

PT Trakindo Utama

FIELD OPERATION REPORT

Gedung TMT 1, 11-17th Floor
Jl. Glandak KKO No. 1 Jakarta 12660
Tel. 162-211 7822373
Fax. 162-211 7822357, 7822379
www.trakindo.co.id

Date
Contact
Email

NPWP No. 02.025.873.7.091.000

Serviceman

Name: [blank] Salary No: [blank] Date: [blank]

Customer

Name: [blank] Site: [blank]

Machine / Engine

Model: [blank] Plant No: [blank] Serial No: [blank] SMU: [blank]

Work Order: [blank] Job Outline: [blank]

Time Record

Table with 5 columns: CLOCK TIME (START, FINISH), DESCRIPTION, SEG, OPR, HOURS & MINS. Contains multiple empty rows for recording work time.

Total

Table with 2 columns: Travel Expense Chg Code, Amount Rp. Includes rows for Category (Daily Business), Departure/Arrival, Transport Cash, Other, and Total.

Table with 2 columns: TRANSPORT Chg Code, Vehicle Type, Rate/Km, Actual Km.

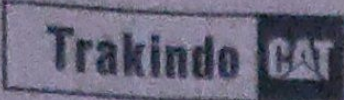
CUSTOMER ACKNOWLEDGEMENT: The Above Work, subject to PTTU Terms & Condition, has been completed to our satisfaction. Includes fields for Name (In capitals) and Signed.

Customer Comments

EXTERNAL JOB

INTERNAL JOB

Summary table with columns: WORKING TIME, TR TIME, CHARGE CODE. Includes sub-headers for EXTERNAL JOB and INTERNAL JOB.



PT Trakindo Utama

Gedung TMT L 11-17th Floor
Jl. Cilandak KKO No. 1 Jakarta 12580
Tel (62-21) 7822373
Fax (62-21) 7822357, 7822379
www.trakindo.co.id

FIELD OPERATION REPORT

Date :
Contact :
Email :

NPWP No. 02.025.873.7-001.000

Serviceman

Name : Salary No : Date: *18/4/20*

Customer

Name : Site :

Machine / Engine

Model : Plant No : Serial No : SMU :

Work Order : Job Outline :

Time Record

CLOCK TIME		DESCRIPTION	SEG	OPB	HOURS & MINS
START	FINISH				
Total					

Travel Expense	Amount
Chg Code :	Rp.
Category	
Daily Business	<i>350.000</i>
Departure/Arrival	
Transport Cash	
Other	<i>240.000</i>
Total	

TRANSPORT
Chg Code :
Vehicle Type :
Rate/Km :
Actual Km :

CUSTOMER ACKNOWLEDGEMENT:
The Above Work, subject to PTTU Terms & Condition, has been completed to our satisfaction
Name (In capitals):
Signed:

Customer Comments
↳ Isi Salur Kt 8281 Nkn . km: 28115

EXTERNAL JOB

INTERNAL JOB

WORKING TIME	TR TIME
CHARGE CODE	
SEGMENT NO.	
NORMAL TIME	

WORKING TIME	TR TIME	TR TIME	TR TIME
CHARGE CODE			
SEGMENT NO.			
NORMAL TIME			



PT Trakindo Utama

Gedung TMY 1, 11-17th Floor
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 www.trakindo.co.id

FIELD OPERATION REPORT

Date : _____
 Contact : _____
 Email : _____

NPWP No. 02.025.873.7-001.000

Service Men

Name :	Salary No :	Date :
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Customer

Name :	Site :
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Machine / Engine

Model :	Plant No :	Serial No :	SMU :
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Work Order :	Job Outline :
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Time Record

CLOCK TIME		DESCRIPTION	SEG	OPR	HOURS & MINS
START	FINISH				
		Total			

Travel Expense	Amount
Chg Code :	Rp.
Category	
Daily Business	350.000
Departure/Arrival	
Transport Cash	
Other	
Total	

TRANSPORT
Chg Code :
Vehicle Type :
Rate/Km :
Actual Km :

CUSTOMER ACKNOWLEDGEMENT:
 The Above Work, subject to PTTU
 Terms & Condition, has been completed to our satisfaction
 Name (In capitals): _____ Signed: _____

Customer Comments

EXTERNAL JOB

INTERNAL JOB

WORKING TIME	TR TIME
CHARGE CODE	
SEGMENT NO.	
NORMAL TIME	

WORKING TIME	TR TIME	TR TIME	TR TIME
CHARGE CODE			
SEGMENT NO.			
NORMAL TIME			

KT 8281 NM
KM: 2815

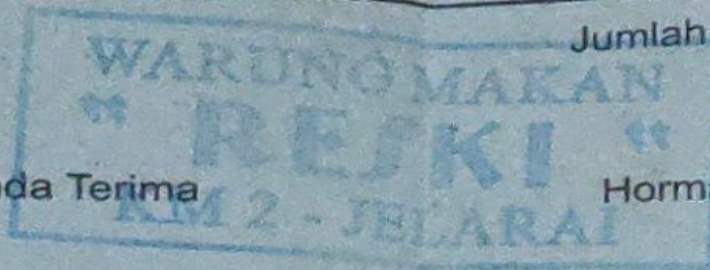
Tuan
Toko 79L 18/4/2020

NOTA No.

BANYAKNYA	NAMA BARANG	HARGA	JUMLAH
30	liter solar	8000	240000

Jumlah Rp. 240000

Tanda Terima



Hormat kami,