



SISTEM SUMBER MANUSIA

User Guide

For Employee

Front End (SAP FIORI)

Conveyance Loan

VERSION: 1.0

INTRODUCTION

This user guide acts as a reference for **Employee (Front End User)** to manage **Conveyance Loan**. All company and individual names used in this user guide have been created for the purpose of guiding users on the use of the system.

Where possible; user guide developers have attempted to avoid using actual Companies and Individuals; any similarities are coincidental.

Changes and updates to the system may lead to updates to the user guide from time to time.

Should you have any questions or require additional assistance with the user guide materials, please contact the **SSM Help Desk**.

GLOSSARY

The following acronyms will be used frequently:

Term	Meaning
SSM	Sistem Sumber Manusia
SAP GUI	SAP Graphical User Interface/Back End
FIORI	Front End/Web Portal
ESS	Employee Self Service
MSS	Manager Self Service
CL	Conveyance Loan

FURTHER ASSISTANCE

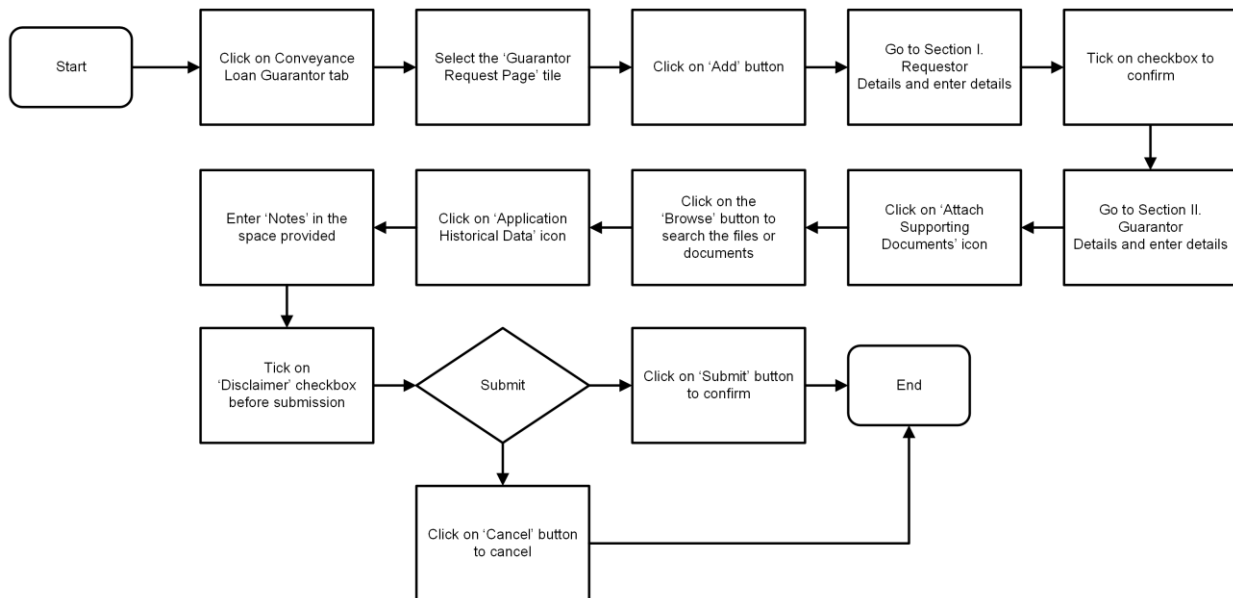
Should you have any questions or require additional assistance with the user guide materials, please contact **SSM Help Desk** at **+673 2382227** or e-mail at **ssm.helpdesk@dynamiktechnologies.com.bn**.

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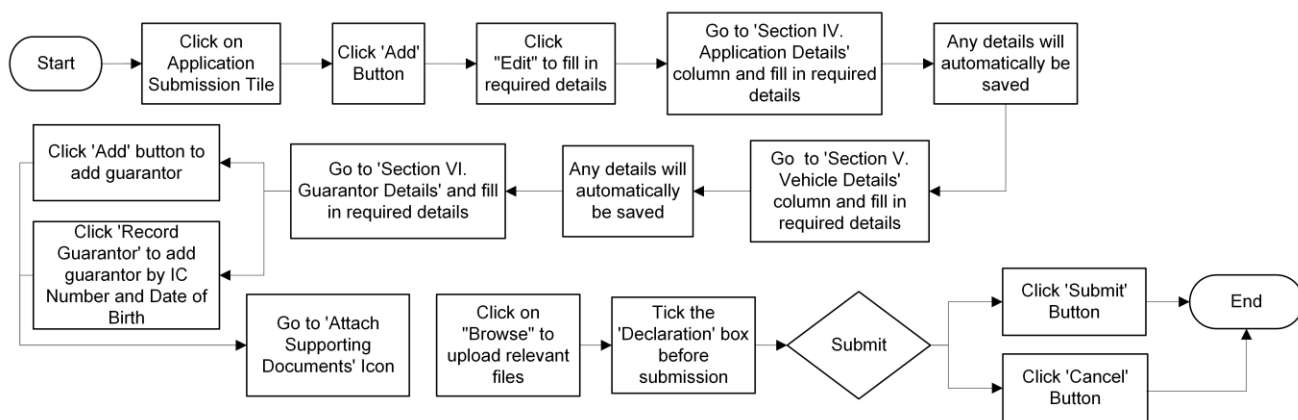
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Process Overview

