





### TRAVEL ADVANCE CLEAR FORM

Cash Advance				
Employee Name	Aung Phyo Thu		Estimated Date of Travel	(6:00Am) 26.5.25 → 17.6.25 (8:00Am)
Position Rank	Mechanic		Total Day	22 1/2 days
BU/BR/Div. Dept	PG BU		Destination	
Purpose	Service Campaign for MDY BR			
Travelling Permit				
Arrival Place	Mandalay			
Actual Date & Time of Travel	26.5.25 (6:00Am)			
Total Day	22 1/2 days			
HR Name				
HR Sign				
BOH Authorized Person Name				
BOH Authorized Person				
Advance Clear				
Actual Date & Time of Travel	26.5.25 (6:00Am)		Total Day	22 1/2 days
Departure Date & Time	26.5.25 (6:00Am)		Arrival Date & Time	17.6.25 (8:00Am)
Date	Description		Total Amount	
			Kyats	USD
26.5.25 → 17.6.25	For TA days ⇒ 22 1/2 days x 15000/.		337500/.	
	Express charges		31000/.	
	Taxi charges		20000/.	
Total Expense (Kyats/USD)			388500/.	
Cash Advance (Kyats/USD)				
Balance Refund/Additional (Kyats/USD)				
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	Chit Pon Su	SH	18.7.25	
Approved By Dept Head	Tint Naing	DH	18.7.25	
Approved By GM/AGM/COO				
Acknowledged by related Superior for Job Report				
HR Check & Approved	Phyo Win Ngein	ADH	22.7.25	Phyo
Cash Received				
Remark				



မင်းသိန်းစံ

မင်းသိန်းစံ

From (ရပ်) : မင်းသိန်းစံ  
 To (ရပ်) : မင်းသိန်းစံ  
 From (ရပ်) : မင်းသိန်းစံ  
 To (ရပ်) : မင်းသိန်းစံ  
 Class/Type : Business Class  
 Ticket Reference : 30-6544  
 391-5724 : (Other Ref)  
 Departure (ရက်စွဲ) : 2018, 7/30 PM  
 Special Request (ရက်စွဲ) : ၃-700

Printed Date (ရက်စွဲ) : 2018, 7/30 PM

Passengers Total

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မင်းသိန်းစံ Sale Team အဖွဲ့ဝင်ပါသည်။

Schittan Su

We are pleased to announce to you...  
 Check-in 30 min before the flight...  
 Each passenger is allowed to carry...  
 No alcohol and...  
 ...  
 ...  
 ...  
 ...

Mandalay Minn Express



Booking Ref# 7453-4797

From မန္တလေး

To ရန်ကင်း

Route မန္တလေး-ရန်ကင်း(73 လမ်းကွက်စဉ်  
အစဉ်အဆက်)၊(မှတ်တမ်း+ရန်ကင်း  
ထောက်ခံစာ+ရန်ကင်းထောက်ခံစာယူရန်)  
[နိုင်ငံခြား ဝင်ရောက်ရေး လက်ကား မှတ်  
ပေးခြင်း] [Foreigner: Immigration Form C]

