



### CASH ADVANCE CLEAR FORM

Date : 29.4.24

BU/BR/Division : Reman

Department : Administration

Advance Issue : 1,350,000 Kyats/.....USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 <sup>st</sup> Time Advance	<u>25.4.24</u>	<u>2024/4/067</u>		<u>1350000</u>	<u>Adv. Clear Security</u>
2	2 <sup>nd</sup> Time Advance					<u>OT for (21.3.24</u>
3	3 <sup>rd</sup> Time Advance					<u>to 28.4.24)</u>
<b>Total Advance</b>					<u>1350000</u>	<u>gafje</u>
<b>Total Actual</b>					<u>1508200</u>	
<b>Balance Refund/Additional</b>					<u>153200</u>	

Request By

Checked By

Checked By

Approved By

Approved By

Nao Ahi Moe yar

Zayar Linn

Khin Swee win

Maeng Maeng

CMC

Requester

Mgr/DH







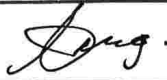

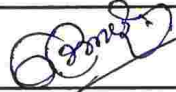







Finance & Account

GM/AGM/COO

CMC

04-CFD-CAS-FRM-002-03


### Recon Security Ot For (21.3.24 To 23.4.24)

No	Name	Amount	Sign	Remark
1	Myaing	80000		
2	Myat Soe	104000		
3	Arkar Soe	144000		
4	San Myint Aung	12000		
5	Shwe Lin	44000		
6	Nay Win	48000		
7	Htay Aung	204000		
8	Si Thu Hein	152000		
9	Zaw Moe	128000		
10	Wai Yan Phyo	128000		
11	Ye Ko Ko	8000		
12	Win Naing Oo	136000		
13	Thet Naing Htun	136000		
14	Nant Watoke	9600		
15	Naw Ahi Mue Yar	9600		
16	Thant Zaw Oo	160000		
		<b>1503200</b>		

Prepared By



Knowledge By

  
Zay Yar Linn.

Approved By







### OVERTIME REQUEST FORM

BU/BR/DIV Name : Ramon  
 Department Name : Administration  
 Reason for Overtime : ရုံးပိတ်ရက်နှင့်အင်္ဂါနေ့ပိုတာဝန်ထမ်းဆောင်ခြင်း

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	24.3.24	ဦးစောညွန့်	security	07:00	17:00	8	8000	ရက်ပေးရန်
2	24.3.24	"		17:00	07:00	8	8000	"
3	25.3.24	"		07:00	17:00	8	8000	ရက်ပေးရန်
4	26.3.24	"		07:00	17:00	8	8000	SHANTU I
5	27.3.24	"		17:00	07:00	8	8000	ရက်ပေးရန်
6	29.3.24	"		17:00	07:00	8	8000	SHANTU I
7	3.4.24	"		17:00	07:00	8	8000	"
8	8.4.24	"		17:00	07:00	8	8000	"
9	13.4.24	"		07:00	17:00	8	8000	ရက်ပေးရန်
Total Hours						72	72000/-	
Total Amount								

Requested by  
 Sign : [Signature]  
 Name : ဦးစောညွန့်  
 (Requestor)

Approved by  
 [Signature]  
 (DH)

Approved by  
 [Signature]  
 (GM/AGM/COO)

Checked by  
 [Signature]  
 (HR)

05-CHL-HRM-FRM-020-05



### OVERTIME REQUEST FORM

BU/BR/DIV Name : Ramon  
 Department Name : Administration  
 Reason for Overtime : ရုံးပိတ်ရက်နှင့်အင်္ဂါနေ့ပိုတာဝန်ထမ်းဆောင်ခြင်း

