



EMPLOYEE EXPENSE CLAIM VOUCHER



ECV No	: CV-20220828-0004	ECV Date	: 28-08-2022
Department	: SERVICE DIRECT	ECV Status	: POSTED TO SAP
Employee SN	: 00019391	Division	: EAST INDONESIA
Employee Name	: AMIN RASYID	Branch	: KENDARI
Employee Email	: AMIN.RASYID@TRAKINDO.CO.ID	Cost Center	: 10B5160HA
		Claim Number	: 1

Cash Detail

Refer to TCA No : PC-20220801-0008
 IO No :
 Credit Card Settlement : NO
 TCAR Period : -

Business Travel

Date	Expense Type	Description	TCAR Ref	Cost Center	WO / IO No.	Currency	Actual Expense
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Non-Travel

Date	Expense Type	Description	TCAR Ref	Cost Center	WO / IO No.	LoB	Currency	Actual Expense
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Expense Type	Currency	Periode	Actual Expense
Service - Vehicle Fuel	IDR	04-08-2022 - 25-08-2022	5,073,761.00
Service - Vehicle Maintenance	IDR	02-08-2022 - 02-08-2022	100,000.00

Status	Currency	Cash Requested	Actual Expense	Total
Refund	IDR	5,000,000.00	200,000.00	4,800,000.00
Refund	IDR	5,000,000.00	988,812.00	4,011,188.00
Refund	IDR	5,000,000.00	951,000.00	4,049,000.00

Refund	IDR	5,000,000.00	939,989.00	4,060,011.00
Refund	IDR	5,000,000.00	934,907.00	4,065,093.00
Refund	IDR	5,000,000.00	1,059,053.00	3,940,947.00
Refund	IDR	5,000,000.00	100,000.00	4,900,000.00

Approval Matrix

SN	Employee Name	Roles	Email	Status
00003914	MATIUS MAMBUA MONGAN	GENERAL ADMIN	matius.mongan@trakindo.co.id	APPROVED
00006934	EDDY MOHAN PRAYUDI	SUPERIOR	eddy.prayudi@trakindo.co.id	APPROVED
00003914	MATIUS MAMBUA MONGAN	SUPERIOR	matius.mongan@trakindo.co.id	APPROVED
-	[VERIFICATION SECTION]	VERIFICATION SECTION	-	APPROVED

File Attachments

Created Date	Created Name	Name
8/30/2022 9:15:03 AM	MONALISA. S	CamScanner 08-28-2022 07.23.pdf

I hereby declare that all the information above is true and correct, supported by adequate evidence as required by the Company policies in filling in a claim. I understand that filing a false claim will result in rejection from the approver and any other disciplinary actions based on Company policies.

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