

# FORMULIR PERMOHONAN PEMBUKAAN ACCOUNT UNITED

Nama : \_\_\_\_\_ / NIK: \_\_\_\_\_ Username: \_\_\_\_\_  
Divisi : \_\_\_\_\_

<input type="checkbox"/>	<b>AC</b>	ACCOUNTING
<input type="checkbox"/>	<b>AD</b>	ADMINISTRATION
<input type="checkbox"/>	<b>AS</b>	ASSY
<input type="checkbox"/>	<b>DC</b>	MACHINING (DIE CAST-GASVALVE)
<input type="checkbox"/>	<b>DCF</b>	MACHINING (DIE CAST) FORMULA
<input type="checkbox"/>	<b>EF</b>	ENAMEL (FORMULA)
<input type="checkbox"/>	<b>EG</b>	ENGINEERING
<input type="checkbox"/>	<b>EN</b>	ENAMEL
<input type="checkbox"/>	<b>GV</b>	GASVALVE
<input type="checkbox"/>	<b>HO</b>	HEAD OFFICE
<input type="checkbox"/>	<b>IT</b>	INFORMATION TECHNOLOGY

<input type="checkbox"/>	<b>MC</b>	MACHINING
<input type="checkbox"/>	<b>PC</b>	PURCHASING
<input type="checkbox"/>	<b>PE</b>	PRODUCT ENGINEERING
<input type="checkbox"/>	<b>PF</b>	PAINTING (FORMULA)
<input type="checkbox"/>	<b>PG</b>	PERSONAL & GENERAL
<input type="checkbox"/>	<b>PK</b>	P2K3
<input type="checkbox"/>	<b>PP</b>	PPIC
<input type="checkbox"/>	<b>PR</b>	PRESS
<input type="checkbox"/>	<b>PRF</b>	PRESS (FORMULA)
<input type="checkbox"/>	<b>PS</b>	PRESS (SHEARING)
<input type="checkbox"/>	<b>PT</b>	PAINTING

<input type="checkbox"/>	<b>QC</b>	QUALITY CONTROL
<input type="checkbox"/>	<b>RD</b>	RESEARCH & DEVELOPMENT
<input type="checkbox"/>	<b>RP</b>	REPAIR (ALL)
<input type="checkbox"/>	<b>SB</b>	SABLON
<input type="checkbox"/>	<b>SC</b>	SPOTWELD (CUTTING)
<input type="checkbox"/>	<b>SF</b>	SABLON (FORMULA)
<input type="checkbox"/>	<b>SW</b>	SPOTWELD
<input type="checkbox"/>	<b>W1</b>	WAREHOUSE1
<input type="checkbox"/>	<b>W2</b>	WAREHOUSE2
<input type="checkbox"/>	<b>WS</b>	WORKSHOP

\* Beri tanda X pada kolom yang diinginkan

## MODULE UNITED:

### MODULE ACCOUNTING

<input type="checkbox"/> <b>M03</b>		<b>ACCOUNTING</b>
<input type="checkbox"/>	M0301	PETTY CASH
<input type="checkbox"/>	M0302	VOUCHER
<input type="checkbox"/>	M030201	VOUCHER PAYMENT
<input type="checkbox"/>	M030202	VOUCHER RECEIPT
<input type="checkbox"/>	M030203	DEBIT NOTE
<input type="checkbox"/>	M030204	CREDIT NOTE
<input type="checkbox"/>	M0303	DISTRIBUTION
<input type="checkbox"/>	M030301	DISTRIBUTION AP
<input type="checkbox"/>	M030302	DISTRIBUTION AR
<input type="checkbox"/>	M030303	OFFSET DISTRIBUTION
<input type="checkbox"/>	M0304	JOURNAL
<input type="checkbox"/>	M030401	JOURNAL AUTOMATIC
<input type="checkbox"/>	M030402	JOURNAL MANUAL
<input type="checkbox"/>	M0305	ACCOUNTING REPORT RINNAI
<input type="checkbox"/>	M030501	BANK REPORT
<input type="checkbox"/>	M030502	ACCOUNT PAYABLE
<input type="checkbox"/>	M03050201	ACCOUNT PAYABLE
<input type="checkbox"/>	M03050202	ACCOUNT PAYABLE DETAIL
<input type="checkbox"/>	M03050203	ACCOUNT PAYMENT
<input type="checkbox"/>	M030504	TRIAL BALANCE REPORT
<input type="checkbox"/>	M030505	REPORT ACCOUNT DISTRIBUTION
<input type="checkbox"/>	M030506	REPORT ACCOUNT RECEIVABLE
<input type="checkbox"/>	M030507	REPORT LEDGER FINANCE
<input type="checkbox"/>	M0307	BANK CONSOLIDATION
<input type="checkbox"/>	M0308	PAYMENT REQUEST
<input type="checkbox"/>	M0309	ACCOUNT DISTRIBUTION
<input type="checkbox"/>	M0310	BANK PAYMENT
<input type="checkbox"/>	M0311	PAYMENT DISTRIBUTION
<input type="checkbox"/>	M0312	INTERNAL BANK TRANSFER
<input type="checkbox"/>	M0313	BOOK BANK ADJUSTMENT
<input type="checkbox"/>	M0314	TRANSACTION RATE UPDATE
<input type="checkbox"/>	M0316	BANK RECEIPT DISTRIBUTION
<input type="checkbox"/>	M0317	PAYMENT REQUEST APPROVAL
<input type="checkbox"/>	M0318	BANK RECEIPT

