



OVERTIME REQUEST FORM

BU/BR/DIV Name

Department Name

Reason for Overtime

: Be the first
: Datacenter
: To solve the FIH problem and configuration new customers and maintaining

No.	Date	Name	Position Level	Time		Hours	Amount	Remark	
				From	To				
1	2-3-25	Ye Lin Htun	NE	8:00AM	5:00PM	8 hrs	9600		
2	12-3-25	Zay Min Htet	NE	8:00AM	5:00PM	8 hrs	9600		
3	13-3-25	Zay Min Htet	NE	8:00AM	5:00PM	8 hrs	9600		
4	14-3-25	Ye Lin Htun	NE	8:00AM	5:00PM	8 hrs	9600		
5	15-3-25	Ye Lin Htun	NE	8:00AM	5:00PM	8 hrs	9600		
							Total Hours	40 hrs	48000 kyats
							Total Amount		

Requested by

ye

Sign : ye
Name : Ye Lin Htun
(Requestor)

Approved by

[Signature]

Aung Ho Ko
(DH)

Approved by

[Signature]

Li Si
(GM/AGM/COO)

Checked by

[Signature]

Mya Kyi Khin
(HR)


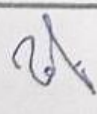
1st Mar 2025 to 28th Mar 2025 For NOC Assign

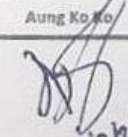
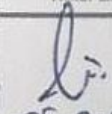
	SAT	SUN	MON	TUE	WED	THU	FRI
	3/1/2025	3/2/2025	3/3/2025	3/4/2025	3/5/2025	3/6/2025	3/7/2025
Htun Kyaw			-	-	-	-	-
Ye Lin Htun		Assign ✓	-	-	-	-	-
Zay Min Htet	Assign		-	-	-	-	-

	SAT	SUN	MON	TUE	WED	THU	FRI
	3/8/2025	3/9/2025	3/10/2025	3/11/2025	3/12/2025	3/13/2025	3/14/2025
Htun Kyaw	-	Assign	-	-			
Ye Lin Htun	-		-	-			Assign ✓
Zay Min Htet	-		-	-	Assign ✓	Assign ✓	

	SAT	SUN	MON	TUE	WED	THU	FRI
	3/15/2025	3/16/2025	3/17/2025	3/18/2025	3/19/2025	3/20/2025	3/21/2025
Htun Kyaw		Assign	-	-	-	-	-
Ye Lin Htun	Assign ✓		-	-	-	-	-
Zay Min Htet			-	-	-	-	-

	SAT	SUN	MON	TUE	WED	THU	FRI
	3/22/2025	3/23/2025	3/24/2025	3/25/2025	3/26/2025	3/27/2025	3/28/2025
Htun Kyaw	-		-	-	-	Assign	-
Ye Lin Htun	-		-	-	-		-
Zay Min Htet	-	Assign	-	-	-		-

Prepared By		
Htun Kyaw	Ye Lin Htun	Zay Min Htet
	YEL	

Check By DH	Approved By AGM
Aung Ko Ko	Arker Lin
 25/2/2025	 25-2-25

Zay Min Htet

Date	Time	Station	Type
20-03-2025	07:22:35 (PM)	ICT	CHECK-IN
19-03-2025	05:00:13 (PM)	ICT	CHECK-OUT
19-03-2025	07:24:52 (PM)	ICT	CHECK-IN
18-03-2025	05:00:14 (PM)	ICT	CHECK-OUT
18-03-2025	07:25:12 (PM)	ICT	CHECK-IN
17-03-2025	05:00:15 (PM)	ICT	CHECK-OUT
17-03-2025	07:31:51 (PM)	ICT	CHECK-IN
16-03-2025	05:13:00 (PM)	Using Other	CHECK-OUT
16-03-2025	07:33:30 (PM)	ICT	CHECK-IN
15-03-2025	05:03:13 (PM)	ICT	CHECK-OUT
15-03-2025	07:47:07 (PM)	ICT	CHECK-IN
14-03-2025	05:00:15 (PM)	ICT	CHECK-OUT
14-03-2025	07:24:05 (PM)	ICT	CHECK-IN
13-03-2025	05:00:13 (PM)	ICT	CHECK-OUT
13-03-2025	07:26:23 (PM)	ICT	CHECK-IN
12-03-2025	05:01:25 (PM)	ICT	CHECK-OUT
11-03-2025	07:25:39 (PM)	ICT	CHECK-IN
10-03-2025	05:00:15 (PM)	ICT	CHECK-OUT
10-03-2025	07:27:41 (PM)	ICT	CHECK-IN
09-03-2025	05:00:31 (PM)	ICT	CHECK-OUT
09-03-2025	07:25:34 (PM)	ICT	CHECK-IN
08-03-2025	07:25:23 (PM)	ICT	CHECK-OUT
08-03-2025	05:01:50 (PM)	ICT	CHECK-OUT
08-03-2025	07:25:24 (PM)	ICT	CHECK-IN
07-03-2025	05:00:42 (PM)	ICT	CHECK-OUT

