

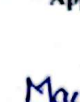



# OVERTIME REQUEST FORM

①

Name : - Chayeanthemum - wealth  
 Unit Name : - Administration  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	24.1.25	U 0053005005	Security	17:00	07:00	8	8000	27/01/25
2	25.1.25	U 0053005005	"	07:00	17:00	8	8000	U
3	U	U 0053005005	"	17:00	07:00	8	8000	U
4	26.1.25	U 0053005005	"	07:00	17:00	8	8000	U
5	26.1.25	U 0053005005	"	17:00	07:00	8	8000	U
6	27.1.25	U 0053005005	"	07:00	17:00	8	8000	U
7	U	U 0053005005	"	17:00	07:00	8	8000	U
8	28.1.25	U 0053005005	"	07:00	17:00	8	8000	U
9	U	U 0053005005	"	17:00	07:00	8	8000	U
<b>Total Hours</b>						72 hrs	72000/-	
<b>Total Amount</b>								

Requested by:   
 Name: **Myat Soe** (Requestor)  
 Approved by:   
 Name: **Khairing Nyein Aye** (DH)  
 Approved by:   
 Name: **Maung Maung** (GM/AGM/COO)  
 Checked by:   
 Name: **Naw Htoo Mue** (HR)

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# OVERTIME REQUEST FORM

②

BU/BR/DIV Name : - Chayeanthemum - wealth  
 Department Name : - Administration  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	29.1.25	U 0053005005	Security	07:00	17:00	8	8000	U
2	U	U 0053005005	"	07:00	17:00	8	8000	U
3	U	U 0053005005	"	07:00	17:00	8	8000	U
4	U	U 0053005005	"	17:00	07:00	8	8000	U
5	U	U 0053005005	"	17:00	07:00	8	8000	U
6	U	U 0053005005	"	17:00	07:00	8	8000	U
7	30.1.25	U 0053005005	"	07:00	17:00	8	8000	U
8	U	U 0053005005	"	17:00	07:00	8	8000	U
9	31.1.25	U 0053005005	"	07:00	17:00	8	8000	U
<b>Total Hours</b>						72 hrs	72000/-	
<b>Total Amount</b>								

Requested by:   
 Name: **Myat Soe** (Requestor)  
 Approved by:   
 Name: **Khairing Nyein Aye** (DH)  
 Approved by:   
 Name: **Maung Maung** (GM/AGM/COO)  
 Checked by:   
 Name: **Naw Htoo Mue** (HR)

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# OVERTIME REQUEST FORM

BU/BR/DIV Name : - Chayzanthemum - wealth  
 Department Name : - Administration  
 Reason for Overtime :

Name :  
 at Name :  
 for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	31.1.25	၇၅၆	Security	17:00	07:00	8	8000	၇၅၆
2	1.2.25	၇၅၆	"	07:00	17:00	8	8000	U
3	"	၇၅၆	"	17:00	07:00	8	8000	U
4	2.2.25	၇၅၆	"	07:00	17:00	8	8000	U
5	"	၇၅၆	"	17:00	07:00	8	8000	U
6	3.2.25	၇၅၆	"	07:00	17:00	8	8000	U
7	"	၇၅၆	"	07:00	17:00	8	8000	U
8	4.2.25	၇၅၆	"	07:00	17:00	8	8000	U
9	"	၇၅၆	"	17:00	07:00	8	8000	U
Total Hours						72 hrs	720000	
Total Amount								

Requested by

Approved by

Approved by

Checked by

Sign :  
 Name :

(Requestor)

Khairing Nyein Aye  
 (DH)

Maung Maung  
 (GM/AGM/COO)

Naw Phaw Moe  
 (HR)

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# OVERTIME REQUEST FORM

BU/BR/DIV Name : Chayzanthemum - wealth  
 Department Name : Administration  
 Reason for Overtime :

4

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	5.2.25	၇၅၆	Security	07:00	17:00	8	8000	၇၅၆
2	"	၇၅၆	"	17:00	07:00	8	8000	U
3	6.2.25	၇၅၆	"	07:00	17:00	8	8000	U
4	"	၇၅၆	"	17:00	07:00	8	8000	U
5	7.2.25	၇၅၆	"	07:00	17:00	8	8000	U
6	"	၇၅၆	"	17:00	07:00	8	8000	U
7	8.2.25	၇၅၆	"	17:00	07:00	8	8000	U
8	9.2.25	၇၅၆	"	07:00	17:00	8	8000	U
9	9.2.25	၇၅၆	"	17:00	07:00	8	8000	U
Total Hours						72 hrs	720000	
Total Amount								

