

Operating Lease Support System Phase-2 Project for



Functional Specification FC.AB.4.4 Monitoring Complement Document

Revision 2.0

PT. Berlian Sistem Informasi

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Project Code :	TM15404A
Project Name :	Operating Lease Support System Phase-2

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Document Approval

By signing this document I acknowledge I have read the document and give the Project Management Team approval to proceed.

Role	Name	Signature	Date
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Functional Specification

1. Introduction

1.1 Purpose

Functional Specification is a document to describe the detail of functions system which includes screen design, report, and logic formula. This document will be used for system development.

1.2 Scope

Functional Specification Document contains screen design, screen functionality, process flow, and data structure of FC.AB.4.4 Monitoring Complement Document for Phase-2.

Here are the scope for FC.AB.4.4 Monitoring Complement Document:

1. AB.4.4.1 View Complement Document List

To view document list from customer that needed for SKD Approval Process and Agreement Approval Process including status of completion.

Output from this document is:

1. PF.AB.4.4 Complement Document

1.3 Definition, Acronyms, and Abbreviations

1. OPL = Operating Lease
2. DSF = Dipo Star Finance
3. BSI = Berlian Sistem Informasi
4. SKD = Surat Keputusan Direksi/ Board of Director's Decree

1.4 References

This functional specification document refers to **"To Be Design" AB. Marketing Process**, module:

1. AB.4 Marketing Operational Monitoring
 - AB.4.4 Monitoring Complement Document

2. Configuration

- N/A

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3. Detail Specification: FC.AB.4.4 Monitoring Complement Document

3.1 Purpose

The Monitoring Complement Document screen is used by PIC Marketing Administration to view and update Complement Document from customers. This screen functions consist of view document compement list and update document complement status. Monitoring will be based on Agreement that has been created.

3.2 Screen of Configuration Access

Here are the access right for users:

User	Create	Read	Update	Authorization
PIC Markerting Administration	-	V	V	-
Marketing Officer	-	V	-	-
Head of Branch	-	V	-	-
Head of Department	-	V	-	-
Regional Manager	-	V	-	-
Advisor	-	V	-	-
Director	-	V	-	-
President Director	-	V	-	-
Shareholder's Meeting	-	V	-	-

Legend:

V = Have the access

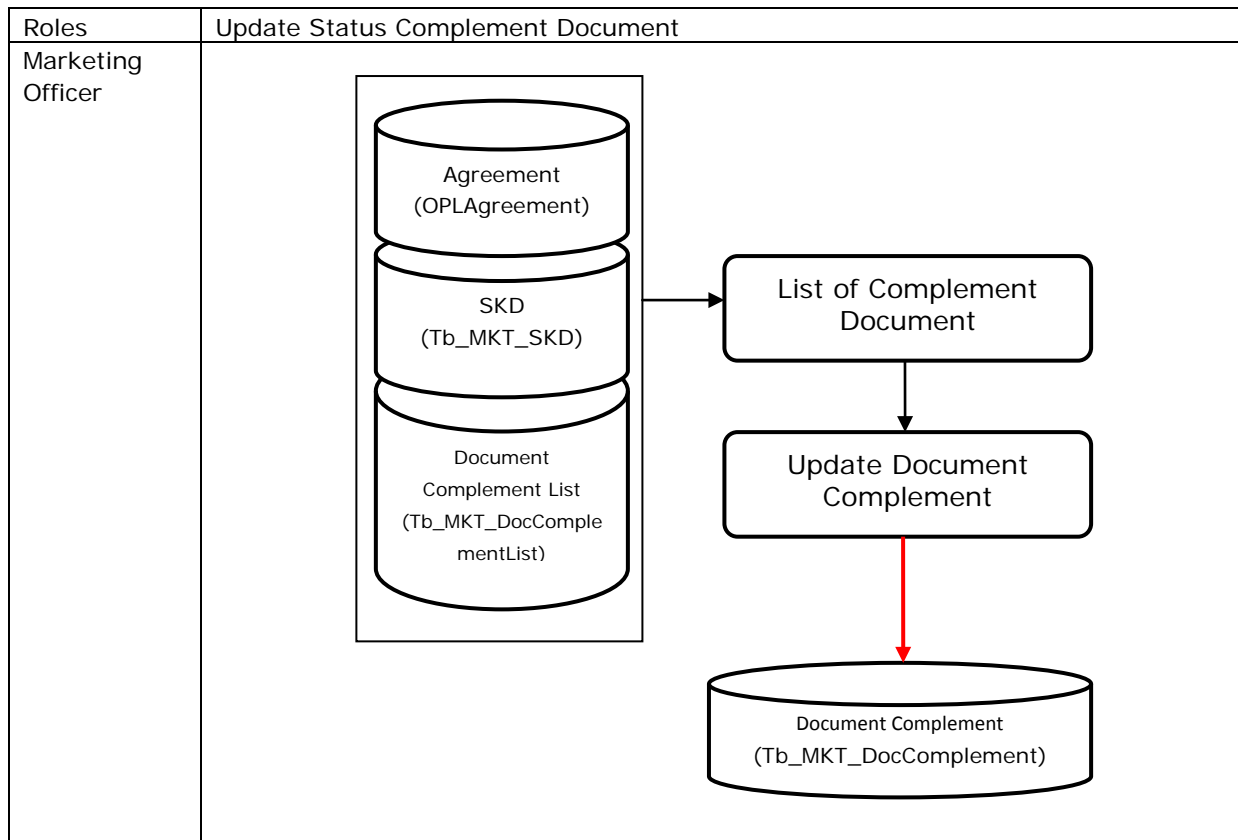
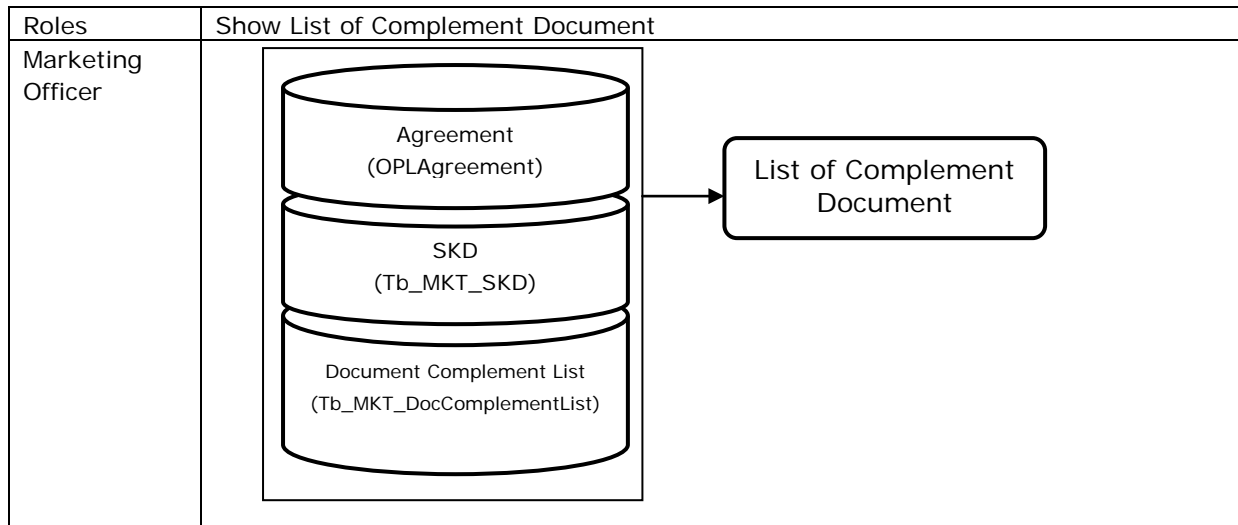
3.3 Screen Functionality

