


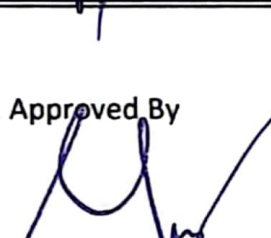


CASH ADVANCE CLEAR FORM

Date :
 BU/BR/Division : Chrysanthemum-wealth Co, Hcl
 Department : Administration
 Advance Issue : 550000/- Kyats/.....USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance	13/6/24	UBR-REM-2024-06		550000	Adv. Clear necessity of for (24.5.24 to 23.6.24) @ 100%
2	2 nd Time Advance	14.6.24	00023			
3	3 rd Time Advance					
Total Advance					550000	
Total Actual					629600	
Balance Refund/Additional					79600	

Request By	Checked By	Checked By	Approved By	Approved By
			
<u>Low Ahl Mee yar</u>	<u>Zayar Linn</u>	<u>Khin Swe Win</u>	<u>Maung Maung</u>	
Requester	Mgr/DH	Finance & Account	GM/AGM/COO	CMC

Recon Security Ot For (24.5.24 To 23.6.24)

No	Name	Amount	Sign	Remark
1	Myaing	16000		
2	Thant Zin	40000		
3	Arkar Soe	48000		
4	Thein Zaw Linn	8000		
5	Htay Aung	88000		
6	Si Thu Hein	73600		
7	Zaw Moe	40000		
8	Thet Naing Htun	65600		
9	Win Naing Oo	49600		
10	Thant Zaw Oo	80000		
11	Aung Thu	8000		
12	Than Htike Lin	56000		
13	Thein Htwe	40000		
14	Nant Watoke	8400		
15	Tin Tin Win	8400		

629600

Prepared By

Naco Ahi Mae gar

Knowledge By

Zay Yar Linn


Approved By


[Signature]

OVERTIME REQUEST FORM

BU/BR/DIV Name : Chaysonthemum-wealth
 Department Name : Admin
 Reason for Overtime : SHANTUFI < 30 ရက် ခွဲခွဲပိတ်ရက် < 30 ရက် > ခွဲခွဲပိတ်ရက် တာဝန်ထမ်းဆောင်ခြင်း

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	10.6.24	SHANTUFI	Security	07:30	17:30	8	8000	SHANTUFI
2	11.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
3	12.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
4	13.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
5	14.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
6	15.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
7	16.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
8	17.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
9	18.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
Total Hours						72	72000	
Total Amount							72000	

Requested by: 
 Name: Myat Aye (Requestor)

Approved by: 
 Name: Zay Yar Lin (DH)

Approved by: 
 Name: Maw Mye Maw (GM/AGM/COO)

Checked by: 
 Name: Aung Mye (HR)


05-CHL-HRM-FRM-020-05

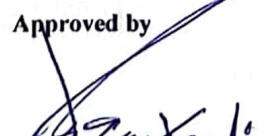


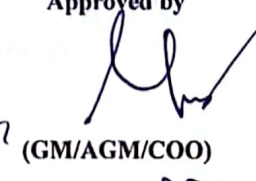
OVERTIME REQUEST FORM


BU/BR/DIV Name : Chaysonthemum-wealth
 Department Name : Admin
 Reason for Overtime : 30 ရက် ခွဲခွဲပိတ်ရက် < 30 ရက် > ခွဲခွဲပိတ်ရက် တာဝန်ထမ်းဆောင်ခြင်း

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	18.6.24	SHANTUFI	Security	07:30	17:30	8	8000	30 ရက် ခွဲခွဲပိတ်ရက်
2	19.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
3	20.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
4	21.6.24	SHANTUFI	"	17:30	07:30	8	8000	"
5	22.6.24	SHANTUFI	"	17:30	07:30	8	8000	"
6	23.6.24	SHANTUFI	"	17:30	07:30	8	8000	"
7	24.6.24	SHANTUFI	"	17:30	07:30	8	8000	"
8	19.6.24	SHANTUFI	"	07:30	17:30	8	8000	SHANTUFI
9	20.6.24	SHANTUFI	"	07:30	17:30	8	8000	"
Total Hours						72	72000	
Total Amount							72000	

Requested by: 
 Name: Myat Aye (Requestor)

Approved by: 
 Name: Zay Yar Lin (DH)

Approved by: 
 Name: Maw Mye Maw (GM/AGM/COO)

Checked by: 
 Name: Aung Mye (HR)

05-CHL-HRM-FRM-020-05

UMG

OVERTIME REQUEST FORM

BU/BR/DIV Name : Reman 84 - Chrysanthemum - Wealth
Department Name : Admin
Reason for Overtime : SHANTLU. 3000 3000 0 0000 0000 0000 0000

Table with 9 columns: No., Date, Name, Position Level, Time (From, To), Hours, Amount, Remark. Contains 9 rows of overtime data and a summary row for Total Hours (72) and Total Amount (72000).