Requested by

Approved by

Approved by

Checked by

Sign :  
 Name :

(Requestor)

Khairing Nyein Aye  
 (DH)

Maung Maung  
 (GM/AGM/COO)

Naw Phaw Moe  
 (HR)





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# OVERTIME REQUEST FORM

(5)

Name : Chay Sarthemum-weath  
 Unit Name : Administration  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	10.2.25	U BSE	Security	07:00	17:00	8	8000	( <del>8000</del> )
2.	"	" BSE	"	17:00	07:00	8	8000	"
3.	11.2.25	" BSE	"	07:00	17:00	8	8000	"
4.	"	" BSE	"	17:00	07:00	8	8000	"
5.	12.2.25	" BSE	"	07:00	17:00	8	8000	( <del>8000</del> )
6.	"	" BSE	"	07:00	17:00	8	8000	"
7.	"	" BSE	"	07:00	17:00	8	8000	"
8.	"	" BSE	"	17:00	07:00	8	8000	"
9.	"	" BSE	"	17:00	07:00	8	8000	"
<b>Total Hours</b>						72 hrs	72000	
<b>Total Amount</b>								

Requested by:   
 Name: **Maeng Maeng** (Requestor)  
 Approved by:   
 Name: **Khaing Myeiz Aye** (DH)  
 Approved by:   
 Name: **Maeng Maeng** (GM/AGM/COO)  
 Checked by:   
 Name: **Naw Phaw Mue** (HR)

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# OVERTIME REQUEST FORM

(6)

BU/BR/DIV Name : Chay Sarthemum-weath  
 Department Name : Administration  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	12.2.25	U BSE	Security	17:00	07:00	8	8000	( <del>8000</del> )
2.	13.2.25	" BSE	"	07:00	17:00	8	8000	( <del>8000</del> )
3.	"	" BSE	"	17:00	07:00	8	8000	"
4.	14.2.25	" BSE	"	07:00	17:00	8	8000	"
5.	"	" BSE	"	17:00	07:00	8	8000	"
6.	15.2.25	" BSE	"	07:00	17:00	8	8000	"
7.	"	" BSE	"	17:00	07:00	8	8000	"
8.	16.2.25	" BSE	"	07:00	17:00	8	8000	"
9.	"	" BSE	"	17:00	07:00	8	8000	"
<b>Total Hours</b>						72 hrs	72000	
<b>Total Amount</b>								

Requested by:   
 Name: **Maeng Maeng** (Requestor)  
 Approved by:   
 Name: **Khaing Myeiz Aye** (DH)  
 Approved by:   
 Name: **Maeng Maeng** (GM/AGM/COO)  
 Checked by:   
 Name: **Naw Phaw Mue** (HR)

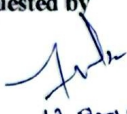
05-CHL-HRM-FRM-020-05





## OVERTIME REQUEST FORM


BU/BR/DIV Name : Recon - Choyanthebam - wealth  
 Department Name : - Administration  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	24.1.2025	အောင်မင်း	Security	07:00	17:00	8	8000/	အောင်မင်း
2	24.1.2025	အောင်မင်း	" "	17:00	07:00	8	8000/	—
3	25.1.2025	အောင်မင်း	" "	17:00	07:00	8	8000/	—
4	27.1.2025	အောင်မင်း	" "	07:00	17:00	8	8000/	—
5	28.1.2025	အောင်မင်း	" "	07:00	17:00	8	8000/	—
6	28.1.2025	အောင်မင်း	" "	17:00	07:00	8	8000/	—
7	29.1.2025	အောင်မင်း	" "	07:00	17:00	8	8000/	အောင်မင်း
8	29.1.2025	အောင်မင်း	" "	07:00	17:00	8	8000/	အောင်မင်း
9	29.1.2025	အောင်မင်း	" "	17:00	07:00	8	8000/	အောင်မင်း
<b>Total Hours</b>								
<b>Total Amount</b>							72000/	

Requested by:   
 Name: U Aye Win Soe (Requestor)

Approved by:   
 Name: Khair Nyein Aye (DH)

Approved by:   
 Name: Maung Maung (GM/AGM/COO)

Checked by:   
 Name: Naw Phaw Mee (HR)