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### MODULE INVENTORY

<input type="checkbox"/> <b>M04</b>		<b>INVENTORY</b>
<input type="checkbox"/>	M0401	TRANSFER STOCK
<input type="checkbox"/>	M0402	PART USAGE
<input type="checkbox"/>	M0403	MATERIAL-PART REQUISITION OTHER / MPRO
<input type="checkbox"/>	M0404	GOODS RECEIVING OTHER
<input type="checkbox"/>	M0405	STOCK EXCHANGE
<input type="checkbox"/>	M0406	INVENTORY CARD
<input type="checkbox"/>	M0407	STOCK OPNAME
<input type="checkbox"/>	M0408	INVENTORY ADJUSTMENT
<input type="checkbox"/>	M0409	TRANSFER STOCK INTER COMPANY
<input type="checkbox"/>	M0411	INVENTORY REPORT RINNAI
<input type="checkbox"/>	M041101	REPORT GOODS RECEIVING OTHERS
<input type="checkbox"/>	M041102	REPORT SCRAP
<input type="checkbox"/>	M041103	REPORT INVENTORY BIT
<input type="checkbox"/>	M041104	REPORT INVENTORY FINISHED GOODS
<input type="checkbox"/>	M041105	BEGINNING BALANCE OF STOCK
<input type="checkbox"/>	M041106	CLOSING BALANCE OF STOCK
<input type="checkbox"/>	M041107	REPORT TRANSFER STOCK
<input type="checkbox"/>	M041108	REPORT MPRO
<input type="checkbox"/>	M041109	REPORT SUMMARY OF STOCK MOVEMENT
<input type="checkbox"/>	M041110	REPORT STOCK OPNAME
<input type="checkbox"/>	M041111	REPORT INVENTORY ADJUSTMENT
<input type="checkbox"/>	M041112	REPORT TRANSFER STOCK INTER COMPANY
<input type="checkbox"/>	M041113	GOOD RECEIVING OTHER LIST
<input type="checkbox"/>	M0413	GOODS RECEIVING INTER COMPANY
<input type="checkbox"/>	M0414	TRANSFER STOCK WITH BARCODE
<input type="checkbox"/>	M0415	MANUAL DO

### MODULE PRODUCTION

<input type="checkbox"/> <b>M05</b>		<b>PRODUCTION</b>
<input type="checkbox"/>	M0501	JOB ORDER
<input type="checkbox"/>	M0502	MPR
<input type="checkbox"/>	M0503	PRODUCTION GOOD
<input type="checkbox"/>	M0504	PRODUCTION BAD
<input type="checkbox"/>	M0505	PRODUCTION REJECT
<input type="checkbox"/>	M0506	MATERIAL PART RETURN
<input type="checkbox"/>	M0507	CLOSE JOB
<input type="checkbox"/>	M0508	PRODUCTION REPORT RINNAI
<input type="checkbox"/>	M050801	JOB WITH RESULT
<input type="checkbox"/>	M050802	MASTER FORMULA

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**MODULE PRODUCTION**

<input type="checkbox"/>	M050803	LIST JOB ORDER
<input type="checkbox"/>	M050804	SPECIFICATION
<input type="checkbox"/>	M050805	LIST MPR NEEDED
<input type="checkbox"/>	M050806	JOB WITH MPR REMAINING
<input type="checkbox"/>	M050807	LIST PR
<input type="checkbox"/>	M050808	LIST OF TRANSACTION THAT USE PART ID
<input type="checkbox"/>	M050809	SPECIFICATION WITH PRICE
<input type="checkbox"/>	M050810	PRODUCTION COST
<input type="checkbox"/>	M050811	PRODUCTION COST BY SALES
<input type="checkbox"/>	M050812	PRODUCTION COST BY PRODUCT
<input type="checkbox"/>	M0510	BALANCE JOB
<input type="checkbox"/>	M0511	MANUFACTURE RESOURCES PLANNING
<input type="checkbox"/>	M0513	PRODUCTION CARD READER
<input type="checkbox"/>	M0514	PRODUCTION GOOD WITH BARCODE
<input type="checkbox"/>	M0515	PRODUCTION BAD WITH BARCODE
<input type="checkbox"/>	M0516	PRODUCTION REJECT WITH BARCODE
<input type="checkbox"/>	M0517	PRODUCTION CARD UPDATER
<input type="checkbox"/>	M0518	PRODUCTION RESULT WITH BARCODE
<input type="checkbox"/>	M0519	MANUFACTURE RESOURCES PLANNING DAILY

