



No. 592, Bo Aung Kyaw street, Yangon-Pathem Highway Road, Hlaing Thar Yar Tsp, Yangon
 Tel: (95-1) 645 178-182, 685 199 Fax: (95-1) 645 211

PAYMENT VOUCHER

Payment Voucher No. 89978

Date 11-6-2024

Applicant	Adm. Manager	GM

Purpose	Cash Claim for Overtime Charges	Remarks
Pay to	Winl Was Hlone	Cash Claims for to standby by thingyan holiday. Customer Complain -
Amount	₹8,800/-	
Mode of Payment	Cash	
For Account Use		

Received the sum of being payment of the above ₹8,800/-

Date 11.6.24 Name/NRC No. : 3/mong QES 121113. Winl Was Hlone. Signature : [Signature]



CASH ADVANCE REQUEST FORM

Date: 4.6.24

BU/BR/Division: Renewable Energy

Department: Service

Advance Issue: 28,800Kyats/.....USD

Budget include (or) Not :

- Yes Budgeted Title and Amount : Overtime Charges
- No Reasons for :

Required For:

Cash claim for stand by Thingyan holiday, Customer complain.

မတ်ချက်

(၁) ပြန်ဆောင်မှုများကို သာမန်အားဖြင့် ထုတ်ပေးရမည့်နေ့မှ (၁၀) ရက်အတွင်း ပြန်လည် တောင်းရှင်းရမည်။
(Advance must be cleared within 10 days from issue date)

(၂) အဆိုပါဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးပေးအားလုံး သေချာစွာစစ်စ်စစ်ဆေးတွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရမည်။
(The amount requested must be properly calculated, checked and verified by respective authorized person)

(၃) ထုတ်ပေးမှုနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက၊ သက်ဆိုင်ရာ၊ တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည့် အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ရမည်။
(If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By

Wint War Htwe

Requester

Checked By

Aung Ko Ko Oo

Mgr/DH

Checked By

Nway Nway

Finance & Account

Approved By

Phyo Thu

GM/AGM/COO

Approved By

CMC/CEO/Chairwoman

OVERTIME REQUEST FORM

Div Name : Renewable Energy
 Department : Service
 Reason for Overtime : Thingyan holiday stand by for customer complain

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	16.4.24	Win Htut Aung		8:00:00 AM	5:00:00 PM	8	9,600	
2	17.4.24	Win Htut Aung		8:00:00 AM	5:00:00 PM	8	9,600	
3	19.4.24	Win Htut Aung		8:00:00 AM	5:00:00 PM	8	9,600	
						Total Hours	24	
						Total Amount	28,800	

Prepared By : 
 Win Htut Aung

Knowledge By : 
 Ag Ko Ko Co

Approved By (GM/AGM/COO) : 
 Phyo Thee

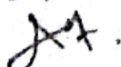
Check By HR : 
 Mye Ei Ei Khin

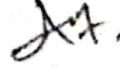
Service Action : Battery 3N
 598-2305-00936 / 598-2305-00900 / 598-2305-00942 /
 598-2305-01002 / 598-2305-00952 / 598-2305-00999

Service Suggestion
 -

Reviser	Win Htut Aung	Signature	Win	Date	16.4.24
Customer	Ma Ei Ei Mon	Signature	Ei	Date	16.4.24

Name : Win Htut Aung
 Position : STDP
 Sign : Win

Checked by
 Name : Ag Ko Ko Co.
 Position : ADH
 Sign : 

Approved By
 Name : Ag Ko Ko Co
 Position : ADH
 Sign : 

Machine Troubleshoot Report



Date	17.4.24	Job Start Date	17.4.24
Job Order No.		Job Finish Date	17.4.24
Brand	Matador lectro	Leader	Wlin Wlat Fung
Model		Mechanic 1	
Serial No.		Mechanic 2	

Customer Call Problem
 Battery percent too low.

Inspection			
Damage Machine Part	User Error	<input type="checkbox"/>	Warranty
	Product Error	<input type="checkbox"/>	Non Warranty
	Mechanic Error	<input type="checkbox"/>	Other
	Other	<input checked="" type="checkbox"/>	

How to prepare?
 Check the system. Test run the load with battery.

Action

Service Action
 Battery SN - 5q8-2305-00q6 / 5q8-2305-00q6 / 5q8-2305-00q42 / 5q8-2305-01002 / 5q8-2305-00q52

Service Suggestion

Reviser	Wlin Wlat Fung	Signature	Wlin	Date	17.4.24
Customer	Ma Ei Ei Mon	Signature	Eir	Date	17.4.24

Name : Wlin Wlat Fung
 Position : STOP
 Sign : Wlin

Checked by

Name : Ag Ko Ko Oo
 Position : ADH
 Sign :

Approved By

Name : Ag Ko Ko Oo
 Position : ADH
 Sign :

Machine Troubleshoot Report

UMG

Date	19.4.24	Job Start Date	19.4.24
Job Order No.		Job Finish Date	19.4.24
Brand	Modador lectro.	Leader	Win Hest Agung
Model		Mechanic 1	
Serial No.		Mechanic 2	

Customer Call Problem

ATS fault.

Inspection

<u>Damage Machine Part</u>	User Error	<input type="checkbox"/>	Warranty	<input type="checkbox"/>
	Product Error	<input type="checkbox"/>	Non Warranty	<input type="checkbox"/>
	Mechanic Error	<input type="checkbox"/>	Other	<input type="checkbox"/>
	Other	<input checked="" type="checkbox"/>		

How to prepare?

Change the ATS. Test run.

Action

Service Action

Check the connection.

Service Suggestion

<u>Reviser</u>	Win Hest Agung	<u>Signature</u>	Win	<u>Date</u>	19.4.24
<u>Customer</u>	U Ko Ko Caji	<u>Signature</u>	Ko	<u>Date</u>	19.4.24

Name : Win Hest Agung
 Position : STDP
 Sign : Win

Checked by
 Name : Ag ko ko oo
 Position : ADH
 Sign : [Signature]

Approved By
 Name : Ag ko ko oo
 Position : ADH
 Sign : [Signature]

Status	Job Types/Number
Holly day	Check the battery Customer Ko Aung and Ma Ei Ei Mon.
Holly day	Go to Mandalay Customer Ma Ei Ei Mon site check the battery and BMS system.
Holly day	Customer U Ko Ko Gyi change the ATS.