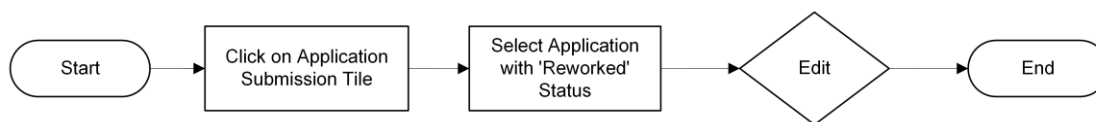
Request Conveyance Loan Guarantor



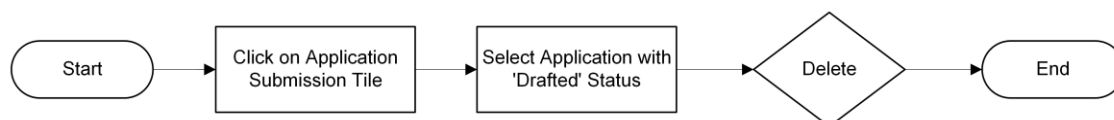
Submit Conveyance Loan Application



Edit Reworked Conveyance Loan Application



Delete Drafted Conveyance Loan Application

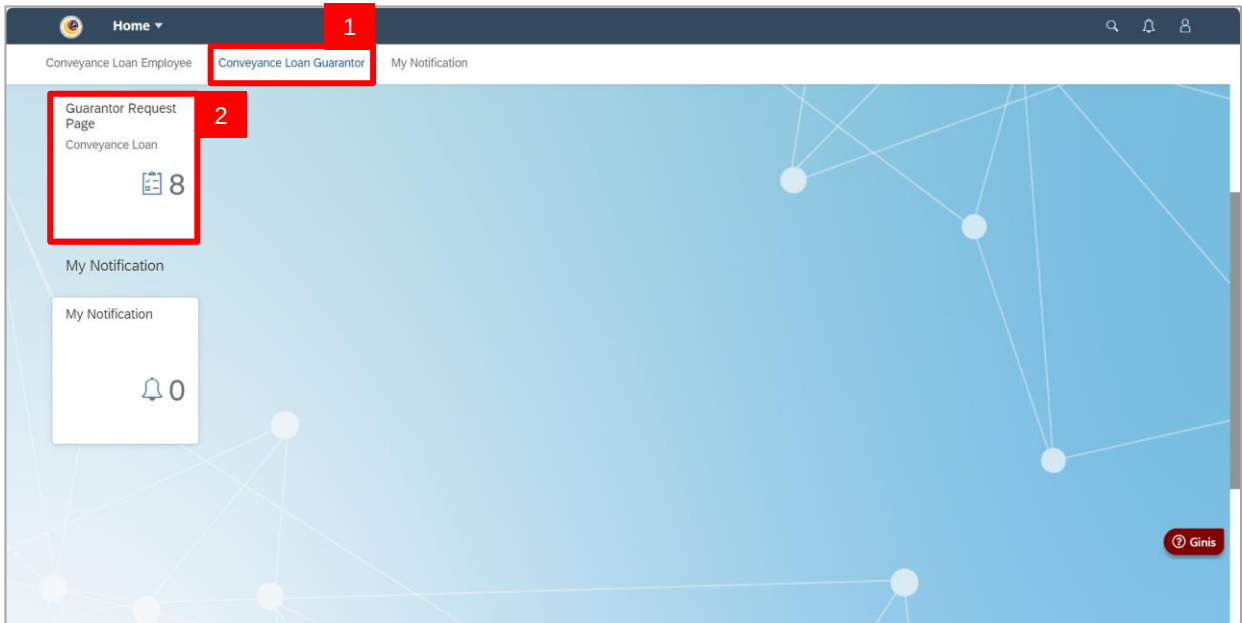


**SUBMIT CONVEYANCE
LOAN REQUEST TO
GUARANTOR**

Frontend User

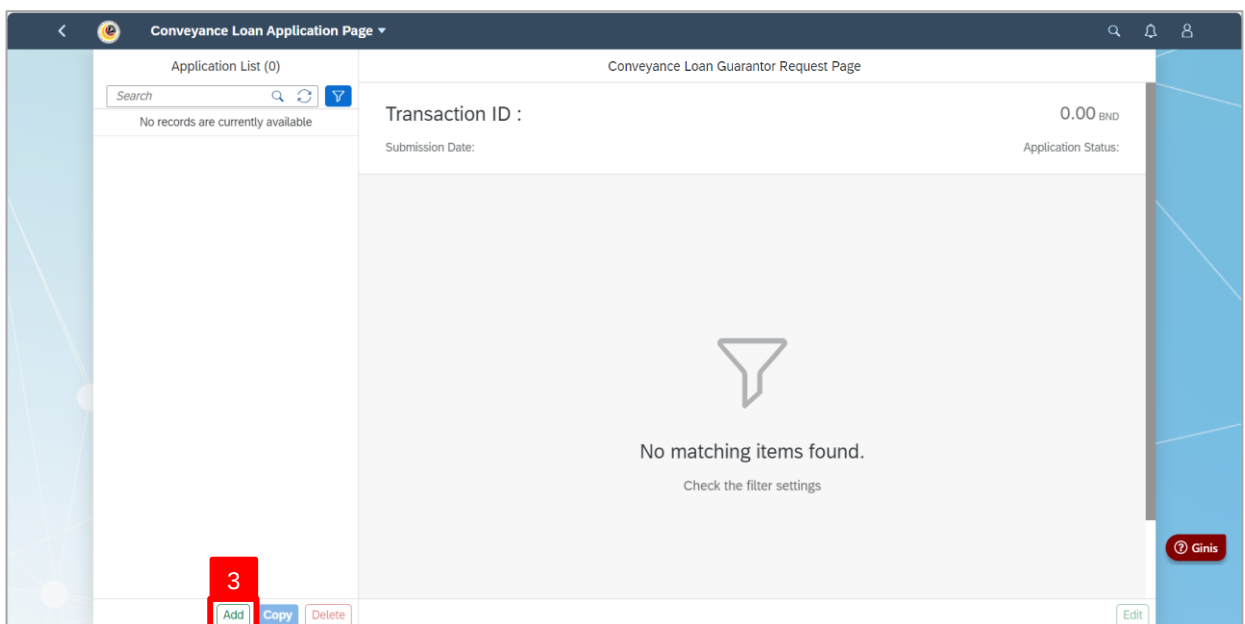
Employee

1. Click on **Conveyance Loan Guarantor** tab.
2. Select the '**Guarantor Request Page**' tile.

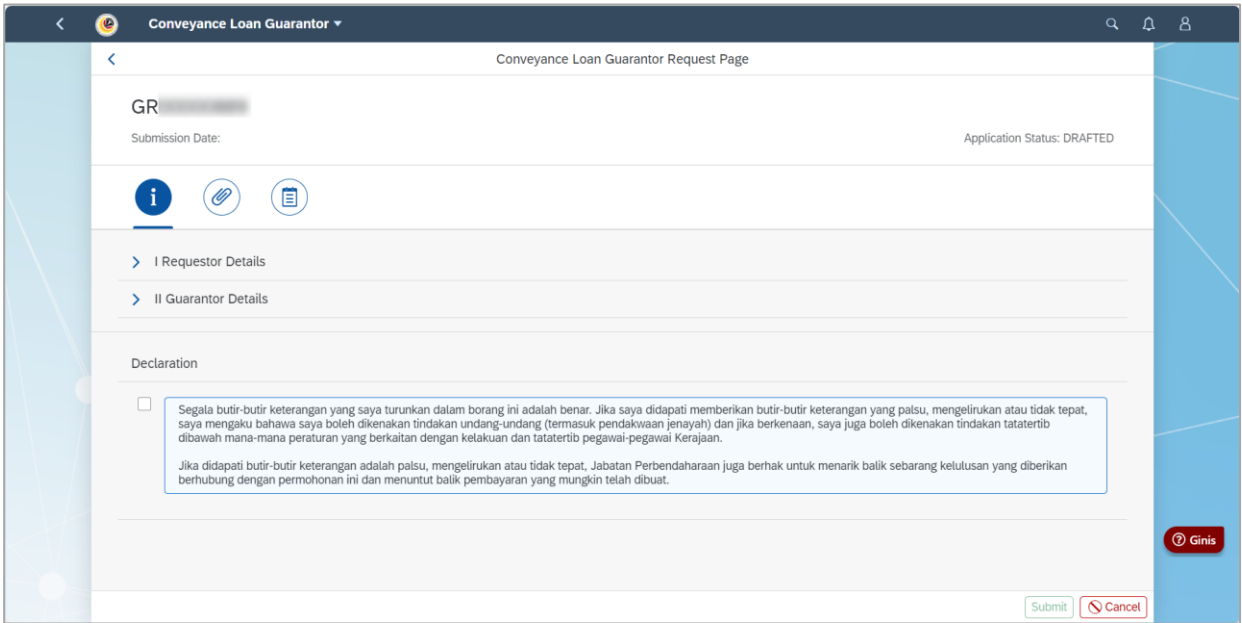


Note: Conveyance Loan Guarantor Request Page will be displayed.

3. Click on '**Add**' button.



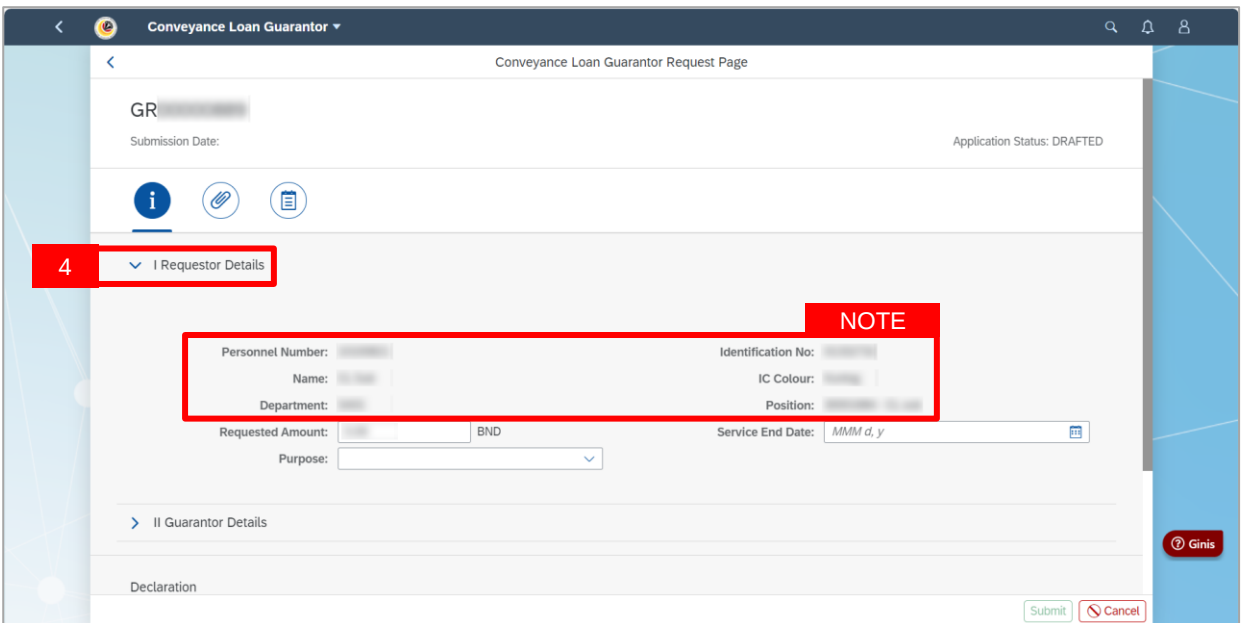
Note: The **Conveyance Loan Application Page** will be displayed.



The screenshot shows the 'Conveyance Loan Guarantor Request Page'. At the top, there's a header with a back arrow, a user icon, and the text 'Conveyance Loan Guarantor'. Below this, the page title 'Conveyance Loan Guarantor Request Page' is centered. The main content area includes a 'GR' field with a masked value, a 'Submission Date' field, and an 'Application Status: DRAFTED' label. There are three icons: an information icon (i), a link icon, and a document icon. Below these are two expandable sections: 'I Requestor Details' and 'II Guarantor Details'. A 'Declaration' section follows, containing a checkbox and a text box with a disclaimer in Indonesian. At the bottom right, there are 'Submit' and 'Cancel' buttons, and a 'Ginis' button.

4. Click on Section **I. Requestor Details**.

Note: All information available in employee personnel details have been auto-populated based on the information filled in the ESS Portal / Back End.



This screenshot shows the same page as before, but with Section 'I Requestor Details' expanded. A red box highlights the '4' in the section header. A red box labeled 'NOTE' is placed over the auto-populated fields: 'Personnel Number', 'Identification No', 'Name', 'IC Colour', 'Department', and 'Position'. Below these, there are fields for 'Requested Amount' (with a 'BND' dropdown), 'Purpose' (with a dropdown), and 'Service End Date' (with a date picker). The 'II Guarantor Details' section and the 'Declaration' section are still visible below. The 'Submit' and 'Cancel' buttons are at the bottom right, along with the 'Ginis' button.



- 5. Fill in the **Requested Amount**.
- 6. Select the **Service End Date**.
- 7. Under **Purpose**, select **Conveyance Loan**.

Conveyance Loan Guarantor Request Page

GR [Redacted]

Submission Date: [Redacted] Application Status: DRAFTED

I Requestor Details

Personnel Number: [Redacted] Identification No: [Redacted]

Name: [Redacted] IC Colour: [Redacted]

Department: [Redacted] Position: [Redacted]

5 Requested Amount: [Redacted] BND **6** Service End Date: [Redacted]

7 Purpose: [Redacted]

II Guarantor Details

Declaration

Submit Cancel

- 8. Tick the **Checkbox** to confirm.

Conveyance Loan Guarantor Request Page

GR [Redacted]

Submission Date: [Redacted] Application Status: DRAFTED

I Requestor Details

Personnel Number: [Redacted] Identification No: [Redacted]

Name: [Redacted] IC Colour: [Redacted]

Department: [Redacted] Position: [Redacted]

Requested Amount: [Redacted] BND Service End Date: [Redacted]

Purpose: [Redacted]

8 ☒ I agree that if the guarantor service is shorter than the repayment amount, the loan amount will be adjusted to the guarantor remaining length of service.

II Guarantor Details

Submit Cancel



- 9. Click on Section **II. Guarantor Details**.
- 10. Fill in the **IC No. / Uniformed ID** and **Birth Date** of your guarantor.

Conveyance Loan Guarantor

Conveyance Loan Guarantor Request Page

I Requestor Details

II Guarantor Details

IC No. / Uniformed ID:

Birth Date:

Search

Personnel Number:

Identification No:

Name:

IC Color:

Personal SubArea:

Position:

Employee subgroup:

Service End Date:

Address Type	Street & House No	2nd Address Line	Postal Code	District	City
			No data		
Contact Details					
			No data		

Submit

Cancel

Giris

- 11. Click **Search**.

Note III: All data that is available in Guarantor Details have been auto-populated based on the information filled in the ESS Portal / Back End.