Requested by (Sign), Approved by (Sign), Approved by (Sign), Checked by (Sign)
Name: (Requestor) Migt 800, (M), (GM/AGM/COO), (HR)

05-CHL-HRM-FRM-020-05

UMG

OVERTIME REQUEST FORM

BU/BR/DIV Name : Reman 84 - Chrysanthemum - Wealth
Department Name : Admin
Reason for Overtime : SHANTLU. 3000 3000 0 0000 0000 0000 0000

Table with 9 columns: No., Date, Name, Position Level, Time (From, To), Hours, Amount, Remark. Contains 9 rows of overtime data and a summary row for Total Hours (72) and Total Amount (72000).

Requested by (Sign), Approved by (Sign), Approved by (Sign), Checked by (Sign)
Name: (Requestor) Migt 800, (M), (GM/AGM/COO), (HR)

05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : Chaysanthemum-wealth
 Department Name : Admin
 Reason for Overtime : 300 Semt @ 2 OT

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	21.6.24	S. S. S. S.		07300	17300	8	8000	(SHANTU B)
2	22.6.24	U. S. S. S.		07300	17300	8	8000	"
3	23.6.24	V. S. S. S.		07300	17300	8	8000	"
							7	
Total Hours						24	24000	
Total Amount								

Requested by: *[Signature]*
 Name: *Myat Soe* (Requestor)
 Approved by: *[Signature]*
 Name: *[Signature]* (DH)
 Approved by: *[Signature]*
 Name: *Mauy Mauy* (GM/AGM/COO)
 Checked by: *[Signature]*
 Name: *[Signature]* (HR)
 05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : Chaysanthemum-wealth
 Department Name : Admin
 Reason for Overtime : Air con stoppage of @ 0000 OT

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	18.6.24	Win Neng	Security	8:00	5:00	8	9600	(0000)
2	18.6.24	Thet Neng	"	8:00	5:00	8	9600	" "
3	18.6.24	Si Thu Hein	"	8:00	5:00	8	9600	" "
4	18.6.24	Nat Wadke	Cleaner	8:00	4:00	7	8400	
5	18.6.24	Tin Tin Win	Cleaner	8:00	4:00	7	8400	
							7	
Total Hours						38	45600	
Total Amount								

Requested by: *[Signature]*
 Name: *Naw Ahi Mae yar* (Requestor)
 Approved by: *[Signature]*
 Name: *[Signature]* (DH)
 Approved by: *[Signature]*
 Name: *Mauy Mauy* (GM/AGM/COO)
 Checked by: *[Signature]*
 Name: *[Signature]* (HR)
 05-CHL-HRM-FRM-020-05

OVERTIME REQUEST FORM

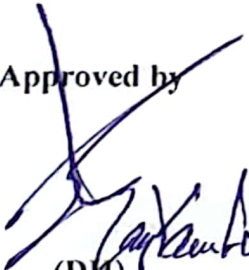


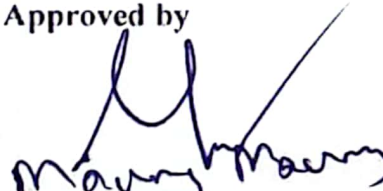
Name : Recon - Chrysanthemum - wealth
 Name : Admin
 For Overtime : 21:00 @ 25 OT

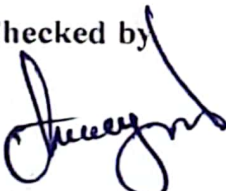
No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
10	19.6.2024	၂၂၆.၀၆ ✓	Security	17 : 00	07 : 00	8	8000/-	အိမ်ထောင်ရေး
11	20.6.2024	၂၂၆.၀၆ ✓	"	" "	" "	8	8000/-	" "
12	" "	၀၅+၀၆ ✓	"	" "	" "	8	8000/-	" "
13	21 " "	၃၀၆၆ ✓	"	" "	" "	8	8000/-	" "
14	22. " "	၀၅+၀၆ ✓	"	" "	" "	8	8000/-	" "
15	23. " "	၂၂၆.၀၆ ✓	"	07 : 00	17 : 00	8	8000/-	" "
16	23. " "	၂၂၆.၀၆ ✓	"	17 : 00	07 : 00	8	8000/-	" "
							Z	
Total Hours						56	56000/-	
Total Amount								

