



CLAIM PAYMENT FORM

Requestor Name : Moe Thazin
Department Name :
Payment Date : 2025-02-24
Payment Voucher : EX-COP-2025-02-00027
No
Payment Method : Cash/Bank
Payment Amount : 256000.0
Currency : MMK
Exchange Rate : 4,490.0

Budget Type : Include Budget
Payment Type : Claim Payment
Prepared By : COP_BudgetDataEntry
Superior Approved : F&AManagerCOP
By
Last Approved By : CFD Cashier

No.	Description	Department	Paid Amount	Remark
1	CE-5 Security OT(Replacement,Chinese New Year)	Administration Department(COP)	256,000.00	

Expense Total 256,000.00 K
Additional/Refund

Note: -----

NRC No
Date

Hlaing
Paid By : *Su Su Hlaing*
NRC No : *91122222222222222222*
Date : *24/02/25*

Name
NRC No
Date

JHh
Received By : *Thadar Min The*
NRC No : *12121212121212121212*
Date : *24/02/25*

No. 152, Hlaingtharya Industrial Zone (4)
Min Gyi Mahar Min Street, Hlaingtharya, Yangon

CLAIM REQUEST FORM

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 Department Name :
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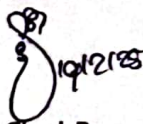
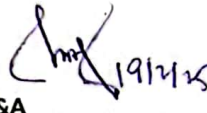

Budget Type : Include Budget
 Payment Type : Claim Payment
 Prepared By : COP_BudgetDataEntry
 Superior Approved : F&AManagerCOP
 By
 Last Approved By : COP_BudgetDataEntry

No.	Description	Department	Request Amount	Remark
1	CE-5 Security OT(Replacement, Chinese New Year)	Administration Department(COP)	256,000.00	

Expense Total
Additional/Refund

256,000.00 K

Note:

	 19/2/25	 19/2/25	 19/2/25
Superior Check By	F&A	GM/AGM	COO
Name : <u>ei ei rang</u>	Name : <u>Tin Zan Hlaing</u>	Name : <u>Phung Thu Win</u>	Name : <u>U Aye Min Hlaon</u>
NRC No : <u>4/AGP/2025/41</u>	NRC No : _____	NRC No : _____	NRC No : _____
Date : <u>19-Feb-25</u>	Date : <u>19-Feb-25</u>	Date : <u>19-Feb-2025</u>	Date : _____
Remark : _____	Remark : _____	Remark : _____	Remark : _____

COO
21/02/25
Amuloo



OVERTIME REQUEST FORM

BU/BR/DIV Name : ၂၅ ၅ BU
 Department Name : Security
 Reason for Overtime : စော့ညှိရန်အတွက်

No.	Date	Name	Position Level	Time		Hours	Amount	Remark	
				From	To				
1-	18.1.25	ဦးကျော်စွာ		07:00	17:00	10:00	80000/-	စော့ညှိရန်အတွက်	
2.	19.1.25	ဝင်းနိုင်စွာ		07:00	17:00	၇	80000/-	၇	
3	20.1.25	၇		07:00	17:00	၇	80000/-	၇	
4.	20.1.25	ဦးကျော်စွာ		17:00	07:00	14:00	80000/-	၇	
5.	21.1.25	ဝင်းနိုင်စွာ		07:00	17:00	10:00	80000/-	၇	
6.	21.1.25	၇		17:00	07:00	14:00	80000/-	၇	
7	21.1.25	ဦးကျော်စွာ		17:00	07:00	၇	80000/-	၇	
8.	22.1.25	ဝင်းနိုင်စွာ		17:00	07:00	၇	80000/-	၇	
Total Hours								640000/-	၇
Total Amount									

Requested by

(Signature)
 Requestor)

Approved by

(Signature)
 (DH)

Approved by

(Signature)
 (GM/AGM/COO)


