**Approval Path Existing Process in OLSS**

* Calculation

Submit By : PIC Admin

Validate By : *Status change to valid when Quotation is Validated*

* Quotation

Proposed By : PIC Admin

Validate By : Head of Department

* Agreement

Proposed By : PIC Admin

Approved By : Head of Branch

* Purchase Order

Proposed By : PIC Admin

Approved By : Head of Branch

* Disposal Asset Selling

Proposed By : PIC Admin

Approved By : Head of Department

* Work Order -> only submit
* Maintenance Payment Approval -> only Submit
* SKD

**Current**

0 – 15 B : MO → BM → HoB OPL → CAD → Advisor OPL → RM → EGM In Charge OPL → EGM In Charge Branch

>15 – 90 B : MO → BM → HoB OPL → CAD → Advisor OPL → RM → EGM In Charge OPL → EGM In Charge Branch → PD

> 90 B : MO → BM → HoB OPL → CAD → Advisor OPL → RM → EGM In Charge OPL → EGM In Charge Branch → PD → BOC

Namun terkait dengan MEMO tanggal 15 Juli 2019, ada perubahan range approval di SKD dan dibuat menjadi CR di OLSS “*Change Approval in SKD*”:

**Future**

0 – 10 Billion : HOB → HOD OPL → CAD → Advisor OPL → Direktur OPL

> 10 ≤ 50 Billion : HOB → HOD OPL → CAD → Advisor OPL → Direktur OPL →VP

> 50 ≤ 90 Billion : HOB → HOD OPL → CAD → Advisor OPL → Direktur OPL → VP → PD

> 90 Billion : HOB → HOD OPL → CAD → Advisor OPL → Direktur OPL → VP → PD → BOD

Dan terkait dengan CR “*Change Approval Scheme*”, maka range approval di atas dilakukan pada dokumen fisik saja. Setelah dokumen fisik di-*circulate* dan tanda tangan nya sudah lengkap, maka muncul peran *Checker* oleh Admin OPL yang mengklik checklist button nama-nama orang yang sudah approve di dokumen fisik, setelah itu transaksi di OLSS diapprove oleh satu dari 4 orang, yaitu:

* + Irma Verdian – Head of Department
  + Suwardi Gunawan – Direktur OPL
  + Tetsuya Katori – Vice President
  + Masanori Goto – President Director

Ketika salah satu dari empat orang di atas melakukan approve di system, maka status SKD akan berubah menjadi “*Approved*” dan bisa dilanjutkan ke proses berikutnya.