




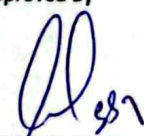
Date : 8.2.2024
 BU/BR/Division : MAX BU
 Department : Administration
 Issue Amount : 240000 Kyats/ USD

Budget include (or) Not :

Yes Budgeted Title and Amount :
 No Reasons for :

Required For:
 Claim for,
 Daily wages charges of Securities for Jan'24 - 240000 Kyats

မှတ်ချက်။
 (၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး သေချာစွာစစ်ဆေးစစ်ဆေးတွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရပါမည်။
 (The amount requested must be properly calculated, checked and verified by respective authorized person)
 (၂) ထုတ်ယူငွေနှင့် ပတ်သက်၍ မှားယွင်းမှု၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက၊ သက်ဆိုင်ရာ တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည့် အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်
 (If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By	Checked By	Checked By	Approved By	Approved By
				
Requester	Mgr/DH	Finance & Account	GM/AGM/COO	CMC/CEO/Chairwoman
The Win Naung	Min Thu	Thin Myat Lee	Seint Seint Thu	

DAILY WAGE REQUEST FORM

BU/BR/Div Name

(MAC)

Department

Security (MR-GA)

Reason for Overtime

(အလုပ်အကိုင်အတွက်)

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	4.1.2024 ✓	Saw Aung Nge	1	07:00	17:00	8hrs	8000/-	အလုပ်အကိုင်အတွက်
2	9.1.2024 ✓	"	1	07:00	17:00	8hrs	8000/-	"
3	10.1.2024 ✓	"	1	17:00	07:00	8hrs	8000/-	"
4	14.1.2024 ✓	"	1	07:00	17:00	8hrs	8000/-	"
5	19.1.2024 ✓	"	1	07:00	17:00	8hrs	8000/-	"
6	24.1.2024 ✓	"	1	07:00	17:00	8hrs	8000/-	"
7	29.1.2024 ✓	"	1	07:00	17:00	8hrs	8000/-	"
						7		

Total Hours: 56hrs
 Total Amount: 56000/-

Prepared By

[Signature]

Name: U Saw Aung Nge

Knownledged By

[Signature]

Name: M. N. Thu

Approved By

[Signature]

Name: Sent Sent Thu

Check By HR

[Signature]

Name: Mya Kay Khary

DAILY WAGE REQUEST FORM

BU/BR/Div Name : (CHAC)
 Department : Security (HR-GA)
 Reason for Overtime : (ဒီနေ့မိမိ OT)

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	1.1.2024 ✓	U Saw Phyo Thee	1	17:00	07:00	8hrs	8000	ဒီနေ့မိမိ OT
2	3.1.2024 ✓	"	1	07:00	17:00	8hrs	8000	"
3	6.1.2024 ✓	"	1	17:00	07:00	8hrs	8000	"
4	7.1.2024 ✓	"	1	17:00	07:00	8hrs	8000	"
5	16.1.2024 ✓	"	1	17:00	07:00	8hrs	8000	"
6	21.1.2024 ✓	"	1	17:00	07:00	8hrs	8000	"
7	26.1.2024 ✓	"	1	17:00	07:00	8hrs	8000	"
8	31.1.2024 ✓	"	1	17:00	07:00	8hrs	8000	"
Total Hours						64hrs	64000	
Total Amount								

Prepared By : [Signature]
 Name: U Saw Phyo Thee

Knownledged By : [Signature]
 Name: Moe Thee

Approved By : [Signature]
 Name: Serit Serit Thee

Check By HR : [Signature]
 Name: Mye Kay Khaing

DAILY WAGE REQUEST FORM

ID/BR/Div Name : (CHAC)
 Department : Security (HR-GrA)
 Reason for Overtime : (အလုပ်အကိုင်)

No	Date	Name	Rank	Time		Hours	Amount	Remark	
				From	To				
1	10-1-2024	Si Thu Kyaw	1	07:00	17:00	8hrs	8000/-		
2	11-1-2024	"	1	17:00	07:00	8hrs	8000/-	"	
3	15-1-2024	"	1	07:00	17:00	8hrs	8000/-	"	
4	20-1-2024	"	1	07:00	17:00	8hrs	8000/-	"	
5	25-1-2024	"	1	07:00	17:00	8hrs	8000/-	"	
6	30-1-2024	"	1	07:00	17:00	8hrs	8000/-	"	
Total Hours							48hrs	48000/-	
Total Amount									

Prepared By

 Name: U Saw Phyo Thu

Knownledged By

 Name: Min Thu

Approved By

 Name: Sent Sent Thu

Check By HR

 Name: Mya Kay Khaing

