Name : U Aung Myat Thu  
Position : DH

**Approved by**  
Sign :  
Name : U Aye Min Htoon  
Position : VCM

(DH/AGM/GM)


(COO)


05-CHL-HRM-FRM-064-01

# TRAVELLING REPORT

Date : .....1.07.2025.....

<b>Report To</b>	Aung Myat Thu	
<b>Employee Name</b>	Tint Lwin Oo	
<b>Position</b>	ASM	
<b>Department</b>	S & MKT	
<b>Business</b>	RE BU	
<b>Departure &amp; Arrival</b>	<b>Departure Date And Time</b>	<b>Arrival Date And Time</b>
	21 Days	
<b>Trip Information</b>	1. From .....Meikhtila.....To .....Myitkyina.....	
	2. From .....To .....	
	3. From .....To .....	
<b>Purpose For Travelling</b>	Branch Visit and Customer Visit	
<b>Travel Date</b>	<b>Activities</b>	<b>Remark</b>
13.06.2025	U La Seng(MKN Home) U La Seng Gan(MKN PG) U Naw Naw(MKN Bar) SHWE Electronic Shop U Htay Khaing U Bo Bo Min Thu Ever Great Electronic Shop U Naw San A 1(MKN) U Aye Chan	Introduction Solar system for his home Introduction Solar system for his home Follow up solar system for his restaurant bar Customer take care and relation Follow up Inquiry for 12 KW solar system Follow up prospect for 200Ah battery (3) units Introduction Solar system for his shop
14.06.2025	Meikhtila Baranch Phone Followup	
15.06.2025	Off Day	
16.06.2025	ECO Electronic Shop (MKN) U Min Min Htun U Aye Min Soe (MKN Installer) A1(MKN)U Aye Chan Daw Soe Soe Yee (MKN) New AD Co.Ltd(MKN) Daw Arr Kaing	Introduction Solar system for his shop Follow up inquiry for 6 mmsq 4 coil Follow up inquiry for 4 mmsq (4) coil Follow up prospect for 8 KW Solar system 1 set Introduction Solar system & get inquiry High Voltage 50KW Solar system 1 set Follow up appointment for solar system Follow up solar system for his motel CCO contract for 200Ah battery 4 units/Solar Cable 4mmsq 250 meter (4) coil, 6mmsq 250 meter (4) coil
17.06.2025	ECO Electronic Shop (MKN) U Min Min Htun  December Hotel (MKN)Daw Sandi Kyaw U Htun Htun(MKN Installer) Lucky (MKN) U Brang Mun U Kyaw Zin(Kha)U Min Min Oo U La May Thar	Introduction Solar system and get inquiry Solar Cable 6mmsq - 4 coil Marketing Solar Project for his hotel Follow up solar system and relation Marketing Solar Project for his business Follow up inquiry for 200Ah battery 1 unit Follow up inquiry for 200Ah battery 3 units

**Reported by**  
 Sign :   
 Name : Tint Lwin Oo  
 Position : ASM

**Checked by**  
 Sign :   
 Name : U Aung Myat Thu  
 Position : DH

**Approved by**  
 Sign :  
 Name : U Aye Min Htoon  
 Position : VCM

(DH/AGM/GM)


(COO)


05-CHL-HRM-FRM-064-01

# TRAVELLING REPORT

Date : .....1.07.2025.....