Requested by

 Name : Win Aun Soe
 (Requestor)

Approved by

 (DH)

Approved by

 (GM/AGM/COO)

Checked by

 (HR)

05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : Recon - Chaysanthemum - wealth

Department Name : Admin

Reason for Overtime : 30807. ၅၆၅၆၆၆၆၆၆၆ OT

Re :
 Ad :
 Overtime :
 Date : 5.6.2024

No.	Date	Name	Position Level	Time		Hours	Amount	Remarks
				From	To			
1.	13.6.2024	အောင်စိုး ✓	Security	17 : 00.	07 : 00	8	8000/-	အောင်စိုး
2.	14.6.2024	အောင်စိုး ✓	"	" "	" "	8	8000/-	" "
3.	15.6.2024	အောင်စိုး ✓	"	" "	" "	8	8000/-	" "
4.	16.6.2024	အောင်စိုး ✓	"	" "	" "	8	8000/-	" "
5.	17.6.2024	အောင်စိုး ✓	"	07 : 00.	17 : 00	8	8000/-	" "
6.	18.6.2024	အောင်စိုး ✓	"	" "	" "	8	8000/-	အောင်စိုး
7.	18.6.2024	အောင်စိုး ✓	"	" "	" "	8	8000/-	အောင်စိုး
8.	18.6.2024	အောင်စိုး ✓	"	17 : 00.	07 : 00	8	8000/-	အောင်စိုး
9.	18.6.2024	အောင်စိုး ✓	"	" "	" "	8	8000/-	" "
Total Hours						72	72000/-	
Total Amount							72000/-	

Requested by

Sign :
Name :

U Aung Soe
(Requestor)

Approved by

(DIT)

Approved by

Mang Mang

(GM/AGM/COO)

Checked by

(HR)

05-CHL-HRM-FRM-020

OVERTIME REQUEST FORM



: Reason *Chagantthemum - wealth*
 : Admin
 : Overtime : *2:30m @ 20 OT*

Date	Name	Position Level	Time		Hours	Amount	Remark
			From	To			
5.6.2024	<i>၆၅+၆၅၆ ✓</i>	<i>Security</i>	<i>17:00</i>	<i>07:00</i>	<i>8</i>	<i>8000/-</i>	<i>Subst. OT</i>
6. " "	<i>၂၅+၆၅၆၆ ✓</i>	"	<i>17:00</i>	<i>07:00</i>	<i>8</i>	<i>8000/-</i>	<i>- " -</i>
7. " "	<i>၂၅+၆၅၆ ✓</i>	"	<i>17:00</i>	<i>07:00</i>	<i>8</i>	<i>8000/-</i>	<i>- " -</i>
9. " "	<i>၂၅+၆၅၆ ✓</i>	"	<i>07:00</i>	<i>17:00</i>	<i>8</i>	<i>8000/-</i>	<i>- " -</i>
10. " "	<i>၆၅+၆၅၆ ✓</i>	"	<i>07:00</i>	<i>17:00</i>	<i>8</i>	<i>8000/-</i>	<i>- " -</i>
10. " "	<i>၅၅၅၅၅ ✓</i>	"	<i>17:00</i>	<i>07:00</i>	<i>8</i>	<i>8000/-</i>	<i>- " -</i>
11. " "	<i>၆၅+၆၅၆ ✓</i>	"	<i>17:00</i>	<i>07:00</i>	<i>8</i>	<i>8000/-</i>	<i>- " -</i>
12. " "	<i>၂၅+၆၅၆ ✓</i>	"	<i>07:00</i>	<i>17:00</i>	<i>8</i>	<i>8000/-</i>	<i>- " -</i>
12. " "	<i>၂၅+၆၅ ✓</i>	"	<i>17:00</i>	<i>07:00</i>	<i>8</i>	<i>8000/-</i>	<i>- " -</i>
Total Hours					72	72000/-	
Total Amount							

Requested by

[Signature]
 W A R R S
 (Requestor)

Approved by

[Signature]
 (DH)

Approved by

[Signature]
 (GM/AGM/COO)
 Mary Mary

Checked by


[Signature]
 (HR)

05-CHL-HRM-FRM-020-05

OVERTIME REQUEST FORM


BU/BR/DIV Name : Recor - Changanthalam - wealth
 Department Name : Admin
 Reason for Overtime : အိမ်ထောင်ရေး

