



OVERTIME REQUEST FORM

BU/BR/Div Name :

PG BU :

Department :

Rental Department :

Reason for Overtime :

Fan hub new change

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	21.1.2025	Pyae Phyo Kyaw	1200	5:00PM	10:00PM	4.5	5400	Myanmar Sinyoung 350 KVA fan hub new change
		Toe Toe	1200	5:00PM	10:00PM	4.5	5400	
		Toe Wai Phyo	1200	5:00PM	10:00PM	4.5	5400	
				Total Hours		13.5	16200	
				Total Amount				

Prepared By

Kyif.

Name: Kyal Sin Thway

Knownledged By

Aung Ka Do

Name: Aung Ka Do

Approved By
(GM/AGM/COO)

Name: Soe Htet Tin

Check By HR

Phyo

Name: Phyo Wai Nyein
05-CHL-HRM-FRM-020-04