1. View lists of Complement Document
2. Input status of Complement Document
3. Update status Complement Document
4. Print Complement Document

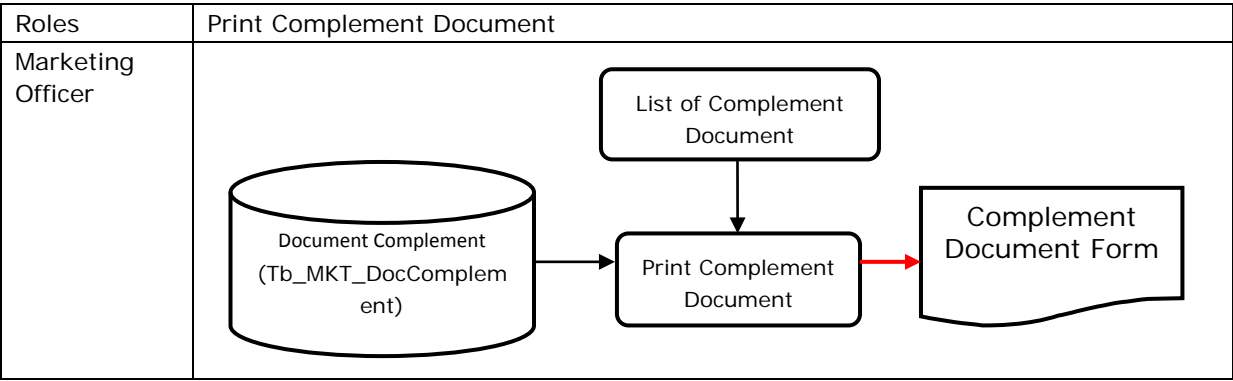
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3.4 Operation Flow

Below is operation flow for Monitoring and print unit preparation process refer to **To Be Design Document Marketing Process, AB.2.1 Board of Director's Decree/ Surat Keputusan Direksi (SKD)**:



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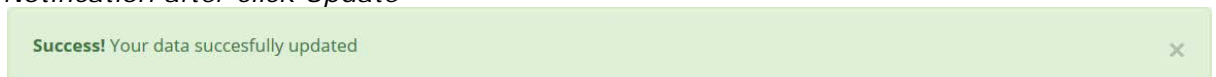


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- *Pop Up Add Complement Document List*

Screen 2. Pop Up Add Complement Document List

- *Notification after click Update*



Screen 3. Notification after click Update

3.6 Component Screen Functionality

a. View Complement Document List

Here are the screen functions from each component in **Screen 1. View Complement of Document List**:

