



OVERTIME REQUEST FORM

BU/BR/DIV Name : CE 5 BU
 Department Name : security
 Reason for Overtime : အားလုံး OT

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	7.1.25	Win Naing Tun		07:00	17:00	10:00	800000	အားလုံး OT
2	7.1.25	Nay Lin Aung		07:00	17:00	10:00	800000	✓
3	8.1.25	"		07:00	17:00	10:00	800000	✓
4	8.1.25	"		17:00	07:00	14:00	800000	✓
5	8.1.25	Win Naing Tun		07:00	17:00	10:00	800000	✓
6	9.1.25	"		07:00	17:00	10:00	800000	✓
7	9.1.25	"		17:00	07:00	14:00	800000	✓
8	10.1.25	"		17:00	07:00	14:00	800000	✓
						Total Hours	640000	
						Total Amount		

Requested by
 Sign :
 Name : Win Naing Tun
 (Requestor)

Approved by

 (DH)

Approved by

 (GM/AGM/COO)

Checked by

 (HR) - Moe Phaw

Account No. 05-CHL-HRM-FRM-020-05

5/01/23 14:35