Conveyance Loan Guarantor

Conveyance Loan Guarantor Request Page

I Requestor Details

II Guarantor Details

IC No. / Uniformed ID:

Birth Date:

NOTE III

Personnel Number:

Identification No:

Name:

IC Color:

Personal SubArea:

Position:

Employee subgroup:

Service End Date:

Address Type	Street & House No	2nd Address Line	Postal Code	District	City
Home Address					
Contact Details					
Mobile Number					
Office Email					

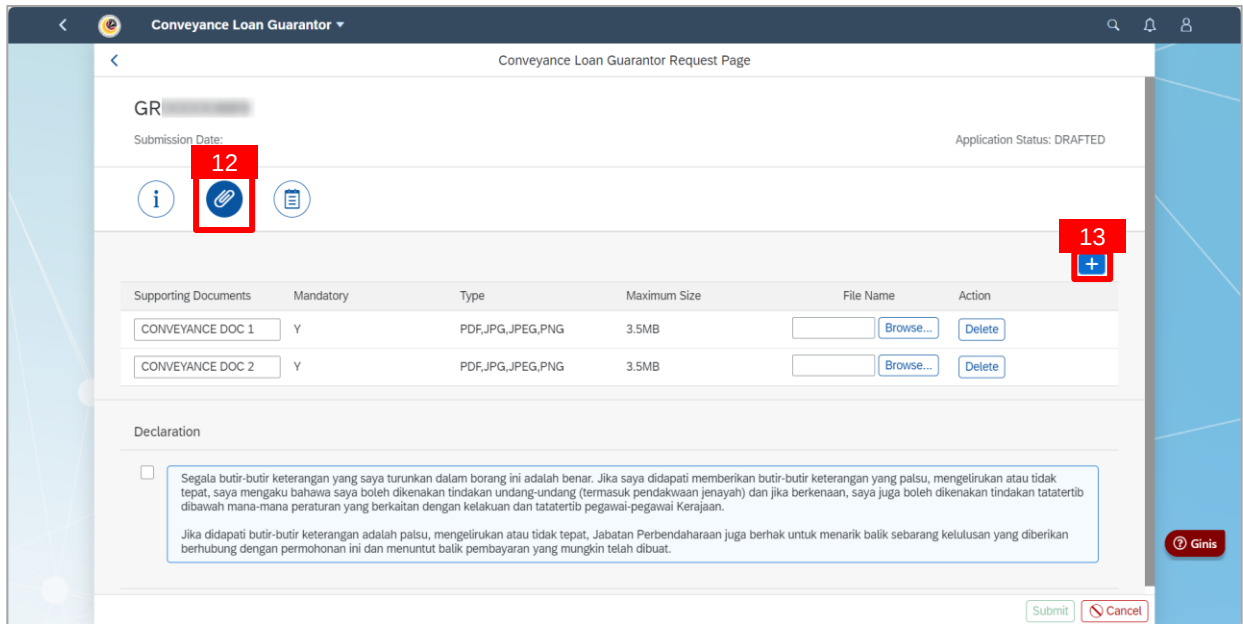
Submit

Cancel

Giris

12. Click on 'Attach Supporting Documents' icon.

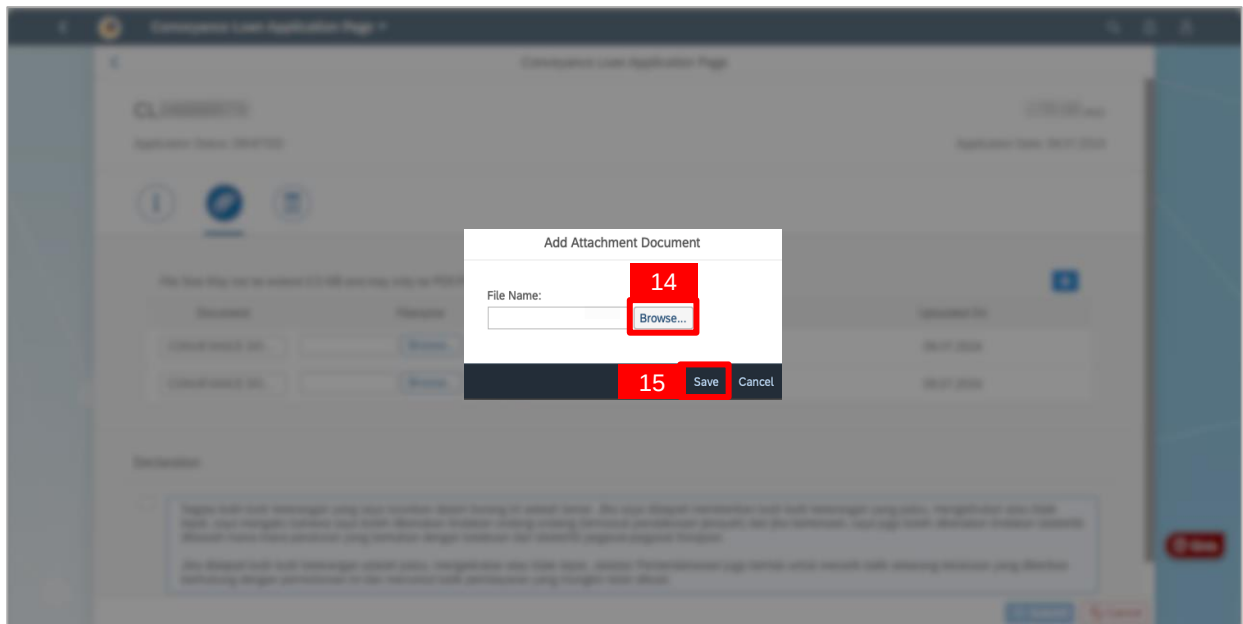
13. Click on the 'Add' icon to attach any supporting documents if required.



Supporting Documents	Mandatory	Type	Maximum Size	File Name	Action
CONVEYANCE DOC 1	Y	PDF,JPG,JPEG,PNG	3.5MB		Browse... Delete
CONVEYANCE DOC 2	Y	PDF,JPG,JPEG,PNG	3.5MB		Browse... Delete

14. Click on the 'Browse' button to search the files or documents.

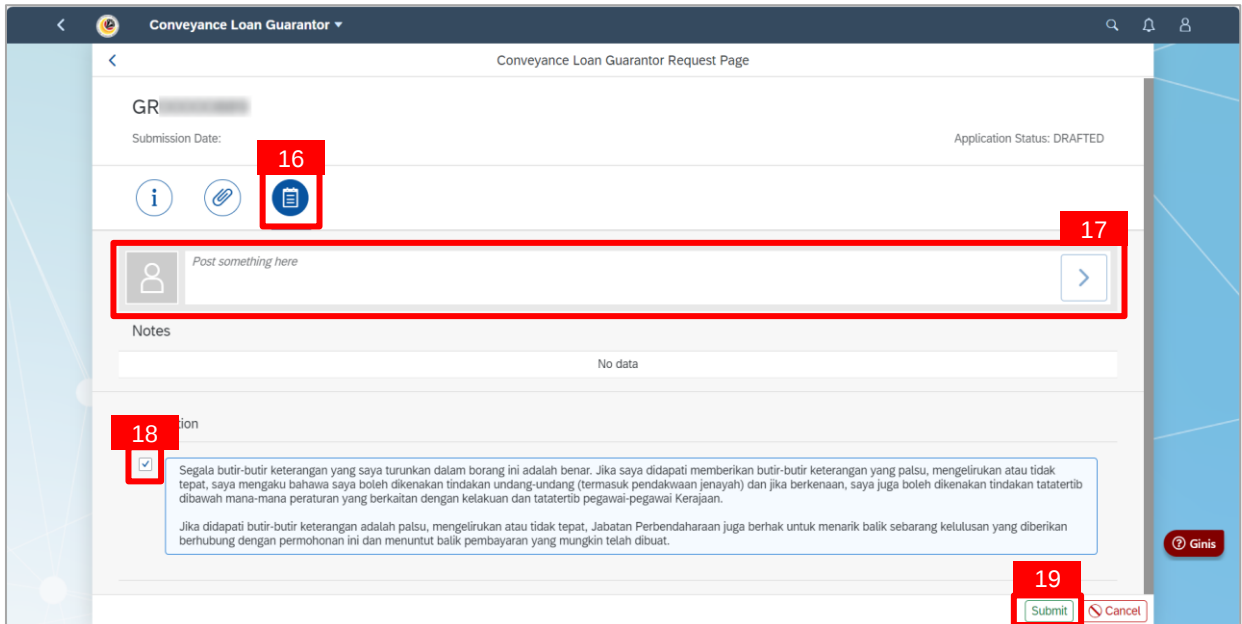
15. Click on the 'Save' button.



Reminder:

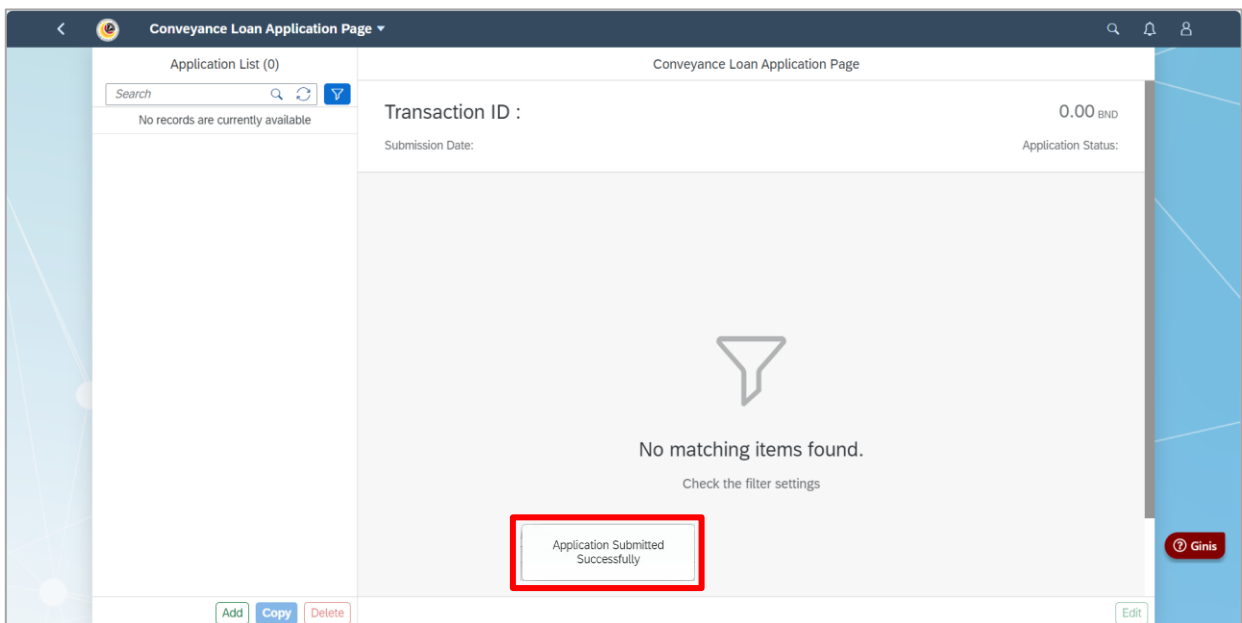
- Employee **can attach more than one document**.
- The document type can be only form as **PDF, JPG, JPEG and PNG** format only.
- The maximum size of each document must be **not more than 3.5MB**.

16. Click on '**Notes**' icon.
17. Enter notes in the space provided, if required.
18. Tick on '**Disclaimer**' checkbox once confirm.
19. Click on the '**Submit**' button.



The screenshot shows the 'Conveyance Loan Guarantor Request Page'. The page header includes a back arrow, a user icon, and the title 'Conveyance Loan Guarantor'. The main content area shows a 'GR' field, a 'Submission Date' field, and an 'Application Status: DRAFTED' label. A red box labeled '16' highlights the 'Notes' icon. A red box labeled '17' highlights the text input area for notes. A red box labeled '18' highlights the 'Disclaimer' checkbox. A red box labeled '19' highlights the 'Submit' button. The page also includes a 'Ginis' button in the bottom right corner.

Outcome: Application request has been **submitted successfully** to Guarantor.