No	Component	Name	Function
Header			
1	Label	View Complement Document list	View Complement Document list title

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2	Search Box	Agreement No	To select Agreement No
3	Text Box	Customer Name	Displaying Customer Name
4	Text Box	SKD No	Displaying SKD No
5	Text Box	OPL Type	Displaying OPL Type
6	Button	Add Complement Document List	Button for adding new Complement Document List
Document List Header			
7	Label	No	Header Table
8	Label	Document Name	Header Table
9	Label	Status Document	Header Table with 3 colspan.
10	Label	Status Document 1 Ex: "Not Available"	<u>Header Table</u> The headers values retrieved from table OptionItemValues joined with table OptionItems where OptionItems.OptionItemsName equals "Status Document" . This headers dynamically generated based on OptionItems. So the number of header allows for less or more than 3 .
11	Label	Status Document 2 Ex: "Pending"	
12	Label	Status Document 3 Ex: "Available"	
13	Label	Receiving Date	Header Table
14	Label	Due Date	Header Table
15	Label	Remarks	Header Table
Document List			
16	Label	No	Displaying Number
17	Label	Document Name	Displaying Document list depends on Lease Category
18	Radio button1	Status Document1	Displaying some radio buttons, to be in check or uncheck.
19	Radio button2	Status Document2	
20	Radio button3	Status Document3	
21	Date Picker	Receiving Date	Displaying Receiving Date
22	Date Picker	Due Date	Displaying Due Date
23	Text Area	Remarks	To input remarks
Revision History			
24	Label	Revision History	Revision History Sub-Title
25	Label	User Name	Displaying User Name

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26	Label	Date	Displaying Date
27	Label	Status	Displaying Status
Footer			
28	Button	Update	To update the complement document list
29	Button	Print Form	To print the form

b. Pop Up Add Complement Document List

Here are the screen functions from each component in **Screen 2. Pop Up Add Document Complement List**:

<i>No</i>	<i>Component</i>	<i>Name</i>	<i>Function</i>
1	Label	Add Complement Document list	View Complement Document list title
2	Drop down Box	Category	To select Category
3	Text Field	Document Name	To input Document Name
4	Radio Button1	Not Available	Not Available status
5	Radio Button2	Pending	Pending status
6	Radio Button3	Available	Available status
7	Date picker	Receiving Date	To input Receiving Date
8	Date picker	Due Date	To input Due Date
9	Text Area	Remarks	To input Remarks
10	Button	Save	To Save the data inputted
11	Button	Close	To close the pop up screen

3.7 Operation Description

No.	Operation Name	Description																																				
1	Initial view of View Complement Document List	<div>The screen for list of Complement Document: 1. Component Status;</div> <table><tr><th>Component</th><th>Name/Caption</th><th>Status</th><th>Remark</th></tr><tr><td>Label</td><td>View Complement Document list</td><td>Active</td><td></td></tr><tr><td>Search Box</td><td>SKD No</td><td>Active</td><td>Mandatory depicted in red</td></tr><tr><td>Text Box</td><td>Customer Name</td><td>Not Active</td><td>Input disabled</td></tr><tr><td>Text Box</td><td>Quotation No</td><td>Not Active</td><td>Input disabled</td></tr><tr><td>Text Box</td><td>Agreement No</td><td>Not Active</td><td>Input disabled</td></tr><tr><td>Text Box</td><td>OPL Type</td><td>Not Active</td><td>Input disabled</td></tr><tr><td>Label</td><td>No</td><td>Not Active</td><td></td></tr><tr><td>Label</td><td>Document Name</td><td>Not Active</td><td></td></tr></table>	Component	Name/Caption	Status	Remark	Label	View Complement Document list	Active		Search Box	SKD No	Active	Mandatory depicted in red	Text Box	Customer Name	Not Active	Input disabled	Text Box	Quotation No	Not Active	Input disabled	Text Box	Agreement No	Not Active	Input disabled	Text Box	OPL Type	Not Active	Input disabled	Label	No	Not Active		Label	Document Name	Not Active	
Component	Name/Caption	Status	Remark																																			
Label	View Complement Document list	Active																																				
Search Box	SKD No	Active	Mandatory depicted in red																																			
Text Box	Customer Name	Not Active	Input disabled																																			
Text Box	Quotation No	Not Active	Input disabled																																			
Text Box	Agreement No	Not Active	Input disabled																																			
Text Box	OPL Type	Not Active	Input disabled																																			
Label	No	Not Active																																				
Label	Document Name	Not Active																																				

