



# OVERTIME REQUEST FORM

BU/BR/Div Name :

PG BU

Department :

Rental Department

Reason for Overtime :

Return Inspection test run

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	23.2.2025	Toe Wai Phyo	1200	2:30 PM	7:30 PM	4.5	5400	Return Inspection test run Matador 500 KVA(2306056) Customer- High Tech
2	23.2.2025	Pyae Phyo Kyaw	1200	2:30 PM	7:30 PM	4.5	5400	
Total Hours						9.0	10800	
Total Amount								

Prepared By

Hsu Yee Htet

Knownledged By

Name: Aung Ko Oo

Approved By  
(GM/AGM/COO)

Name: Soe Htet Tin

Check By HR

Name: Phyo Wai Nyein  
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