**FORM IJIN/CUTI PEKERJA**

Tanggal Permohonan Ijin/Cuti : ...................................

Tanggal Ijin / Cuti : ................................... - ...................................

Status (pilih salah satu) : ( ) Ijin ( ) Cuti

Keterangan untuk Ijin /Cuti :

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 Yang mengajukan, Mengetahui,

(..................................................) (..................................................)

 Koordinator Bagian

 Menyetujui, Mencatat,

(..................................................) (..................................................)

 Pembina/Pengurus Yayasan Bagian HRD