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		<table><tr><td>Radio button</td><td>Status Document – Not Available</td><td>Active</td><td></td></tr><tr><td>Radio button</td><td>Status Document – Pending</td><td>Active</td><td></td></tr><tr><td>Radio button</td><td>Status Document – Available</td><td>Active</td><td></td></tr><tr><td>Label</td><td>Receiving Date</td><td>Not Active</td><td></td></tr><tr><td>Label</td><td>Due Date</td><td>Not Active</td><td></td></tr><tr><td>Text Area</td><td>Remarks</td><td>Not Active</td><td></td></tr><tr><td>Button</td><td>Update</td><td>Active</td><td></td></tr><tr><td>Button</td><td>Print Form</td><td>Active</td><td></td></tr></table>	Radio button	Status Document – Not Available	Active		Radio button	Status Document – Pending	Active		Radio button	Status Document – Available	Active		Label	Receiving Date	Not Active		Label	Due Date	Not Active		Text Area	Remarks	Not Active		Button	Update	Active		Button	Print Form	Active	
Radio button	Status Document – Not Available	Active																																
Radio button	Status Document – Pending	Active																																
Radio button	Status Document – Available	Active																																
Label	Receiving Date	Not Active																																
Label	Due Date	Not Active																																
Text Area	Remarks	Not Active																																
Button	Update	Active																																
Button	Print Form	Active																																
2	Update Complement Document List	<ol style="list-style-type: none">1. Select the Agreement No from search box2. Revision History will show the data, the data retrieved from Tb_MKT_DocComplement_History.3. Change the Status Document for each document item <u>Constraint:</u> If the row no radio button selected<ul style="list-style-type: none">- If the radio button “Not Available” checked, the remarks will be enable. Receiving date and due date will be set disable.- If the radio button “Pending” checked, the due date and Remarks will be enable. Receiving date will be set disable.- If the radio button “Available” checked, the receive date will be enabled and automatically filled with current date. Remarks and due date will be set disable.If there is selected radio button in the row<ul style="list-style-type: none">- User can only change the status with “Pending” condition to another status.- If the radio button “Not Available” checked, the remarks will be enable. Receiving date and due date will be set disable.- If the radio button “Available” checked, the receive date will be enabled and automatically filled with current date. Remarks and due date will be set disable.4. Click Update button to update the document complement form.5. If there is any selecting radio button except “select another row from selected radio button Pending” then appears message: “Changing the status of the document on line [rowIndex] is not allowed.”6. Update the following field (if needed) in the table Tb_MKT_DocComplement<ul style="list-style-type: none">⇒ DocStatus⇒ ReceiveDate⇒ DueDate⇒ Remarks⇒ LastModifiedBy⇒ LastModifiedDate7. History Data will be stored in the table Tb_MKT_DocComplement_History and Tb_MKT_DocComplement_History_Dtl<ul style="list-style-type: none">- Tb_MKT_DocComplement as A- Tb_MKT_DocComplement_History as B- Tb_MKT_DocComplement_History_Dtl as C																																

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		<p>Insert data to Tb_MKT_DocComplement_History</p> <ul style="list-style-type: none"> - B.ProcessId = New Guid - B.OriginalID = A. IdTb_MKT_DocComplement - B.CreatedDate = Sys.CurrentDate - B.CreatedBy = Sys.CurrentUser - B.Action = "Update" <p>Insert data to Tb_MKT_DocComplement_History_Dtl</p> <ul style="list-style-type: none"> - C.ProcessId = New Guid - C. IdTb_MKT_DocComplement = A. IdTb_MKT_DocComplement - C.IdTb_MKT_SKD = A. IdTb_MKT_SKD - C.IdTb_MKT_DocComplementList = A. IdTb_MKT_DocComplementList - C.DocStatus = A. DocStatus - C.ReceiveDate = A. ReceiveDate - C.DueDate = A.DueDate - C.Remarks = A.Remarks - C.CreatedBy = A.CreatedBy - C.CreatedDate = A.CreatedDate - C.LastModifiedBy = A.LastModifiedBy - C.LastModifiedDate = A.LastModifiedDate <p><u>Alternative:</u></p> <p>8. To add another document for complement document which is not depicted in Update Complement Document screen, can be done with these steps:</p> <ol style="list-style-type: none"> Click "Add Complement Document List" button <div data-bbox="842 1126 1323 1196" data-label="Image"> </div> <p>Note: The Receiving Date date picker, Due Date date picker, and Remarks text area will be disabled until one of the Status Document is selected</p> <ol style="list-style-type: none"> Select Category for document Input Document Name Select Status Document <ul style="list-style-type: none"> - If the selected status document is "Not Available", the "Remarks" text field will be active - If the selected status document is "Pending", the "Due Date" text field will be active - If the selected status document is "Available", the "Receiving Date" text field will be active Click Save button to add the document list into View Document Complement List screen with the numbering automatically increment. <p><u>Constraint:</u></p> <ol style="list-style-type: none"> Click Close to cancel To delete the newly added row, click on the (–) button on the right side of screen
3	Print Complement Document	<p><u>Input:</u></p> <ol style="list-style-type: none"> Operation Name 3. Update Complement Document List point 1-5 Click button Print <p><u>Process:</u></p> <ol style="list-style-type: none"> Operation Name 3. Update Complement Document List point 6&7

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		<u>Output:</u> 4. Print out form PF.AB.4.4 Complement Document
4	System error message	<u>Process:</u> 1. Any errors outside of application validation or that which cannot be handled by application such as errors when communicating with database, bugs, overloop, etc will generate an error message " We are Sorry! Something happen with your application. Please contact your Administrator, thank you." 2. A log history will be generated for any error outside of application validation (same as Phase 1). This log record can be used for IT investigation should any cases appear in the system <u>Output:</u> 3. A page with system error message will appear

