|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| LEMBAR DISPOSISI | | | | |
| Surat Dari: ${pengirim}  No Surat: ${no\_suratmasuk}  Tanggal Surat: ${tgl\_suratmasuk} | Dikirim Tanggal: ${tgl\_diterima}  No Agenda: ${no\_agenda}  Sifat: ${sifat} | Sangat Segera | Segera | Rahasia |
| Perihal: ${perihal} | | | | |
| Diteruskan Kepada: ${pegawai} | | Dengan Hormat harap: ${tindakan} | | |
| Catatan: ${catatan} | | | | |
| KEPALA BAGIAN ORGANISASI  NAMA  NIP | | | | |