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Attendance History

Date	Station	Check In	Check Out
20-03-2025	ICT	7:28 AM	5:00 PM
19-03-2025	ICT	7:24 AM	5:00 PM
18-03-2025	ICT	7:25 AM	5:00 PM
17-03-2025	ICT	7:32 AM	5:00 PM
13-03-2025	ICT	7:33 AM	5:14 PM
12-03-2025	ICT	7:47 AM	5:03 PM
11-03-2025	ICT	7:24 AM	5:00 PM
10-03-2025	ICT	7:26 AM	5:00 PM
08-03-2025		8:00 AM	5:00 PM
07-03-2025	ICT	7:28 AM	5:00 PM
06-03-2025	ICT	7:27 AM	5:00 PM
05-03-2025	ICT	7:25 AM	5:00 PM
04-03-2025	ICT	7:25 AM	5:00 PM
03-03-2025	ICT	7:28 AM	5:01 PM
01-03-2025	ICT	7:35 AM	5:00 PM
28-02-2025	ICT	7:25 AM	5:00 PM
26-02-2025	ICT	7:26 AM	5:00 PM
25-02-2025	ICT	7:29 AM	5:00 PM
24-02-2025	ICT	7:28 AM	5:00 PM
23-02-2025	ICT	7:28 AM	5:00 PM
22-02-2025	ICT	7:28 AM	5:00 PM
21-02-2025	ICT	7:28 AM	5:00 PM
20-02-2025	ICT	7:28 AM	5:00 PM
19-02-2025	ICT	7:28 AM	5:00 PM
18-02-2025	ICT	7:28 AM	5:00 PM
17-02-2025	ICT	7:28 AM	5:00 PM
16-02-2025	ICT	7:28 AM	5:00 PM
15-02-2025	ICT	7:28 AM	5:00 PM
14-02-2025	ICT	7:28 AM	5:00 PM
13-02-2025	ICT	7:28 AM	5:00 PM
12-02-2025	ICT	7:28 AM	5:00 PM
11-02-2025	ICT	7:28 AM	5:00 PM
10-02-2025	ICT	7:28 AM	5:00 PM
09-02-2025	ICT	7:28 AM	5:00 PM
08-02-2025	ICT	7:28 AM	5:00 PM
07-02-2025	ICT	7:28 AM	5:00 PM
06-02-2025	ICT	7:28 AM	5:00 PM
05-02-2025	ICT	7:28 AM	5:00 PM
04-02-2025	ICT	7:28 AM	5:00 PM
03-02-2025	ICT	7:28 AM	5:00 PM
02-02-2025	ICT	7:28 AM	5:00 PM
01-02-2025	ICT	7:28 AM	5:00 PM
31-01-2025	ICT	7:28 AM	5:00 PM
30-01-2025	ICT	7:28 AM	5:00 PM
29-01-2025	ICT	7:28 AM	5:00 PM
28-01-2025	ICT	7:28 AM	5:00 PM
27-01-2025	ICT	7:28 AM	5:00 PM
26-01-2025	ICT	7:28 AM	5:00 PM
25-01-2025	ICT	7:28 AM	5:00 PM
24-01-2025	ICT	7:28 AM	5:00 PM
23-01-2025	ICT	7:28 AM	5:00 PM
22-01-2025	ICT	7:28 AM	5:00 PM
21-01-2025	ICT	7:28 AM	5:00 PM
20-01-2025	ICT	7:28 AM	5:00 PM
19-01-2025	ICT	7:28 AM	5:00 PM
18-01-2025	ICT	7:28 AM	5:00 PM
17-01-2025	ICT	7:28 AM	5:00 PM
16-01-2025	ICT	7:28 AM	5:00 PM
15-01-2025	ICT	7:28 AM	5:00 PM
14-01-2025	ICT	7:28 AM	5:00 PM
13-01-2025	ICT	7:28 AM	5:00 PM
12-01-2025	ICT	7:28 AM	5:00 PM
11-01-2025	ICT	7:28 AM	5:00 PM
10-01-2025	ICT	7:28 AM	5:00 PM
09-01-2025	ICT	7:28 AM	5:00 PM
08-01-2025	ICT	7:28 AM	5:00 PM
07-01-2025	ICT	7:28 AM	5:00 PM
06-01-2025	ICT	7:28 AM	5:00 PM
05-01-2025	ICT	7:28 AM	5:00 PM
04-01-2025	ICT	7:28 AM	5:00 PM
03-01-2025	ICT	7:28 AM	5:00 PM
02-01-2025	ICT	7:28 AM	5:00 PM
01-01-2025	ICT	7:28 AM	5:00 PM

