



MAC
 No. 1947/B , Bo Gyoke Street, Yangon - Pathein
 High Way Road, Hlaing Thar Yar Township,
 Yangon.
 Yongon ,
 Phone:
 Fax:



PAYMENT VOUCHER

Contact :

Number	: MAC-PV-24070007
Date	: 2024-07-12
Payment Subtype	: direct
Related To	:

Account	Currency	Status
Cash On Hand - MMK-MAC	Myanmar Kyat	posted

Memo
 CASH PAY FOR OVERTIME CHARGES FOR WAREHOUSE FOR JUN'24 .(HLAING MIN TUN).TOTAL MMK-92,400/-.

Description	Qty	Unit Price	Account Reference	Track-1	Track-2	Amount
CASH PAY FOR OVERTIME CHARGES FOR WAREHOUSE FOR JUN'24 .(HLAING MIN TUN).TOTAL MMK-92,400/-.	1.00	92400.00	Admin - Employee Overtime Charges- MAC			92,400.00

Remarks:	Subtotal:	92,400.00
	VAT:	0.00
	Withholding:	0.00
	Payment Amount:	92,400.00

Prepared By: <u>Sue Mar Tin</u>	Authorized By: _____	Received By: <u>Phyo Wai Oo</u>
Date: _____	Date: _____	Date: <u>12.7.2024</u>

AUDITED	CONFIRMED

CASH CLAIM FORM

Date: 10.7.2024

Division: MAC

Department: Logistics

Issue Amount: 92400 Ks / Kyats / USD

Budget include (or) Not : ကိုးသောင်း နှစ်ဆောင်းလေးရာကျပ်

Yes Budgeted Title and Amount :

No Reasons for :

Required For:
Payment the OT Charges for Warehouse.

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 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

Checked By

Checked By

Approved By

Approved By

Requester

Mgr/DH

Finance & Account

GM/AGM/COO

CMC/CEO/Chairwoman

Phyo Wai oo

Wai Phyo Han

Pyae Phyo Zin

Seint Seint Thu



OVERTIME REQUEST FORM

BU/BR/DIV Name : **MAC**
 Department Name : **Logistics**
 Reason for Overtime : **Feary**

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	1. 6. 24	Hlaing Min Tun	9 - Man	6:00 AM	8:00 AM	2	2400	Feary
2	"	"	"	5:00 PM	6:30 PM	1.30	1800	"
3	3. 6. 24	"	"	6:00 AM	8:00 AM	2	2400	"
4	"	"	"	5:00 PM	6:30 PM	1.30	1800	"
5	4. 6. 24	"	"	6:00 AM	8:00 AM	2	2400	"
6	"	"	"	5:00 PM	6:30 PM	1.30	1800	"
7	5. 6. 24	"	"	6:00 AM	8:00 AM	2	2400	"
8	"	"	"	5:00 PM	6:30 PM	1.30	1800	"
9	6. 6. 24	"	"	6:00 AM	8:00 AM	2	2400	"
Total Hours						16 hr	19200K	
Total Amount								

Requested by
 Sign :
 Name : **Hlaing Min Tun**
 (Requestor)

Approved by

 Wai Myo Han

Approved by

 (GM/AGM/COO)

Checked by

 Mya Kay Khanying
 (HR)

05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : **MAC**
 Department Name : **Logistics**
 Reason for Overtime : **Feary**

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
10	"	Hlaing Min Tun	9 - Man	5:00 PM	6:30 PM	1.30	1800	Feary
11	7. 6. 24	"	"	6:00 AM	8:00 AM	2	2400	"
12	"	"	"	5:00 PM	6:30 PM	1.30	1800	"
13	10. 6. 24	"	"	6:00 AM	8:00 AM	2	2400	"
14	"	"	"	5:00 PM	6:30 PM	1.30	1800	"
15	12. 6. 24	"	"	6:00 AM	8:00 AM	2	2400	"
16	"	"	"	5:00 PM	6:30 PM	1.30	1800	"
17	1A. 6. 24	"	"	6:00 AM	8:00 AM	2	2400	"
18	"	"	"	5:00 PM	6:30 PM	1.30	1800	"
Total Hours						15 hr	18600K	
Total Amount						30 Min		