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	13.4.24	ဦးစောညွန့်	security	17:00	07:00	8	8000	SHANTU I
2	14.4.24	"		17:00	07:00	8	8000	ရက်ပေးရန်
3	15.4.24	"		17:00	07:00	8	8000	ရက်ပေးရန်
4	17.4.24	"		07:00	17:00	8	8000	ရက်ပေးရန်
5	18.4.24	"		07:00	17:00	8	8000	ရက်ပေးရန်
6	18.4.24	"		17:00	07:00	8	8000	SHANTU I
7	19.4.24	"		17:00	07:00	8	8000	ရက်ပေးရန်
8	20.4.24	"		17:00	07:00	8	8000	"
Total Hours						64	64000	
Total Amount								

Requested by  
 Sign : [Signature]  
 Name : ဦးစောညွန့်  
 (Requestor)

Approved by  
 [Signature]  
 (DH)

Approved by  
 [Signature]  
 (GM/AGM/COO)

Checked by  
 [Signature]  
 (HR)

05-CHL-HRM-FRM-020-05



### OVERTIME REQUEST FORM

BU/BR/DIV Name : Raman  
 Department Name : Admin  
 Reason for Overtime : ရိုးစိတ်ရက်နှင့်ဒီအိမ်နဲ့ပို့တာရက်ထဲကားကောင်းရက်

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	22.3.24	<u>ဦးသက်နိုင်</u>	<u>security</u>	07:00	17:00	8	8000	SHANTU I
2	24.3.24	"		17:00	07:00	8	8000	ကောင်းရက်
3	26.3.24	"		17:00	07:00	8	8000	ရက်အားလုံး
4	27.3.24	"		07:00	17:00	8	8000	ကောင်းရက်
5	1.4.24	"		17:00	07:00	8	8000	SHANTU I
6	11.4.24	"		17:00	07:00	8	8000	"
7	13.4.24	"		17:00	07:00	8	8000	ကောင်းရက်
8	15.4.24	"		07:00	17:00	8	8000	ကောင်းရက်
9	16.4.24	"		07:00	17:00	8	8000	ကောင်းရက်
Total Hours						72	72000	
Total Amount								

Requested by  
 Sign : [Signature]  
 Name : ဦးစိုးဝင်း  
 (Requestor)

Approved by  
[Signature]  
 (DH)

Approved by  
[Signature]  
 (GM/AGM/COO)

Checked by  
[Signature]  
 (HR)

05-CHL-HRM-FRM-020-05



### OVERTIME REQUEST FORM

BU/BR/DIV Name : Raman  
 Department Name : Admin  
 Reason for Overtime : ရိုးစိတ်ရက်နှင့်ဒီအိမ်နဲ့ပို့တာရက်ထဲကားကောင်းရက်

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	16.4.24	<u>ဦးသက်နိုင်</u>	<u>security</u>	17:00	07:00	8	8000	SHANTU I
2	17.4.24			17:00	07:00	8	8000	ရက်အားလုံး
3	18.4.24			17:00	07:00	8	8000	ရက်အားလုံး
4	20.4.24			07:00	17:00	8	8000	"
5	21.4.24			07:00	17:00	8	8000	"
6	21.4.24			17:00	07:00	8	8000	SHANTU I
Total Hours						48	48000	
Total Amount								

Requested by  
 Sign : [Signature]  
 Name : ဦးစိုးဝင်း  
 (Requestor)

Approved by  
[Signature]  
 (DH)

Approved by  
[Signature]  
 (GM/AGM/COO)

Checked by  
[Signature]  
 (HR)

05-CHL-HRM-FRM-020-05



### OVERTIME REQUEST FORM

BU/BR/DIV Name : Raman  
 Department Name : Admin  
 Reason for Overtime : ඉඩිවිච්චන ඉදිකිරීමේදී වැඩකරන බැවින් වෙනම ලදී.