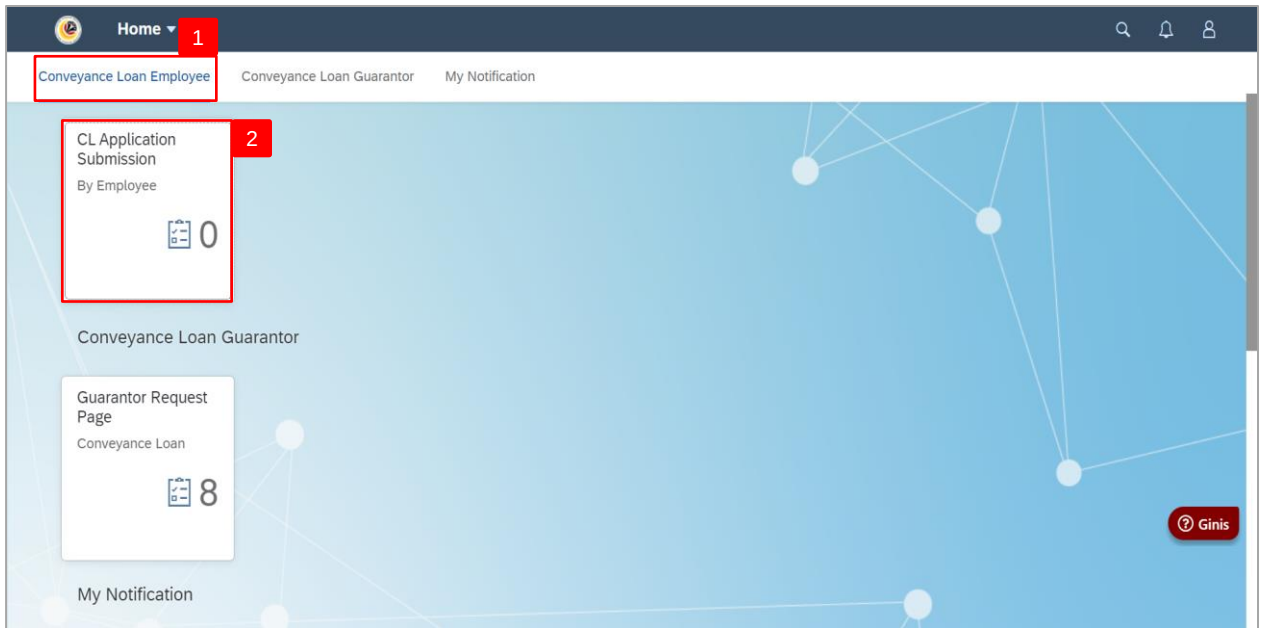


The screenshot shows the 'Conveyance Loan Application Page'. The page header includes a back arrow, a user icon, and the title 'Conveyance Loan Application Page'. The main content area shows a 'Transaction ID' field, a 'Submission Date' field, and an 'Application Status' field. A red box labeled '19' highlights the 'Submit' button. The page also includes a 'Ginis' button in the bottom right corner.

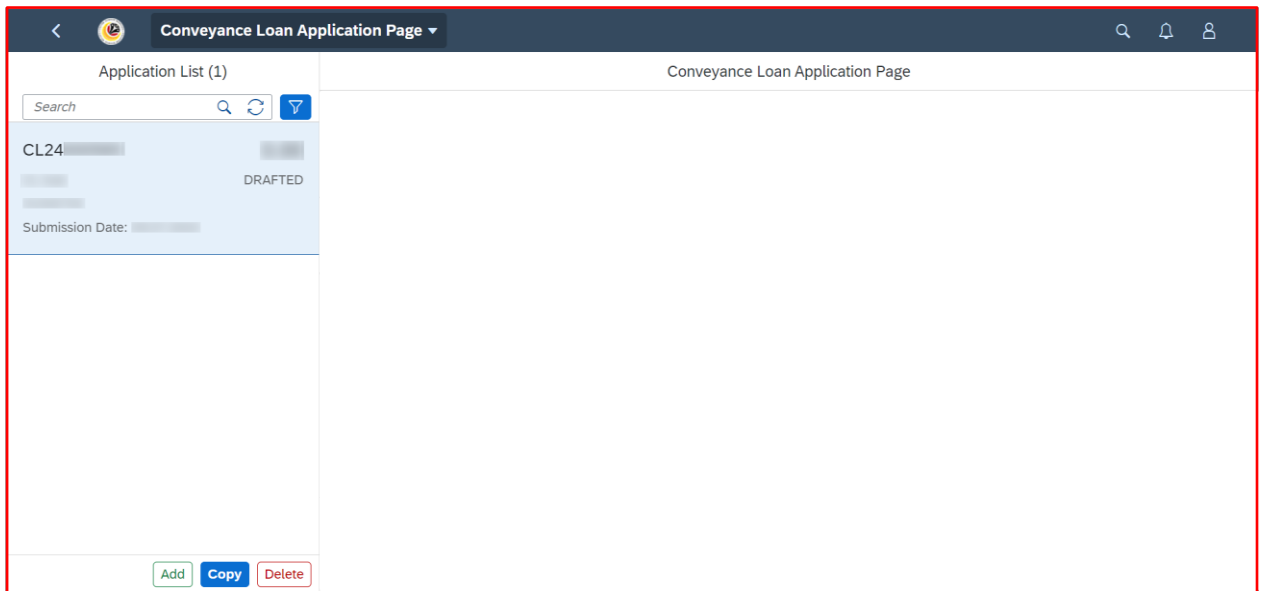
SUBMIT CONVEYANCE LOAN APPLICATION	Front End User
	Employee

1. Click on **Conveyance Loan Employee** tab.
2. Select **CL Application Submission** tile.

Note: Please ensure that employee details and all mandatory documents are updated on **Personal ID** under Employee's **My Profile**, before applying for Conveyance Loan.

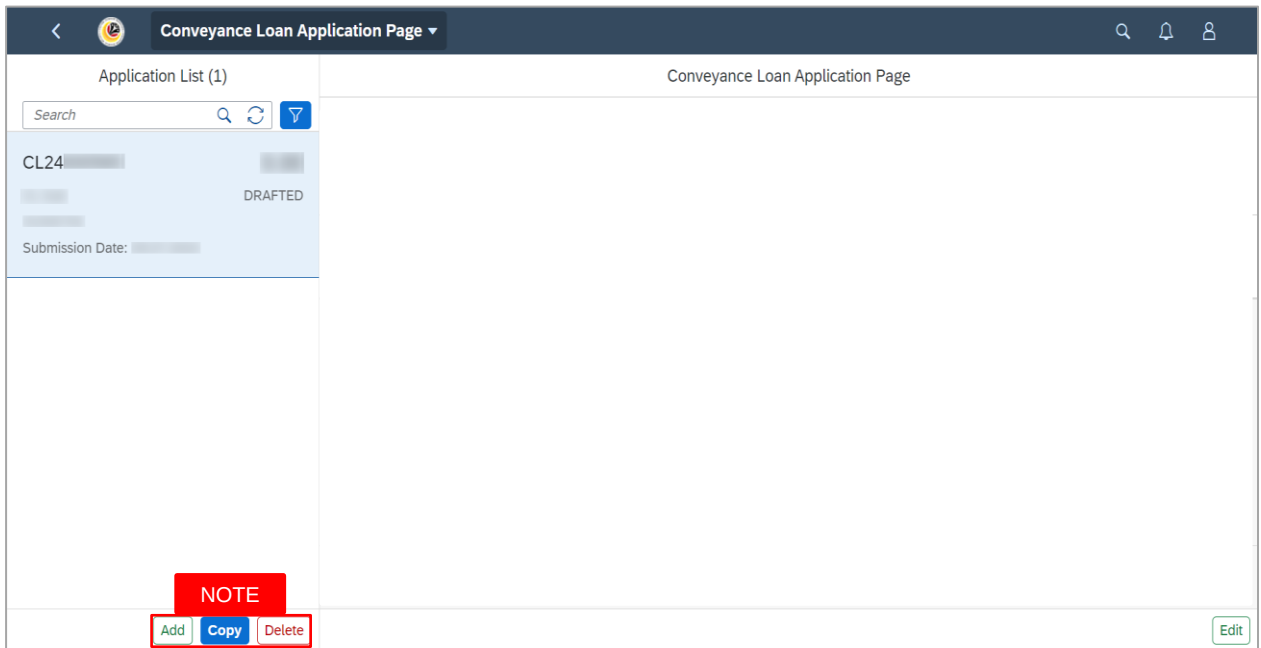


Note: The **Conveyance Loan Application Page** will be displayed.



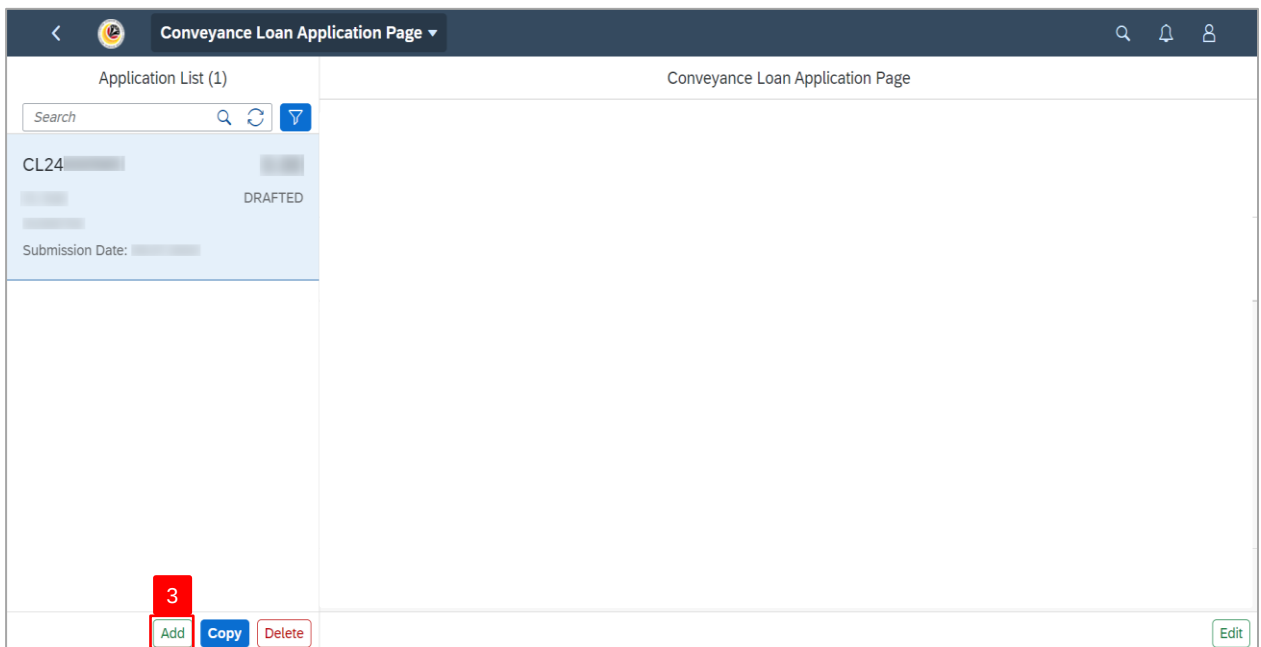
Note: Depending on the scenario, **Employee** may also click on the following buttons:

- i. **Add** button to create new applications.
- ii. **Copy** button to copy previous applications.
- iii. **Delete** button to delete drafted applications.



