



OVERTIME REQUEST FORM

BU/BR/DIV Name : Chrysanthemum Wealth
 Department Name : Production
 Reason for Overtime : SF 210 (000411, 467, 518, 511, 382) ME Repairing & Testing.

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	3.12.24	Thet Zaw Latt		5:00 PM	6:00 PM	1 hr	1200	
2		Ag Nwng Myo		"	"	"	1200	
3		Thet Wai Phyo		"	"	"	1200	
4	4.12.24	Thet Zaw Latt		"	"	"	1200	
5	6.12.24	Thet Zaw Latt		5:00 PM	6:30 PM	1.5 hr	1800	
6	"	Aung Nwng Myo		"	"	"	1800	
7	"	Poe. Chit		"	"	"	1800	
8	"	Thet Wai Phyo		"	"	"	1800	
Total Hours							12000	
Total Amount								

Requested by: (Requestor)
 Approved by: (DII)
 Approved by: (GM/AGM/COO)
 Checked by: (HR) Khawng Nyein Aye

05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : Chrysanthemum Wealth
 Department Name : Production
 Reason for Overtime : SF 210 (Maching, Repairing & Testing). (000495, 492, 488)

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
9	7.12.24	Aung Kyo Kyo		8:00 AM	4:00 PM	7.5 hr	9000	Bucket welding & Painting
8	"	Htet Arkar		8:00 AM	1:00 PM	4.5 hr	5400	
9	"	Min Min Htet		"	"	"	5400	
10	"	Aung Thu Hein		"	"	"	5400	8" epoxy cutting.
11	"	Aung Moe Lin		8:00 AM	4:00 PM	7.5 hr	9000	
12	"	Aung Myo Htoo		9:00 AM	5:00 PM	7.5 hr	9000	CRF-60 testing & repi
13	8.12.24	Htet Lin Aung		9:00 AM	6:00 PM	8 hr	9600	
14	"	Aung Myo Htoo		9:00 AM	6:00 PM	8 hr	9600	
Total Hours							62400	
Total Amount								

Requested by: (Requestor)
 Approved by: (DII)
 Approved by: (GM/AGM/COO)
 Checked by: (HR) Khawng Nyein Aye

05-CHL-HRM-FRM-020-05

ADVANCE REQUEST FORM

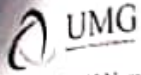
Requestor Name : Su Su Khaling	Budget Type : Include Budget
Department Name :	Payment Type : Advance Payment
Payment Date : 2024-12-23	Advance Due Date :
Payment Voucher : ADV-REM-2024-12 00003	Prepared By : REM_BudgetDataEntry
No :	Superior Approved : REM_SIRVADH
Payment Method : Cash/Bank	By :
Payment Amount : 1500000	Last Approved By : REM_SIRVADH
Currency : MMK	
Exchange Rate : 4,5500	

No.	Description	Department	Request Amount	Remark
1	Advance Payment for OT Charges. ISE210/000411,000467,000510,000382,000511- unit machine repairing and testing, Bucket welding, and painting, 26" 7 poly cutting and CRI-60 pcs testing and repair. (3.12.24 to 21.12.24) MMK Adv-150,000/-	Production (REM)	150,000.00	

Expense Total	150,000.00 K
Amount Remain	150,000.00 K

Signature: _____

<p>Superior Check By <i>[Signature]</i> Name : <u>San Aye Min Htoon</u></p>	<p>F&A <i>[Signature]</i> Name : <u>Tin Aye Hwe</u></p>	<p>GM/AGM <i>[Signature]</i> Name : <u>Maung Maung</u></p>	<p>COO <i>[Signature]</i> Name : <u>San Aye Min Htoon</u></p>
No : _____	NRC No : _____	NRC No : _____	NRC No : _____
Date : _____	Date : <u>01/12/24</u>	Date : _____	Date : <u>16/12/24</u>
Remark : _____	Remark : <u>24.12.24</u>	Remark : _____	Remark : <u>Is approved</u>



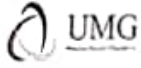
OVERTIME REQUEST FORM

BU/BR/DIV Name : Chrysanthemum Wealth.
 Department Name : Production.
 Reason for Overtime : SE 210000411, 462, 518, 511, 3822 M/c Repairing & Testing-

No.	Date	Name	Position Level	Time		Hours	Amount	Remark	
				From	To				
15	11-12-24	Htein Lin Aung		5:00 PM	6:00 PM	1hr	1200		
16	16-12-24	Aung Myo Htwe		"	"	1hr	1200		
17	"	Htein Lin Aung		"	"	1hr	1200		
18	18-12-24	Aung Myo Htwe		"	"	1hr	1200		
19	"	Htein Lin Aung		"	"	1hr	1200		
20	"	Theit Wai Phyo		"	"	1hr	1200		
							7		
Total Hours								7200	
Total Amount									

Requested by: (Requestor)
 Approved by: (DII)
 Approved by: (GM/AGM/COO)
 Checked by: (HR) Weing Myem Kywe

05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : Chrysanthemum Wealth
 Department Name : Production
 Reason for Overtime : 000518 (M/c testing & troubleshooting) 000382 (Pump & m32le checking).

No.	Date	Name	Position Level	Time		Hours	Amount	Remark	
				From	To				
21	21-12-24	Aung Myo Htwe		8:30 AM	11:30 PM	7.5hr	9000		
22		Htein Min Htet		"	"	"	9000		
23		Tint Aung Oo		"	"	"	9000		
24		Theit Wai Phyo		"	"	"	9000		
25		Phyo Phyo Kyaw		"	"	"	9000		
26		Htein Lin Aung		"	"	"	9000		
27		Phyo Phyo Mying		"	"	"	9000		
							7		
Total Hours								63,000/-	
Total Amount									

Requested by: (Requestor)
 Approved by: (DII)
 Approved by: (GM/AGM/COO)
 Checked by: (HR) Weing Myem Aye

05-CHL-HRM-FRM-020-05