**[](http://www.waskita.co.id/)SURAT CUTI TAHUNAN / IZIN TIDAK MASUK KERJA/CUTI BESAR \*)**

**PEGAWAI KANTOR PUSAT**

Nomor : 01/ WK/ / /2019

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| A. | 1. | Nama | | **:** | Ahmad Syarifuddin | |
|  | 2. | Grade / C /R | | **:** | -- | |
|  | 3. | Jabatan / Tempat Tugas | | **:** | Honorer / Becakayu Seksi 2A Ujung | |
|  | 4. | Maksud cuti izin | | **:** | Sakit | |
|  | 5. | Tujuan / Alamat selama menjalani cuti/izin | | **:** | Jl. Rawa Permai II No. 5 Bekasi Timur | |
|  | 6. | Menjalani cuti / izin | | **:** | 10 April 2019 s.d 14 April 2019 | |
|  | 7. | Alat angkutan yang digunakan | | **:** | Bus | |
|  | 8. | Tanggal cuti / izin terakhir | | **:** | 02 Desember 2018 s.d 06 Desember 2018 | |
|  |  |  | |  |  | |
|  |  |  | | | | Jakarta, 09 April 2019 |
|  |  |  | | | | Pemohon, |
|  |  |  | | | | images |
|  |  |  | | | | images |
|  |  |  | | | | ( Ahmad Syarifuddin ) |
|  |  |  | | | |  |
| B. | Keterangan tentang cuti / izin yang pernah dijalani : | | | | | **Kepala Bagian Bidang SDM** |
|  | 02 Desember 2018 s.d 06 Desember 2018 | | | | | download |
|  |  | | | | |  |
|  |  | | | | |  |
|  |  | | | | | **( Adi Pratama )** |
|  |  |  | |  | |  |
| C. | images (1)Keterangan dari Kalap / ~~Kasie SDM~~/ ~~Kasie Teknik~~/ ~~Kasie Adkon~~ / ~~Kasie Loglat~~ / ~~QC~~ / ~~K3LP~~ \* : | | | | | |
|  | ( \* Coret yang tidak perlu) | | | | |  |
|  |  | | | | |  |
|  |  | | | | |  |
|  |  | | | | | **( Sucipto )** |
|  |  | | | | |  |
| D. | Selama menjalani cuti / izin tanggal10 April 2019s.d 14 April 2019 | | | | | |
|  | pekerjaan rutin diserahkan kepada **Mulyadi** | | | | | |
|  |  | |  | | | download (1) **Yang menerima,** |
|  |  | |  | | |  |
|  |  | |  | | |  |
|  |  | |  | | |  |
|  |  | |  | | | **( Mulyadi )** |
|  |  | | | | |  |
| D. | Disetujui : | | | | | ttd **Kepala Proyek** |
|  | ~~BERKEBERATAN~~ / TIDAK BERKEBERATAN \*) | | | | |  |
|  |  | | | | |  |
|  |  | | | | |  |
|  |  | | | | | **( Rahmat Hidayat, ST )** |