TRAVEL & CASH ADVANCE REQUEST

TCAR NO	: TC-20220808-0071	TCAR Date	: 18-08-2022
TCAR Status	: APPROVED BY SUPERIOR	Department	: APPLICATION ENGINEERING
Employee SN	: 00050210	Division	: MINING MKT&SLS
Employee Name	: PUJI RUSWANTO	Branch	: HEAD OFFICE
Employee Email	: PUJI.RUSWANTO@TRAKINDO.CO.ID	Cost Center	: 10Z0299MC

TCAR Detail

Purpose of Travel	: Business Trip	Travel with Asuredness	: No
Travel Type	: Domestic	Corp Credit Card Holder	: No
Internal Order No	: T2201DE12699	Internal Order Name	:
WBS No	:		

Date	Transport Method	From - To	KTP	Phone Number	Cost Center	Description
15-08-2022	Air	Jakarta - Banjarmasin	3175050306830004	08118517915		Productivity 6020 at CK BMB
20-08-2022	Air	Banjarmasin - Jakarta	3175050306830004	08118517915		Back to home

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

Cash Detail

Cash Advanced Usage Date : 15-08-2022 to 20-08-2022

Expense Type	Description	Currency	Cash Requested
Domestic Travel - Meals	Makan (@Rp. 175,000 x 3 x 5 hari = Rp 2,625,000)	IDR	2,625,000.00
		Total IDR :	Rp 2,625,000.00
		Total USD :	$ 0.00

Approval Matrix

SN	Employee Name	Roles	Email	Status
00034521	KISWANTO	SUPERIOR	kiswanto@trakindo.co.id	APPROVED
OO	Office Operation	OO	-	WAITING FOR APPROVAL

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