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| F:\logo oepet 1.jpg   |  | | --- | |  | | |  | PT. ONGKOWIDJOJO | | | |  |  |  |  |  |  |  |  |  |
|  | Form : | |  |  |  |  |  |  |  |  |  |  |  |
| PERMOHONAN PEMBAYARAN KEKURANGAN HAK | | | | | | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Hari & tanggal | | | : |  | | | | | | | | | | |
| Nama | | | : |  | | | | | | | | | | |
| Jabatan | | | : |  | | | | | | | | | | |
| Departemen | | | : |  | | | | | | | | | | |
| Perihal | | | : | Permohonan Pembayaran Kekurangan Hak : | | | | | | | | | |  |
|  |  |  |  | √ | Upah |  | Bulan | : |  | | |  |  |  |
|  |  |  |  |  | Kompensasi Cuti Sakit |  | Tanggal | : |  |  |  |  |  |  |
|  |  |  |  |  | Kerja Lembur |  | Tanggal | : |  | | | |  |  |
|  |  |  |  |  | Tunjangan Hari Raya |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Kompensasi Cuti Tahunan | |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Lainnya : Klaim biaya pengobatan | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Isi Permohonan : | | | | | | | | | | | | | | |
| Mohon dilakukan pembayaran kekurangan hak kepada tenaga kerja dengan data sebagai berikut : | | | | | | | | | | | | | | |
| Nama tenaga kerja | | | : |  | | | | | | | | | | |
| Jabatan | | | : |  | | | | | | | | | | |
| Departemen | | | : |  | | | | | | | | | | |
| Bagian / Sub-Bagian | | | : |  | | | | | | | | | | |
| Jumlah Kekurangan Hak | | |  | 1 | Perhitungan jumlah hak |  |  |  |  |  |  | Batang rokok |  |  |
|  |  |  |  | 2 | Total jumlah jam kerja |  |  |  |  |  |  | jam |  |  |
|  |  |  |  | 3 | Nilai perhitungan upah per 1000 = 28.177 | | | | |  | Rp. | 448.910 | |  |
|  |  |  |  | 4 | Nilai hak yang harus diterima | | |  |  | | Rp. | 448.910 | |  |
|  |  |  |  | 5 | Nilai hak yang sudah dibayar | | |  |  | | Rp. | - | |  |
|  |  |  |  | 6 | **Nilai kekurangan hak** | |  |  |  | | Rp. | **448.910** | |  |
|  |  |  |  |  | **Empat ratus empat puluh delapan Sembilan ratus sepuluh rupiah** | | | | | | | | |  |
| Rencana pembayaran kekurangan hak | | | : |  | | | | | | | | | | |
|  | | | | | | | | | | |
| Keterangan : | | | | | |  |  |  |  |  |  |  |  |  |
| **a. Dokumen ini tidak memerlukan tanda tangan basah** | | | | | |  |  | | |  |  |  |  |  |
| b. Upah dasar yang digunakan untuk perhitungan hak | | | | | |  |  | | |  |  |  |  |  |
| adalah UMK Tahun 2019 Rp. 2,668,420,- | | | | | |  |  |  |  |
|  | | | | | |  |  |  |  |
|  |  |  |  |  |  |  | | | | | | | | |
| Tembusan : |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Finance Department | |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. Arsip |  |  |  |  |  |  |  |  |  |  |  |  |  |  |