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	23.3.24	පී.එස්.කී.පී.	security	07:00	17:00	8	8000	SHANTU I
2	24.3.24	"		17:00	07:00	8	8000	"
3	27.3.24	"		07:00	17:00	8	8000	එවිටෙක් සහ
4	28.3.24	"		17:00	07:00	8	8000	SHANTU I
5	2.4.24	"		17:00	07:00	8	8000	"
6	7.4.24	"		17:00	07:00	8	8000	"
7	12.4.24	"		17:00	07:00	8	8000	"
8	13.4.24	"		17:00	07:00	8	8000	නවෝලෝ
9	14.4.24	"		17:00	07:00	8	8000	නවෝලෝ
Total Hours						72	72000	
Total Amount								

Requested by  
 Sign :   
 Name : පී.එස්.කී.පී.  
 (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 : Raman  
 Department Name : Admin  
 Reason for Overtime : නවීකරණ ඉදිකිරීමේදී වැඩකරන බැවින් වෙනම ලදී.

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	16.4.24	පී.එස්.කී.පී.	security	07:00	17:00	8	8000	නවෝලෝ
2	17.4.24	"		07:00	17:00	8	8000	ඉන්ටර්නෙට්
3	17.4.24	"		17:00	07:00	8	8000	SHANTU I
4	18.4.24	"		17:00	07:00	8	8000	ඉන්ටර්නෙට්
5	19.4.24	"		17:00	07:00	8	8000	"
6	21.4.24	"		07:00	17:00	8	8000	"
7	22.4.24	"		17:00	07:00	8	8000	SHANTU I
Total Hours						56	56000	
Total Amount								

Requested by  
 Sign :   
 Name : පී.එස්.කී.පී.  
 (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 : *Ramon*

Department Name : *Admin*

Reason for Overtime : *ရုံးပိတ်ရက်၌ အချိန် ပိုတာ ဝန်ထမ်း မောင်းခွင့်*

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
<del>1</del>	<del>21.3.24</del>	<del>ဦးမောင်မိုး</del>	<del>security</del>	<del>07:00</del>	<del>17:00</del>	<del>8</del>	<del>8000</del>	<del>SHANTU I</del>
<del>2</del>	<del>27.3.24</del>	<del>"</del>		<del>07:00</del>	<del>17:00</del>	<del>8</del>	<del>8000</del>	<del>"</del>
<del>3</del>	<del>27.3.24</del>	<del>"</del>		<del>17:00</del>	<del>07:00</del>	<del>8</del>	<del>8000</del>	<del>"</del>
<del>4</del>	<del>31.3.24</del>	<del>"</del>		<del>17:00</del>	<del>07:00</del>	<del>8</del>	<del>8000</del>	<del>"</del>
<del>5</del>	<del>5.4.24</del>	<del>"</del>		<del>17:00</del>	<del>07:00</del>	<del>8</del>	<del>8000</del>	<del>"</del>
<del>6</del>	<del>10.4.24</del>	<del>"</del>		<del>07:00</del>	<del>17:00</del>	<del>8</del>	<del>8000</del>	<del>အတူပေး</del>
<del>7</del>	<del>14.4.24</del>	<del>"</del>		<del>07:00</del>	<del>17:00</del>	<del>8</del>	<del>8000</del>	<del>SHANTU I</del>
<del>8</del>	<del>15.4.24</del>	<del>"</del>		<del>17:00</del>	<del>07:00</del>	<del>8</del>	<del>8000</del>	<del>"</del>
						Total Hours	72	72000
						Total Amount		

Requested by  
 Sign : *[Signature]*  
 Name : *ဦးမောင်မိုး*  
 (Requestor)

Approved by  
*[Signature]*  
 (DH)

Approved by  
*[Signature]*  
 (GM/AGM/COO)

Checked by  
*[Signature]*  
 (HR)