3.8 Data Structure

a. Tb_MKT_DocComplementDetail

Field Name	Data Type	Length	Source	Remarks	Nullable	Mandatory
IdTb_MKT_DocComplementDetail	int	10	Tb_MKT_DocComplementDetail.IdTb_MKT_DocComplementDetail	Primary Key	NO	YES
IdTb_MKT_DocComplementMaster	int	10	Tb_MKT_DocComplementDetail.IdTb_MKT_DocComplementMaster	Foreign Key	NO	YES
LeaseCategory	int	10	Tb_MKT_DocComplementDetail.LeaseCategory		NO	YES
DocId	int	10	Tb_MKT_DocComplementDetail.DocId	Refer from table OptionItemValues. IdOptionItemValue The items value name contains "Pending", "Available", and "Not Available"	NO	YES
DocCode	varchar	20	Tb_MKT_DocComplementDetail.DocCode		NO	YES
DocDescription	varchar	100	Tb_MKT_DocComplementDetail.DocDescription		NO	YES
ParentDocId	int	10	Tb_MKT_DocComplementDetail.ParentDocId		YES	NO
DocStatus	int	10	Tb_MKT_DocComplementDetail.Doc		YES	NO

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			Status			
ReceiveDate	date	N/A	Tb_MKT_DocComplementDetail.ReceiveDate	Format "MM/dd/yyyy"	YES	NO
DueDate	date	N/A	Tb_MKT_DocComplementDetail.DueDate	Format "MM/dd/yyyy"	YES	NO
Remarks	varchar	100	Tb_MKT_DocComplementDetail.Remarks		YES	NO
IsDelete	bit	N/A	Tb_MKT_DocComplementDetail.IsDelete		NO	YES
RemarksSys	varchar	100	Tb_MKT_DocComplementDetail.RemarksSys		YES	NO
CreatedBy	varchar	50	Tb_MKT_DocComplementDetail.CreatedBy		NO	YES
CreatedDate	datetime	N/A	Tb_MKT_DocComplementDetail.CreatedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	NO	YES
LastModifiedBy	varchar	50	Tb_MKT_DocComplementDetail.LastModifiedBy		YES	NO
LastModifiedDate	datetime	N/A	Tb_MKT_DocComplementDetail.LastModifiedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	YES	NO

b. Tb_MKT_DocComplementDetail_History

Field Name	Data Type	Length	Source	Remarks	Nullable	Mandatory
ProcessID	uniqueidentifier	N/A	Tb_MKT_DocComplementDetail_History.ProcessID	Primary Key	NO	YES
OriginalID	int	10	Tb_MKT_DocComplementDetail_History.OriginalID	Foreign Key Where Tb_MKT_DocComplementDetail.IdTb_MKT_DocComplementDetail = Tb_MKT_DocComplementDetail_History.OriginalID	YES	NO
CreatedDate	datetime	N/A	Tb_MKT_DocComplementDetail_History.CreatedDate		YES	NO
CreatedBy	nvarchar	N/A	Tb_MKT_DocComplementDetail_History.CreatedBy		YES	NO
Action	nvarchar	20	Tb_MKT_DocComplementDetail_History.Action		YES	NO

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c. Tb_MKT_DocComplementDetail_HistoryDtl

<i>Field Name</i>	<i>Data Type</i>	<i>Length</i>	<i>Source</i>	<i>Remarks</i>	<i>Nullable</i>	<i>Mandatory</i>
ProcessID	uniqueidentifier	N/A	Tb_MKT_DocComplementDetail_HistoryDtl.ProcessID	Primary Key	NO	YES
IdTb_MKT_DocComplementDetail	int	10	Tb_MKT_DocComplementDetail_HistoryDtl.IdTb_MKT_DocComplementDetail	Foreign Key	NO	YES
IdTb_MKT_DocComplementMaster	int	10	Tb_MKT_DocComplementDetail_HistoryDtl.IdTb_MKT_DocComplementMaster	Foreign Key	NO	YES
LeaseCategory	int	10	Tb_MKT_DocComplementDetail_HistoryDtl.LeaseCategory		NO	YES
DocId	int	10	Tb_MKT_DocComplementDetail_HistoryDtl.DocId	Refer from table OptionItemValues. IdOptionItemValue The items value name contains "Pending", "Available", and "Not Available"	NO	YES
DocCode	varchar	20	Tb_MKT_DocComplementDetail_HistoryDtl.DocCode		NO	YES
DocDescription	varchar	100	Tb_MKT_DocComplementDetail_HistoryDtl.DocDescription		NO	YES
ParentDocId	int	10	Tb_MKT_DocComplementDetail_HistoryDtl.ParentDocId		YES	NO
DocStatus	int	10	Tb_MKT_DocComplementDetail_HistoryDtl.DocStatus		YES	NO
ReceiveDate	date	N/A	Tb_MKT_DocComplementDetail_HistoryDtl.ReceiveDate	Format "MM/dd/yyyy"	YES	NO
DueDate	date	N/A	Tb_MKT_DocComplementDetail_HistoryDtl.DueDate	Format "MM/dd/yyyy"	YES	NO
Remarks	varchar	100	Tb_MKT_DocComplementDetail_HistoryDtl.Remarks		YES	NO
IsDelete	bit	N/A	Tb_MKT_DocComplementDetail_HistoryDtl.IsDelete		NO	YES