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Attendance History

Date	Time	Station	Type	
15-03-2025	05:09:30 PM	ICT	CHECK-OUT	✓
15-03-2025	07:58:21 AM	ICT	CHECK-IN	✓
14-03-2025	05:17:47 PM	ICT	CHECK-OUT	✓
14-03-2025	07:53:11 AM	ICT	CHECK-IN	✓
11-03-2025	05:03:05 PM	ICT	CHECK-OUT	
11-03-2025	07:35:42 AM	ICT	CHECK-IN	
10-03-2025	05:02:52 PM	ICT	CHECK-OUT	
10-03-2025	07:30:48 AM	ICT	CHECK-IN	
08-03-2025	05:01:44 PM	ICT	CHECK-OUT	
08-03-2025	07:32:34 AM	ICT	CHECK-IN	
07-03-2025	05:05:21 PM	ICT	CHECK-OUT	
07-03-2025	07:32:08 AM	ICT	CHECK-IN	
06-03-2025	05:04:04 PM	ICT	CHECK-OUT	
06-03-2025	07:28:53 AM	ICT	CHECK-IN	
05-03-2025	05:05:39 PM	ICT	CHECK-OUT	
05-03-2025	07:30:00 AM	ICT	CHECK-IN	
04-03-2025	05:03:20 PM	ICT	CHECK-OUT	
04-03-2025	07:28:57 AM	ICT	CHECK-IN	
03-03-2025	05:03:07 PM	ICT	CHECK-OUT	
03-03-2025	07:31:51 AM	ICT	CHECK-IN	
02-03-2025	05:35:53 PM	ICT	CHECK-OUT	✓
02-03-2025	07:58:47 AM	ICT	CHECK-IN	✓

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Attendance History

Date	Station	Check In	Check Out
19-03-2025	ICT	7:28 AM	-
18-03-2025	ICT	7:40 AM	5:03 PM
15-03-2025	ICT	7:59 AM	5:10 PM
14-03-2025	ICT	7:54 AM	5:18 PM
11-03-2025	ICT	7:36 AM	-
10-03-2025	ICT	7:31 AM	5:03 PM
08-03-2025	ICT	7:33 AM	-
07-03-2025	ICT	7:33 AM	-
06-03-2025	ICT	7:55 AM	5:00 PM
05-03-2025	ICT	7:31 AM	5:00 PM
04-03-2025	ICT	7:52 AM	5:00 PM
03-03-2025	ICT	7:32 AM	5:05 PM
02-03-2025	ICT	7:59 AM	5:00 PM
28-02-2025	ICT	7:31 AM	5:06 PM
27-02-2025	ICT	7:29 AM	5:05 PM
26-02-2025	ICT	7:37 AM	5:00 PM
25-02-2025	ICT	7:57 AM	5:05 PM
24-02-2025	ICT	7:37 AM	5:03 PM

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EmployeeNo	Designation	EmployeeName	Department	BusinessUnit	Date1	TimeIn	TimeOut	TimeInLocation	TimeOutLocation
16170	Network Engineer	Ye Lin Htun(3)	Data Center	Be The First	02/03/2025	07:58:47 AM	05:35:53 PM	ICT	ICT
16170	Network Engineer	Ye Lin Htun(3)	Data Center	Be The First	15/03/2025	07:58:21 AM	05:09:30 PM	ICT	ICT
16170	Network Engineer	Ye Lin Htun(3)	Data Center	Be The First	14/03/2025	07:53:11 AM	05:17:47 PM	ICT	ICT
16171	Network Engineer	Zay Min Htet(1)	Data Center	Be The First	13/03/2025	07:33:30 AM	05:13:00 PM	ICT	UMG Other
16171	Network Engineer	Zay Min Htet(1)	Data Center	Be The First	12/03/2025	07:47:07 AM	05:03:13 PM	ICT	ICT