

CASH CLAIM FORM

Date: 14. Dec. 2019
 BU/BR/Division: Finance
 Department: Admin
 Issue Amount: 90000 kyats / _____ USD

Budget include (or) Not:

Yes Budgeted Title and Amount
 No Reasons for

Requested For: Over Branch Overtime charges for 14th Dec (2) Day Employee. 11 (in Hkz. Security).

မှတ်ချက်
 (၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး သေချာစွာစစ်ဆေးစစ်ချက်များဖြင့်ထားသော ငွေပမာဏဖြစ်ရပါမည်။
 (The amount requested must be properly calculated, checked and verified by respective authorized person)
 (၂) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက၊ သက်ဆိုင်ရာ တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည့် အဝ ဖြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်။
 (If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By: [Signature]
 Requester

Checked By: [Signature]
 Mgr/DH

Checked By: [Signature]
 Su Myat Naing
 Finance & Account

Approved By: [Signature]
 GM/AGM/COO

Approved By: _____
 CMC/CEO/Chairwoman

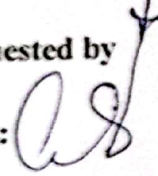
04-CFD-CAS-FRM-005-03

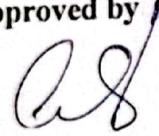
OVERTIME REQUEST FORM

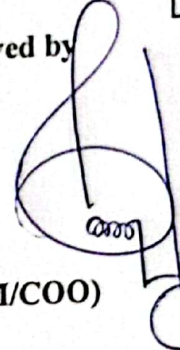


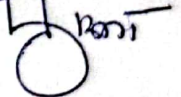
BU/BR/DIV Name :Dawei
 Department Name :Admin
 Reason for Overtime :Tazaungmone & Myanmar National Day

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	15-Nov-24	U Tin Htwe	Security	15-Nov-24	15-Nov-24	1 Day	16000	Full Moon Day OF Tazaungmone
2	25-Nov-24	U Tin Htwe	Security	25-Nov-24	25-Nov-24	1 Day	16000	Myanmar National Day
						Total Hours	2 Day	32000
						Total Amount		

Requested by
 Sign : 
 Name : U Tin Htwe
 (Requestor)

Approved by

Naw Li Nandar Aye
 (DH)

Approved by

Naw Li Nandar Aye
 (GM/AGM/COO)

Checked by

HR
 9.12.2024.

05-CHL-HRM-FRM-020-05