No.	Date	Name	Position Level	Time		Hours	Amount	Remarks
				From	To			
✓ 1	24.5.2024	ဝင်းဦး ✓	Security	17:00	02:00	8	8000/-	အိမ်ထောင်ရေး
✓ 2	25. " "	ဝင်းဦး ✓	"	17:00	02:00	8	8000/-	" "
✓ 3	28 " "	အောင်ကျော် ✓	"	02:00	17:00	8	8000/-	" "
✓ 4	29 " "	အောင်ကျော် ✓	"	02:00	17:00	8	8000/-	" "
✓ 5	30 " "	ဝင်းဦး ✓	"	17:00	02:00	8	8000/-	" "
✓ 6	31 " "	ဝင်းဦး ✓	"	17:00	02:00	8	8000/-	" "
✓ 7	3-6-2024	အောင်ကျော် ✓	"	02:00	17:00	8	8000/-	" "
✓ 8	4 " "	ဝင်းဦး ✓	"	02:00	17:00	8	8000/-	" "
✓ 9	5 " "	အောင်ကျော် ✓	"	02:00	17:00	8	8000/-	" "
Total Hours						72	72000/- ✓	
Total Amount								

Requested by
 Sign : 
 Name : U Aisling Soe
 (Requestor)

Approved by

 (DH)

Approved by

 (GM/AGM/COO)
Maw Mye Maw

Checked by

 (HR)

8:43

Waiting for network...



Ko Aye Min Htun
Waiting for network...

OT/ADDITIONAL WORK FORM
June 20

Name: Chayatharun-Local Child Administration
Department: 560000

No	Task Title	Date	Amount	Remarks
1	1st Clear Advance	15.6.24	55000	Adv. Clear Advance
2	2nd Clear Advance	15.6.24		Adv. Clear Advance
3	3rd Clear Advance			
Total Advance			55000	
Total Actual			162950	
Balance Forward			79500	

Checked by: Naw Ahl Mue Yar (Signature)
Approved by: Khin Aye Win (Signature)
Approved by: Ming Ming (Signature)

Adv Clear Security OT For (24.5.24 to 23.6.24) ပြန်ရှင်းနိုင်ရန် တင်ပြအပ်ပါတယ် ရှင်
1:20 PM ✓✓

Recan Security Ot For (24.5.24 To 23.6.24)

No	Name	Amount	Sign	Remarks
1	Whaving	15000		
2	Thant Lin	40000		
3	Ah Lin Son	48000		
4	Thant Lin Lin	8000		
5	Mye Aung	28000		
6	Ah The Min	70000		
7	Law Win	40000		
8	Thant Ming Htun	50000		
9	Thant Ming On	49000		
10	Thant Law Go	80000		
11	Ming Eto	8000		
12	Thant Htun Lin	54000		
13	Thant Htun	40000		
14	Thant Htun	6000		
15	Car To Win	4000		
		629500		

Checked by: Naw Ahl Mue Yar (Signature)
Approved by: Thant Htun (Signature)

Message

8:44

Waiting for network...



Ko Aye Min Htun
Waiting for network...

No	Task Title	Amount
1	Adv Clear To Buy Drink Water for Re...	
2	Adv Clear Electricity meter bill For m...	
3	Adv Clear To Claim Medical charges...	
4	Adv Clear GeneralExp For (17.6.24 t...	
5	Adv Clear To buy Birthday cake for J...	
6	Adv Clear Security OT For (24.5.24 t...	

Checked by: Naw Ahl Mue Yar (Signature)
Approved by: Thant Htun (Signature)
1:20 PM ✓✓

နော်အယ်မူးရာ Naw Ahl Mue Yar
Adv Clear To Buy Drink Water for Re...
Please proceed MMK 56,000. 7:43 PM

နော်အယ်မူးရာ Naw Ahl Mue Yar
Adv Clear Electricity meter bill For m...
Please proceed MMK 613,650. 7:46 PM

နော်အယ်မူးရာ Naw Ahl Mue Yar
Adv Clear To Claim Medical charges...
Please proceed MMK 58,000. 7:47 PM

နော်အယ်မူးရာ Naw Ahl Mue Yar
Adv Clear GeneralExp For (17.6.24 t...
Please proceed MMK 94,100. 7:49 PM

နော်အယ်မူးရာ Naw Ahl Mue Yar
Adv Clear To buy Birthday cake for J...
Please proceed MMK 20,000. 7:49 PM

နော်အယ်မူးရာ Naw Ahl Mue Yar
Adv Clear Security OT For (24.5.24 t...
Please proceed MMK 629,600. 7:50 PM



Message