

No. 152, Hlaingtharya Industrial Zone (4)
 Min Gyi Mahar Min Street, Hlaingtharya, Yangon

ADVANCE REQUEST FORM

Requestor Name : Moe Thazin	Budget Type : Include Budget
Department Name:	Payment Type : Advance Payment
Request Date : 2025-04-04	Advance Due Date : 04/30/2025
Payment Voucher : ADV-COP-2025-04-00004	Prepared By : COP_BudgetDataEntry
No	Superior Approved : F&A Manager COP
Payment Method : Cash/Bank	By
Payment Amount : 50000.0	Last Approved By : COP_BudgetDataEntry
Currency : MMK	
Exchange Rate : 4,440.0	

No.	Description	Department	Request Amount	Remark
1	Employee Welfare - Birthday Cake for CE-2 BU (Moe Thazin, Zin Thu Naing)	Administration Department(COP)	50,000.00	

Expense Total 50,000.00 K ↗
 Amount Remain 50,000.00 K

Note: -----

<p style="text-align: center;">Superior Check By</p> <p>Name : <u>Zin Thu Naing</u></p> <p>NRC No :</p> <p>Date :</p> <p>Remark :</p>	<p style="text-align: center;">F&A</p> <p>Name : <u>Ten Za Hlay</u></p> <p>NRC No :</p> <p>Date :</p> <p>Remark :</p>	<p style="text-align: center;">GM/AGM</p> <p>Name : <u>Moe Thazin</u></p> <p>NRC No :</p> <p>Date : <u>7/4/25</u></p> <p>Remark :</p>	<p style="text-align: center;">EOD</p> <p>Date : <u>07/04/2025</u></p> <p>Name : <u>Amutban</u></p>
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EmployeeName	Designation	JoinDate	Department	BusinessUnit	Station	DateOfBirth
Moe Thazin (2)	Department Head	✓ 8/15/2023	Administration	Construction Equipment 2	Yangon (Zone 4)	20-April
Zin Thu Naing	Assistant Dept Head	11/15/2016	Spare Parts	Construction Equipment 2	Yangon (Zone 4)	18-April