



UMG **inch**  
 No.49/A, Kyat Sa... Quarter, Dawei Tsp, Tanintharyi Division. Dawei  
 Tel :  
 Fax:

**PAYMENT VOUCHER**

Voucher No. :DWI-PV-2025-06-0042  
 Voucher Date :2025-06-17  
 Currency :MMK  
 Cashier :  
 To :

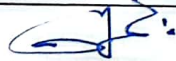
Applicant Adm. Manager GM

No	Description	Purpose	Subtotal
1	PAYMENT FOR DAWEI BRANCH EMPLOYEE OVER TIME CHARGES FOR MAY'25 (SECURITY U TIN HTWE) TOTAL AMT-16,000 MMK.		

Total 16,000.00

Total in Words : \_\_\_\_\_

Note : PAYMENT FOR DAWEI BRANCH EMPLOYEE OVER TIME CHARGES FOR MAY'25 (SECURITY U TIN HTWE) TOTAL AMT-16,000 MMK.

Date : 17. June. 2025 Name/NRC No : Naw Ni Nandar Aye Signature : 

# CASH CLAIM FORM

Date : 17. Jun. 2025

BU/BR/Division : Dawei

Department : Admin

Issue Amount : 16000 Kyats/.....USD





Budget include (or) Not :

Yes  Budgeted Title and Amount :  
 No  Reasons for :

**Required For:** Dawei Branch Employee over time charges for May 25  
[security LI (lin Htwe)].

Total Amt - 16000 MMk.

မှတ်ချက်။  
 (၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော 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 ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်  
 (If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By	Checked By	Checked By	Approved By
			
<u>Daw Ni Naclar Aye</u>	<u>Daw Ni Naclar Aye</u>	<u>Myang</u>	<u>16.6.2025</u>
Requester	Mgr/DH	Finance & Account	GM/AGM/COO
			CMC/CEO/Chairwoman

# OVERTIME REQUEST FORM



25

BU/BR/DIV Name :Dawei  
 Department Name :Admin  
 Reason for Overtime :

No.	Date	Name	Position Level	Time		Hours	Amount	Remark
				From	To			
1	1-May-25	U Tin Htwe	Security	(8:00 AM-5:00PM)		2 Shif	16000	May Holiday
						Total Hours	1 Day	
						Total Amount	16000	

Requested by

Sign :

Name : Daw Ni Nardao Aye

(Requestor)

Approved by

5.6.75.  
(DH)  
For

Approved by

(GM/AGM/COO)  
5.6.75.

Checked by

Daw Ni Nardao Aye.  
(HR)

05-CHL-HRM-FRM-020-05

Over Time Charges For May '25	
Branch	Total Amount
DPN	16,000
HTY	249,375
HNL	191,770
HPN	16,000
KPV	32,000
KPK	77,910
MDY	359,150
MSM	32,000
MFL	210,850
MYW	32,000
MYK	58,135
MKN	334,100
NPT	64,000
NLP	64,000
PTN	32,000
PHK	496,935
SBO	20,500
STW	64,000
SDG	160,815
TYL	43,790
TKI	16,000
YGN	81,540

Dear All Related HRs;

◆ May'25 အတွက် တင်ထားသည့် Branch OT များအား Check and Review လုပ်ပေးပြီးပါပြီရှင်။

Best Regards  
Corporate HR

8:37 AM ✓