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			toryDtl.IsDelete			
RemarksSys	varchar	100	Tb_MKT_DocComplementDetail_HistoryDtl.RemarksSys		YES	NO
CreatedBy	varchar	50	Tb_MKT_DocComplementDetail_HistoryDtl.CreatedBy		NO	YES
CreatedDate	datetime	N/A	Tb_MKT_DocComplementDetail_HistoryDtl.CreatedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	NO	YES
LastModifiedBy	varchar	50	Tb_MKT_DocComplementDetail_HistoryDtl.LastModifiedBy		YES	NO
LastModifiedDate	datetime	N/A	Tb_MKT_DocComplementDetail_HistoryDtl.LastModifiedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	YES	NO

d. Tb_MKT_DocComplementListTemplate

Field Name	Data Type	Length	Source	Remarks	Nullable	Mandatory
IdTb_MKT_DocComplementListTemplate	int	10	Tb_MKT_DocComplementListTemplate.IdTb_MKT_DocComplementListTemplate	Primary Key	NO	YES
LeaseCategory	nchar	10	Tb_MKT_DocComplementListTemplate.LeaseCategory		YES	NO
DocCode	varchar	20	Tb_MKT_DocComplementListTemplate.DocCode		NO	YES
DocDescription	varchar	100	Tb_MKT_DocComplementListTemplate.DocDescription		NO	YES
ParentDocId	int	10	Tb_MKT_DocComplementListTemplate.ParentDocId	Refer from table OptionItemValues. IdOptionItemValue The items value name contains "Pending", "Available", and "Not Available"	YES	NO
OrderNumber	int	10	Tb_MKT_DocComplementListTemplate.OrderNumber		NO	YES
IsDelete	bit	N/A	Tb_MKT_DocComplementListTemplate.IsDelete		NO	YES

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RemarksSys	varchar	100	Tb_MKT_DocComplementListTemplate.RemarksSys		YES	NO
CreatedBy	varchar	50	Tb_MKT_DocComplementListTemplate.CreatedBy		NO	YES
CreatedDate	datetime	N/A	Tb_MKT_DocComplementListTemplate.CreatedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	NO	YES
LastModifiedBy	varchar	50	Tb_MKT_DocComplementListTemplate.LastModifiedBy		YES	NO
LastModifiedDate	datetime	N/A	Tb_MKT_DocComplementListTemplate.LastModifiedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	YES	NO

e. Tb_MKT_DocComplementMaster

Field Name	Data Type	Length	Source	Remarks	Nullable	Mandatory
IdTb_MKT_DocComplementMaster	int	10	Tb_MKT_DocComplementMaster.IdTb_MKT_DocComplementMaster	Primary Key	NO	YES
IdOPLAgreement	int	10	Tb_MKT_DocComplementMaster.IdOPLAgreement	Foreign Key	NO	YES
IdTb_MKT_SKD	int	10	Tb_MKT_DocComplementMaster.IdTb_MKT_SKD	Foreign Key	NO	YES
IsDelete	bit	N/A	Tb_MKT_DocComplementMaster.IsDelete		NO	YES
RemarksSys	varchar	100	Tb_MKT_DocComplementMaster.RemarksSys		YES	NO
RowVersion	timestamp	N/A	Tb_MKT_DocComplementMaster.RowVersion		YES	NO
CreatedBy	varchar	50	Tb_MKT_DocComplementMaster.CreatedBy		NO	YES
CreatedDate	datetime	N/A	Tb_MKT_DocComplementMaster.CreatedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	NO	YES
LastModifiedBy	varchar	50	Tb_MKT_DocComplementMaster.LastModifiedBy		YES	NO
LastModifiedDate	datetime	N/A	Tb_MKT_DocComplementMaster.LastModifiedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	YES	NO

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f. Tb_MKT_DocComplementMaster_History

Field Name	Data Type	Length	Source	Remarks	Nullable	Mandatory
ProcessID	uniqueidentifier	N/A	Tb_MKT_DocComplementMaster_History.ProcessID	Primary Key	NO	YES
OriginalID	int	10	Tb_MKT_DocComplementMaster_History.OriginalID	Foreign Key Where Tb_MKT_DocComplementMaster.IdTb_MKT_DocComplementMaster = Tb_MKT_DocComplementMaster_History.OriginalID	YES	NO
CreatedDate	datetime	N/A	Tb_MKT_DocComplementMaster_History.CreatedDate		YES	NO
CreatedBy	nvarchar	N/A	Tb_MKT_DocComplementMaster_History.CreatedBy		YES	NO
Action	nvarchar	20	Tb_MKT_DocComplementMaster_History.Action		YES	NO

g. Tb_MKT_DocComplementMaster_HistoryDtl

Field Name	Data Type	Length	Source	Remarks	Nullable	Mandatory
ProcessID	uniqueidentifier	N/A	Tb_MKT_DocComplementMaster_HistoryDtl.ProcessID	Primary Key	NO	YES
IdTb_MKT_DocComplementMaster	int	10	Tb_MKT_DocComplementMaster_HistoryDtl.IdTb_MKT_DocComplementMaster	Foreign Key	NO	YES
IdOPLAgreement	int	10	Tb_MKT_DocComplementMaster_HistoryDtl.IdOPLAgreement	Foreign Key	NO	YES
IdTb_MKT_SKD	int	10	Tb_MKT_DocComplementMaster_HistoryDtl.IdTb_MKT_SKD	Foreign Key	NO	YES
IsDelete	bit	N/A	Tb_MKT_DocComplementMaster_HistoryDtl.IsDelete		NO	YES
RemarksSys	varchar	100	Tb_MKT_DocComplementMaster_HistoryDtl.RemarksSys		YES	NO

