|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| NO | TANGGAL | SURAT MASUK | | | | KETERANGAN |
| NOMOR | TANGGAL | NAMA INSTANSI PENGIRIM | HAL & ISI SINGKAT |
| ${no} | ${tgl} | ${no\_surat\_masuk} | ${tgl\_surat\_masuk} | ${nama\_pengirim} | ${uraian\_singkat} | ${ket} |

MENGETAHUI **……., ……, ………**

**KEPALA BPD** **SEKRETARIS BPD** **………..**

**…………………………** **..………………………………….**