

Phone:
Fax:
Tax ID:


EXPENSE CLAIM VOUCHER

Number	: COP-PV-24090012
Date	: 2024-09-19
Payment Subtype	: claim
To	: Moe Thazin-2 [COP-EM-0131]

Account	Currency	Status
Cash On Hand - MMK-COP	Myanmar Kyat	posted

Memo
Cash Claim For Security OT (Replacement for Resign) MMk-144,000/- Issue By Ei Ei Naing.

Purchase	Reference	Account Reference	Amount
Remarks:		Subtotal:	144,000.00
		Payment Amount:	144,000.00

Date : 19/9/2024 Name/NRC No : Moe Thazin Signature : 
9 (KaPaTa(N) 201283

Date : 16/9/2024

 BU/BR/Division : CE-2

 Department : Administration

 Issue Amount : 144,000 Kyats/.....USD

Budget include (or) Not :





 Yes Budgeted Title and Amount : Security OI .) 144,000 ✓
 No Reasons for :

Required For:

Security OI (Replacement for Resign) .

မှတ်ချက်။

(၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစစ်ဆေးစစ်ဆေးတွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရပါမည်။
 (The amount requested must be properly calculated, checked and verified by respective authorized person)
 (၂) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ 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
 <u>16/9/24</u>	 <u>16/9/24</u>	 <u>16/9/24</u>	 <u>16/9/24</u>	<u>Telegram approved</u> <u>Zaw Min Myat</u> ✓
Requester	Mgr/DH	Finance & Account	GM/AGM/COO	CMC/CEO/Chairwoman
<u>ei ei naino</u>	<u>Ma Thaw</u>		<u>Aung The Win</u>	



OVERTIME REQUEST FORM

BU/BR/DIV Name : CE (2)

Department Name : GA

Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark	
				From	To				
1.	20.8.24	U Than Naing		07:00	17:00	8	8000		
2.	21.8.24	U Than Naing		17:00	07:00	8	8000		
3.	22.8.24	U Than Naing		07:00	17:00	8	8000		
4.	23.8.24	U Than Naing		17:00	07:00	8	8000		
5.	25.8.24	U Than Naing		17:00	07:00	8	8000		
6.	26.8.24	U Than Naing		17:00	07:00	8	8000		
7.	28.8.24	U Than Naing		07:00	17:00	8	8000		
8.	29.8.24	U Than Naing		07:00	17:00	8	8000		
9.	30.9.24	U Than Naing		17:00	07:00	8	8000		
							Total Hours	72000	
							Total Amount		

Requested by
 Sign :
 Name : U Than Naing
 (Requestor)

Approved by

 (DH)

Approved by

 (GM/AGM/COO)

Checked by

 (HR)

05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : CE (2)

Department Name : GA

Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark	
				From	To				
10.	31.8.24	U Than Naing		17:00	07:00	8	8000		
11.	2.9.24	U Than Naing		07:00	17:00	8	8000		
12.	3.9.24	U Than Naing		07:00	17:00	8	8000		
13.	4.9.24	U Than Naing		17:00	07:00	8	8000		
14.	5.9.24	U Than Naing		17:00	07:00	8	8000		
15.	7.9.24	U Than Naing		07:00	17:00	8	8000		
16.	8.9.24	U Than Naing		07:00	17:00	8	8000		
17.	9.9.24	U Than Naing		17:00	07:00	8	8000		
18.	10.9.24	U Than Naing		17:00	07:00	8	8000		
							Total Hours	72000	
							Total Amount		

Requested by
 Sign :
 Name : U Than Naing
 (Requestor)

Approved by

 (DH)

Approved by

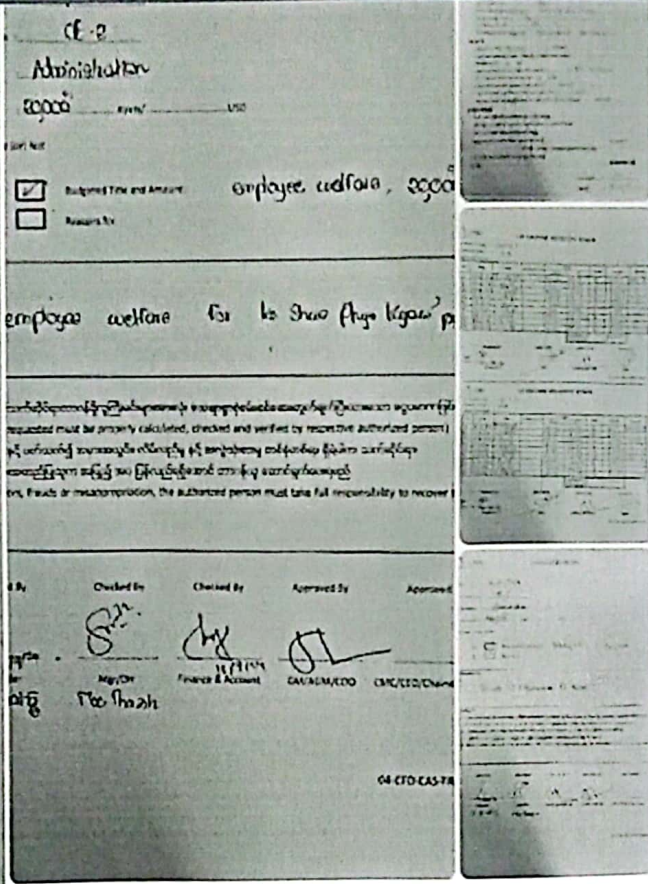
 (GM/AGM/COO)

Checked by

 (HR)

05-CHL-HRM-FRM-020-05

Zaw Min Myat last seen recently



Security OT နဲ့ Employee welfare အတွက် OM-ကို ရွှေ့ဖြိုးကျော်ရဲ့ ဖခင် ဖြစ်ခွင့် ထောင်ပံ့ကြေးအတွက်ပါအကို ကြီးရှင့် 8:48 AM ✓✓

Mee Mee Album
ဝစ်ဆေးပီး approve ပေးပေး ဖို့Request လုပ်ပါတယ်ရှင့် 🙏 8:49 AM ✓✓

Mee Mee Security OT နဲ့ Employee welfare အ...
Pls proceed ✓
12:36 PM