The screenshot shows the 'Conveyance Loan Application Page'. On the left, there is a sidebar titled 'Application List (1)' containing a search bar, a refresh icon, a filter icon, and a list of applications. The first application is 'CL24' with a status of 'DRAFTED' and a submission date. At the bottom of the sidebar, there are three buttons: 'Add', 'Copy', and 'Delete', which are highlighted with a red box. A red 'NOTE' box is also present above these buttons. The main area of the page is titled 'Conveyance Loan Application Page' and is currently empty. At the bottom right of the main area, there is an 'Edit' button.

3. Click on **Add** button.



This screenshot is identical to the previous one, but the 'Add' button in the sidebar is highlighted with a red box and the number '3' is placed above it, indicating the next step in the process.



Note: The **Conveyance Loan Page** will be displayed.

Conveyance Loan Application Page

I. Employee Details

II. Contact Details

III. Employment Details

IV. Application Details

V. Vehicle Details

VI. Guarantor Details

Declaration

Segala butir-butir keterangan yang saya turunkan dalam borang ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak

Submit

Cancel

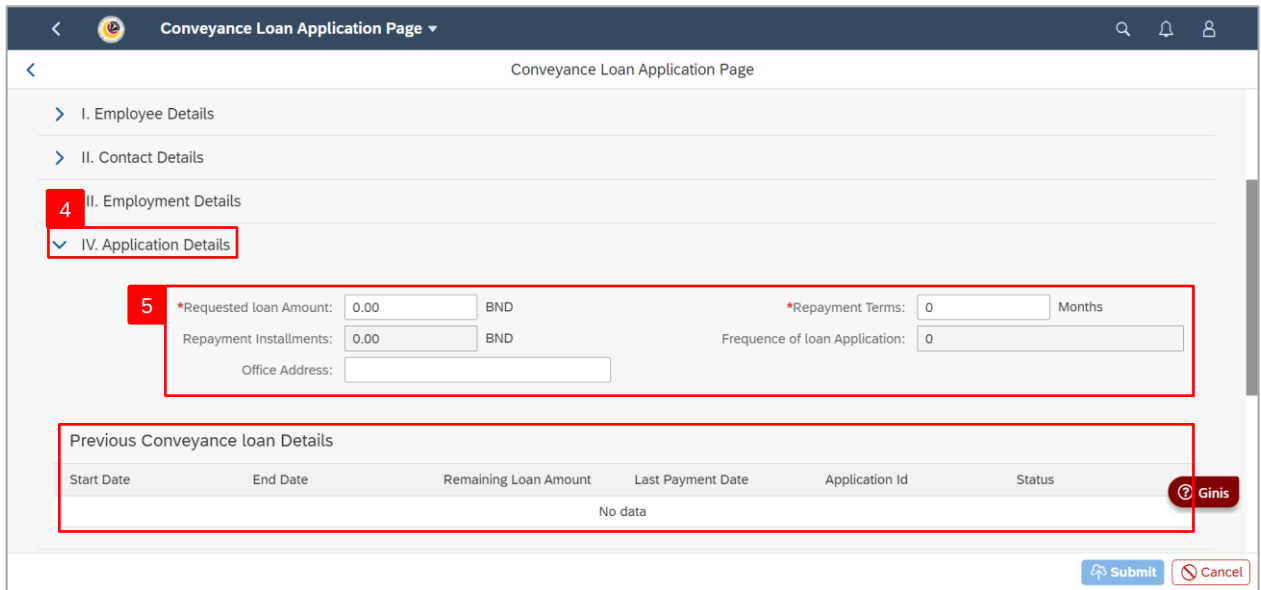
Note: Under **Application Details** tab, all information from **Section I to III** have been auto-populated based on the information filled in the ESS Portal / Back End. **Section IV to VI** will be filled in by the **Employee**.

Section	Description
I. Employee Details	Section I will be prepopulated with employee's details.
II. Contact Details	Section II will be prepopulated with employee's address and contact information.
III. Employment Details	Section III will be prepopulated with employee's employment details.

4. Click on **Section IV. Application Details**.

5. Under **Application Details**, fill in the required information.

Note: The **Previous Conveyance Loan Details** will be displayed (if any)



The screenshot shows the 'Conveyance Loan Application Page' with the following sections:

- I. Employee Details
- II. Contact Details
- III. Employment Details
- IV. Application Details (highlighted with a red box and a red '4' in the top left corner)

Under Section IV, the following fields are visible:

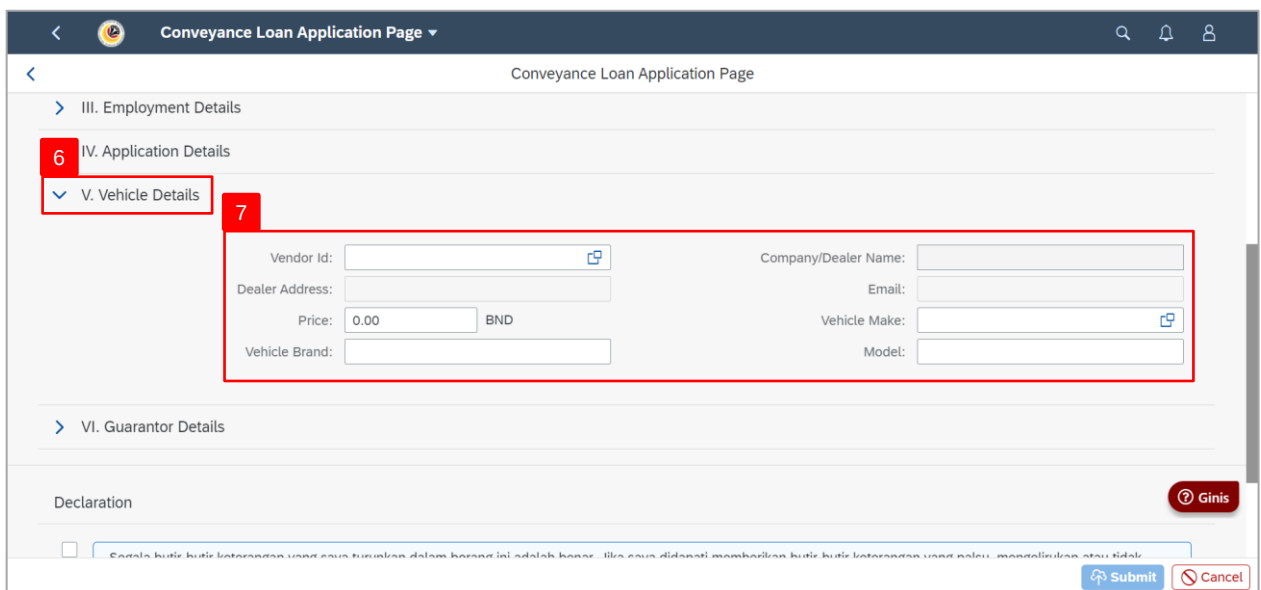
- *Requested loan Amount: 0.00 BND
- Repayment Installments: 0.00 BND
- Office Address: [Text Field]
- *Repayment Terms: 0 Months
- Frequency of loan Application: 0

Below these fields is a section titled 'Previous Conveyance loan Details' which contains a table with the following columns: Start Date, End Date, Remaining Loan Amount, Last Payment Date, Application Id, and Status. The table currently displays 'No data'. A red box highlights this section, and a red '5' is in the top left corner of the form area.

At the bottom right, there is a 'Ginis' button with a question mark icon. At the bottom center, there are 'Submit' and 'Cancel' buttons.

6. Click on **Section V. Vehicle Details**.

7. Under **Vehicle Details**, fill in the required information.



The screenshot shows the 'Conveyance Loan Application Page' with the following sections:

- III. Employment Details
- IV. Application Details
- V. Vehicle Details (highlighted with a red box and a red '6' in the top left corner)

Under Section V, the following fields are visible:

- Vendor Id: [Text Field]
- Dealer Address: [Text Field]
- Price: 0.00 BND
- Vehicle Brand: [Text Field]
- Company/Dealer Name: [Text Field]
- Email: [Text Field]
- Vehicle Make: [Text Field]
- Model: [Text Field]

Below these fields is a section titled 'Declaration' which contains a checkbox and a text area. A red box highlights this section, and a red '7' is in the top left corner of the form area.

At the bottom right, there is a 'Ginis' button with a question mark icon. At the bottom center, there are 'Submit' and 'Cancel' buttons.

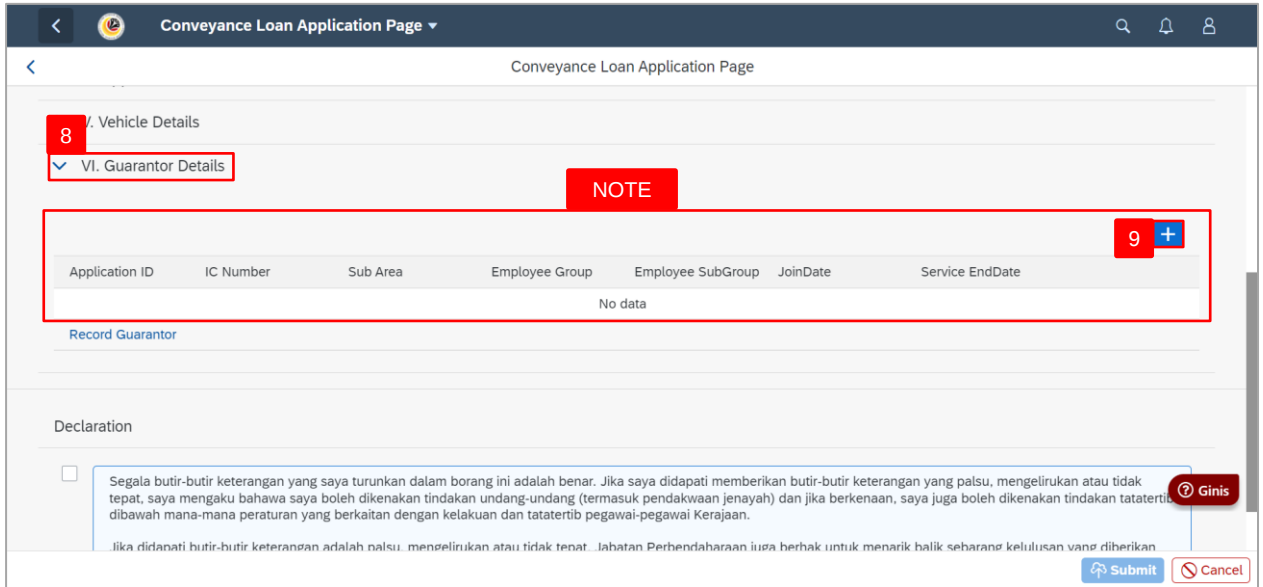
8. Click on **Section VI. Guarantor Details**.

Note: There are 2 ways to add Guarantor depending on the Guarantor.

i) **For Guarantor with ESS access**, please refer to step no. 9 – 12, skip step no. 13 – 17.

ii) **For Guarantor without ESS access**, please refer to step no. 13 – 17.