Station Chan Mya Shwe Pyi Bus Terminal

Departure Date Jun 17, 6:30 PM

Check-in Date Jun 17, 6:00 PM

Arrival Date Jun 18, 5:00 AM

Passenger

Moja Date Jun 16, 2025

Status CONFIRMED

Transferer Ko Aung Phyo Thu

Ko Aung Phyo Thu

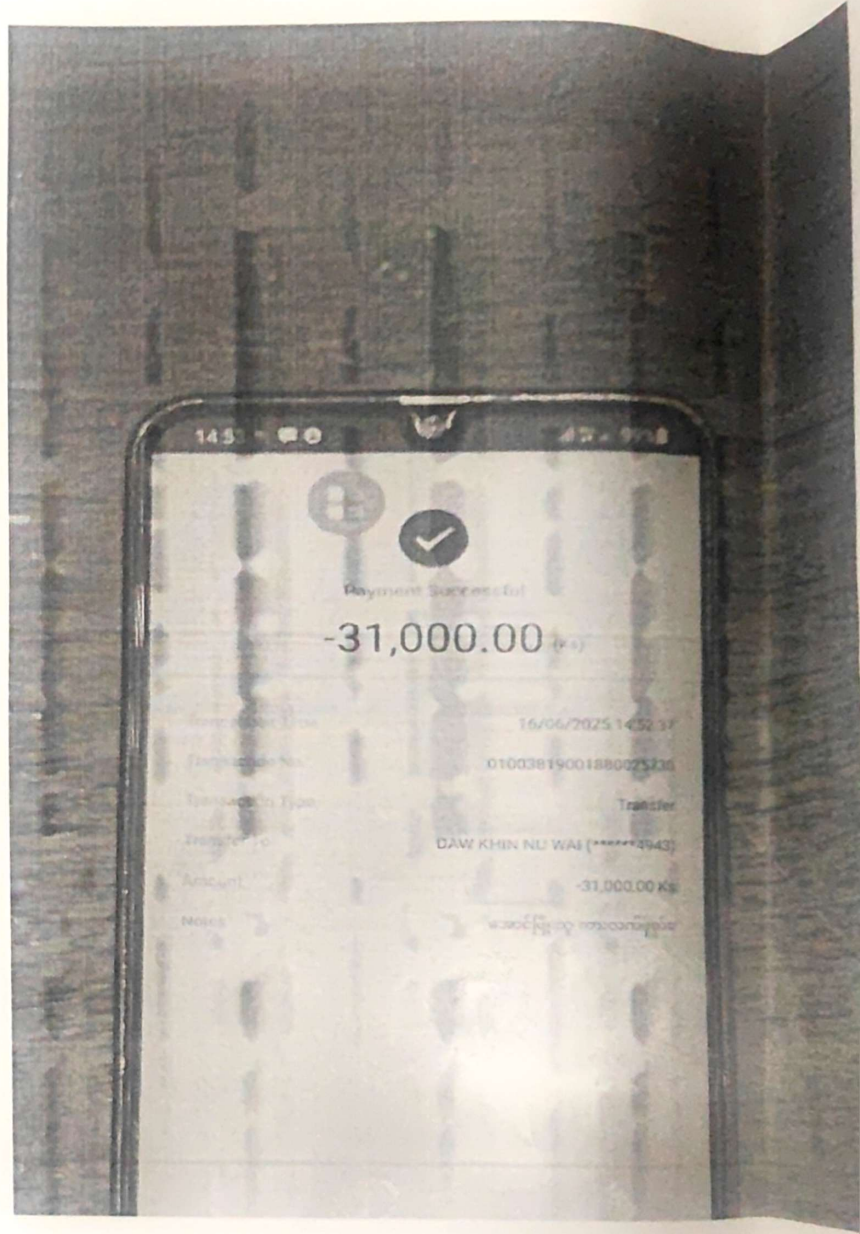
Contact No 09790996933

Passenger 1

Seat No 24 (WINDOWSEAT)

Amount

27,000 MMK



ကောင်းမွန်ပါသည်။ ကျေးဇူးတင်အားတင်ပါ  
၁၅။

Shit Pon Su







No 589-592,Bo Aung Kyaw Street,Yangon-Pathin High Way Road,Hlaing Thar Yar Township, Yangon, Myanmar

Print Date 16-Jul-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	2025-06-18	Power Generator	Service	Aung Phyo Thu (3)	Return back MDY BR SRV Campaign machine repair	07:30	Aung Min Galar	Hlaing Thayar	20,000	20,000	GA Manager Approved	



# TRAVELLING REPORT

Date: 18.7.2025

Report To	COO	
Employee Name	Aunt Bhone Maw	
Position	Mechanic	
Department	Service	
Business	PA BU	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	26.5.25 (6:00AM)	6.6.25 (10:00AM)
Total Days	11 1/2 days	
Trip Information	1. From YAN To MDY	
	2. From MDY To YAN	
	3. From ..... To .....	
Purpose For Travelling	Service Campaign for MDY BR support	
Travel Date	Activities	Remark
26.5.25	Go to MDY	
5.6.25	Return back YAN Pls, details attached	

Reported by  
Sign : for *[Signature]*  
Name : Aunt Bhone Maw  
Position : Mechanic

Checked by  
Sign : *[Signature]*  
Name : Tint Naing  
Position : DH  
(DH/AGM/GM)

Approved by

Sign :  
Name :  
Position :

(COO)

*[Signature]*  
Aung Hein Win  
22/7/2025

05-CHL-HRM-FRM-064-01



# TRAVELLING REPORT

Date : 18.7.2025

Report To	COO	
Employee Name	Aung Phyo Thu	
Position	Mechanic	
Department	Service	
Business	PH	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	26.5.25 (6:00Am)	17.6.25 (08:00Am)
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Purpose For Travelling	Service Campaign for MDY BR support	
Travel Date	Activities	Remark
26.5.25	Go to MDY	
17.6.25	Return back YAN	
	Pls, details attached	

Reported by

Sign :   
Name : Aung Phyo Thu  
Position : Mechanic

Checked by

Sign :   
Name : Tint Naing  
Position : DH

(DH/AGM/GM)

Approved by

Sign :   
Name : Aung Han Win  
Position : COO

(COO)

05-CHL-HRM-FRM-064-01

Aung Han Win  
22/7/2025