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## OVERTIME REQUEST FORM


BU/BR/DIV Name : Recon - Choyanthebam - wealth  
 Department Name : - Administration  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	29.1.2025	အောင်မင်း	Security	17:00	07:00	8	8000/	အောင်မင်း
2	31.1.2025	အောင်မင်း	" "	07:00	17:00	8	8000/	—
3	1.2.2025	အောင်မင်း	" "	07:00	17:00	8	8000/	—
4	1.2.2025	အောင်မင်း	" "	17:00	07:00	8	8000/	—
5	2.2.2025	အောင်မင်း	" "	17:00	07:00	8	8000/	—
6	4.2.2025	အောင်မင်း	" "	07:00	17:00	8	8000/	—
7	5.2.2025	အောင်မင်း	" "	07:00	17:00	8	8000/	—
8	5.2.2025	အောင်မင်း	" "	17:00	07:00	8	8000/	—
9	6.2.2025	အောင်မင်း	" "	17:00	07:00	8	8000/	—
<b>Total Hours</b>						72 hrs		
<b>Total Amount</b>							72000/	

Requested by:   
 Name: U Aye Win Soe (Requestor)

Approved by:   
 Name: Khair Nyein Aye (DH)

Approved by:   
 Name: Maung Maung (GM/AGM/COO)

Checked by:   
 Name: Naw Phaw Mee (HR)

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# OVERTIME REQUEST FORM

BU/BR/DIV Name : Recon - Choygarthemum-wealth  
 Department Name : Administration  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	8.2.2025	၂၀၂၀၂၅	Security	07:00	17:00	8	8000	အလုပ်အကိုင်
2	9.2.2025	၂၀၂၀၂၅	"	07:00	17:00	8	8000	—
3	9.2.2025	"	"	17:00	07:00	8	8000	—
4	10.2.2025	၂၀၂၀၂၅	"	07:00	17:00	8	8000	—
5	10.2.2025	"	"	07:00	17:00	8	8000	—
6	10.2.2025	၂၀၂၀၂၅	"	07:00	17:00	8	8000	—
7	10.2.2025	"	"	17:00	07:00	8	8000	အလုပ်အကိုင်
8	10.2.2025	၂၀၂၀၂၅	"	17:00	07:00	8	8000	—
9	13.2.2025	၂၀၂၀၂၅	"	07:00	17:00	8	8000	အလုပ်အကိုင်
<b>Total Hours</b>						72hrs	72000	
<b>Total Amount</b>								

Requested by: *[Signature]* Approved by: *[Signature]* Approved by: *[Signature]* Checked by: *[Signature]*  
 Name: U Aikar Soe (Requestor) Khing Myeiz Aye (DH) Maeng Maeng (GM/AGM/COO) Naw Phaw Moe (HR)

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# OVERTIME REQUEST FORM

BU/BR/DIV Name : Recon - Choygarthemum-wealth  
 Department Name : Administration  
 Reason for Overtime :


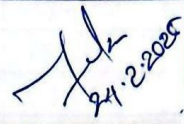

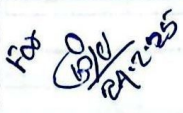

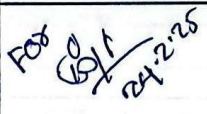
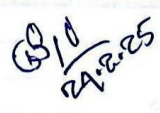
No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	13.2.2025	၂၀၂၀၂၅	Security	17:00	07:00	8	8000	အလုပ်အကိုင်
2	14.2.2025	၂၀၂၀၂၅	"	17:00	07:00	8	8000	—
3	16.2.2025	"	"	07:00	17:00	8	8000	—
4	17.2.2025	၂၀၂၀၂၅	"	07:00	17:00	8	8000	—
5	17.2.2025	"	"	17:00	07:00	8	8000	—
6	18.2.2025	၂၀၂၀၂၅	"	17:00	07:00	8	8000	—
7	20.2.2025	"	"	07:00	17:00	8	8000	—
<b>Total Hours</b>						56hrs	56,000	
<b>Total Amount</b>								


Requested by: *[Signature]* Approved by: *[Signature]* Approved by: *[Signature]* Checked by: *[Signature]*  
 Name: U Aikar Soe (Requestor) Khing Myeiz Aye (DH) Maeng Maeng (GM/AGM/COO) Naw Phaw Moe (HR)


05-CHL-HRM-FRM-020-05



### Security OT For (24.1.25 To 23.2.25)

No	Name	Amount	Sign	Remark
1	Arkar Soe	136000	 24.2.2025	
2	Htay Aung	32000	 24.2.2025	
3	Tin Maung Myint	128000	 24.2.25	
4	Than Htake Linn	176000	 24.2.25	
5	Thant Zaw Oo	128000	 24.2.2025	
6	Myat Soe	96000	 24.2.25	
7	Myaing	144000	 24.2.25	
		<b>840000</b>		

  
Prepared By  
Naw Phaw Moe

  
Knowledge By  
Khaing Nyein Aye

Approved By  
Maeng Maeng