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RowVersion	timestamp	N/A	Tb_MKT_DocComplementMaster_HistoryDtl.RowVersion		YES	NO
CreatedBy	varchar	50	Tb_MKT_DocComplementMaster_HistoryDtl.CreatedBy		NO	YES
CreatedDate	datetime	N/A	Tb_MKT_DocComplementMaster_HistoryDtl.CreatedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	NO	YES
LastModifiedBy	varchar	50	Tb_MKT_DocComplementMaster_HistoryDtl.LastModifiedBy		YES	NO
LastModifiedDate	datetime	N/A	Tb_MKT_DocComplementMaster_HistoryDtl.LastModifiedDate	Format "yyyy-MM-dd hh:mm:ss.nnn"	YES	NO

3.9 Screen Item List

PF.AB.4.4 Complement Document

No	Content	Description	Source	Remarks
1	Agreement No	Agreement No	OPLAgreement.AgreementNumber	Where Tb_MKT_DocComplement.IdOPLAgreement = OPLAgreement.IdOPLAgreement
2	Customer Name	Customer Name	OPLAgreement.CustomerCode	Where Tb_MKT_DocComplement.IdOPLAgreement = OPLAgreement.IdOPLAgreement
3	Supplier Name	Supplier Name	Supplier.IdSupplier	Where Tb_MKT_DocComplement.IdTb_MKT_SKD = idTb_MKT_SKD.IdTb_MKT_SKD AND Tb_MKT_SKD.IdSupplier = Supplier.IdSupplier
4	Unit	Unit	Tb_MKT_SKD_Dtl.Qty	Where Tb_MKT_DocComplement.IdTb_MKT_SKD = idTb_MKT_SKD.IdTb_MKT_SKD AND Tb_MKT_SKD.
5	No	Doc Code	Tb_MKT_DocComplementList	Where Tb_MKT_DocComplementList.IdTb_MKT_DocComplementList = Tb_MKT_DocComplement.IdTb_MKT_DocComplementList AND Tb_MKT_DocComplementList.

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				<i>LeaseCategory = OPI</i>
6	Nama Dokumen	Doc Name	Tb_MKT_DocComplementList	<i>Where Tb_MKT_DocComplementList. IdTb_MKT_DocComplementList = Tb_MKT_DocComplement. IdTb_MKT_DocComplementList</i>
7	Y	Available	Tb_MKT_DocComplement	<i>((Select ItemValuesName from OptionItemValues where OptionItems.OptionItemName ="Complement Document Status") == Tb_MKT_DocComplement.Doc Status)</i>
8	N	Not Available	Tb_MKT_DocComplement	<i>((Select ItemValuesName from OptionItemValues where OptionItems.OptionItemName ="Complement Document Status") == Tb_MKT_DocComplement.Doc Status)</i>
9	R	Pending	Tb_MKT_DocComplement	<i>((Select ItemValuesName from OptionItemValues where OptionItems.OptionItemName ="Complement Document Status") == Tb_MKT_DocComplement.Doc Status)</i>
10	Kondisi Dokumen	Remarks	Tb_MKT_DocComplement	<i>Tb_MKT_DocComplement.Re marks</i>
11	Action / Target	Due Date	Tb_MKT_DocComplement	<i>Tb_MKT_DocComplement.Due Date</i>
12	Disetujui Oleh	Empty	-	-

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PF.AB.4.4 Complement Document

1	Agreement No	0000102/4/10/10/2015	7	8	9	10	11	12
2	Supplier Name	PT PRIMA SARANA EKSPRESS						
	Unit	JAYATRI MOTOR						
		2 unit Isuzu Elf NHR 55 C/C Th.2014						
3								
4								
5								
6								

