

1 MASTER FLOW — END TO END SYSTEM

START

↓

User Login (SSO / Identity)

↓

Check Active Kasbon

↓

[Active >= 2 ?]

↓ YES

→ Mark as SLOT 3 (Special)

→ Require Highest Approval

↓

Continue

↓ NO

Continue Normal

↓

User Fill Form + Upload Attachment

↓

Validate Required Fields

↓

Submit Request

↓

Generate Approval Flow (Dynamic Role-Based)

↓

Approval Engine

↓

[Approved All Level ?]

↓ NO → Rejected → END

↓ YES

↓

Finance Review

↓

Disbursement

↓

Start Aging Counter

↓

Employee Submit Settlement

↓

Finance Verify

↓

Close Kasbon

↓

Release Slot

END

2 APPROVAL ENGINE FLOW (Dynamic Role-Based)

Masalah lu ada di sini. Jadi kita bikin clean logic.

Generate Approval Flow:

↓

Get Employee Position

Get Department

Sync with HC Data

IF Position = Staff

Level 1 = Manager (Dept)

Level 2 = Senior Manager (Dept)

IF Position = Manager

Level 1 = Senior Manager

Level 2 = Director

IF Slot = 3 OR Amount > Threshold

Add Director Level

Check Approver Status:

IF Approver Inactive / Resign

Auto Skip OR Escalate

3 ESCALATION LOGIC (Auto Handle Resign / No Response)

Approval Pending

↓

Check Approver Status from HC

IF Approver = Inactive

→ Escalate to Next Level

→ Log System Escalation

IF Pending > X Days

- Send Reminder Email
- Notify Finance
- Optional Auto Escalate

🔥 Ini yang bikin sistem lu beda dari sekarang.

SLOT ENGINE FLOW

On Submit Request

↓

Count Active Kasbon (Status ≠ Closed)

IF Count < 2

- Allow Normal

IF Count = 2

- Mark as SPECIAL_SLOT
- Require Director Approval

IF Count > 2

- Block Request
-

5 FINANCE FLOW

Approved by All Levels

↓

Finance Dashboard

↓

Finance Review

↓

[Approve Disbursement ?]

↓ NO → Reject → Notify Employee

↓ YES

↓

Upload Transfer Proof

↓

Set Disbursement Date

↓

Start Aging Counter

AGING & OVERDUE ENGINE

Daily Scheduler (Auto Job)

For Each Active Kasbon:

IF Today > Due Date

Status = OVERDUE

Notify Employee

Notify Manager

Notify Finance

Block New Request

7 SETTLEMENT FLOW

Employee Upload Realization

↓

Finance Review

↓

[Amount Match ?]

IF Less Spend

→ Employee Refund

→ Verify

→ Close

IF Over Spend

→ Approve Top-Up

→ Process Additional Payment

IF Match

→ Close Kasbon

→ Release Slot

8 DEPARTMENT CONFIG FLOW

Finance Config Panel

Set:

- Max Slot Default (2)

- Allow Slot 3 (Yes/No)
- Threshold Amount
- Escalation Days
- Auto Skip Inactive Approver (On/Off)

System always read config dynamically.
No more hardcode.

9 EMAIL APPROVAL FLOW

System Send Email:
[Approve] [Reject]

Click Link

↓

Validate Secure Token

↓

Record Decision

↓

Continue Workflow

10 SYSTEM MODULE ARCHITECTURE

[Identity / HC Sync]

↓

[Approval Engine]

↓

[Slot Engine]

↓

[Finance Module]

↓

[Aging Engine]

↓

[Settlement Module]

Database Core Tables:

- users
- departments
- kasbon_requests

- kasbon_slots
- approval_logs
- settlement_logs
- department_config
- audit_logs