

CASH CLAIM FORM

Date : 18 2024
 BU/BR/Division : PG
 Department : Service
 Issue Amount : 6000 Kyats/ USD
 Budget include (or) Not :

Yes Budgeted Title and Amount :
 No Reasons for :

Required For:
 Service overtime charges for customer- Blessing Co.,Ltd.Model-TAD1240GE.Series.no-2012503239. Problem- Under voltage inspection.PIC-Annt Bhone Maw, Moe Kyaw Naing

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 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

Requester
Chit Pon Su

Checked By

Mgr/DH
Tint Naing

Checked By

Finance & Account
Lwin Lwin Aung

Approved By

GM/AGM/COO
Soe Htet Tin

Approved By

CMC/CEO/Chairwoman

04-CFD-CAS-FRM-005


OVERTIME REQUEST FORM

U/SR/Div Name : PG
 Department : Service
 Reason for Overtime : Under voltage inspection

| No | Date | Name | Rank | Time | | Hours | Amount | Remark |
|--------------|-----------|----------------|------|--------|--------|-------|--------|--------------------------|
| | | | | From | To | | | |
| 1 | 29.7.2024 | Annt Bhone Maw | - | 6:00Pm | 8:30Pm | 2.5 | 3000 | Under voltage inspection |
| 2 | 29.7.2024 | Moe Kyaw Naing | - | 6:00Pm | 8:30Pm | 2.5 | 3000 | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | | | | | | | | |
| 6 | | | | | | | | |
| 7 | | | | | | | | |
| Total Hours | | | | | | 5 | 6000 | |
| Total Amount | | | | | | | | |


Prepared By

 Name: Chit Pon Su

Knownledged By

 Name: Tint Naing

Approved By

 Name: Soe Htet Tin

Check By HR

 Name: Zin Mar Kyaw

05-CHL-HRM-FRM-020-04