



OVERTIME REQUEST FORM

BU/BR/Div Name : PG BU
 Department : Rental Department
 Reason for Overtime : PDI and Return Inspection

No	Date	Name	Rank	Time		Hours	Amount	Remark
				From	To			
1	29.12.2024	Toe Wai Phyo	1200	8:00 AM	1:30 PM	5	6000	Dagon Diary 500 KVA return, (Pyinmapin), Win Amara 60 KVA return (Shwepyitha)
2	30.12.2024	Toe Wai Phyo	1200	7:30 AM	5:30 PM	9	10800	Diamond KTV 200 KVA PDI (Bahar), Chiri 30 KVA return, West Wood 500KVA PDI (East Dagon)
		Toe Toe	1200	9:30AM	5:30 PM	7.5	9000	West Wood 500KVA PDI (East Dagon)
				Total Hours		21.5	25800	
				Total Amount				

Prepared By *Kypl*
 Knowledge By *[Signature]*
 Approved By (GM/AGM/COO)
 Check By HR *[Signature]*

Name: Kyal Sin Thway
 Name: Aung Ko Oo
 Name: Soe Htet Tin

05-CHL-HRM-FRM-020-04

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