



OVERTIME REQUEST FORM

BU/BR/DIV Name : CEC2

Department Name : GA

Reason for Overtime : 29.6.25 සේවා සිංදුවල සහභාගීත්වය ලබා ගැනීම

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	29.6.25	ප්‍රියන්තකාන්ත කුමාර		07:00	17:00		8000	සේවා සිංදුවල සහභාගීත්වය
2.	29.6.25	" ජයරත්න		"	"		8000	"
3.	29.6.25	" ජයරත්න		"	"		8000	"
4.	29.6.25	සහභාගීන්		"	"		8000	"
Total Hours							32000	
Total Amount								

Requested by
 Sign :
 Name : ප්‍රියන්තකාන්ත කුමාර
 (Requestor)

Approved by

 (DH)

Approved by

 (GM/AGM/COO)

Checked by

 (HR)

05-CHL-HRM-FRM-020-05

025/07/17 11:11


OVERTIME REQUEST FORM

 BU/BR/DIV Name : **CECD**

 Department Name : **GA**


 Reason for Overtime : **အစားထိုးပေးရန်**


No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	1-7-25	စေတီအောင်		07:00	17:00	.	8000	အစားထိုးပေးရန်
2.	2-7-25		07:00	17:00	.	8000	..
3.	4-7-25		17:00	07:00	.	8000	..
4.	5-7-25		17:00	07:00	.	8000	..
5.	7-7-25	စေတီအောင်		07:00	17:00	.	8000	..
6.	8-7-25		07:00	17:00	.	8000	..
7.	10-7-25		17:00	07:00	.	8000	..
8.	11-7-25		17:00	07:00	.	8000	..
9.	13-7-25	စေတီအောင်		07:00	17:00	.	8000	..
Total Hours							72000	
Total Amount								

Requested by
 Sign : 
 Name : **စေတီအောင်**
 (Requestor)

Approved by

Ei Ei Mon
 (DH)

Approved by

 (GM/AGM/COO)

Checked by

Ei Ei Mon
 (HR)

05-CHL-HRM-FRM-020-05

2025/07/17 11:11



OVERTIME REQUEST FORM

BU/BR/DIV Name : CEC2J

Department Name : GA

Reason for Overtime : ဆရာတို့ ပိုမိုလုပ်ရန် ဝါဆို

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	9-7-25	ဦးစိုးကျော်	.	17:00	07:00	.	8000	စာအုပ်များ ရေးသားခြင်း
2	9-7-25	ဦးစိုးကျော်	.	07:00	17:00	.	8000	
3	9-7-25	ဦးစိုးကျော်	.	07:00	17:00	.	8000	
4	9-7-25	ဦးစိုးကျော်	.	17:00	07:00	.	8000	
							Total Hours	32000/
							Total Amount	

Requested by

Sign :

Name : ဦးစိုးကျော်
(Requestor)

Approved by

Ei Ei Mon
(DH)

Approved by

(GM/AGM/COO)

Checked by

Ei Ei Mon
(HR)

05-CHL-HRM-FRM-020-05

07/17 11:11