



CASH CLAIM FORM

Date : 10.1.24

BU/BR/Division : Reman

Department : Production

Issue Amount : 288,000 Kyats/ USD

Budget include (or) Not :

Yes Budgeted Title and Amount :

No Reasons for :

Required For: PHR OT (7.12.23) (9.12.23) (10.12.23)

မှတ်ချက်။
(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်း၊စစ်ဆေး၊တွက်ချက်ပြီးထားသော 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 အပြစ်အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်။
(If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By
Jin
Shwe Sin
Requester

Checked By
Ko Phyo
Mgr/DH

Checked By
Khin Swe Win
Finance & Account

Approved By
20/1/2024
CMC/CEO/Chairwoman

OVERTIME REQUEST FORM

BR/Div Name : Reman
 Department : Production
 Reason for Overtime : EC 460, Nay Min Kabar.

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
	7/12/23	Pyae Phyo Kyaw ✓	2B	8:00Am	5:00pm	8 hr	9600	
		Suan Htet Naing ✓	2A				9600	
		Nang Min Thant ✓	1A				9600	
		Si Thu Aung ✓	2A				9600	
		Hein Min Htet ✓	1A				9600	
		Aung Naing Myo ✓	2A				9600	
		Min Min Zaw ✓	3A				9600	
		Tin Lin Ko ✓	1A				9600	
		Thusa Aung ✓	2A				9600	
Total Hours						72 hr	86400 ✓	
Total Amount								

Prepared By

Knowledgeled By

Approved By

Check By HR

Jin

[Signature]

(GM/AGM/COO)

[Signature] 20/12/2023

Name: Shwe Sin

Name: Aung Hein Win
Ko Phyo

Name: Aung Hein Win

Name: Nandar Aye

05-CHL-HRM-FRM-020 04

OVERTIME REQUEST FORM

BU/BR/Div Name : Reman
 Department : Production
 Reason for Overtime : EC 460 ; Nay Min Kabar

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
	7/12/23	Kyaw Khaing Oo ✓		8:00Am	5:00pm	8 hr	9600	
	8/12/23	Pyae Phyo Kyaw ✓	2B				9600	
		Suan Htet Naing ✓	2A				9600	
		Nang Min Thant ✓	1A				9600	
		Si Thu Aung ✓	2A				9600	
		Hein Min Htet ✓	1A				9600	
		Aung Naing Myo ✓	2A				9600	
		Min Min Zaw ✓	3A				9600	
		Tin Lin Ko ✓	1A				9600	
Total Hours						72 hr	86,400 ✓	
Total Amount								

Prepared By

Knowledgeled By

Approved By

Check By HR

Jin

[Signature]

(GM/AGM/COO)

[Signature] 20/12/2023

Name: Shwe Sin

Name: Aung Hein Win
Ko Phyo

Name: Aung Hein Win

Name: Nandar Aye

05-CHL-HRM-FRM-020 04

OVERTIME REQUEST FORM

BR/Div Name : Reman
 Department : Production
 Reason for Overtime : EC 460, Nay min kabaz.

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
	9/12/23	Thura Aung	2A	8:00 Am	5:00 pm	8 hr	9600	
	11	Kyaw Khing Oo		11	11	11	9600	
	10/12/23	Pyae Phyo Kyaw	2B	11	11	11	9600	
	11	Suan Htet Naing	2A	11	11	11	9600	
	11	Naing min Thant	1A	11	11	11	9600	
	11	Si Thu Aung	2A	11	11	11	9600	
	11	Hein Min Htet	1A	11	11	11	9600	
	11	Aung Naing myo	2A	11	11	11	9600	
	11	Min min Zaw	3A	11	11	11	9600	
Total Hours						72 hr	86,400	
Total Amount								

Prepared By : Jin Knowledge By : [Signature] Approved By : [Signature] (GM/AGM/COO) Check By : [Signature] HR
 Name: Shwe Sin Name: ~~Aung Hein Win~~ Ko Phyo Name: Aung Hein Win Name: Nandar Aye
 05-CHL-HRM-FRM-020 04

OVERTIME REQUEST FORM

BU/BR/Div Name : Reman
 Department : Production
 Reason for Overtime : EC 460, Nay Min kabaz

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
	10/12/23	Tin Lin ko	1A	8:00 Am	5:00 pm	8 hr	9600	
	10/12/23	Thura Aung	2A	11	11	11	9600	
	11	Kyaw Khing Oo		11	11	11	9600	
Total Hours						24 hr	28,800	
Total Amount								

Prepared By : Jin Knowledge By : [Signature] Approved By : [Signature] (GM/AGM/COO) Check By : [Signature] HR
 Name: Shwe Sin Name: ~~Aung Hein Win~~ Ko Phyo Name: Aung Hein Win Name: Nandar Aye
 05-CHL-HRM-FRM-020 04

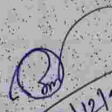
Date	Sr No	MC Model	Customer	Job Activity	from	To	PIC	Assi Mech
7-Dec-23	12291	EC460BLC	Nay Min Kabar	Cleaning, Installation, Trouble Shooting	8:00AM	5:00PM	KKO	ST, HMH, N MT, TLK, TYA ANM, PPK, S HN, MMZ


20/12/2023.


Date 10.7.24

BU/BR/Division Roman

Date	Sr No	MC Model	Customer	Job Activity	from	To	PIC	Assi Mech
9-Dec-23	16938	EC460BLC	Nay Min Kabar	Engine testing	8:00AM	5:00PM	KKO	ST, HMH, NMT , TLK, TYA ANM, PPK, SH N, MMZ


20/12/2023

Date	Sr No	MC Model	Customer	Job Activity	from	To	Assi Mech	Remark
10-Dec-23	16938	EC460BLC	Nay Min Kabar	Engine testing	8:00AM	5:00PM	ST,HMH,NMT,TL K,TYA ANM,PPK,SHN, MMZ, KKOY	


 20/12/2023