05-CHL-HRM-FRM-020-05



# OVERTIME REQUEST FORM

BU/BR/DIV Name : *Ramon*

Department Name : *Admin*

Reason for Overtime : *ရုံးပိတ်ရက်၌ အချိန် ပိုတာ ဝန်ထမ်း မောင်းခွင့်*

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
<del>1</del>	<del>16.4.24</del>	<del>ဦးမောင်မိုး</del>	<del>security</del>	<del>17:00</del>	<del>07:00</del>	<del>8</del>	<del>8000</del>	<del>အတူပေး</del>
<del>2</del>	<del>17.4.24</del>	<del>"</del>		<del>17:00</del>	<del>07:00</del>	<del>8</del>	<del>8000</del>	<del>ရက်ပေါက်အတွက်</del>
<del>3</del>	<del>19.4.24</del>	<del>"</del>		<del>07:00</del>	<del>17:00</del>	<del>8</del>	<del>8000</del>	<del>ရက်ပေါက်အတွက်</del>
<del>4</del>	<del>20.4.24</del>	<del>"</del>		<del>17:00</del>	<del>07:00</del>	<del>8</del>	<del>8000</del>	<del>SHANTU I</del>
<del>5</del>	<del>21.4.24</del>	<del>"</del>					<del>8000</del>	<del>ရက်ပေါက်အတွက်</del>
						Total Hours	40	40000
						Total Amount		

Requested by  
 Sign : *[Signature]*  
 Name : *ဦးမောင်မိုး*  
 (Requestor)

Approved by  
*[Signature]*  
 (DH)

Approved by  
*[Signature]*  
 (GM/AGM/COO)

Checked by  
*[Signature]*  
 (HR)

05-CHL-HRM-FRM-020-05

UMG

OVERTIME REQUEST FORM

BU/BR/DIV Name : Ramon  
 Department Name : Admin  
 Reason for Overtime : ඉ: විශ්වාසීයතාවය: වෙනුවෙන්

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	24.3.24	පී: ඔන්ද්‍රි:	security	07:00	17:00	8	8000	වැඩේ වලට
2	24.3.24	"		17:00	07:00	8	8000	"
3	27.3.24	"		07:00	17:00	8	8000	වැඩේ වලට
4	13.4.24	"		07:00	17:00	8	8000	වැඩේ වලට
5	13.4.24	"		17:00	07:00	8	8000	"
6	14.4.24	"		17:00	07:00	8	8000	වැඩේ වලට
7	16.4.24	"		07:00	17:00	8	8000	වැඩේ වලට
8	17.4.24	"		07:00	17:00	8	8000	වැඩේ වලට
9	17.4.24	"		17:00	07:00	8	8000	"
Total Hours						72	72000/-	
Total Amount								

Requested by: පී: ඔන්ද්‍රි  
 Sign: [Signature]  
 Name: පී: ඔන්ද්‍රි  
 (Requestor)

Approved by: [Signature]  
 (DH)

Approved by: [Signature]  
 (GM/AGM/COO)

Checked by: [Signature]  
 (HR)

05-CHL-HRM-FRM-020-05

UMG

OVERTIME REQUEST FORM

BU/BR/DIV Name : Ramon  
 Department Name : Admin  
 Reason for Overtime : ඉ: විශ්වාසීයතාවය: වෙනුවෙන්

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	18.4.24	පී: ඔන්ද්‍රි:	security	17:00	07:00	8	8000	වැඩේ වලට
2	20.4.24	"		07:00	17:00	8	8000	"
3	21.4.24	"		07:00	17:00	8	8000	"
4	21.4.21	"		17:00	07:00	8	8000	"
Total Hours						32	32000/-	
Total Amount								

Requested by: පී: ඔන්ද්‍රි  
 Sign: [Signature]  
 Name: පී: ඔන්ද්‍රි  
 (Requestor)

Approved by: [Signature]  
 (DH)

Approved by: [Signature]  
 (GM/AGM/COO)

Checked by: [Signature]  
 (HR)