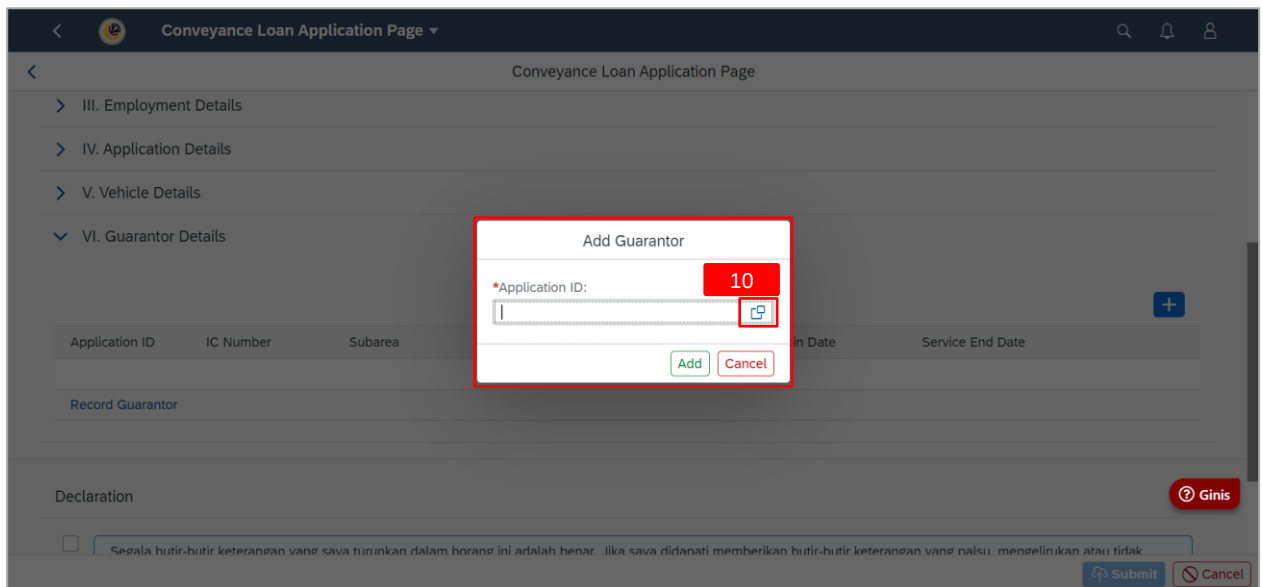
9. For Guarantor with ESS access, click **Add** button and fill in approved application ID.



The screenshot shows the 'Conveyance Loan Application Page' with a sidebar on the left containing sections: I. Personal Details, II. Employment Details, III. Vehicle Details, IV. Application Details, V. Vehicle Details, and VI. Guarantor Details. Section VI is selected. A red box highlights the 'VI. Guarantor Details' section header. Below it, a table with columns: Application ID, IC Number, Sub Area, Employee Group, Employee SubGroup, JoinDate, and Service EndDate is shown. A red box highlights the table header and a red '9' with a '+' button in the top right corner. Below the table, there is a 'Record Guarantor' link. A 'Declaration' section is visible below the table, with a checkbox and a text area for a declaration. At the bottom right, there are 'Submit' and 'Cancel' buttons.

Note: The **Add Guarantor** page will be displayed.

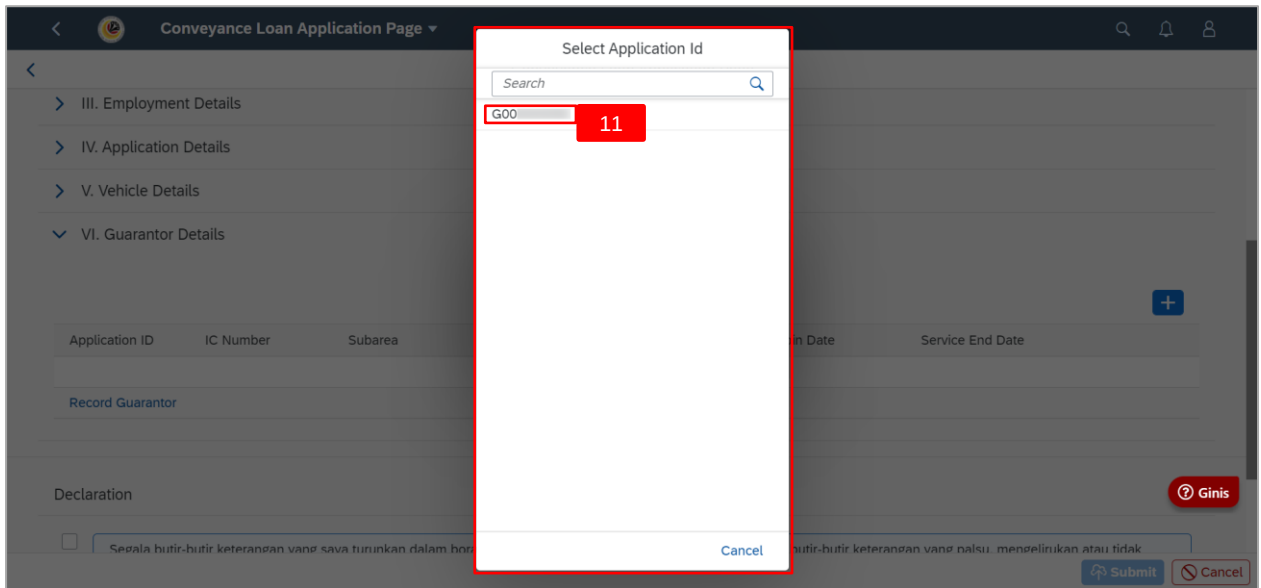
10. Click the **Look-Up** button.



The screenshot shows the 'Conveyance Loan Application Page' with the same sidebar as the previous screenshot. A modal window titled 'Add Guarantor' is displayed in the center. The modal has a red border and contains a text input field labeled '*Application ID:' with a red '10' in the top right corner. Below the input field is a 'Look-Up' button (magnifying glass icon). At the bottom of the modal are 'Add' and 'Cancel' buttons. The background of the page is dimmed.

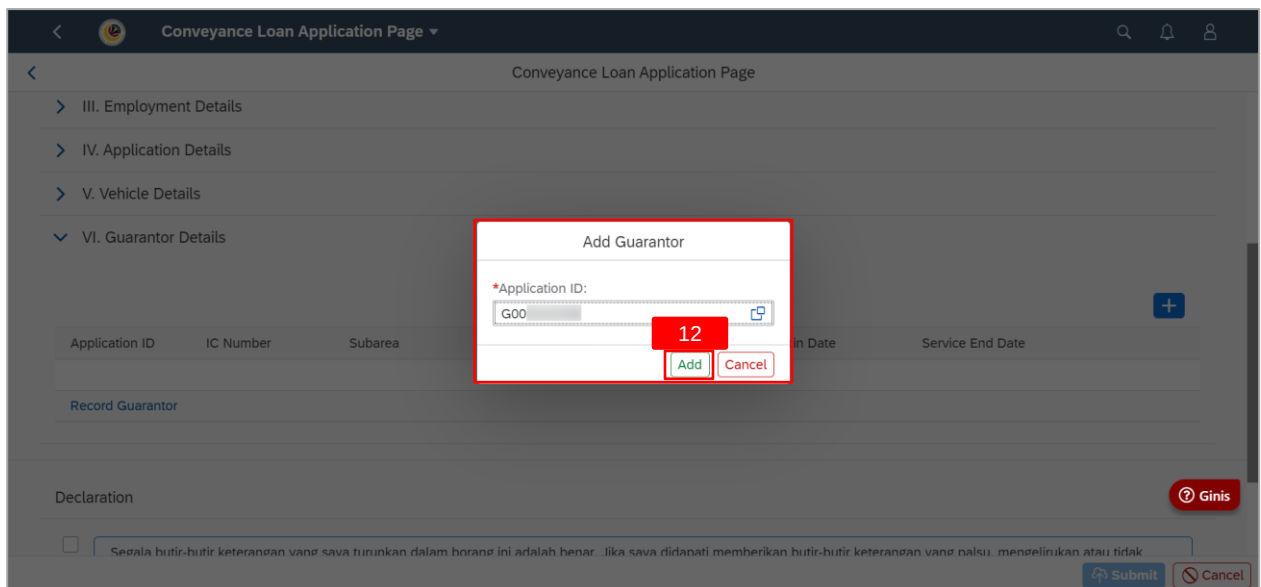
Note: The **Select Application Id** page will be displayed. **Employee** may take note on the Application ID for reference purposes.

11. Select the Endorsed Guarantor Details.



The screenshot shows the 'Conveyance Loan Application Page' with a sidebar menu containing sections III, IV, V, and VI. Section VI, 'Guarantor Details', is expanded. A modal titled 'Select Application Id' is open, featuring a search bar and a list of application IDs. The ID 'G00' is selected and highlighted with a red box, and a red label '11' is placed next to it. The modal also has a 'Cancel' button at the bottom right.

12. Click **Add** button to save.



The screenshot shows the 'Conveyance Loan Application Page' with the same sidebar menu. The 'Add Guarantor' modal is open, displaying the 'Application ID' field with 'G00' entered. A red box highlights the 'Add' button, and a red label '12' is placed next to it. The modal also includes a 'Cancel' button and a 'Submit' button at the bottom right.



- 13. For Guarantor without ESS access, click ‘Record Guarantor’.
- 14. Click Add button.

Conveyance Loan Application Page

VI. Guarantor Details

Application ID	IC Number	Sub Area	Employee Group	Employee SubGroup	JoinDate	Service EndDate
13						No data
Record Guarantor						

IC Number	Date of Birth	Name	Sub Area	Employee Group	Employee SubGroup	Service End Date
						No data

Declaration

☐ Saya setuju dengan ketentuan yang saya turunkan dalam formulir ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak.

[Submit](#) [Cancel](#)

Note: The Add Guarantor page will be displayed.

- 15. Fill in IC Number.
- 16. Fill in Date of Birth of Guarantor.
- 17. Click Add button to save.

Conveyance Loan Application Page

VI. Guarantor Details

Add Guarantor

IC Number: 15

Date of Birth: dd.MM.yyyy

[Add](#) [Cancel](#)

Declaration

☐ Saya setuju dengan ketentuan yang saya turunkan dalam formulir ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak.

