LEMBAGA PEMBANGUNAN TIOMAN

NO.1 JALAN BESAR TANJUNG GEMOK 1,

TELUK GADING, 26820 KUALA ROMPIN,

PAHANG DARUL MAKMUR

**KELULUSAN UNTUK MENJALANKAN TUGAS RASMI DI LUAR IBU PEJABAT**

1. **BUTIR-BUTIR PEMOHON**

|  |  |  |
| --- | --- | --- |
| a. | Nama Penuh: |  |
| b. | Jawatan / Gred: |  |
| c. | Bahagian: |  |

1. **KETERANGAN MENGENAI TUGAS**

|  |  |  |
| --- | --- | --- |
| a. | Tempat / Lokasi: |  |
| b. | Tarikh: |  |
| c. | Tujuan |  |

1. **JENIS PENGANGKUTAN**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Kapal Terbang |  | Kereta Jabatan |  | Teksi / Bas |
|  | Kenderaan Sendiri |  | Keretapi |  | Lain-lain |
|  |  |  |  |  |

1. **BUTIR-BUTIR PERMOHONAN MENEMPAH TIKET KAPAL TERBANG**

|  |  |
| --- | --- |
| a. | **Perjalanan Pergi** |
|  | Tarikh: |  | Masa: |  |
|  | Dari: |  | Ke: |  |
|  |  |  |  |  |
| b. | **Perjalanan Balik** |
|  | Tarikh: |  | Masa: |  |
|  | Dari: |  | Ke: |  |
|  |  |  |  |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tarikh: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Tandatangan dan Cop)  |
|  |  |  |  |  |

1. **KELULUSAN KETUA UNIT**

***(Bagi Ketua Unit, kelulusan hendaklah dipohon kepada Ketua Jabatan)***

|  |  |  |  |
| --- | --- | --- | --- |
|  | Diluluskan |  | Tidak Diluluskan |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tarikh: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Tandatangan dan Cop)