05-CHL-HRM-FRM-020-05



# OVERTIME REQUEST FORM

UMG  
BU/BR/DIV Name  
Department Name  
Reason for Overtime

No.	Date
1	2024

BU/BR/DIV Name : Ramon  
Department Name : Admin  
Reason for Overtime : වෛ. පිරිසිටින්නාගේ සහතිකය. 2024.03.24

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	24.3.24	පී. ගෝයාලේ	security	07:00	17:00	8	8000	තරුණ: 2024
2	25.3.24	"	"	07:00	17:00	8	8000	SHANTU
3	27.3.24	"	"	17:00	07:00	8	8000	තරුණ: 2024
4	30.3.24	"	"	17:00	07:00	8	8000	"
5	4.4.24	"	"	17:00	07:00	8	8000	"
6	9.4.24	"	"	07:00	17:00	8	8000	තරුණ: 2024
7	13.4.24	"	"	07:00	17:00	8	8000	තරුණ: 2024
8	14.4.24	"	"	17:00	07:00	8	8000	SHANTU
9	14.4.24	"	"					
Total Hours						72	72000/-	
Total Amount								

Requested by  
Sign:   
Name: පී. ගෝයාලේ  
(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 : Ramon  
Department Name : Admin  
Reason for Overtime : වෛ. පිරිසිටින්නාගේ සහතිකය. 2024.04.15

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	15.4.24	පී. ගෝයාලේ	security	17:00	07:00	8	8000	තරුණ: 2024
2	16.4.24	"	"	17:00	07:00	8	8000	තරුණ: 2024
3	18.4.24	"	"	07:00	17:00	8	8000	ඉන්ද්‍රානු: 2024
4	19.4.24	"	"	07:00	17:00	8	8000	"
5	19.4.24	"	"	17:00	07:00	8	8000	SHANTU
6	20.4.24	"	"	17:00	07:00	8	8000	"
7	21.4.24	"	"	17:00	07:00	8	8000	ඉන්ද්‍රානු: 2024
Total Hours						56	56000/-	
Total Amount								

Requested by  
Sign:   
Name: පී. ගෝයාලේ  
(Requestor)

Approved by  
  
(DH)

Approved by  
  
(GM/AGM/COO)

Checked by  
  
(HR)

05-CHL-HRM-FRM-020-05

Krohit

- 8.605,463 MMU





# OVERTIME REQUEST FORM

BU/BR/DIV Name : *Raman*  
 Department Name : *Admin*  
 Reason for Overtime : *ရက်ပိတ်ရက်အတွက် အလုပ်လုပ်ရခြင်း*



BR/DIV Name :  
 Department Name :  
 Reason for Overtime :  
 No. :  
 Date : *21.3.2024*

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	24.3.24	<i>ဒီဂရီ</i>	<i>security</i>	07:00	17:00	8	8000	<i>အလုပ်လုပ်ခြင်း</i>
						Total Hours		
						Total Amount		

Requested by  
 Sign : *[Signature]*  
 Name : *ဒီဂရီ*  
 (Requestor)

Approved by  
*[Signature]*  
 (DH)

Approved by  
*[Signature]*  
 (GM/AGM/COO)

Checked by  
*[Signature]*  
 (HR)

05-CHL-HRM-FRM-020-05



# OVERTIME REQUEST FORM

BU/BR/DIV Name :  
 Department Name :  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
						Total Hours		
						Total Amount		

Requested by  
 Sign :  
 Name :  
 (Requestor)

Approved by  
 (DH)

Approved by  
 (GM/AGM/COO)

Checked by  
 (HR)

05-CHL-HRM-FRM-020-05

UMG

# OVERTIME REQUEST FORM

BU/BR/DIV Name : Recon.  
 Department Name : Admin.  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	21.3.2021	n	Security Head	07:00	17:00	8	8000	UNW (28) 11/10/2021
2	22.3.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
3	23.3.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
4	10.4.2021	n		17:00	07:00	8	8000	UNW (28) 11/10/2021
5	13.4.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
6	13.4.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
7	14.4.2021	n		17:00	07:00	8	8000	UNW (28) 11/10/2021
8	14.4.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
9	15.4.2021	n		17:00	07:00	8	8000	UNW (28) 11/10/2021
				07:00	17:00	8	8000	UNW (28) 11/10/2021
Total Hours						72	72000	
Total Amount								

