



OVERTIME REQUEST FORM

BU/BR/Div Name : PG BU
Department : Rental Department
Reason for Overtime : Fuel line cleanin, customer call, Visit job site

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	8.12.24	Min Khant Kyaw	1200	11:00 AM	3:00 PM	4.0	4800	Modern KTV 200KVA fuel line cleaning and I Four 100kva site visit customer call Unity Zaw 100kva site visit
		Yan Myo Aung	1000	8:00 AM	3:00 PM	6.5	6500	
Total Hours						10.5	11300	
Total Amount								

Prepared By

Name: Kyal Sin Thway

Knowledged By

Name: Aung Ko Oo

Approved By
(GM/AGM/COO)

Name: Soe Htet Tin

Check By HR

Name: Phyto Wai Nyein
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