



No. 592, Bo Aung Kyaw street, Yangon~Pathein Highway Road, Hlaing Thar Yar Tsp, Yangon.
Tel: (95-1) 645 178~182, 685 199 Fax : (95-1) 645 211

PAYMENT VOUCHER

Payment Voucher No. : 89748
Date : 29. Apr. 21

Applicant	Adm. Manager	GM

Purpose		Remarks
Pay to	<u>Wint War Htase</u>	<u>Cash claim For Overtime charges (Mar' 21)</u>
Amount	<u>64,800/-</u>	
Mode of Payment		
For Account Use		

Received the sum of
being payment of the above

ate : 29. Apr. 21 Name/NRC No. : Wint War Htase. Signature : [Signature]

Date : 24.4.24

BU/BR/Division : RC

Department : Service

Issue Amount : 64,800⁰ Kyats/ USD

Budget include (or) Not :

Yes Budgeted Title and Amount : Overtime charges.
No Reasons for :

Required For:
Cash claim for March '24 Overtime charges.

မှတ်ချက်။
(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော 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 : Wint Warkhae
Checked By : Ag Ko Ko Oo
Checked By : Nway Nway
Approved By : Phyo Thee
Approved By : [Signature]

Requester Mgr/DH Finance & Account GM/AGM/COO CMC/CEO/Chairwoman

Ojan Nyon Ei Ei Khany
29/4/24

OVERTIME REQUEST FORM

Div Name : Renewable Energy
 Department : Service
 Reason for Overtime : YCC Shwo အတွက် OT ဆင်းပါသည်။

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	30.3.24	Thet Hnin Phyu		8:00:00 AM	5:00:00 PM	8	9,600	
2	30.3.24	Zin Zin Oo		8:00:00 AM	7:00:00 PM	10	12,000	
3	30.3.24	Khin Myat Thu		8:00:00 AM	7:00:00 PM	10	12,000	
4	30.3.24	Hay Mar Soe		8:00:00 AM	7:00:00 PM	10	12,000	
						Total Hours	38	
						Total Amount	45,600	✓

Prepared By

Knowledgeled By

Approved By
(GM/AGM/COO)

Check By HR

[Signature]

[Signature]

[Signature]

[Signature]
24/4/24

Name: Wint War-Htoo

Name: Aung Ko Ko Oo

Name: Phyo Thu

Name: Nyein Ei Ei Khaing

05-CHL-HRM-FRM-020-04



OVERTIME REQUEST FORM

BU/BR/Div Name : Renewable Energy
 Department : Service
 Reason for Overtime : YCC Show မှ ပစ္စည်းပြန်သယ်ရန် OT ဆင်းပါသည်။

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	29.3.24	Cho Zin Thet		5:00:00 PM	7:00:00 PM	2	2,400	
2	29.3.24	Wai Phyo		5:00:00 PM	7:00:00 PM	2	2,400	
3	29.3.24	Shwe Sin Htike		5:00:00 PM	7:00:00 PM	2	2,400	
						Total Hours	6	
						Total Amount	7,200	✓

Prepared By

Knowledgeled By

Approved By
(GM/AGM/COO)

Check By HR

[Signature]

[Signature]

[Signature]

[Signature]
24/4/24

Name: Wint War-Htoo

Name: Aung Ko Ko Oo

Name: Phyo Thu

Name: Nyein Ei Ei Khaing

05-CHL-HRM-FRM-020-04



OVERTIME REQUEST FORM

BU/BR/Div Name

: Renewable Energy

Department

: Service

Reason for Overtime

: YCC Show မှ ပစ္စည်းပြန်သယ်ရန် OT ဆင်းပါသည်။

No	Date	Name	Rank	Time		Hours	Amount	Remark	
				From	To				
1	31.3.24	Hay Mar Soe		8:00:00 AM	7:00:00 PM	10	12,000		
Total Hours						10	12,000		
Total Amount									

Prepared By

Name: Wint War Htwe

Knownledged By

Name: Aung Ko Ko Oo

Approved By
(GM/AGM/COO)

Name: Phyto Thu

Check By HR

Name: Nyein Ei Ei Khaing

05-CHL-HRM-FRM-020-C