

# OVERTIME REQUEST FORM

Div Name : PG BU

Client : Rental

Project : Machine Delivery , Load Site Check,Payment Collect . ( Shwe Linpan,Khayan ,Nawaday,Bothahtaung ,Yan Kin ) Job Site

Request for Overtime

Date	Name	Rank	Time		Hours	Amount	Remark
			From	To			
29.09.2024	Min Khant Kyaw	1200	06.00.AM	12:30PM	6	7200	Machine Delivery to Shwe Lin Pan Customer -J Moe Aung VP-550S , 500KVA, 2306055
	Yan Myo Aung	1000	06.00.AM	12:30PM	6	6000	
29.09.2024	Toe Wai Phyo	1200	9:00AM	1:25PM	4	4800	Nawaday Airman 80KVA Six Star BBQ PDI and load site check test run inspection 9:00AM-1:25PM
28.09.2024	Pyae Phyo Kyaw	1200	6:30PM	2:00PM	7	8400	Bathahtaung Job Site Ocen matador 500kva pre delivery load test run. MISY-YGN matador 100kva visit job site and Payment collect. (6:27Am-2:11pm)
	Kyaw Min Khaing	1200	6:30PM	2:00PM	7	8400	
<b>Total Hours</b>					<b>30</b>	<b>34800</b>	
<b>Total Amount</b>							

6.5

7

Prepared By

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Approved By  
(GM/AGM/COO)

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Name: Soe Htet Tin

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Phyo Win Nyein  
05-CHL-HRM-FRM-020-04

