

FLIGHT CHANGE REQUEST

Employee Data	1 Name / Nama	: MAULANA GILANG DARMAWAN
	2 ID / Salary Number / SN	: 33590
	3 Job Title	: SENIOR ANALYST HR
	4 Departement	: HRSS
	5 Business Unit	: BATULICIN
	6 Point of Hire	: BANDAR LAMPUNG
	7 Point of Leave	: BANDAR LAMPUNG
	8 On Site Status	: BLC <input type="checkbox"/> SINGLE <input type="checkbox"/> FAMILY <input checked="" type="checkbox"/> Leave from <input type="text"/> s/d <input type="text"/>
	9 Travel Purpose	: <input type="checkbox"/> FB 1 <input type="checkbox"/> FB 2 <input type="checkbox"/> FB 3 <input type="checkbox"/> FB 4 <input checked="" type="checkbox"/> ANNUAL LEAVE <input type="checkbox"/> MID YEAR <input type="checkbox"/> EMERGENCY

Propose Change	Propose Change:	LEAVE ENTITLEMENT																	
	1 Route Change	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1"> <thead> <tr> <th>DATE</th> <th>Route</th> <th>POH</th> <th>Flight</th> <th>Boarding</th> </tr> </thead> <tbody> <tr> <td>25-Mar-23</td> <td>BATULICIN - BD. LAMPUNG</td> <td>BD. LAMPUNG</td> <td></td> <td></td> </tr> </tbody> </table>	DATE	Route	POH	Flight	Boarding	25-Mar-23	BATULICIN - BD. LAMPUNG	BD. LAMPUNG							
DATE	Route	POH	Flight	Boarding															
25-Mar-23	BATULICIN - BD. LAMPUNG	BD. LAMPUNG																	
2 Propose Route	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1"> <thead> <tr> <th colspan="5" style="text-align: center;">PROPOSE CHANGE</th> </tr> <tr> <th>DATE</th> <th>Route</th> <th>POH</th> <th>Flight</th> <th>Boarding</th> </tr> </thead> <tbody> <tr> <td>25-Mar-23</td> <td>BATULICIN - CIREBON</td> <td>BD. LAMPUNG</td> <td></td> <td></td> </tr> </tbody> </table>	PROPOSE CHANGE					DATE	Route	POH	Flight	Boarding	25-Mar-23	BATULICIN - CIREBON	BD. LAMPUNG		
PROPOSE CHANGE																			
DATE	Route	POH	Flight	Boarding															
25-Mar-23	BATULICIN - CIREBON	BD. LAMPUNG																	

Justification

Tujuan cuti saya cirebon merupakan kampung halaman saya dan istri, tempat tinggal orang tua

Tiket yang diambil u/ Family 1800 dan Anak (3)

- Devi

- Haris

- Della & Athman

COST IMPACT			
Flight Entitlement		Propose Flight cost	
BDJ - BD. LAMPUNG	= 8.261.300	BDJ - JKT	: 4.751.300
	= -	JKT - CRB	: 2.492.500
	= 8.261.300	** Filled by Ticketing section	7.243.800
Cost impact to Company	= 7.243.800	lebih rendah dari biaya ke POH	1.017.500
Cost impact to employee (PIA)	=		
<p><i>Semua biaya yang timbul atas "Leave Change Request" akan menjadi tanggungan pribadi karyawan. Khusus untuk biaya yang timbul atas perubahan tiket akan dipotong dalam 1x potongan gaji.</i></p> <p><i>Any cost from above "Leave Change Request" will be treated as Personal Account. Any additional charge of ticket change must be one time deduction salary.</i></p>			

Proposed By, Maulana Gilang Darmawan Date: _____	Superior, Yulianto Date: _____	Department Head, Date: _____
--	--	---------------------------------

APPROVAL		
HR Snr Supervisor, Date: _____	Branch Manager, Yulianto Date: _____	General Operation Manager, N/A Date: _____