



EMPLOYEE EXPENSE CLAIM VOUCHER



ECV No	: CV-20221027-0194	ECV Date	: 16-10-2022
Department	: SERVICE DIRECT	ECV Status	: CREATED
Employee SN	: 00016990	Division	: SUMATERA
Employee Name	: FERIAL SILVANO	Branch	: BANGKA BELITUNG
Employee Email	: FERIAL.SILVANO@TRAKINDO.CO.ID	Cost Center	: 10F1360HA
		Claim Number	: 1

Cash Detail

Refer to TCAR No : TC-20221001-0025
 IO No :
 Credit Card Settlement : NO
 TCAR Period : 03-10-2022 - 20-10-2022

Business Travel

Date	Expense Type	Description	TCAR Ref	Cost Center	WO / IO No.	Currency	Actual Expense
2022-10-03	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600489181	IDR	350,000.00
2022-10-03	Service - Public Transportation	TRAVEL TO SITE	TC-20221001-0025	10F2860HA	8600489181	IDR	83,660.00
2022-10-04	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600489180	IDR	350,000.00
2022-10-05	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600492189	IDR	350,000.00
2022-10-06	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8500207230	IDR	350,000.00
2022-10-07	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600499322	IDR	350,000.00
2022-10-08	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600499322	IDR	350,000.00
2022-10-09	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600499322	IDR	350,000.00
2022-10-10	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-	10F2860HA	8600496720	IDR	350,000.00

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2022-10-11	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600496720	IDR	350,000.00
2022-10-12	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8500211282	IDR	350,000.00
2022-10-13	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600503652	IDR	350,000.00
2022-10-14	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600503653	IDR	350,000.00
2022-10-15	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600503416	IDR	350,000.00
2022-10-16	Service - Daily Lumpsum	VISIT TO CUSTOMER	TC-20221001-0025	10F2860HA	8600503416	IDR	350,000.00
2022-10-17	Service - Daily Lumpsum	Visit to customer	TC-20221001-0025	10F2860HA	8500211800	IDR	350,000.00
2022-10-18	Service - Daily Lumpsum	Visit to customer	TC-20221001-0025	10F2860HA	8500211800	IDR	350,000.00
2022-10-19	Service - Daily Lumpsum	Visit to customer	TC-20221001-0025	10F2860HA	8500211800	IDR	350,000.00
2022-10-20	Service - Daily Lumpsum	Visit to customer	TC-20221001-0025	10F2860HA	8500211800	IDR	350,000.00

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
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Status	Currency	Cash Requested	Actual Expense	Total
Claim	IDR	5,000,000.00	6,383,660.00	1,383,660.00
Claim	USD	0.00	0.00	0.00

Approval Matrix

SN	Employee Name	Roles	Email	Status
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-	[SERVICE ACCOUNT]	SERVICE ACCOUNT	-	WAITING FOR APPROVAL
00003070	HENDRY TARIGAN	SUPERIOR	hendry.tarigan@trakindo.co.id	WAITING FOR APPROVAL
00010385	MERSI INDRIANI	SUPERIOR	mersi.indriani@trakindo.co.id	WAITING FOR APPROVAL
-	[VERIFICATION SECTION]	VERIFICATION SECTION	-	WAITING FOR APPROVAL

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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