



TRAVEL ADVANCE CLEAR FORM

Cash Advance				
Employee Name	Yuek Lee Wao		Estimated Date of Travel	15.5.25 to 16.5.25
Position Rank	Chong Chai		Total Day	4 days
BU/BU/BU/BU Dept	SIDD, SIDD		Destination	
Purpose	Re Service			
Travelling Permit				
Arrival Place	Muntasa - Bago			
Actual Date & Time of Travel	15.5.25 to 16.5.25			
Total Day	4 days			
HR Name	Aye Aye Mon			
HR Sign	Aye			
BCEU/Authorized Person Name	Kyeu Kok Htet			
BCEU/Authorized Person	[Signature]			
Advance Clear				
Actual Date & Time of Travel	15.5.25 to 16.5.25		Total Day	4 days
Departure Date & Time	18.5.25		Arrival Date & Time	16.5.25
Date	Description		Total Amount	
15.5.25 to 16.5.25	TA Charges (4 days x 30,000K) For 2 person YROW, CZT		Kyats	USD
			120,000K	
	Bus ticket			
	Guest House Charges		16,000K	
	Taxi Charges		20,000K	
			92,000K	
Total Expense (Kyats/USD)				
Cash Advance (Kyats/USD)				248,000K
Balance Refund/Additional (Kyats/USD)				250,000K
				2,000K
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	E Thwe Phyo	Admin	17.5.25	[Signature]
Approved By Dept Head	Aung Bo Bo Co	ADH	19.5.25	[Signature]
Approved By GM/AGM/COO	Phyo Thu	AGM		[Signature]
Acknowledged by related Superior for Job Report	U Aye Mon Htoon			
HR Check & Approved	Nyein E E Khawng	HR	19.5.25	[Signature]
Cash Received				
Remark				

ပင်းရတနာ (ကောင်းကင်ချို)

ဖုန်းနံပါတ်

↔ ပဲခူး ↔ ညောင်လေးပင် ↔ မဒေါက် ↔ ရွှေကျင်

ဧည့်သည် (09-428177787; 09-428203890; 09-454846242)

ဧည့်သည် (09-786864473; 09401320703)

ဧည့်သည် (09-5062534; 09-776520443)

စာနံပါတ် ၁၃၀၇၀၂၅ အချိန် ၉:၃၀

အမည် ၈၀၀၀ x ၂ ခုံအမှတ် ၇၅၂၆

ထပ်ခွေ ၈၀၀၀ x ၂ ခရီးစဉ် ၆၀၀၁၀

မာန်ထွက်ချိန်ထက် ၁၅မိနစ်
ကြိုဆင်ရောက်ရမည်။

ဝယ်ပြီးလက်မှတ် ငွေပြန်မအပ်ပါ။ မေ့ကျန်ပစ္စည်းတစ်ခုခုမယူပါ။
ဥပဒေနှင့်မလွတ်ကင်းသောပစ္စည်းများ တင်ဆောင်ခြင်းမပြုပါ။

မှတ်ပုံတင် ပါရှိရမည်



Print Date : 17-May-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	2025-05-13	Renewable Energy	Service	Cho Zin Thet	Inspection and replacement inverter customer U Min Lwin and Bago Office.	07:15	Bogyoke UMG Hostel (Hlaing Thar Yar)	pauktawwa (Insein)	7,000	7,000	GA Manager Approved	Laptop, package and tools box
2	2025-05-13	Renewable Energy	Service	Cho Zin Thet , Ywet Nu Wai	Inspection and replacement inverter customer U Min Lwin and Bago Office.	07:30	Pauktawwa	Aung Mingalar Highway	22,000	22,000	GA Manager Approved	Laptop, package and tools box
3	2025-05-15	Renewable Energy	Service	Cho Zin Thet , Ywet Nu Wai	Inspection and replacement inverter customer U Min Lwin and Bago Office.	13:40	Pyuntasa Customer U Min Hlaing site	Bago office	20,000	20,000	GA Manager Approved	Customer U Min Lwin's inverter, laptop, tools box and package.
4	2025-05-16	Renewable Energy	Service	Cho Zin Thet , Ywet Nu Wai	Inspection and replacement inverter customer U Min Lwin and Bago Office.	15:00	Bago	Yango Aung Mingalar Highway	16,000	16,000	GA Manager Approved	Customer U Min Lwin's inverter, laptop, tools box and package. Can't get bus ticket.
5	2025-05-16	Renewable Energy	Service	Cho Zin Thet , Ywet Nu Wai	Inspection and replacement inverter customer U Min Lwin and Bago Office.	17:00	Aung Mingalar Highway	Pauk Taw Wa-Bogyoke UMG Hostel (Hlaing THar Yar)	27,000	27,000	GA Manager Approved	Customer U Min Lwin's inverter, laptop, tools box and package. Can't get bus ticket.



TRAVELLING REPORT

Date : 17.5.2025

Report To	Ko Aung Ko Ko Aa	
Employee Name	Ywet Nix Wai, Cho zin Ihet	
Position	SIDP	
Department	service	
Business	R.E	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	13.5.25	16.5.25
Total Days	4 days	
Trip Information	1. From ... Yangon ... To ... Pyuntaza ...	
	2. From ... Pyuntaza ... To ... Bago ...	
	3. From ... Bago ... To ... Yangon ...	
Purpose For Travelling	To do inspection inverter and battery	
Travel Date	Activities	Remark
13.5.2025	- Go to Pyuntaza from Yangon. At customer U Min Lwin site, we check batteries (16S2P 200Ah) and check inverter (6kw hybrid) but inverter doesn't show normal. We reset the factory setting. But it isn't okay. So, we need to check inside inverter.	
14.5.2025	- We replace new inverter for temporary to use. When the inverter arrive, we remove error inverter, wire connection. We install new inverter.	

Reported by
 Sign :
 Name : YNW, CZT
 Position : SIDP

Checked by
 Sign :
 Name : Aung Ko Ko Aa
 Position : ADH
 (DH/AGM/GM)

Approved by
 Sign :
 Name : U Aye Men Htoon
 Position :
 (COO)

Aung Htein Uin
 09/5/25


05-CHL-HRM-FRM-064-01

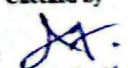
* Proper lead time. (Need to wait temporary inverter from YGN).


TRAVELLING REPORT


Date: 17.5.2025

Report To	Ka Aung Ko Ko Do	
Employee Name	Ywet, Aun Uai, Cho Tin Thee	
Position	STOP	
Department	service	
Business	R.E	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	13.5.25	16.5.25
Total Days	4 days	
Trip Information	1. From Ygn	To PTZ
	2. From PTZ	To Bago
	3. From Bago	To Ygn
Purpose For Travelling	To do inspection inverter and battery	
Travel Date	Activities	Remark
15.5.2025	We check wire connection and upgrade firmware to both batteries. We charge and discharge the batteries. It was okay. Go to Bago from Pyuntaza. At Bago office, we remove error inverter, check wire connection. Install new inverter for temporary.	
16.5.2025	We upgrade firmware (2.09-002) 100Ah batteries. We check BMS connection between inverter and battery. Charge and discharge the batteries. It was okay. Return from Bago to Yangon.	

Reported by
 Sign : 
 Name : YNW, CTI
 Position : STOP

Checked by
 Sign : 
 Name : Aung Ko Ko Do
 Position : ADH
 (DH/AGM/GM)

Approved by
 Sign : 
 Name : U Aye Mon Hteon
 Position :
 (COO)


 Aung Hsin Ulin
 17/5/25