**MODULE PURCHASING**

<input type="checkbox"/> M06		<b>PURCHASING</b>
<input type="checkbox"/>	M0601	PURCHASE ORDER
<input type="checkbox"/>	M0602	PURCHASE ORDER INPROCESS
<input type="checkbox"/>	M0603	DO PURCHASE ORDER INPROCESS
<input type="checkbox"/>	M0604	GOODS RECEIVING
<input type="checkbox"/>	M0605	PURCHASE RETURN
<input type="checkbox"/>	M0606	PURCHASE TAX INVOICE
<input type="checkbox"/>	M0607	PURCHASE REPORT RINNAI
<input type="checkbox"/>	M060701	REPORT GOODS RECEIVING
<input type="checkbox"/>	M06070101	REPORT GOODS RECEIVING WITH NO PRICE
<input type="checkbox"/>	M06070102	REPORT GOODS RECEIVING WH
<input type="checkbox"/>	M06070103	REPORT GOODS RECEIVING ACCOUNTING
<input type="checkbox"/>	M06070104	REPORT GOODS RECEIVING FOR ACCOUNTING
<input type="checkbox"/>	M060702	REPORT PURCHASE ORDER
<input type="checkbox"/>	M06070201	PURCHASE ORDER WITH PRICE
<input type="checkbox"/>	M06070202	PURCHASE ORDER WH
<input type="checkbox"/>	M060703	REPORT DOP
<input type="checkbox"/>	M06070301	REPORT DOP DETAIL
<input type="checkbox"/>	M06070302	REPORT DOP SUMMARY
<input type="checkbox"/>	M06070303	REPORT DOP OUTSTANDING
<input type="checkbox"/>	M060704	REPORT PURCHASE RETURN
<input type="checkbox"/>	M060705	REPORT COMPARE PURCHASE
<input type="checkbox"/>	M060706	REPORT PURCHASE REQUEST
<input type="checkbox"/>	M060707	REPORT LIST SUPPLIER
<input type="checkbox"/>	M060708	REPORT PO LIST
<input type="checkbox"/>	M060709	REPORT DO RETURN LIST
<input type="checkbox"/>	M060710	REPORT APPLICATION
<input type="checkbox"/>	M060711	REPORT PURCHASE TAX INVOICE
<input type="checkbox"/>	M060712	PURCHASE ORDER PLANNING
<input type="checkbox"/>	M060713	LANDED REPORT
<input type="checkbox"/>	M060714	REPORT PURCHASE DOWN PAYMENT
<input type="checkbox"/>	M0608	LOADING PLAN
<input type="checkbox"/>	M0609	CONFIRMATION SUPPLIERS
<input type="checkbox"/>	M0610	PURCHASE INTRANSIT
<input type="checkbox"/>	M0611	APPLICATION TT
<input type="checkbox"/>	M0612	LANDED
<input type="checkbox"/>	M0613	PURCHASE REQUEST
<input type="checkbox"/>	M0614	PURCHASE APPROVAL
<input type="checkbox"/>	M0615	REPORT

**MODULE PURCHASING**

<input type="checkbox"/>	M0616	PENDING PURCHASE APPROVAL
<input type="checkbox"/>	M0617	PURCHASE REQUEST NEW PART
<input type="checkbox"/>	M0620	PURCHASE INVOICE
<input type="checkbox"/>	M0621	SUMMARY TT
<input type="checkbox"/>	M0622	PURCHASE ORDER APPROVAL

