



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

### PAYMENT VOUCHER

98166


Payment Voucher No. : .....

Date : 14.3.2024

Applicant	Adm. Manager	GM

Purpose	Computer Repair	Remarks
Pay to	Zin Zin	Adv request for change computer HDD.
Amount	190,000/-	
Mode of Payment		
For Account Use		

Received the sum of  
being payment of the above .....

Date : 14.3.2024 Name/NRC No. : Zin Zin. Signature : 



CASH ADVANCE REQUEST FORM

Date : 5.03.2024
BU/BR/Division : Renewable Energy
Department : Sales & Marketing
Advance Issue : 190,000 kyats/ ..... USD
Budget include (or) Not :

Yes [X] Budgeted Title and Amount : Computer Repair
No [ ] Reasons for :

Required For:
Advance request for change computer HDD.
မှတ်ချက်။
(၁) ကြိုတင်ငွေများကို သာမန်အားဖြင့် ထုတ်သည့်နေ့မှ (၁၀) ရက်အတွင်း ပြန်လည် စာရင်းရှင်းရမည်။
(Advance must be cleared within 10 days from issue date)
(၂) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရပါမည်။
(The amount requested must be properly calculated, checked and verified by respective authorized person)
(၃) ထုတ်ယူမှုနှင့် 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: Zin Zin (Requester)
Checked By: Aung Myat Thu (Mgr/DH)
Checked By: Nway Nway (Finance & Account)
Approved By: Phyto Thu (GM/AGM/COO)
Approved By: (CMC/CEO/Chairwoman)

04-CFD-CAS-FRM-001-03

Handwritten signature and date: 14/3/24

## NEW COMPUTER & EQUIPMENT REQUEST FORM

Date: 4.3.24

Desktop

Laptop

General Equipment

Equipment Name

: HDD

Qty

: 1

Unit Price

: 190,000/-

Department

: Sales & MKT


DIV/BU/BR

: RE BU

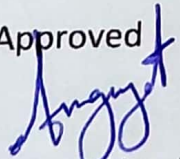
Remark

: Desktop repair. HDD DAMAGED ~~IT~~ ALRDY CHECK ✓

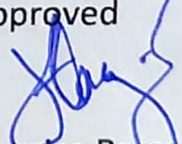
Request By

  
Request Person  
Zin Zin

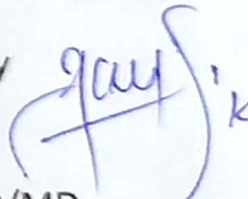
Approved

  
Department Head  
Aungs Myeal Thu.

Approved

  
IT Authorise Person  
Si MU HLAN  
5/3/24

Approved By

  
AGM/GM/COO/CEO/MD  
Phyo The  
2mm.

02-BTF-ITI-FRM-002-01