Checked by

(Signature)
 (HR) Noe Mann

OVERTIME REQUEST FORM


Employee Name : CE5 BU
 Department Name : Security
 Reason for Overtime : စော့အိတ် ဝတ်စားရန်


No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	23.1.25	Win Naing Tun		17:00	07:00		8000	စော့အိတ်
Total Hours							8000	
Total Amount							8000	

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

Approved by

 (DH)

Approved by

 (GM/AGM/COO)

Checked by

 (HR) ei a naing

05-CHL-HRM-FRM-020-05



OVERTIME REQUEST FORM

BU/BR/DIV Name : CES BU
 Department Name : SECURITY
 Reason for Overtime : အစားထိုး OT စာတင်ပါသည်။

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	19.1.25	ဇာော်ကင်းစာတင်		17:00	07:00	14:00	80000/-	အစားထိုး OT
2	24.1.25	ဝင်းနိုင်စွန်း		07:00	17:00	10:00	80000/-	✓
3	25.1.25	✓		07:00	17:00	✓	80000/-	✓
4	26.1.25	✓		07:00	17:00	✓	80000/-	✓
5	27.1.25	✓		07:00	17:00	✓	80000/-	✓
6	27.1.25	✓		17:00	07:00	14:00	80000/-	✓
7	28.1.25	✓		17:00	07:00	✓	80000/-	✓
8	29.1.25	✓		17:00	07:00	✓	80000/-	✓
9	30.1.25	✓		07:00	17:00	10:00	80000/-	✓
Total Hours							720000/-	✓
Total Amount							720000/-	✓

Requested by
 Sign :
 Name : ဝင်းနိုင်စွန်း
 (Requestor)

Approved by

 (DH)

Approved by

 (GM/AGM/COO)

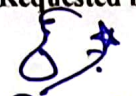
Checked by

 (HR) The Team

OVERTIME REQUEST FORM


DIV Name : CE 5 BU
 Department Name : Security
 Reason for Overtime : အားထိုး OT အင်ပါယာ

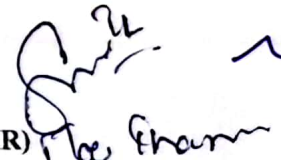
No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	31.1.25	ဝင်းနိုင်ထွန်း		07:00	17:00	10:00	80000	အားထိုး OT
2.	1.2.25	၂		07:00	17:00	၂	80000	၂
3.	2.2.25	၂		07:00	17:00	၂	80000	၂
4.	2.2.25	၂		17:00	07:00	14:00	80000	၂
5.	29.1.25	၂		07:00	17:00	10:00	80000	ရုံးခိတ်ကပ် OT တရုတ်ဒစ် သစ်ကူး
						Total Hours		
						Total Amount	40,000	✓

Requested by
 Sign : 
 Name : ဝင်းနိုင်ထွန်း
 (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 : **CE 5 BU**
 Department Name : **Security**
 Reason for Overtime : **အားနည်း OT တင်ပါသည်။**

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1.	3.2.25	Win Naing Tun		17:00	07:00	14:00	80000	အားနည်း OT
2.	4.2.25	၂		17:00	07:00	၂	80000	၂
3.	5.2.25	၂		07:00	17:00	10:00	80000	၂
4.	6.2.25	၂		07:00	17:00	၂	80000	၂
5.	7.2.25	၂		07:00	17:00	၂	80000	၂
6.	8.2.25	၂		07:00	17:00	၂	80000	၂
7.	8.2.25	၂		17:00	07:00	14:00	80000	၂
8.	9.2.25	၂		17:00	07:00	၂	80000	၂
9.	10.2.25	၂		17:00	07:00	၂	80000	၂
						Total Hours	72000	၂
						Total Amount		

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

Approved by

 (DH)

Approved by

 (GM/AGM/COO)

Checked by

 (HR) **ei ei naing**

05-CHL-HRM-FRM-020-05