



OVERTIME REQUEST FORM

BU/BR/DIV Name : Mandalay Resources
 Department Name : Service
 Reason for Overtime : Machine Test Run Performance

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	15-1-25	Yee Myo Min	SH	5:30 PM	9:00 PM	3:30	4200	Machine
2.	15-1-25	Pyne Sonekhar	AI	5:30 PM	9:00 PM	3:30	4200	Test
3.	15-1-25	Aung Khin Thun	AI	5:30 PM	9:00 PM	3:30	4200	Run
4.	15-1-25	Thura Aung	AI	5:30 PM	9:00 PM	3:30	4200	Performance
5.	15-1-25	Chit Min Oo	AI	5:30 PM	9:00 PM	3:30	4200	for ME 220 x 10 SH0094
						Total Hours	17:30 H	21000
						Total Amount		

Requested by
 Sign :
 Name : Thandaw Soe
 (Requestor)

Approved by

 Sai Nyan Ko
 (DH)

Approved by
 Aung Thu Win
 (GM/AGM/COO)

Checked by

 Moe Thazin
 (HR)