



# ADVANCE REQUEST FORM

Requestor Name : Su Su Khaing  
 Department Name :  
 Payment Date :  
 Payment Voucher : ADV-REM-2025-01-00051  
 No  
 Payment Method : Cash/Bank  
 Payment Amount : 170000.0  
 Currency : MMK  
 Exchange Rate : 4,650.0

Budget Type : Include Budget  
 Payment Type : Advance Payment  
 Advance Due Date :  
 Prepared By : REM\_BudgetDataEntry  
 Superior Approved : REM\_SRVADH  
 By  
 Last Approved By :

No.	Description	Department	Request Amount	Remark
1	Advance Payment for buy damage tool(4" hand grinder)-1pc.MMK.Adv-170,000/-	Production (REM)	170,000.00	

Expense Total 170,000.00 K  
 Amount Remain 170,000.00 K

Note:

*[Handwritten checkmark]*

*[Handwritten signature]*

*[Handwritten signature]*

Superior Check By  
 Name : *A. Kyaw Thu*  
 NRC No : *7/Pa.Ta.Na(N)110371*  
 Date :  
 Remark :

F&A  
 Name : *Tin Aye Htoo*  
 NRC No : *12/1002088EJ*  
 Date : *01/05/25*  
 Remark : *18.11.25*

GM/AGM  
 Name : *Maung Maung*  
 NRC No :  
 Date :  
 Remark :

COO  
 Name : *Aye Min Htoon*  
 NRC No :  
 Date :  
 Remark :

# TOOLS DAMAGE REPORT FORM



santhemum wealth  
ပေးဆောင်မှုများ

Date :18-1-2025

Reason:

Damage  
 Lost

PIC Section Name Machining & Fabrication

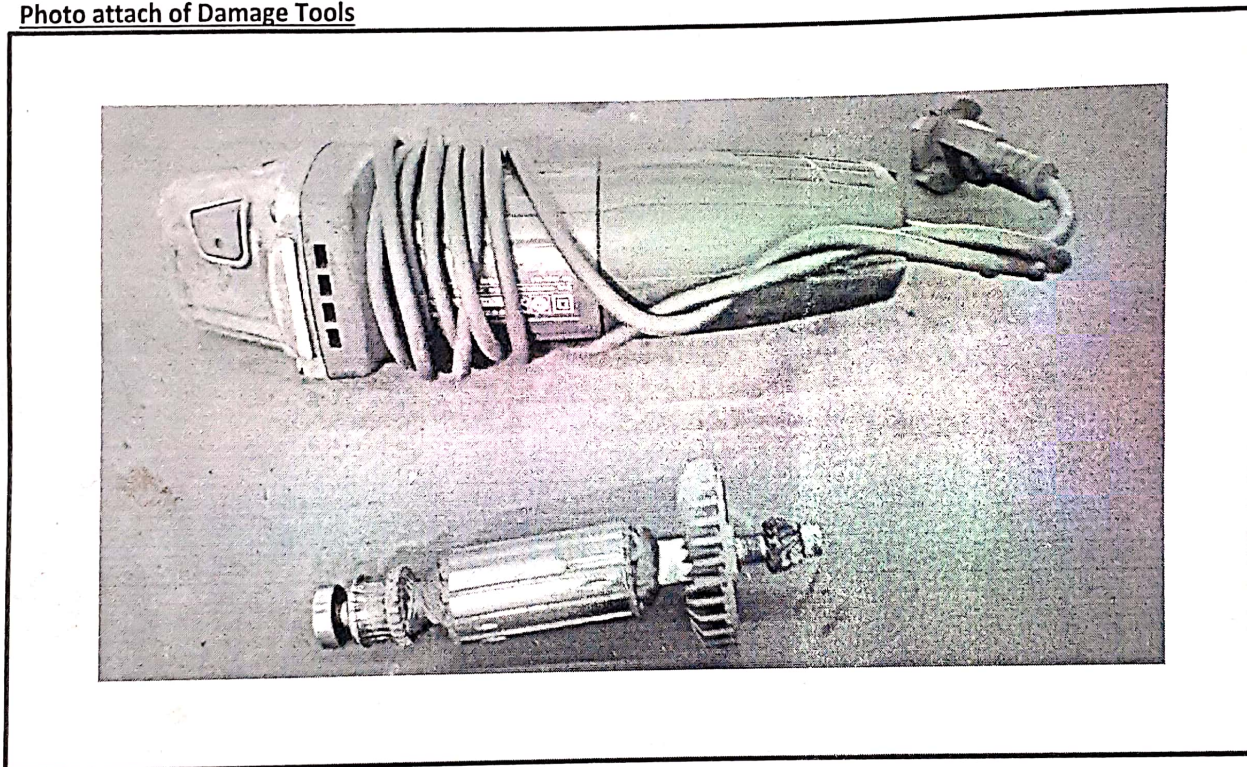
**Previous Handover Data**

Doc. Refr. No. \_\_\_\_\_ :

Date Jun'24

No	Name of Tools	Code of Tools	Brand	Country Made	Qty	Damage or Lost problem Description
1	Hand Grinder	4"	Boda	-	1	Armature is burn.

**Photo attach of Damage Tools**



**Supervisor Analyze Commence**

Hand grinder's armature is burn. We repaired it for a time. Now, it can't be repaired. We need a new grinder.

**Department Head Judgement/ Decision**

Reported By

*[Signature]*  
Mechanic  
Myo Min Hwe.

Checked By

*[Signature]*  
Supervisor  
Tet Zaw Hatt

Approved By

*[Signature]*  
Department Head  
Aung Kyaw Thu

02-BRM-PDD-FRM-009-00

Cause of Damage