Requested by: *[Signature]*  
 Name: N. P. Kar Sae (Requestor)

Approved by: *[Signature]*  
 (DH)

Approved by: *[Signature]*  
 (GM/AGM/COO)

Checked by: *[Signature]*  
 (HR)

05-CHL-HRM-FRM-020-05

UMG

# OVERTIME REQUEST FORM

BU/BR/DIV Name : Recon.  
 Department Name : Admin.  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
10	15.4.2021	n	Security Head	17:00	07:00	8	8000	UNW (28) 11/10/2021
11	16.4.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
12	16.4.2021	n		17:00	07:00	8	8000	UNW (28) 11/10/2021
13	17.4.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
14	17.4.2021	n		17:00	07:00	8	8000	UNW (28) 11/10/2021
15	19.4.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
16	20.4.2021	n		17:00	07:00	8	8000	UNW (28) 11/10/2021
17	21.4.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
18	22.4.2021	n		07:00	17:00	8	8000	UNW (28) 11/10/2021
Total Hours						72	72000	
Total Amount								

Requested by: *[Signature]*  
 Name: N. P. Kar Sae (Requestor)

Approved by: *[Signature]*  
 (DH)

Approved by: *[Signature]*  
 (GM/AGM/COO)

Checked by: *[Signature]*  
 (HR)

05-CHL-HRM-FRM-020-05



# OVERTIME REQUEST FORM

BU/BR/DIV Name : Recon  
 Department Name : Admin  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	13. 21. 2021	~ Gan Gb	Secrecity	17:00	07:00	8	8000	Request
2	14 " "	~ 21m 22	"	"	"	8	8000	" " "
3	15 " "	~ 0822	"	"	"	8	8000	" " "
4	16 " "	~ 0822	"	"	"	8	8000	" " "
5	18 " "	~ 0822	"	"	"	8	8000	" " "
6	19 " "	~ 21m 22	"	"	"	8	8000	" " "
7	21 " "	~ 0822	"	"	"	8	8000	" " "
						56	56000	

Requested by

Sign :  
Name :

U. M. Khan Soe  
(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 : Recon  
 Department Name : Admin \*  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	22. 3. 2021	~ 0822		10:20	14:30	4	4000	Request
2	22. " "	~ 0822		10:20	14:30	4	4000	" " "
3	22. " "	~ 0822		10:30	17:30	4	4000	" " "
						24	12000	

Requested by

Sign :  
Name :

U. M. Khan Soe  
(Requestor)

Approved by

(DH)

Approved by

(GM/AGM/COO)

Checked by

(HR)

05-CHL-HRM-FRM-020-05

10 30 11 30 12 30 1 30 2 30

UMG  
 BR/DIV Name  
 Department Name  
 Reason for Overtime  
 No.





# OVERTIME REQUEST FORM

BU/BR/DIV Name : Recon  
 Department Name : Admin  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
19	20.4.2021	U. M. K. S. S.		17:00	07:00	8	8000	8 hours of overtime
20	21.4.2021	"		07:00	17:00	8	8000	8 hours of overtime
						<b>Total Hours</b>	16	
						<b>Total Amount</b>	16000	

Requested by

Sign :  
Name :

