



CASH ADVANCE CLEAR FORM

Date : 4.4.24

B.U./BR/Division : Raman

Department : Administration

Advance Issue : 400,000 Kyats/.....USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance	<u>25.3.24</u>	<u>PV/RFM/2024/3/</u>		<u>400000</u>	<u>Adv - Clear Security</u>
2	2 nd Time Advance		<u>113</u>			<u>OT For Mar'ze</u>
3	3 rd Time Advance					<u>@fje:</u>
Total Advance					<u>400000</u>	
Total Actual					<u>410400</u>	
Balance Refund/Additional					<u>10400</u>	

Request By [Signature]

Checked By [Signature]

Checked By [Signature]

Approved By [Signature]

Approved By [Signature]

Nawo Ahi Maw yas

Zayar Lim

Khin Seve Win

Maeng Maeng

Requester

Mgr/DH

Finance & Account

GM/AGM/COO

CMC

UMG

OVERTIME REQUEST FORM

R/Div Name : Recon
 Department : Administration
 Reason for Overtime :

No	Date	Name	Rank	Time		Hours	Amount	Remark	
				From	To				
1.	12.3.2024	အောင်မောင်		17:00 18:00	22:00 20:00	6 ၃/၄	7200 2400	ရက်စွဲအတွက်	
2.	13.3.2024	- " -		17:00 18:00	22:00 20:00	6 ၃/၄	7200 2400	ရက်စွဲအတွက်	
					22:00				
Total Hours							14400	2063 53819 22	
Total Amount							3600	22980000 23	

Prepared By

Name: U Aung Soe

Knownledged By

Name: Naw Aht Moe yar

Approved By
(GM/AGM/COO)

Name: [Signature]

Check By HR

Name: Zayar Win
05-CHL-HRM-FRM-020-04

ADH

MG

OVERTIME REQUEST FORM

Div Name: Record by Administration
Department: Administration
Reason for Overtime:

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	5.3.2021	Ngwe	1	17:00	07:00	8	8000/-	new req. of
2	6.3.2021	Ngwe	1	17:00	07:00	8	8000/-	new req. of
3	7.3.2021	Ngwe	1	17:00	07:00	8	8000/-	new req. of
4	8.3.2021	Ngwe	2	17:00	07:00	8	8000/-	new req. of
5	8.3.2021	Ngwe	1	17:00	07:00	8	8000/-	new req. of
6	10.3.2021	Ngwe	1	17:00	07:00	8	8000/-	new req. of
7	10.3.2021	Ngwe	1	17:00	07:00	8	8000/-	new req. of
8	11.3.2021	Ngwe	1	17:00	07:00	8	8000/-	new req. of
9	12.3.2021	Ngwe	1	17:00	07:00	8	8000/-	new req. of
Total Hours						72	72000/-	
Total Amount								

Prepared By

Knownledged By

Approved By
(GM/AGM/COD)

Check By HR

Name: Ngwe

Name: Ngwe

Name: Ngwe

Name: Ngwe

05-CHL-HRM-FRM-020-04

UMG

OVERTIME REQUEST FORM

BR/Div Name *Recon: Bu*
 Department
 Reason for Overtime

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	15.3.2024	ဝင်းမြင့် (PMIC)	2	07:20	17:00	8	8000	High-level meeting
2	15.3.2024	ဝင်းမြင့် (Recon)	2	07:20	17:00	8	8000	"
3	15.3.2024	ဝင်းမြင့် (Recon)	1	07:20	17:00	8	8000	"
4	15.3.2024	ဝင်းမြင့် (Recon)	1	07:20	17:00	8	8000	"
5	16.3.2024	ဝင်းမြင့် (Recon)	2	07:20	17:00	8	8000	"
6	16.3.2024	ဝင်းမြင့်	1	07:20	17:00	8	8000	"
7	16.3.2024	ဝင်းမြင့်	1	07:20	17:00	8	8000	"
8	16.3.2024	ဝင်းမြင့် (PMIC)	1	07:20	17:00	8	8000	"
						Total Hours	64	64000
						Total Amount		

Prepared By

Knowledge By

Approved By
(GM/AGM/COO)

Check By HR

Name: *U Aye Win Soe*

Name: *Naco Ahi Mee gar*

Name: *Maung Maung*

Name: *Zayar Linn*

UMG

OVERTIME REQUEST FORM

BR/Div Name : Roman
 Department : Administration
 Reason for Overtime : အချိန်ပိုတာဝန်များထမ်းဆောင်ခြင်း

