



CASH CLAIM FORM

Date : 10.1.24

BU/BR/Division : Reman

Department : Production

Issue Amount : 299,400 Kyats/ USD

Budget include (or) Not :

Yes Budgeted Title and Amount :

No Reasons for :

Required For: Reman OT and PHK OT. For Dec' 23.

မှတ်ချက်။

(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး သေချာစွာစစ်ဆေး၊ တွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရပါမည်။

(The amount requested must be properly calculated, checked and verified by respective authorized person)

(၂) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက သက်ဆိုင်ရာ၊

တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည် အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်

(If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By
Shwe Sin
Requester

Checked By
Ko Phyo
Mgr/DH

Checked By
Khin Sue Win
Finance & Account

Approved By
Aung Hein Win
9/1/24
GM/AGM/COO CMC/CEO/Chairwoman



OVERTIME REQUEST FC RM

BU/BR/Div Name

: Reman

Department

: Production

Reason for Overtime

: EC 460 B/C, Nay Min Kabon, Performance test, 16928

No	Date	Name	Rank	Time		Hours	Amount	Remark	
				From	To				
	23/12/23	Si Thu Aung	2A	8:00Am	5:00pm	8hr	9,600		
	23/12/23	Kyaw Khing Co		8:00Am	5:00pm	8hr	9,600		
	23/12/23	Phoe Phyo Kyaw	2B	8:00Am	5:00pm	8hr	9,600		
	23/12/23	Suan Htet Naing	2A	8:00Am	5:00pm	8hr	9,600		
	23/12/23	Naing Min Thant	1A	8:00Am	5:00pm	8hr	9,600		
	23/12/23	Hein Min Htet	1A	8:00Am	5:00pm	8hr	9,600		
	23/12/23	Min Min Zaw	3A	8:00Am	5:00pm	8hr	9,600		
	23/12/23	Tin Lin Ko	1A	8:00Am	5:00pm	8hr	9,600		
	23/12/23	Thura Aung	2A	8:00Am	5:00pm	8hr	9,600		
						Total Hours	72hr	86,400	
						Total Amount			

Prepared By

Knowledgeled By

Approved By
(GM/AGM/COO)

Check By HR

Name: Shwe Sin

Name: Ko Phyo

Name: Aung Hein Win

Name: Nandar Aye

05-CHL-HRM-FRM-020-04



OVERTIME REQUEST FORM

BU/BR/Div Name

: Reman

Department

: Production

Reason for Overtime

: EC 460 B/C, Nay Min Kabon, 16928 (normal) case, Trouble shot

No	Date	Name	Rank	Time		Hours	Amount	Remark	
				From	To				
	23/12/23	Aung Naing Myo	2A	8:00Am	5:00pm	8hr	9,600		
	24/12/23	Si Thu Aung	2A	8:00Am	5:00pm	8hr	9,600		
	24/12/23	Kyaw Khing Co		8:00Am	5:00pm	8hr	9,600		
	24/12/23	Phoe Phyo Kyaw	2B	8:00Am	5:00pm	8hr	9,600		
	24/12/23	Suan Htet Naing	2A	8:00Am	5:00pm	8hr	9,600		
	24/12/23	Naing Min Thant	1A	8:00Am	5:00pm	8hr	9,600		
	24/12/23	Hein Min Htet	1A	8:00Am	5:00pm	8hr	9,600		
	24/12/23	Min Min Zaw	3A	8:00Am	5:00pm	8hr	9,600		
	24/12/23	Tin Lin Ko	1A	8:00Am	5:00pm	8hr	9,600		
						Total Hours	72hr	86,400	
						Total Amount			

Prepared By

Knowledgeled By

Approved By
(GM/AGM/COO)

Check By HR

Name: Shwe Sin

Name: Ko Phyo

Name: Aung Hein Win

Name: Nandar Aye

05-CHL-HRM-FRM-020-04



OVERTIME REQUEST FORM

BU/BR/Div Name : Reman

Department : Production

Reason for Overtime : EC 460 BLC, May Min Kabay, 16938, Piping installation

No	Date	Name	Rank	Time		Hours	Amount	Remark	
				From	To				
	24/12/23	Thusa Aung	2A	8:00Am	5:00pm	8hr	9,600		
	24/12/23	Aung Nang Myo	2A	8:00Am	5:00pm	8hr	9,600		
	25/12/23	Si Thu Aung	2A	8:00Am	5:00pm	8hr	9,600		
	25/12/23	Kyaw Khang Oo		8:00Am	5:00pm	8hr	9,600		
	25/12/23	Pyae Phyo Kyaw	2B	8:00Am	5:00pm	8hr	9,600		
	25/12/23	Bwan Htet Nang	2A	8:00Am	5:00pm	8hr	9,600		
	25/12/23	Nang Min Thant	1A	8:00Am	5:00pm	8hr	9,600		
	25/12/23	Hen Min Htet	1A	8:00Am	5:00pm	8hr	9,600		
	25/12/23	Min Min Zaw	3A	8:00Am	5:00pm	8hr	9,600		
						Total Hours	72hr	86,400	
						Total Amount			

Prepared By

Shwe Sn

Name: Shwe Sn

Knownledged By

Ko Phyo

Name: Ko Phyo

Approved By
(GM/AGM/COO)

Name: Aung Hen Win

Check By HR

Name: Nandar Aye

05-CHL-HRM-FRM-020



OVERTIME REQUEST FORM

BU/BR/Div Name : Reman

Department : Production

Reason for Overtime : EC 460 BLC, May Min Kabay, 16938, piping installation

No	Date	Name	Rank	Time		Hours	Amount	Remark	
				From	To				
	25/12/23	Tin Lin Ko	1A	8:00Am	5:00pm	8hr	9,600		
	25/12/23	Thusa Aung	2A	8:00Am	5:00pm	8hr	9,600		
	25/12/23	Aung Nang Myo	2A	8:00Am	5:00pm	8hr	9,600		
	23/12/23	Aung kyaw ²	2C	9:00Am	10:30Am	1.5hr	1,800	M	
	23/12/23	Zin Min Khang		8:00Am	5:00pm	8hr	9,600		
						Total Hours	33.5hr	40,200	
						Total Amount			

Prepared By

Shwe Sn

Name: Shwe Sn

Knownledged By

Ko Phyo

Name: Ko Phyo

Approved By
(GM/AGM/COO)

Name: Aung Hen Win

Check By HR

Name: Nandar Aye

05-CHL-HRM-FRM-020

Date	Sr No	MC Model	Customer	Job Activity	From	To	PIC	Assi Mech	Remark
23-Dec-23	16928	EC460BLC	Nay Min Kabar	Performance Test.	8:00AM	5:00PM	KKO	ST,HMH,NMT,TLK,TY A ANM,PPK,SHN,MMZ	
24-Dec-23	16928	EC460BLC	Nay Min Kabar	Abnormal case and Arm in Troubleshooting	8:00AM	5:00PM	KKO	ST,HMH,NMT,TLK,TY A ANM,PPK,SHN,MMZ	
25-Dec-23	16938	EC460BLC	Nay Min Kabar	Piping installation	8:00AM	5:00PM	KKO	ST,HMH,NMT,TLK,TY A ANM,PPK,SHN,MMZ	