TRAVEL & CASH ADVANCE REQUEST

TCAR NO	: TC-20220202-0155	TCAR Date	: 24-02-2022
TCAR Status	: APPROVED BY SUPERIOR	Department	: SERVICE ADVISOR
Employee SN	: 00005725	Division	: POWER SYSTEMS
Employee Name	: IMAN SUMARTONO	Branch	: HEAD OFFICE
Employee Email	: IMAN.SUMARTONO@TRAKINDO.CO.ID	Cost Center	: 10K0230HN

TCAR Detail

Purpose of Travel	: Business Trip	Travel with Asuredness	: No
Travel Type	: Domestic	Corp Credit Card Holder	: No
Internal Order No	: T2201DA07721	Internal Order Name	:
Hotel Reservation Purpose	: -		

Date	Transport Method	From - To	KTP	Phone Number	Cost Center	Description
04-02-2022	Air	Batam - Sorong	2171091307839001	08127028746		Tiket Pesawat Batam - Sorong untuk Project GOH PT PTK Trakindo Sorong Cost Center nya arahin ke TU SORONG (10B4460HA)
25-02-2022	Air	Sorong - Batam	2171091307839001	08127028746	10B4499JA	Tiket Pesawat : Sorong to Batam

Estimation COST from Travel Agent : IDR 0.00 *(The price excludes admin fees and taxes)*

Cash Detail

Cash Advanced Usage Date : 04-02-2022 to 25-02-2022

Expense Type	Description	Currency	Cash Requested
Power System Project - Meals	Project GOH TU Sorong	IDR	3,000,000.00
		Total IDR :	Rp 3,000,000.00
		Total USD :	$ 0.00

Approval Matrix

SN	Employee Name	Roles	Email	Status
00002920	SONY DJUHANSYAH	SUPERIOR	sdjuhans@trakindo.co.id	APPROVED
OO	Office Operation	OO	-	WAITING FOR APPROVAL