<b>Report To</b>	Aung Myat Thu	
<b>Employee Name</b>	Tint Lwin Oo	
<b>Position</b>	ASM	
<b>Department</b>	S & MKT	
<b>Business</b>	RE BU	
<b>Departure &amp; Arrival</b>	<b>Departure Date And Time</b>	<b>Arrival Date And Time</b>
<b>Total Days</b>	21 Days	
<b>Trip Information</b>	1. From .....Meiktila.....To .....Myitkyina.....	
	2. From .....To .....	
	3. From .....To .....	
<b>Purpose For Travelling</b>	Branch Visit and Customer Visit	
<b>Travel Date</b>	<b>Activities</b>	<b>Remark</b>
18.06.2025	U Kyaw Thet Aung(MKN Shop) Daw Soe Soe Yee (MKN) Daw Jar Awng Lu(MKN) Lucky (MKN) U Brang Mun U Wai Yan Oo (MKN Installer) New AD Co.Ltd(MKN) Daw Arr Kaing U La May Thar U Myint Naing(MKN) U Ye Lin(MKN RE)	Deposit collected and CCO Contract for Solar Cable 4mmsq (250 meter) - 4 coil Follow up inquiry for 8 KW Solar System 1 set Customer take care for solar system Introduction Solar project for his factory and get inquiry 100KW HV Solar Project (1) set Customer take care and get inquiry Matador Solar PV 625 W (1) pallet Customer take care and follow up inquiry for 50 KW HV Solar system 1 set Customer take care and follow up inquiry for 200Ah battery 3 units Customer take care and follow up inquiry for 200Ah battery (2) unit Customer take care and get order Matador 6 KW Off Grid Inverter 1 pc
19.06.2025	SHWE Electronic Shop U Htay Khaing Ever Great Electronic Shop U Naw San December Hotel (MKN) Daw Sandi Kyaw	Follow up inquiry for 51.2V 314 Ah battery (20) units Follow up inquiry for ML PV625W (1) pallet Follow up inquiry for 100KVA PG & 100KW HV Solar Project for his hotel
20.06.2025	U Kyaw Thet Aung(MKN Shop) Power Light(Hotel) U Saw Naung ECO Electronic Shop (MKN) U Min Min Htun Daw Soe Soe Yee (MKN) Lucky (MKN) U Brang Mun Luxury Bar(MKN) Daw Seng Nan Jade Land Co.Ltd(MKN) U Khin Mon	Follow up Payment for ML PV 625W(2) pallet Follow up appointment solar project for his hotel Follow up inquiry for 51.2V 314 Ah (30) units Quotation for 8 KW Solar system 1 set Follow up appointment for inquiry 100KW HV solar project (1) set Introduction Solar System for her restaurant bar Follow up inquiry for 30 KW Solar System 1 set

**Reported by**  
Sign :   
Name : Tint Lwin Oo  
Position : ASM

**Checked by**  
Sign :   
Name : U Aung Myat Thu  
Position : DH

**Approved by**  
Sign :  
Name : U Aye Min Htoon  
Position : VCM

(DH/AGM/GM)

(COO)

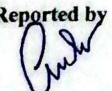
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# TRAVELLING REPORT

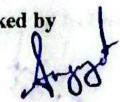
Date : .....1.07.2025.....

<b>Report To</b>	Aung Myat Thu	
<b>Employee Name</b>	Tint Lwin Oo	
<b>Position</b>	ASM	
<b>Department</b>	S & MKT	
<b>Business</b>	RE BU	
<b>Departure &amp; Arrival</b>	<b>Departure Date And Time</b>	<b>Arrival Date And Time</b>
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<b>Purpose For Travelling</b>	Branch Visit and Customer Visit	
<b>Travel Date</b>	<b>Activities</b>	<b>Remark</b>
21~22.06.2025	U Sai Thar Hlaing (Hopin)	Follow up inquiry for 6 KW Solar system 1 set
23.06.2025	Holly Motel(MKN) U Soe Min Aung	Introduction Solar system for his hotel
	Power Light(Hotel) U Saw Naung	Follow up appointment for his hotel solar project
	JC Hotel(MKN) U Kyaw Myint Htun	Customer take care for PG and introduction solar system
	U Kyaw Thet Aung(MKN Shop)	Follow up Payment for ML PV625W (2) pallet
	Daw Soe Soe Yee (MKN)	Follow up prospect for 8 KW Solar System 1 set
	U Myint Oo(MKN)	Introduction Solar System for his private school
	AGAPE Hotel(MKN) U Aung Naing	Introduction PG&Solar System for his hotel
	Off Day	
	U Myint Oo(MKN)	Introduction Solar System for his private school
	U Htun Htun(MKN Installer)	Follow up inquiry for 50 KW HV Solar System 1 set
	Power Light(Hotel)U Saw Naung	Introduction Solar Project for his hotel and
		get inquiry 100 KW HV (1) set
	U Aye Min Soe (MKN Installer)	Customer take care and relation
	New AD Co.Ltd(MKN) Daw Arr Kaing	Follow up inquiry for 30 KW HV Solar system 1 set
	Power Light(Hotel) U Saw Naung	Introduction Solar Project for his hotel
24.06.2025		and get inquiry 150 KW HV (1) set
	Visit	
	U.S.A Electronic Shop	Introduction &Marketing Visit for Solar System
	U Soe Myint Htun	Followup inquiry Introduction Solar system for his hotel
	Pizza Corner	Introduction Solar System for his shop
	Call	
	U Naw Li	Follow up inquiry for 350 KVA and relation
	U Oakar Kyaw	Introduction Solar System for his home
	Daw Htar Yu	Introduction Solar System for her coffee shop
	U Naung Ram Khin	Follow up inquiry 60 KVA for his church
	Blessing Hotel	Follow up solar system for his hotel
	U Nay Lin Aung	Customer take care and relation

Reported by

 Sign :   
 Name : Tint Lwin Oo  
 Position : ASM

Checked by

 Sign :   
 Name : U Aung Myat Thu  
 Position : DH

Approved by

 Sign :  
 Name : U Aye Min Htoon  
 Position : VCM

(DH/AGM/GM)

(COO)


05-CHL-HRM-FRM-064-01

# TRAVELLING REPORT


Date : .....1.07.2025.....

