



CASH CLAIM FORM

Date : 12.11.2023

BU/BR/Division : Roman

Department : Budget

Issue Amount : 288,000 /ats/ USD

Budget include (or) Not :

Yes Budgeted Title and Amount :

No Reasons for :

Required For: OT for PDK (25.11.23, 26.11.23, 27.11.23)

မှတ်ချက်:

(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးများအားလုံး သေချာစွာစစ်ဆေးတွက်ချက်ပြီးထားသော 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 အကုန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်။

(If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By
Shwe Sin
Requester

Checked By
Aung Hein Win
M1/DH

Checked By
Zo Ni Shwe Aung
Finance & Account

Approved By
Aung Hein Win
GM/AGM/CEO CMC/CEO/Chairwoman

OVERTIME REQUEST FORM

BU/BR/Div Name

: Reman

Department

: Production

Reason for Overtime

: Nay Min Kabar

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	25/11/23	Kyaw Khaing Oo		8:00	5:00	8hr	9600	
2	"	Pyae Phyo Kyaw	2B	"	"	"	"	
3	"	Swam Htet Naing	2A	"	"	"	"	
4	"	Naing Min Thant	1A	"	"	"	"	
5	"	Si Thu Aung	2B	"	"	"	"	
6	"	Hein Min Htet	1A	"	"	"	"	
7	"	Aung Naing Myo	2A	"	"	"	"	
8	"	Min Min Zaw	3A	"	"	"	"	
9	"	Tin Lin Ko	1A	"	"	"	"	
Total Hours						72hr	86,400	
Total Amount								

Prepared By

Jin

Name: Shwe Sin

Knownledged By

[Signature]

Name: Aung Hein Win

Approved By

(GM/AGM/COO)

[Signature]

Name: Aung Hein Win

Check By HR

[Signature]

Name: Nondar Aye

05-CHL-HRM-FRM-020 04

OVERTIME REQUEST FORM

BU/BR/Div Name

: Reman

Department

: Production

Reason for Overtime

: Nay Min Kabar

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
10	25/11/23	Thura Aung	2A	8:00	5:00	8hr	9600	
1	26/11/23	Pyae Phyo Kyaw	2B	"	"	"	"	
2	"	Swam Htet Naing	2A	"	"	"	"	
3	"	Naing Min Thant	1A	"	"	"	"	
4	"	Si Thu Aung	2B	"	"	"	"	
5	"	Hein Min Htet	1A	"	"	"	"	
6	"	Aung Naing Myo	2A	"	"	"	"	
7	"	Min Min Zaw	3A	"	"	"	"	
8	"	Tin Lin Ko	1A	"	"	"	"	
Total Hours						72hr	86,400	
Total Amount								

Prepared By

Jin

Name: Shwe Sin

Knownledged By

[Signature]

Name: Aung Hein Win

Approved By

(GM/AGM/COO)

[Signature]

Name: Aung Hein Win

Check By HR

[Signature]


Name: Nondar Aye
05-CHL-HRM-FRM-020 04


OVERTIME REQUEST FORM


BU/BR/Div Name
 Department
 Reason for Overtime

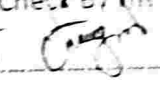
Person
 : Remon
 : Production
 : May Min Kabar

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	26/11/23	Thusa Aung	2A	8:00	5:00	8hrs	9600	
1	27/11/23	Kyaw Khin Oo		"	"	"	"	
2	"	Pyae Phyo Kyau	2B	"	"	"	"	
3	"	Sun Htet Nang	2A	"	"	"	"	
4	"	Nang Min Thant	1A	"	"	"	"	
5	"	Si Thu Aung	2B	"	"	"	"	
6	"	Hein Min Htet	1A	"	"	"	"	
7	"	Min Min Zaw	3A	"	"	"	"	
8	"	Tin Lin Ko	1A	"	"	"	"	
Total Hours						72hrs	86,400	
Total Amount								

Prepared By

 Name: Shwe Sin

Knowledgeed By

 Name: Aung Hein Win

Approved By
 (GM/AGM/COO)

 Name: Aung Hein Win

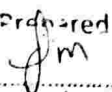
Check By HR

 Name: Nandar Aye
 05-CHL-HRM-FRM-020-04

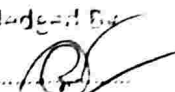
OVERTIME REQUEST FORM


BU/BR/Div Name
 Department
 Reason for Overtime

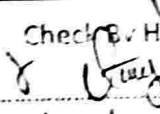
Person
 : Remon
 : Production
 : May Min Kabar

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
9	27/11/23	Thusa Aung	2A	8:00	5:00	8hrs	9600	
10	"	Aung Nang Mye	2A	"	"	"	9600	
	26/11/23	Kyaw Khin Oo		"	"	"	9600	
Total Hours						24hrs	28,800	
Total Amount								

Prepared By

 Name: Shwe Sin

Knowledgeed By

 Name: Aung Hein Win

Approved By
 (GM/AGM/COO)

 Name: Aung Hein Win

Check By HR

 Name: Nandar Aye
 05-CHL-HRM-FRM-02

11-2023)

No - 16938

M/C model - EC 460 BLC.

Customer - Nay Min Kabas.

Activity - piping Line Assembly.

- Head Assembly

So No - 12291

Activity - trouble shooting.

OT (8:00 to 5:00)

PIC - KKO

Assi Mech - PPK, SAN, NMT, ST, HMH, ANM

MMZ, TLK, TRA

(26-11-2023)

Sr No - 16938

M/C model - EC 460 BLC.

Cus - Nay Min Kabas

Job Activity - Swing Motor and drive cleaning and assembly.

- Main pump double cleaning and assembly.

OT - (8:00 to 5:00)

PIC - KKO

Assi Mech - PPK, SAN, NMT, ST, HMH, ANM

MMZ, TLK, TRA

(27-11-2023)

So No - 16930

MC model - EC 460 BLC.

Cus - Nay Min Kabas.

Activity - Main Pump assembly (not finish) and checking wisehouseness.

OT - (8:00 - 5:00)

PIC - KKO

Assi Mech - PPK, SAN, NMT, ST, HMH

(27-11-2023)

So - No - 16928

Cus - Nay Min Kabas.

Model - EC 460 BLC.

Activity - Main pump double cleaning and assembly - Swing motor cleaning and assembly.

OT - (8:00 - 5:00)

PIC - MMZ.

Assi Mech - TLK, TRA, ANM.

air.

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ity to recover

Approv

MC/CFD/Ch

4-CFD-CAS