



No. 152, Hlaingtharya Industrial Zone (4)  
Min Gyi Mahar Min Street, Hlaingtharya, Yangon

## CLAIM REQUEST FORM

Requestor Name : Thandar Soe(2)  
 Department Name :  
 Payment Date :  
 Payment Voucher : EX-COP-2025-01-00049  
 No  
 Payment Method : Cash/Bank  
 Payment Amount : 21000.0  
 Currency : MMK  
 Exchange Rate : 4,600.0





Budget Type : Include Budget  
 Payment Type : Claim Payment  
 Prepared By : COP\_BudgetDataEntry  
 Superior Approved : F&AManagerCOP  
 By  
 Last Approved By : COP\_BudgetDataEntry

No.	Description	Department	Request Amount	Remark
1	Overtime Charges to make machine performance test run For ME220X1U#SH0094 (Repossessed Machine) -Already Sold Out as repair purpose from service department. Issue By- Thandar Soe ,Issue Amount - 21,000MMK.	Service Department(COP)	21,000.00	Overtime Charges to make machine performance test run For ME220X1U#SH0094 (Repossessed Machine) -Already Sold Out as repair purpose from service department. Issue By- Thandar Soe ,Issue Amount - 21,000MMK.

Expense Total  
Additional/Refund

21,000.00 K

Note: .....

 Superior Check By Name : <u>Thandar Soe</u> NRC No : _____ Date : <u>7.2.25</u> Remark : _____	 F&A Name : <u>Tin Zan Hlaing</u> NRC No : _____ Date : <u>7.2.25</u> Remark : _____	 GM/ASM Name : <u>Aung Thawin</u> NRC No : _____ Date : <u>7.2.25</u> Remark : _____	 COP Name : <u>Aye Min Hkon</u> NRC No : _____ Date : <u>7.2.25</u> Remark : _____
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MG

# OVERTIME REQUEST FORM

BR/DIV Name : Mandalay Resources  
 Department Name : Service  
 Reason for Overtime : Machine Test Run Performance

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	15-1-25	Yee Myo Min	SH	5:30 PM	9:00 PM	3:30	4200	Machine
2.	15-1-25	Pyne Sonekhari	AI	5:30 PM	9:00 PM	3:30	4200	Test
3.	15-1-25	Aung Khant Thra	AI	5:30 PM	9:00 PM	3:30	4200	Run
4.	15-1-25	Thra Aung	AI	5:30 PM	9:00 PM	3:30	4200	Performance
5.	15-1-25	Chit Min Oo	AI	5:30 PM	9:00 PM	3:30	4200	for ME 220x100
								SH0094
Total Hours						17:30 H	21000	
Total Amount								

Requested by

Sign :   
 Name : Thandaw Soe  
 (Requestor)

Approved by

  
 Sai Nankko  
 (DH)

Approved by

  
 Aung The Win  
 (GM/AGM/COO)

Checked by

  
 Moe Thazin  
 (HR)

05-CHL-HRM-FRM-020-05