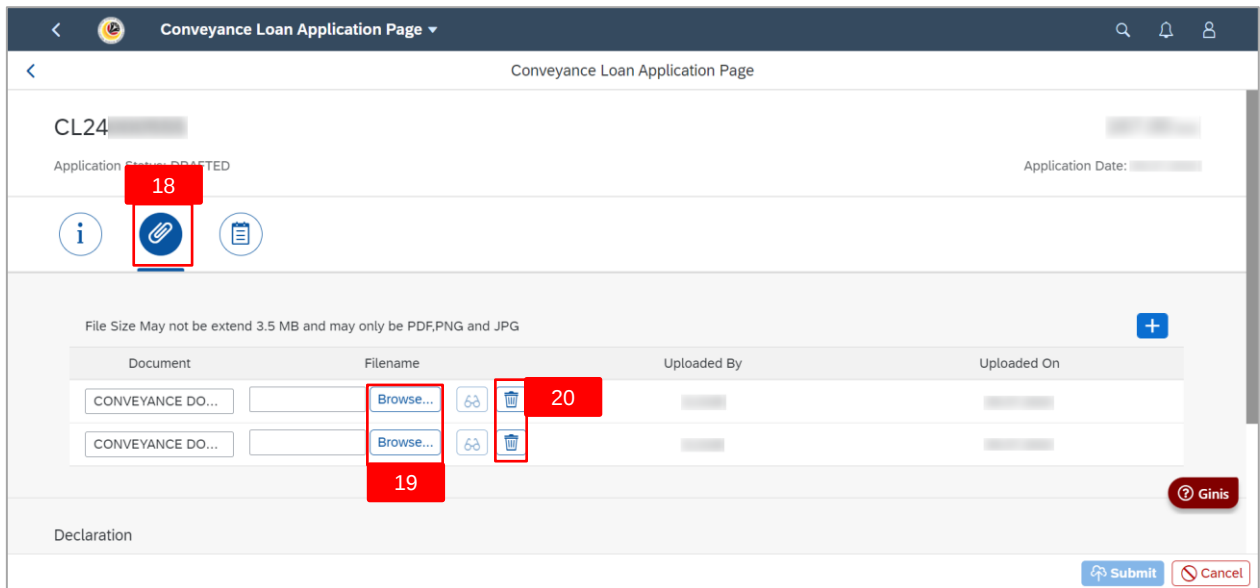
[Submit](#) [Cancel](#)

Note: The **Conveyance Loan Application Page** will be displayed.

18. Click on **Attachment** tab.

19. Click on **Browse** button to upload any relevant supporting documents.

20. Click on **Delete** button to delete attached files (if required).



Conveyance Loan Application Page

CL24 [redacted]

Application Status: DRAFTED Application Date: [redacted]

18

File Size May not be extend 3.5 MB and may only be PDF,PNG and JPG

Document	Filename	Uploaded By	Uploaded On
CONVEYANCE DO...	Browse...	[redacted]	[redacted]
CONVEYANCE DO...	Browse...	[redacted]	[redacted]

19 20

Declaration

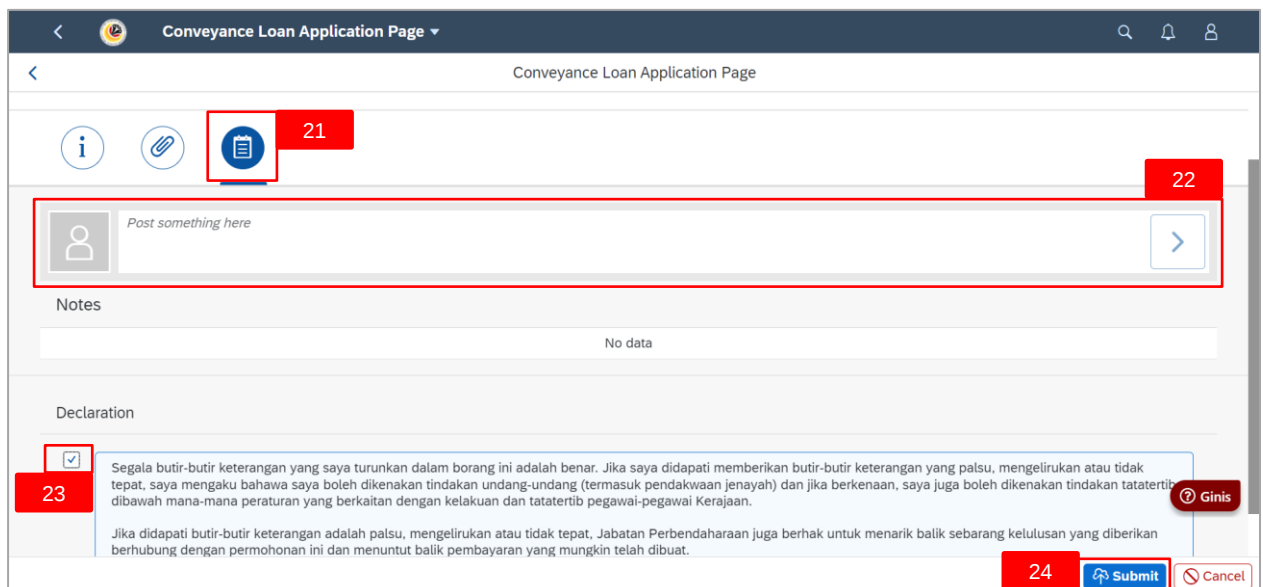
Submit Cancel

21. Click on **Notes** tab.

22. Enter remarks or notes in the space provided, if any.

23. Tick on **Declaration** checkbox.

24. Click on **Submit** button.



Conveyance Loan Application Page

21

22

Post something here

Notes

No data

Declaration

23

Segala butir-butir keterangan yang saya turunkan dalam borang ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak tepat, saya mengaku bahawa saya boleh dikenakan tindakan undang-undang (termasuk pendakwaan jenayah) dan jika berkenaan, saya juga boleh dikenakan tindakan tatatertib dibawah mana-mana peraturan yang berkaitan dengan kelakuan dan tatatertib pegawai-pegawai Kerajaan.

Jika didapati butir-butir keterangan adalah palsu, mengelirukan atau tidak tepat, Jabatan Perbendaharaan juga berhak untuk menarik balik sebarang kelulusan yang diberikan berhubung dengan permohonan ini dan menuntut balik pembayaran yang mungkin telah dibuat.

24

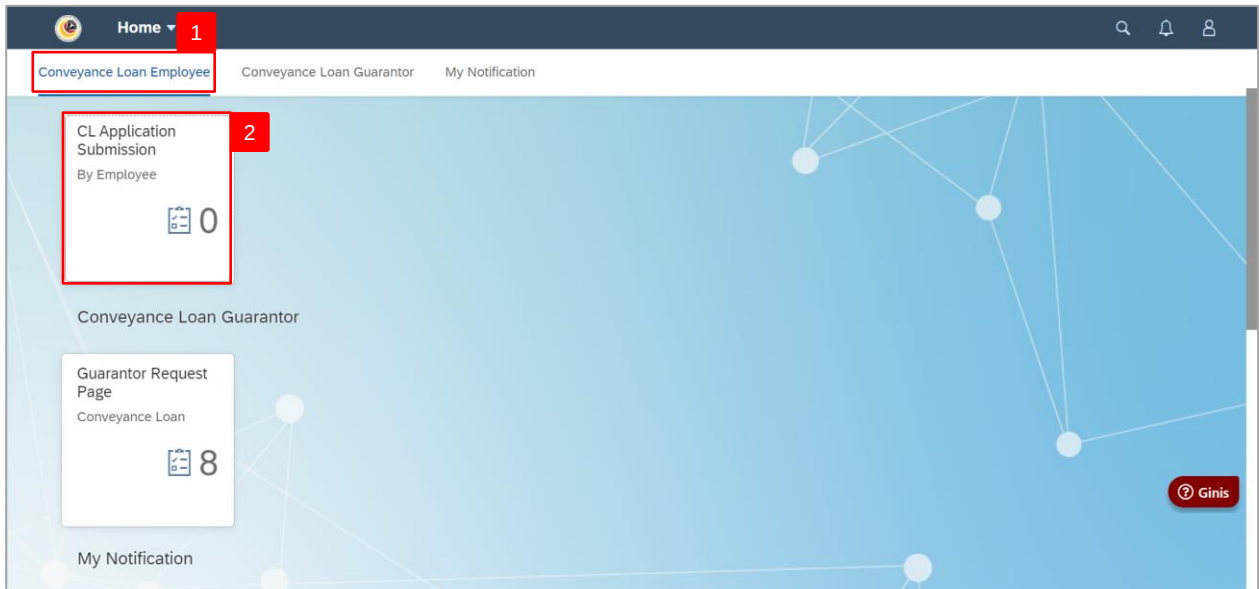
Submit Cancel

**EDIT REWORKED
CONVEYANCE LOAN
APPLICATION**

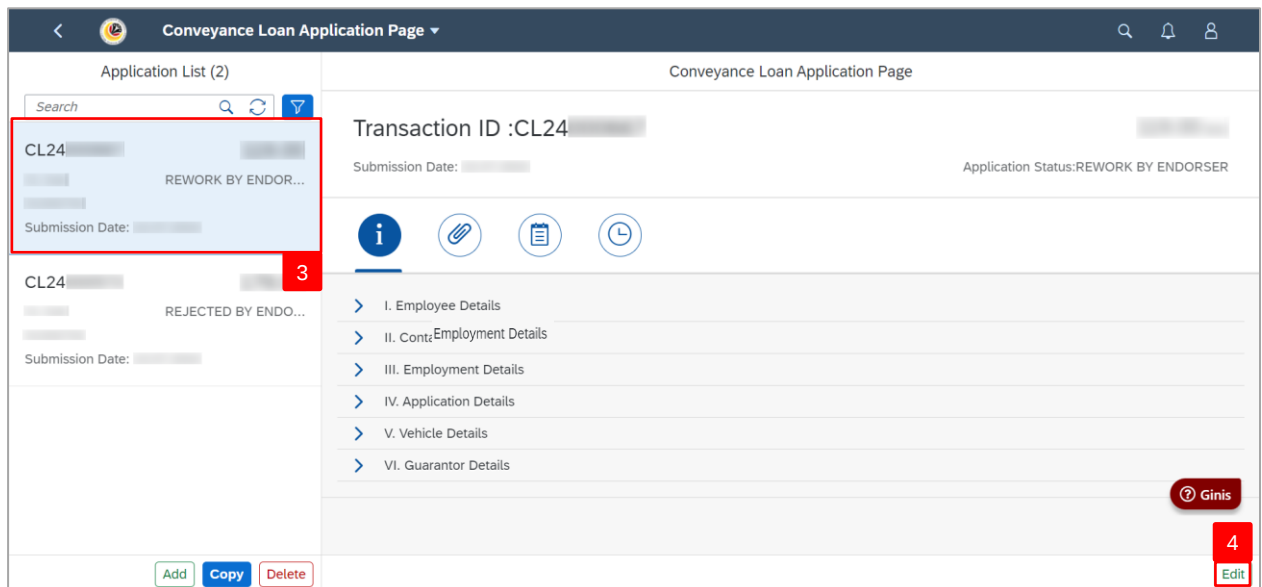
Front End User

Employee

1. Click on **Conveyance Loan Employee** tab.
2. Select the **CL Application Submission** tile.



3. Select Application ID with '**Reworked**' status.
4. Click on **Edit** button.





Note: The **Conveyance Loan Application Page** will be displayed.

