

SUMMARY BUKU ADMINISTRASI SECURITY

IMPLEMENTASI TAHAP 1

NO	UNIT JAGA	NAMA BUKU	FORMAT BUKU																																																								
1	SHIRT DRESS 1 DRESS 2 PDF STORE ACCESSORIES STORE FABRIC POS INDUK POS 2	1. BUKU MUTASI SECURITY GS 2. BUKU MUTASI SECURITY SHIFT 1 3. BUKU MUTASI SECURITY SHIFT 2	TERLAMPIR																																																								
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3	SHIRT DRESS 1 DRESS 2 PDF STORE ACCESSORIES STORE FABRIC POS INDUK POS 2	5. BUKU TAMU VIP 6. BUKU BUYER/ AUDIT 7. BUKU TAMU PERUSAHAAN 8. BUKU APPLICANT 9. BUKU SUPPLIER 10. BUKU REGISTER MASUK SEGREGATION 11. BUKU REGISTER MASUK STORE	<table><tr><td>NO</td><td>TANGGAL</td><td colspan="2">JAM</td><td rowspan="2">NAMA</td><td rowspan="2">ALAMAT/ INSTANSI</td><td rowspan="2">BERTEMU</td><td rowspan="2">KEPERLUAN</td><td rowspan="2">METAL DETECTOR</td><td rowspan="2">UNDER MIRROR</td><td rowspan="2">NO KTP/ SIM</td><td rowspan="2">NO ID</td><td rowspan="2">PARAF</td></tr><tr><td></td><td></td><td>MASUK</td><td>KELUAR</td></tr><tr><td>NO</td><td>DATE</td><td>TIME IN</td><td>TIME OUT</td><td>NAME</td><td>COMPANY/ ADDRESS</td><td>APPOINTMENT</td><td>PURPOSE</td><td></td><td></td><td>IDENTITY NUMBER</td><td>NO ID CARD</td><td>SIGN</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> <div><div>DITERIMA, SHIFT</div><div>DISERAHKAN, SHIFT</div><div>PETUGAS,</div><div>KOMANDAN REGU</div><div>MENGETAHUI,</div><div>HR & GA</div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	NO	TANGGAL	JAM		NAMA	ALAMAT/ INSTANSI	BERTEMU	KEPERLUAN	METAL DETECTOR	UNDER MIRROR	NO KTP/ SIM	NO ID	PARAF			MASUK	KELUAR	NO	DATE	TIME IN	TIME OUT	NAME	COMPANY/ ADDRESS	APPOINTMENT	PURPOSE			IDENTITY NUMBER	NO ID CARD	SIGN																										
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