

- : 1. Dony Golwind (Sales Manager)
2. Mansyur (Deputy Director)
3. Rama (Purchasing Manager)
4. Syafiq (Project Manager)

Nama Customer

: 1. PT. Phoenix Resources International

No SO

: SOL230266

Keperluan (terlampir surat tugas)

1. Survey & Meeting Underground H2O2 Tomato Project

Periode

: 6 - 9 November 2023

PENGGAJUAN ANGGARAN PERJALANAN DINAS

Manpower Cost

| No | Level | Jumlah (Orang) | Jumlah Day | Uang Makan | | Uang Saku | | General Total |
|-----------|---------|----------------|------------|----------------|------------------|---------------|----------------|------------------|
| | | | | Tarif/day | Total | Tarif/day | Total | |
| 1 | Manager | 4 | 4 | IDR 180,000.00 | IDR 2,880,000.00 | IDR 25,000.00 | IDR 400,000.00 | IDR 3,280,000.00 |
| Sub Total | | | | | | | | IDR 3,280,000.00 |

Akomodasi

| No | Level | Jumlah | | Harga | | General Total |
|-----------|-----------------------------------|--------|-------|-------|--------------|------------------|
| | | Qty | Unit | | | |
| 1 | Tiket (Panorama Tour) PP | 4 | Orang | Rp | 5,200,000.00 | Rp 20,800,000.00 |
| 2 | Penginapan 2 kamar | 3 | Malam | Rp | 1,400,000.00 | Rp 4,200,000.00 |
| 3 | Transportasi rumah - bandara (PP) | 3 | Orang | Rp | 500,000.00 | Rp 1,500,000.00 |
| 4 | Transportasi di Site | 4 | hari | Rp | 700,000.00 | Rp 2,800,000.00 |
| Sub Total | | | | | | Rp 8,500,000.00 |

Biaya lain - lain

| No | Level | Jumlah | | Tarif/day | General Total |
|------------------|---------------|--------|------|-----------|------------------|
| | | Qty | Unit | | |
| 1 | Emergency | | | | Rp 20,000.00 |
| 2 | Entertainment | | | | Rp 200,000.00 |
| Sub Total | | | | | Rp 220,000.00 |
| TOTAL DITRANSFER | | | | | Rp 12,000,000.00 |

Ditransfer ke Rek BCA 217 015 4927 a.n. Dony Golwind

Dibuat oleh,

Efrila

(Efrila)

Diperiksa oleh,

Dony Golwind

(Dony Golwind)

Mengetahui,

(Finance)

Disetujui oleh,

(Mansyur)

(Paramita S)

KASBON

No Dokumen : K-2023-00540 Tanggal : 02/11/2023
Keperluan : Anggaran Perjalanan Dinas ke Phoenix
Tarakan
Jumlah Kasbon : 12,000,000 Department : SALES MARKETING
Transfer ke Bank BCA Nomor Rekening 217 015 4927 - Dony
Golwind

Mengajukan


EFRILA

Mengetahui



Budget perdin Sales November 2023