(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 : Recon  
 Department Name : Admin  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	23.3.2021	U. M. K. S. S.		17:00	07:00	8	8000	8 hours of overtime
2	24.3.2021	"		17:00	07:00	8	8000	8 hours of overtime
3	25.3.2021	"		07:00	17:00	8	8000	8 hours of overtime
4	27.3.2021	"		17:00	07:00	8	8000	8 hours of overtime
5	31.3.2021	"		07:00	17:00	8	8000	8 hours of overtime
6	24.3.2021	U. M. K. S. S.		17:00	07:00	8	8000	8 hours of overtime
						<b>Total Hours</b>	48	
						<b>Total Amount</b>	48000	

Requested by

Sign :  
Name :

(Requestor)

Approved by

(DH)

Approved by

(GM/AGM/COO)

Checked by

(HR)


05-CHL-HRM-FRM-020-05

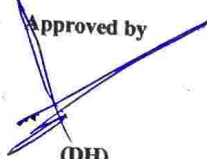
JMG


# OVERTIME REQUEST FORM


BU/DIV Name : Recon.  
Department Name : Admin  
Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	21.3.2021	Oy:GME	Security	17:00	07:00	8	8000	MEMBER OF
2	21.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
3	27.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
4	27.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
5	27.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
6	1.5.2021	"	"	17:00	07:00	8	8000	MEMBER OF
7	5.5.2021	"	"	17:00	07:00	8	8000	MEMBER OF
8	6.5.2021	"	"	17:00	07:00	8	8000	MEMBER OF
9	7.5.2021	"	"	17:00	07:00	8	8000	MEMBER OF
						Total Hours	72	
						Total Amount	72000	

Requested by:   
 Name: U Ais Kar Sae (Requestor)

Approved by:   
 (DH)

Approved by:   
 (GM/AGM/COO)

Checked by:   
 (HR)

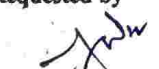
05-CHL-HRM-FRM-020-05





# OVERTIME REQUEST FORM


BU/BR/DIV Name : Recon  
Department Name : Admin  
Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
10	8.4.2021	Oy:GME	Security	17:00	07:00	8	8000	MEMBER OF
11	11.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
12	12.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
13	13.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
14	14.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
15	14.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
16	15.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
17	16.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
18	17.4.2021	"	"	17:00	07:00	8	8000	MEMBER OF
						Total Hours	72	
						Total Amount	72000	

Requested by:   
 Name: U Ais Kar Sae (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 : Recon  
 Department Name : Admin  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
19	17-4-2021	ESOME	Security	17:00	07:00	8	8000	SL. 07:00-17:00
20	18 " "	"	"	07:00	17:00	8	8000	SL. 07:00-17:00
21	19 " "	"	"	07:00	17:00	8	8000	SL. 07:00-17:00
22	20 " "	"	"	07:00	17:00	8	8000	SL. 07:00-17:00
23	20 " "	"	"	17:00	07:00	8	8000	SL. 17:00-07:00
24	21 " "	"	"	17:00	07:00	8	8000	SL. 17:00-07:00
25	23 " "	"	"	07:00	17:00	8	8000	SL. 07:00-17:00
						Total Hours	56	
						Total Amount	560000	

Requested by

Sign :  
Name :

U Ar Ran Soe  
(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 : Recon  
 Department Name : Admin  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	8-4-2021	" ESOME		17:00	07:00	8	8000	SL. 07:00-17:00
2	16 " "	"		07:00	17:00	8	8000	SL. 07:00-17:00
3	18 " "	"		17:00	07:00	8	8000	SL. 17:00-07:00
4	19 " "	"		17:00	07:00	8	8000	SL. 17:00-07:00
5	20 " "	"		07:00	17:00	8	8000	SL. 07:00-17:00
6	21 " "	"		07:00	17:00	8	8000	SL. 07:00-17:00
						Total Hours	48	
						Total Amount	480000	

Requested by

Sign :  
Name :

U Ar Ran Soe  
(Requestor)

Approved by

(DH)

Approved by

(GM/AGM/COO)

Checked by

(HR)

05-CHL-HRM-FRM-020-05

28 565.969 MMK