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	7.3.24	ဦးစောပဒ်မိုး	1	07:00	17:00	8	8000	SHAN 741
2	13.3.24	"	1	07:00	17:00	8	8000	"
3	8.3.24	ဦးဂါးဂိုဏ်း	1	07:00	17:00	8	8000	"
4	14.3.24	"	1	07:00	17:00	8	8000	"
5	15.3.24	ဦးဖိုး	2	07:00	17:00	8	8000	ဦးဖိုး
6	16.3.24	"	2	07:00	17:00	8	8000	Recon 24

Total Hours : 48
 Total Amount : 48000

Prepared By
 Name : ဦးဖိုး

Knownledged By
 Name : Naw Ahi Mee yar

Approved By
 (GM/AGM/COO)
 Name : Maeng Maeng

Check By HR
 Name : Zayar Lin



OVERTIME REQUEST FORM

BU/BR/Div Name

Raman
Administration

Department

Reason for Overtime

အပိုအလုပ်အကိုင်အတွက်

MG

Name
Department

Date

No	Date	Name	Rank	Time		Hours	Amount	
				From	To			
1	6.3.24	ဦးစောညွန့်	1	07:00	17:00	8	8000	SHANZUI
2	12.3.24	"	1	07:00	17:00	8	8000	
3	15.3.24	"	1	07:00	17:00	8	8000	Recon
4	18.3.24	"	1	07:00	17:00	8	8000	SHANZUI
1	9.3.24	ဦးစောညွန့်	1	07:00	17:00	8	8000	SHANZUI
2	15.3.24	"	1	07:00	17:00	8	8000	"
3	16.3.24	"	1	07:00	17:00	8	8000	Recon
							7	
Total Hours						56	560000	
Total Amount								

Prepared By

[Signature]

Name:

ဦးစောညွန့်

Knownledged By

[Signature]

Name:

Naw Ahi Moe yar

Approved By
(GM/AGM/COD)

[Signature]

Name:

Moeing Moeing

Check By HR

[Signature]

Name:

Zayar Lin

05-CHL-HRM-FRM-020-

MG

OVERTIME REQUEST FORM

Div Name : Raman
 Department : Administration
 Reason for Overtime : 3 වැනි ပိုတောင်းရောင်းရောင်းရောင်း

Date	Name	Rank	Time		Hours	Amount	Remark
			From	To			
11.3.24	ဒိုးဝင်းဝင်း	✓ 1	07:00	17:00	8	8000	SHANTUI
17.3.24	"	✓ 1	07:00	17:00	8	8000	"
16.3.24	ဒိုးသန်းဝင်း	1	07:00	17:00	8	8000	"
Total Hours					24	24000	
Total Amount							

Prepared By
 Name: ဒိုးဝင်း

Knownledged By
 Name: Naco Ahi Mae yar

Approved By
 (GM/AGM/COO)
 Name: Maeng Maeng

Check By HR
 Name: Zayar Lin
 05-CHL-HRM-FRM-020-0

Date

4.4.21

CASU --

MG

OVERTIME REQUEST FORM

Div Name : Remon
 Department : Administration
 Reason for Overtime : for event

Date	Name	Rank	Time		Hours	Amount	Remark
			From	To			
16.3.24	Khaing Nyein Aye	5A	07:00	5:00	9	10800	
2 16.3.24	Nat Aunke	1A	08:00	5:00	8	9600	
3 16.3.24	Tin Tin Win	1A	08:00	5:00	8	9600	
4 16.3.24	Tin Aye	1A	08:00	5:00	8	9600	

Total Hours : 25 hrs
 Total Amount : 39600

Prepared By
eps

Name: Nat Aunke

Knownledged By

Name: Naw Ah Mue yar

Approved By
(GM/AGM/COO)

Name: [Signature]

Check By HR

Name: Zayar Kim

05-CHL-HRM-FRM-020-04

MG


OVERTIME REQUEST FORM

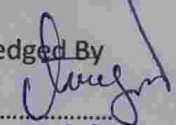
Div Name
Department
Reason for Overtime

Reason:
Admin
ဝေဒီဒါးပုံရဲ့ ဝတ္တံ ဝန်ထမ်း ခြိုလို့

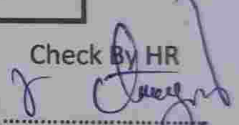
No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	15.3.21	ဇော်ဝင်း		04:00	08:00	4	4800	ဝေဒီဒါးပုံရဲ့
2	16.3.21	u		04:00	18:30	13	15600	u
							7	

Total Hours	
Total Amount	20400

Prepared By 
Name: Myat Soe

Knownledged By 
Name: Naw Ahi Mee yan

Approved By 
(GM/AGM/COO)
Name: _____

Check By HR 
Name: Zayar Linn

MG

OVERTIME REQUEST FORM

Div Name
Department
Reason for Overtime

Raman
Admin

SHANTILI [Burmese text]