**MODULE SALES**

<input type="checkbox"/> M07		<b>SALES</b>
<input type="checkbox"/>	M0701	SALES ORDER
<input type="checkbox"/>	M0702	PRODUCTION INQUIRY
<input type="checkbox"/>	M0703	STUFFING ADVISE
<input type="checkbox"/>	M0704	EXPORT DATA
<input type="checkbox"/>	M0705	DELIVERY ORDER
<input type="checkbox"/>	M0706	SALES RETURN
<input type="checkbox"/>	M0707	SALES TAX INVOICE
<input type="checkbox"/>	M0708	SALES REPORT RINNAI
<input type="checkbox"/>	M070801	REPORT SALES ORDER
<input type="checkbox"/>	M070802	REPORT DELIVERY ORDER
<input type="checkbox"/>	M07080201	REPORT DELIVERY ORDER 1
<input type="checkbox"/>	M07080202	REPORT DELIVERY ORDER 2
<input type="checkbox"/>	M07080203	REPORT DELIVERY ORDER WITH PPN
<input type="checkbox"/>	M07080204	REPORT DELIVERY ORDER NO PRICE
<input type="checkbox"/>	M07080205	REPORT DELIVERY ORDER FREE
<input type="checkbox"/>	M070803	REPORT SALES RETURN
<input type="checkbox"/>	M07080301	REPORT SALES RETURN ALL
<input type="checkbox"/>	M07080302	REPORT SALES RETURN PER CUSTOMER
<input type="checkbox"/>	M07080303	REPORT SALES RETURN LIST
<input type="checkbox"/>	M070804	REPORT PLANNING SHIPMENT
<input type="checkbox"/>	M070805	REPORT SALES WITH CHART
<input type="checkbox"/>	M070806	REPORT SALES TAX INVOICE
<input type="checkbox"/>	M070807	REPORT SALES MONTHLY
<input type="checkbox"/>	M070808	REPORT SALES INVOICE RECEIPT
<input type="checkbox"/>	M070809	REPORT SALES RESULT
<input type="checkbox"/>	M070810	REPORT CASE MARK
<input type="checkbox"/>	M070811	REPORT LIST CUSTOMER
<input type="checkbox"/>	M0709	DELIVERY PLANNING
<input type="checkbox"/>	M0711	RECEIPT INVOICE
<input type="checkbox"/>	M0712	BARCODE SCANNER
<input type="checkbox"/>	M0713	PRE SALES ORDER
<input type="checkbox"/>	M0715	EMPLOYEE REQUEST
<input type="checkbox"/>	M0716	INSPECTION CARD READER
<input type="checkbox"/>	M0717	DELIVERY PLANNING KANBAN

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MODULE FIXED ASSETS

<input type="checkbox"/> M08		<b>FIXED ASSETS</b>
<input type="checkbox"/>	M0801	TRANSFER ASSET IN PROGRESS BETWEEN WH/TR
<input type="checkbox"/>	M0802	TRANSFER ASSET
<input type="checkbox"/>	M0803	MATERIAL-PART REQUISITION INPROGRESS/MPRI
<input type="checkbox"/>	M0804	CREATE ASSET

MODULE FIXED ASSETS

<input type="checkbox"/>	M0805	CANCEL ASSET
<input type="checkbox"/>	M0806	DISPOSE ASSET
<input type="checkbox"/>	M0807	SALES ASSET
<input type="checkbox"/>	M0808	FIXED ASSET REPORT RINNAI
<input type="checkbox"/>	M080801	BAA LIST REPORT

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Module & rule  
lainnya:

Catatan:

Jakarta / Cikupa / Balaraja\*\*, \_\_\_\_\_ 20\_\_

\*\*coret yang tidak perlu

Pemohon	Mengetahui:	
Nama Jelas	Supervisor/Chief	Manager IT

## SURAT PERNYATAAN

Nomor : \_\_\_\_/IT-INTCNTR/\_\_\_\_/20\_\_\_\_

Perihal : Pertanggungjawaban Kepemilikan Username & Password

Saya yang bertandatangan di bawah ini,

NIK : \_\_\_\_\_

Nama : \_\_\_\_\_

Divisi : \_\_\_\_\_

Dengan ini menyatakan:

1. Akan menjaga kerahasiaan password yang dimiliki yang berhubungan dengan pekerjaan, antara lain password untuk: email, login computer, program United, dan program/perangkat lain yang aktivasi penggunaannya memerlukan password / dongle
2. Tidak akan memberitahukan password atau memberikan dongle yang dimaksud di atas kepada orang lain dengan alasan apapun juga.
3. Bertanggung jawab penuh atas semua hasil pekerjaan yang tercatat/terekam menggunakan identitas saya (username yang dilindungi dengan password). Saya tidak akan menyalahkan atau menunjuk pihak lain apabila di kemudian hari Perusahaan meminta pertanggungjawaban saya atas hasil pekerjaan tersebut.
4. Berjanji untuk mematuhi ketiga ketentuan di atas dan bersedia menerima segala konsekuensi dan sanksi apapun dari Perusahaan apabila di kemudian hari terbukti dengan sengaja atau tidak sengaja melanggar ketentuan tersebut.

Demikian pernyataan ini saya buat dengan sebenar-benarnya dan tanpa ada paksaan dari pihak manapun juga.

Jakarta / Cikupa / Balaraja \*\*,....., .....20.....  
\*\*Coret yang tidak perlu

Yang menyatakan,                      Mengetahui,

(.....)  
(Nama Jelas)

\_\_\_\_\_  
Supervisor / Chief

\_\_\_\_\_  
Asst. Manager  
Personalia

\_\_\_\_\_  
Manager IT