KEMENTERIAN KEUANGAN REPUBLIK INDONESIA

**DIREKTORAT JENDERAL BEA DAN CUKAI**

**KANTOR PELAYANAN UTAMA BEA DAN CUKAI TIPE B BATAM**

JALAN KUDA LAUT BATU AMPAR BATAM – 29432

TELEPON (0778) 458818, 458263; FAKSIMILE (0778) 458149; SITUS : [www.bcbatam.beacukai.go.id](http://www.bcbatam.beacukai.go.id)

LAPORAN PELAKSANAAN TUGAS

Nomor : LPT-${no\_lpt\_penindakan}/KPU.206/${tahun\_lpt}

|  |  |
| --- | --- |
| 1. DASAR | |
| ${formatDasar} |
| 1. WAKTU PELAKSANAAN TUGAS | |
| ${waktu\_pelaksanaan\_tugas\_lpt} - ${waktu\_selesai\_tugas\_lpt} |
| 1. WILAYAH TUGAS | |
| ${wilayah\_tugas\_lpt} | |
| 1. PELAKSANA TUGAS | |
| 1. ${id\_petugas\_1\_sbp\_nama} / NIP ${id\_petugas\_1\_sbp\_nip} | |
| 1. ${id\_petugas\_2\_sbp\_nama} / NIP ${id\_petugas\_2\_sbp\_nip} | |
| 1. URAIAN PELAKSANAAN TUGAS | |
| ${uraian\_lpt} |
| 1. TINDAK LANJUT | |
| ${tindak\_lanjut\_lpt} |
| 1. KESIMPULAN | |
| ${kesimpulan\_lpt} |

Demikian disampaikan sebagai laporan dan dilampirkan dokumen terkait serta dokumentasi pelaksanaan tugas.

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|  | Batam, ${tgl\_lpt} |  |
|  | ${id\_petugas\_1\_sbp\_jabatan}, |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | ${id\_petugas\_1\_sbp\_nama} |  |
|  | NIP ${id\_petugas\_1\_sbp\_nip} |  |
|  |  |  |
|  | ${id\_petugas\_2\_sbp\_jabatan}, |  |
|  |  |  |
|  |  |  |
|  | ${id\_petugas\_2\_sbp\_nama} |  |
|  | NIP ${id\_petugas\_2\_sbp\_nip} |  |
|  |  |  |
|  |  |  |
|  |  |  |
| ${plh}Kepala Bidang Penindakan dan Penyidikan, | ${id\_kepala\_seksi\_penindakan}, |  |
|  |  |  |
|  |  |  |
|  |  |  |
| ${kepala\_bidang\_penindakan\_nama} | ${id\_kepala\_seksi\_penindakan\_nama} |  |
| NIP ${kepala\_bidang\_penindakan\_nip} | NIP ${id\_kepala\_seksi\_penindakan\_nip} |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| Catatan | : | ${catatan\_lpt} |
| Tembusan | : | ............................................................. |