Conveyance Loan Application Page

I. Employee Details

II. Contact Details

III. Employment Details

IV. Application Details

V. Vehicle Details

VI. Guarantor Details

Declaration

☐

Segala butir-butir keterangan yang saya turunkan dalam borang ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak

Submit

Cancel

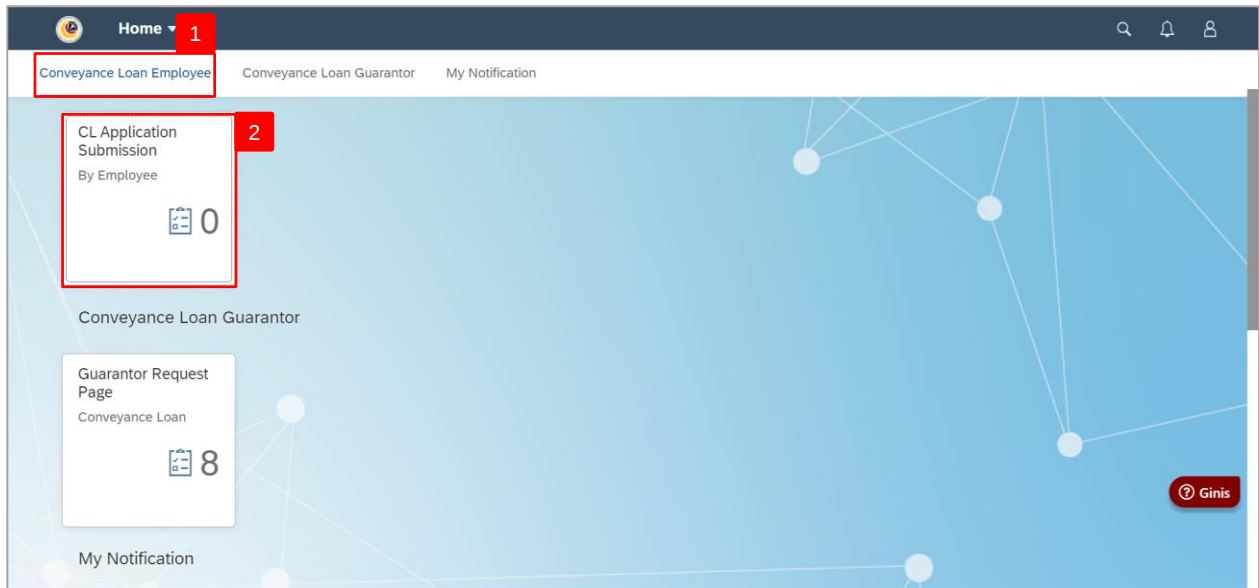
Outcome: The **reworked application** can now be edited and submitted to **Department Endorser**.

DELETE DRAFT CONVEYANCE LOAN APPLICATION

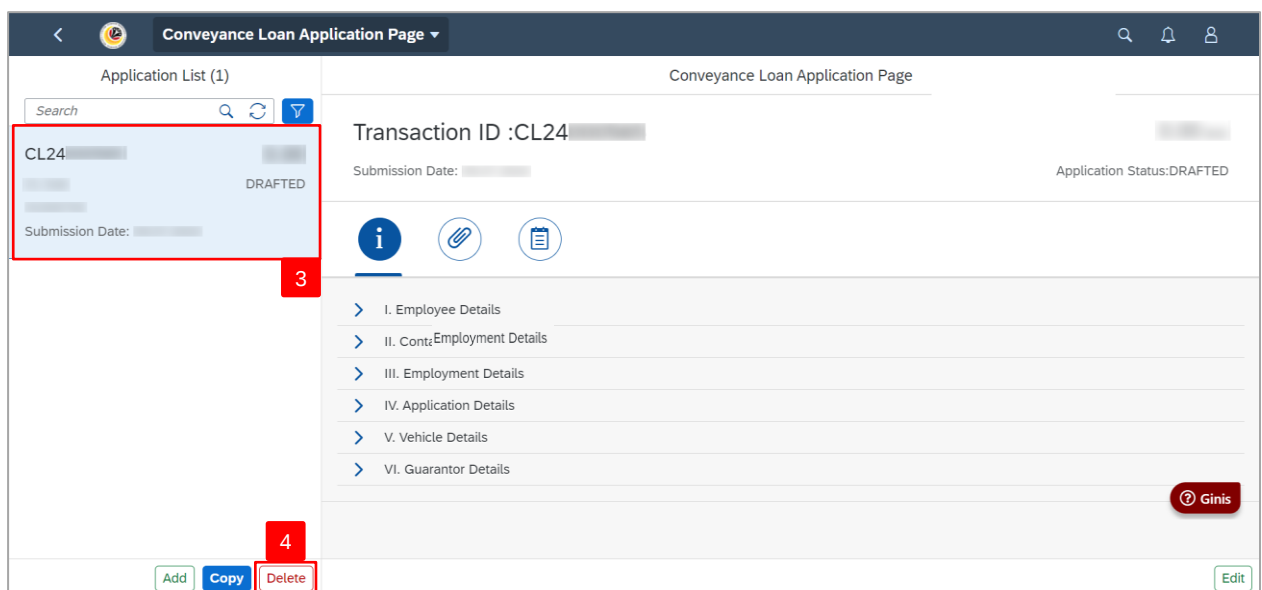
Front End User

Employee

1. Click on **Conveyance Loan Employee** tab.
2. Select the **CL Application Submission** tile.



3. Select Application ID with '**Drafted**' status.
4. Click on **Delete** button.



Note: The **Delete** message will be displayed.

Conveyance Loan Application Page

Application List (0)

Search

No records are currently available

Transaction ID :

Submission Date:

Application Status:

No matching items found.

Click the filter settings

NOTE

Record deleted successfully

Add

Copy

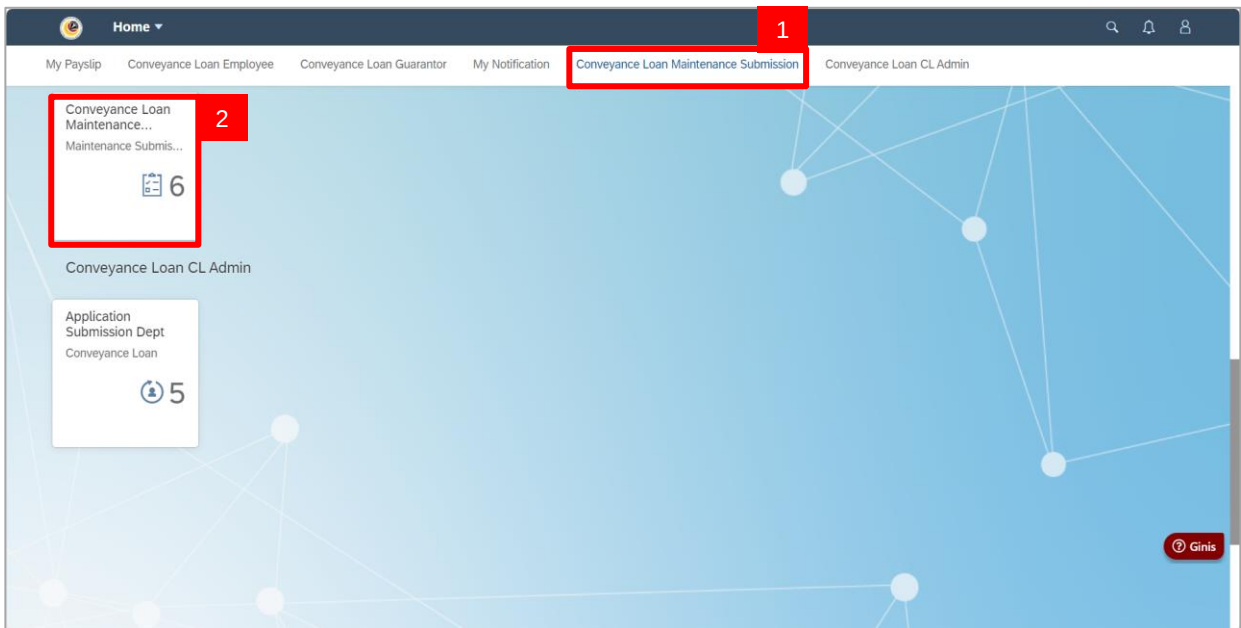
Delete

Edit

Outcome: The **drafted application** has been deleted and will no longer be listed under the **Application List**.

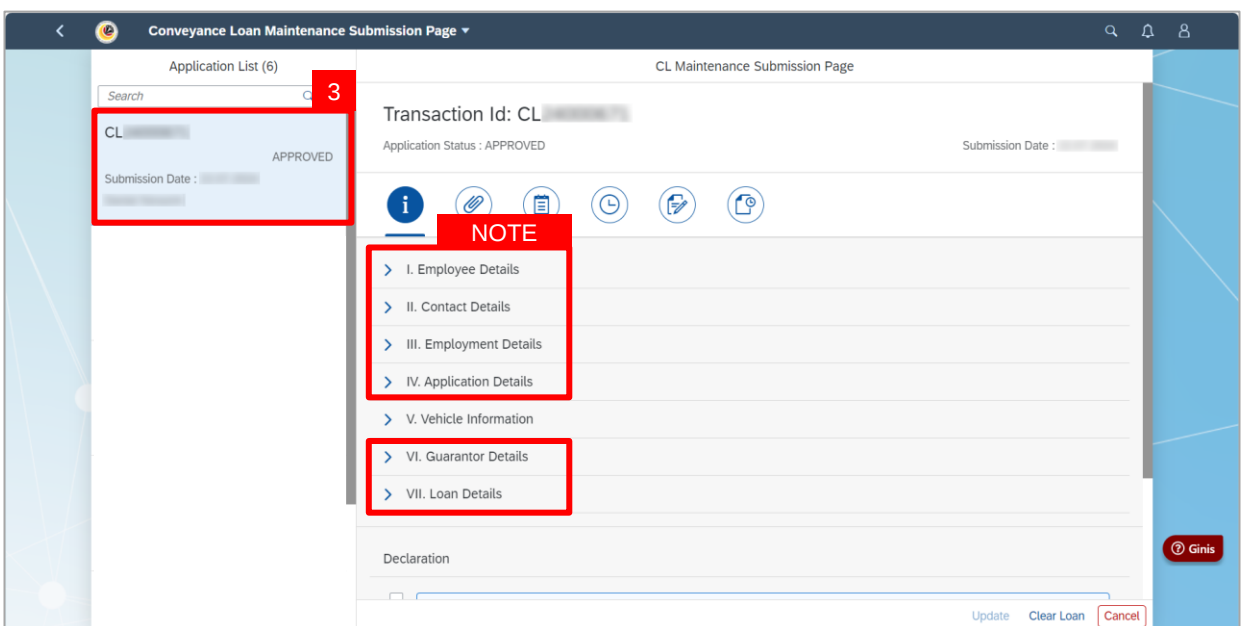
UPDATE CONVEYANCE LOAN APPLICATION	Frontend User
	Employee

1. Click on **Conveyance Loan Maintenance Submission** tab.
2. Select the '**Conveyance Loan Maintenance**' tile.



3. Under the Application List, select the Application ID with the status '**Approved**'.

Note: Under '**Application Details**' icon, all data that is available in **Section I to IV** and **VI** to **VII** have been auto-populated based on the information filled in the ESS Portal / Back End.





4. