



# TRAVELLING REPORT

Date : .....

|                        |  |                       |
|------------------------|--|-----------------------|
| Report To              | U Maung Maung  |                       |
| Employee Name          | Ko Hein Min Htet   |                       |
| Position               | Saleman  |                       |
| Department             | Sale Dept.   |                       |
| Business               | A.T and T.BU   |                       |
| Departure & Arrival    | Departure Date And Time  | Arrival Date And Time |
|                        |  |                       |
| Total Days             |  |                       |
| Trip Information       | 1. From ..... <u>CIBK</u> ..... To ..... <u>TGN</u> .....          |                       |
|                        | 2. From ..... To .....   |                       |
|                        | 3. From ..... To .....   |                       |
| Purpose For Travelling |  |                       |
| Travel Date            | Activities   | Remark                |
| 18.12.2024             | Lapabon Tsp, Tharyawadi Tsp, /                                     |                       |
| 19.12.2024             | Thintaw yoe village<br>Bukhtaw village Mgyungyi village,           |                       |
| 20.12.2024             | Puangtal Tsp. Paukhaung Tsp.<br>Tamasel village, Zeebaw village, / |                       |
| 21.12.2024             | EBH Tsp.<br>Natalin Tsp, Zeebone Tsp,<br>Yinmaspin village,        |                       |
| 22.12.2024             | EBH to Yangon ATTBU  |                       |

Reported by  
 Sign : *[Signature]*  
 Name : Hein Min Htet  
 Position : Saleman

Checked by  
 Sign : *[Signature]*  
 Name : Ko Maung Maung  
 Position : GM

Approved by  
 Sign : *[Signature]*  
 Name : Ko Zaw Min Myet  
 Position : ACOO  
 (COO)

Hi-5 report နှင့် ဝန်ထမ်းများ၏ အခြေခံ  
*[Signature]*  
 Ei Hwe Ngone

Checked by  
 Sign : *[Signature]*  
 Name : Ko Than Zaw Lin  
 Position : OM

