



Shwebo Branch

Mandalay-Shwebo Road, No.6 Quarter, Shwe Bo (North of Moke-Oo), Sagaing Division Shwe Bo

Tel :

Fax:

PAYMENT VOUCHER

Voucher No. : SBO-PV-2025-02-0013

Cashier

: Pwint Thet Htar Khaing

Voucher Date : 2025-02-07

To

:

Currency : MMK

Applicant		Adm. Manager		GM	
No	Description	Purpose	Subtotal		
1	PAY TO PWINT THET HTAR KHAING FOR DAILY LABOUR CHARGES -40,000/- FOR 5 DAYS CLEANER.				
Total			40,000.00		

Total in Words : _____

Note : PAY TO PWINT THET HTAR KHAING FOR DAILY LABOUR CHARGES -40,000/- FOR 5 DAYS CLEANER.

Date : 7.2.2025 Name/NRC No : Pwint Thet Htar Khaing Signature :



CASH CLAIM FORM

Date : 7.2.2025

BU/BR/Division : Shwaba

Department : Admin

Issue Amount : 40,000/- Kyats/ USD

Budget include (or) Not :

Yes Budgeted Title and Amount :
No Reasons for :

Required For: Daily labour charges - 40,000/- for 5 days office cleaner.

မှတ်ချက်:
(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး သေချာစွာစစ်ဆေးစစ်ဆေးတွက်ချက်ပြီးထားသော 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: [Signature] Pwint Htar Requester
Checked By: [Signature] Khayng Mgr/DH
Checked By: [Signature] Noe Win Finance & Account
Approved By: [Signature] Kyaw See Hla GM/AGM/COO
Approved By: [Signature] CMC/CEO/Chairwoman

04-CFD-CAS-FRM-005-03

Daily Labour Charges Pay Record

Labour Name	Description	Working Date	Days	Amount	Total Amount	Remark
Ma Nge	Daily Cleaner	27-Jan-25	1	8,000	8,000	
Ma Nge	Daily Cleaner	31-Jan-25	1	8,000	8,000	
Ma Nge	Daily Cleaner	3-Feb-25	1	8,000	8,000	
Ma Nge	Daily Cleaner	5-Feb-25	1	8,000	8,000	
Ma Nge	Daily Cleaner	7-Feb-25	1	8,000	8,000	
					-	
					-	
			Total Amount		40,000	



Checked By
Pwint Thet Htar Khaing



Aknowledge By
Noe Noe Win



Approved By
Kyaw Soe Hla