Nama Dokumen	Complete	Konfirmasi Dokumen	Action / Target	Disetujui Oleh
DATA LESSE				
1 Fotokopi KTP / paspor + KITAS Presiden Direktur				
2 NPWP / surat pernyataan NPWP				
PERUSAHAAN				
1 Akta pendirian				
2 SK Menteri Kehakiman / Tambahan Berita Negara RI				
3 Akta perubahan pengurus terakhir				
4 Surat Penerimaan Pemberitahuan Menkeh atas perubahan pengurus				
5 Tanda Daftar Perusahaan (TDP)				
6 SIUP/TDUP				
7 Surat Keterangan Domisili (SITU)				
DOKUMENTASI UMUM				
1 Penawaran Lease				
2 Permohonan lease				
3 Perjanjian OPL (serta lampiran I&II)				
4 Surat Kuasa untuk TTD BAST (Lampiran III & IV)				
5 BAST / Lampiran III & IV				
6 Surat permohonan penutupan asuransi / SPPA				
7 Polis Asuransi				
8 Perintah Pembayaran Lease + Lampiran Barang				
9 Slip Pembayaran Detail				
10 SKD/Surat Persetujuan Direksi				
DOKUMENTASI DEALER				
A. CHASIS				
1 Dokumentasi Pembayaran DP				
a. Surat Permohonan Transfer DP				
b. Kwitansi DP				
c. Memo DP				
2 Order pembelian yang telah ditandatangani Supplier dan DSF				
3 Surat tanda penerimaan barang (DO) dealer				
4 Kwitansi asli dari supplier				
5 Surat permohonan pembayaran dari supplier ke DSF				
6 Surat pernyataan BPKB dari Supplier/BPKB				
7 copy faktur				
8 no esek-esek				
B. KAROSERI				
1 Dokumentasi Pembayaran DP				
a. Surat Permohonan Transfer DP				
b. Kwitansi DP				
c. Memo DP				
2 Order pembelian yang telah ditandatangani Supplier dan DSF				
3 Surat tanda penerimaan barang (DO) dealer				
4 Kwitansi asli dari supplier				
5 Surat permohonan pembayaran dari supplier ke DSF				

MARKETING		DEPARTMENT HEAD		LEGAL DEPT		OAO DEPT	
	Tanggal		Tanggal		Tanggal		Tanggal

Screen 2. Print Form Complement Document - Normal

Project Code :	TM15404A
Project Name :	Operating Lease Support System Phase-2

1	Agreement No : 10000012/4/31/06/2015	6	7	8	9	10	11	12
2	Supplier Name : PT. Tenang Jaya Sejahtera							
3	Supplier Name : Sales and Lease Back							
4	Unit : 10 unit Mitsubishi Pajero S 27 M5 +							
5								
6								

Nama Dokumen	Complete			Kondisi Dokumen	Action / Target	Disetujui Oleh	No	Nama Dokumen	Complete			Kondisi Dokumen	Action / Target	Disetujui Oleh	
	Y	N	R						Y	N	R				
DOKUMENTASI DEALER - LESSEE								DOKUMENTASI LESSEE-DSP							
A. CHASIS								1	SKD/Surat Peretujuan Direksi						
1 Purchase Order / SPK								2	Alasan Sales & Lease Back						
2 Dokumentasi Pembayaran DP								3	Penawaran Lease dari DSP						
3 Surat Permohonan Transfer DP								4	Permohonan lease oleh Lessee						
b. Kwitansi DP								5	Perjanjian Jual Beli + Lampiran						
c. Memo DP								6	Surat Pernyataan pelepasan BPKB						
3 Delivery Order Dealer - Lessee								7	Delivery Order Lessee - DSP						
4 Surat Permohonan Transfer Dealer								8	Surat Permohonan Transfer dari Lessee ke DSP						
5 Kwitansi Asli dari Dealer								9	Kwitansi asli dari Lessee						
B. KARSERI								10	Kwitansi Blanko yang mudah di ttd & cap Lessee						
1 Purchase Order / SPK								11	Surat Kuasa Pengambilan BPKB dari Lessee						
2 Dokumentasi Pembayaran DP								12	Perjanjian Sales & Operating Leaseback (+ Lampiran I & II)						
a. Surat Permohonan Transfer DP								13	Delivery Order DSP-Lessee (EAST/Lampiran III & IV)						
b. Kwitansi DP								14	Surat Kuasa untuk TTD EAST (Lampiran III & IV)						
c. Memo DP								15	Surat permohonan penutupan asuransi / SPFA						
3 Delivery Order Dealer - Lessee								16	Polis Asuransi						
4 Surat Permohonan Transfer dari Dealer								17	Perintah Pembayaran Lease + Lampiran Erang						
5 Kwitansi Asli dari Dealer								18	Slip Pembayaran Detail						
C. LAINNYA															
1 Copy Faktur															
2 Surat pernyataan penyerahan BPKB dari Supplier/BPKB															
3 No. Esek-esek															
DATA LESSEE															
1 Fotokopi KTP/paspor + KITAS Presiden Direktur								*note: dokumen dealer dan Lessee harus dibuat SEBELUM tanggal dokumen Lessee- DSP							
2 NPWP / surat pernyataan NPWP															
PERUSAHAAN															
1 Akta Pendirian (Anggaran Dasar Penyesuaian UUU 40/2007)															
2 SK Menteri Kehakiman / Tambahan Berita Negara RI															
3 Akta perubahan pengurus terakhir															
4 Surat Penerimaan Pemberitahuan Menekh atas perubahan pengurus															
5 Tanda Daftar Perusahaan (TDP)															
6 SUP/TDUP															
7 Surat Keterangan Domisili (STU)															

MARKETING		DEPARTMENT HEAD		LEGAL DEPT		OAO DEPT	
	Tanggal		Tanggal		Tanggal		Tanggal

Screen 3. Print Form Complement Document - Leaseback

Project Code :	TM15404A
Project Name :	Operating Lease Support System Phase-2

3.10 Entity Relationship Diagram