Date	Name	Rank	Time		Hours	Amount	Remark
			From	To			
19.3.24	Khai Yan Oo	1	07:00	17:00	8	8000	Reason
19.3.24	Shwe Linn	1	07:00	17:00	8	8000	
20.3.24	Soo Myint Aung	2	17:00	07:00	8	8000	
20.3.24	Ye Ko Ko	1	07:00	17:00	8	8000	
						7	

Total Hours	32	32000
Total Amount		




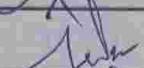


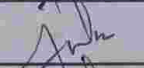



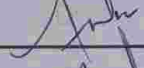
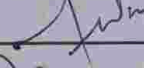



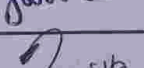
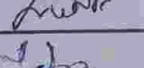
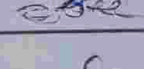


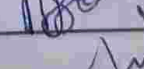


Prepared By
Name: [Signature]

Knownedged By
Name: Naw Ahi Moe gar

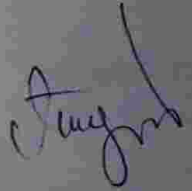
Approved By
(GM/AGM/COO)
Name: Meng Meng

Check By HR
Name: Zayar Linn
05-CHL-HRM-FRM-020-04

Recon Security Ot For (5.3.24 To 20.3.24)

Name	Amount	Sign	Remark
1 Myaing	16000		
2 Myat Soe	16000		
3 Arkar Soe	8000		
4 San Myint Aung	16000		
5 Shwe Lin	56000		
6 pyae Phyo	8000		
7 Htay Aung	40000		
8 Aung Aung Oo	8000		
9 Si Thu Hein	40000		
10 Zaw Moe	32000		
11 Wai Lin Aung	8000		
12 Myat Hlaing	8000		
13 Wai Yan Phyo	24000		
14 Ye Ko Ko	24000		
15 Win Naing Oo	16000		
16 Thet Naing Htun	8000		
17 Khaing Nyein Aye	10800		
18 Nant Watoke	9600		
19 Tin Tin Win	9600		
20 Tin Aye	9600		
21 Nay Win Hlaing	20400		
22 Win Htake Htun	8000		
23 Thein Zaw Myint	14400		

410400



Prepared By



Knowledge By

Approved By



1:47

90



Ko Aye Min Htun

last seen at 1:46 PM

Adv Request general exp for (1.4.24 to 6.4.24) Approved ရရှိရန် တင်ပြအပ်ပါတယ်ရှင့်

4:19 PM ✓✓



နော်အယ်မူးရာ Naw Ahi Mue Yar ကိုကြီးရှင့် Adv clear general exp for (...)

Proceed.

4:31 PM



နော်အယ်မူးရာ Naw Ahi Mue Yar Adv clear Security Ot mar'24 (5.3.24...

Please proceed.

4:31 PM



နော်အယ်မူးရာ Naw Ahi Mue Yar Adv Clear to buy birthday cake မြန်ရှ...

Please proceed.

4:31 PM



နော်အယ်မူးရာ Naw Ahi Mue Yar Adv Request general exp for (1.4.24...

Please proceed.

4:31 PM

ကျေးဇူးပါရှင့် 4:39 PM ✓✓

April 1

ကိုကြီးရှင့် April '24 ပထမအပတ်အတွက် budget ထုတ်ရန်အတွက် Approved ရရှိရန် တင်ပြအပ်ပါတယ်ရှင့်
1) Adv Request car fuel for (41\ 9370) 150000

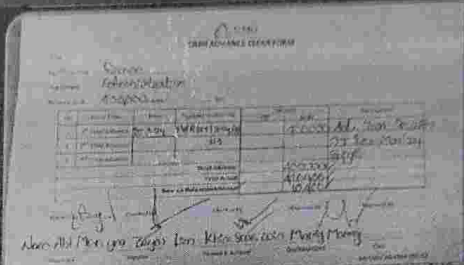
1:46

90



Ko Aye Min Htun

last seen at 1:46 PM



Adv clear Security Ot mar'24 (5.3.24 to 20.3.24) ပြန်ရှင်းလို့အပ်ငွေ 10400 approved ရရှိရန် တင်ပြအပ်ပါတယ်ရှင့်

4:12 PM ✓✓

Recon Security Ot For (5.3.24 To 20.3.24)

No	Name	Amount	Sign	Remark
1	Wang	15000		
2	Min Aye	15000		
3	Min Aye	15000		
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97	Min Aye	15000		
98	Min Aye	15000		
99	Min Aye	15000		
100	Min Aye	15000		

4:12 PM ✓✓

Message

Message