Requested by
 Sign :
 Name : **Hlaing Min Tun**
 (Requestor)

Approved by

 Wai Myo Han
 (DH)

Approved by

 (GM/AGM/COO)

Checked by

 Mya Kay Khanying
 (HR)

05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : **MAC**
 Department Name : **Logistics.**
 Reason for Overtime : **ferry**

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
19	13.6.24	Hloing Mm Tun	①-Mon.	6:00 am	8:00 am	2	2400	ferry
20	"	"	"	6:00 pm	6:30 pm	1.30	1800	"
21	14.6.24	"	"	6:00 am	8:00 am	2	2400	"
22	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
23	15.6.24	"	"	6:00 am	8:00 am	2	2400	"
24	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
25	17.6.24	"	"	6:00 am	8:00 am	2	2400	"
26	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
27	18.6.24	"	"	6:00 am	8:00 am	2	2400	"
						Total Hours	14 hr	16800K
						Total Amount		

Requested by
 Sign:
 Name: **Hloing Mm Tun**
 (Requestor)

Approved by

 Wal Phyo Han
 (DIT)

Approved by

 (GM/AGM/COO)

Checked by

 Mya Kay Khaing
 (HR)

05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : **MAC.**
 Department Name : **Logistics.**
 Reason for Overtime : **ferry**

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
28	"	Hloing Mm Tun	①-Mon.	5:00 pm	6:30 pm	1.30	1800	ferry
29	19.6.24	Hloing Mm Tun	"	6:00 am	8:00 am	2	2400	"
30	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
31	20.6.24	"	"	6:00 am	8:00 am	2	2400	"
32	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
33	21.6.24	"	"	6:00 am	8:00 am	2	2400	"
34	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
35	24.6.24	"	"	6:00 am	8:00 am	2	2400	"
36	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
						Total Hours	14 hr	16800K
						Total Amount		

Requested by
 Sign:
 Name: **Hloing Mm Tun**
 (Requestor)

Approved by

 Wal Phyo Han
 (DIT)

Approved by

 (GM/AGM/COO)

Checked by

 Mya Kay Khaing
 (HR)

05-CHL-HRM-FRM-020-05

UMG

OVERTIME REQUEST FORM

BU/BR/DIV Name : **MAC**
 Department Name : **Logistics**
 Reason for Overtime : **Ferry**

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
37	25.6.21	Hlaing Min Tin	① - Man.	6:00 AM	8:00 AM	2	2400	Ferry
38	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
39	26.6.21	"	"	6:00 AM	8:00 AM	2	2400	"
40	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
41	27.6.21	"	"	6:00 AM	8:00 AM	2	2400	"
42	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
43	28.6.21	"	"	6:00 AM	8:00 AM	2	2400	"
44	"	"	"	5:00 pm	6:30 pm	1.30	1800	"
45	29.6.21	"	"	6:00 AM	8:00 AM	2	2400	"
Total Hours						16hr	19,200Ks	
Total Amount								

Requested by
 Sign : *[Signature]*
 Name : **Hlaing Min Tin**
 (Requestor)

Approved by
[Signature]
 wai Phyoo Han
 (DII)

Approved by
[Signature]
 (GM/AGM/COO)

Checked by
[Signature]
 Mya Kay Khany
 (HR)

05-CHL-HRM-FRM-020-05

UMG

OVERTIME REQUEST FORM

BU/BR/DIV Name : **MAC**
 Department Name : **Logistics**
 Reason for Overtime : **Ferry**

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
46	29.6.21	H. M. T.	① - Man.	5:00 pm	6:30 pm	1.30	1800	Ferry
Total Hours						1hr	18,000Ks	
Total Amount						30Min		

Requested by
 Sign : *[Signature]*
 Name : **Hlaing Min Tin**
 (Requestor)

Approved by
[Signature]
 wai Phyoo Han
 (DII)

Approved by
[Signature]
 (GM/AGM/COO)

Checked by
[Signature]
 Mya Kay Khany
 (HR)

05-CHL-HRM-FRM-020-05