



OVERTIME REQUEST FORM

BU/BR/DIV Name : Common Purpose

Department Name : Service

Reason for Overtime : Machine Delivery Inspection for ZX 130-5G # 120467

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	5-1-25	Aung Bo Bo Hein	5H	10:00 AM	3:30 PM	5H	6000	Machine Delivery for ZX130-5G
2.	5-1-25	Chit Min Oo	5H	10:00 AM	3:30 PM	5H	6000	
						Total Hours	10 H	12000
						Total Amount		

Requested by

Sign :
Name : Thandar Soe
(Requestor)

Approved by

Sai Nam Ko
(DR)

Approved by

Aung Thee Win
(GM/AGM/COO)

Checked by

Moe Thazin
(HR)