<b>Report To</b>	Aung Myat Thu	
<b>Employee Name</b>	Tint Lwin Oo	
<b>Position</b>	ASM	
<b>Department</b>	S & MKT	
<b>Business</b>	RE BU	
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<b>Purpose For Travelling</b>	Branch Visit and Customer Visit	
<b>Travel Date</b>	<b>Activities</b>	<b>Remark</b>
25.06.2025	Holi Motel(MKN)U Byu Har Jone Lam U Wai Yan Oo (MKN Installer) Zay Yar Min(MKN KTV) U Kyaw Naing Power Light(Hotel) U Saw Naung	Follow up inquiry solar system for his motel Follow up inquiry for Solar PV 585W (1) pallet Introduction Solar System for his KTV Follow up inquiry for 150KW solar system 1 set and get appointment tomorrow Customer take care and relation CCO Contract for 6 mmsq (500 meter) - 2 drum
26.06.2025	U Khar Li(MKN CE) U Htun Htun(MKN Installer) Holly Motel(MKN) U Soe Min Aung U Htun Htun(MKN Installer) ECO Electronic Shop (MKN) U Min Min Htun U.S.A Electronic Shop (MKN) U Lum Tu Ever Great Electronic Shop U Naw San December Hotel (MKN) Daw Sandi Kyaw	Follow up solar system for his hotel Follow up inquiry for MLPV 585W (3) pallet Follow up inquiry for 200Ah battery (15) units Introduction & Marketing for Solar System Customer take care and payment follow up Follow up inquiry for 100KVA PG and Solar System for his hotel Follow up prospect for 150 KW HV Solar System 1 set Introduction & Marketing for Solar System
27.06.2025	Power Light(Hotel) U Saw Naung U Kyaw Min(MKN Installer) Lucky (MKN)U Brang Mun Daw Roi Aung(MKN CE) Daw Roi Aung(MKN CE) Apple Solar Myitkyina (MKN) U Arr Wai Jade Land Co.Ltd(MKN) U Khin Mon U Kyaw Thet Aung(MKN Shop) Hai War Hot Pot(MKN) U Aung Myo Nyunt U Sai Thar Hlaing (Hopin) U Htun Htun(MKN Installer) 78 Hot Pot(MKN)Daw Wai Mar Nwe U Aye Min Soe (MKN Installer) Power Light(Hotel) U Saw Naung	Follow up appointment and inquiry for 100 KW HV (1) set Follow up solar system for his home and relation Follow up inquiry solar system for his home Introduction & Marketing for Solar System Follow up inquiry for 30 KW Solar system 1 set After sale service and relation Follow up solar system for his shop Follow up inquiry for Solar System and relation Follow up Prospect for Solar PV 585W(3) pallet Follow up solar system for his shop Customer take care and relation Follow up inquiry for 100 KW HV(1) set and get inquiry 250KVA PG

Reported by

Sign :   
Name : Tint Lwin Oo  
Position : ASM

Checked by

Sign :   
Name : U Aung Myat Thu  
Position : DH

Approved by

Sign :  
Name : U Aye Min Htoon  
Position : VCM

(DH/AGM/GM)


(COO)


05-CHL-HRM-FRM-064-01

# TRAVELLING REPORT

Date : .....1.07.2025.....

<b>Report To</b>	Aung Myat Thu	
<b>Employee Name</b>	Tint Lwin Oo	
<b>Position</b>	ASM	
<b>Department</b>	S & MKT	
<b>Business</b>	RE BU	
<b>Departure &amp; Arrival</b>	<b>Departure Date And Time</b>	<b>Arrival Date And Time</b>
<b>Total Days</b>	21 Days	
<b>Trip Information</b>	1. From ..... Meikhtila ..... To ..... Myitkyina .....	
	2. From ..... To .....	
	3. From ..... To .....	
<b>Purpose For Travelling</b>	Branch Visit and Customer Visit	
<b>Travel Date</b>	<b>Activities</b>	<b>Remark</b>
28.06.2025	Power Light Hotel	100kW High Voltage System Survey and appointment.
29.06.2025	Go to Meikhtila	

**Reported by**  
 Sign :   
 Name : Tint Lwin Oo  
 Position : ASM

**Checked by**  
 Sign :   
 Name : U Aung Myat Thu  
 Position : DH

**Approved by**  
 Sign :  
 Name : U Aye Min Htoon  
 Position : VCM

(DH/AGM/GM)

(COO)

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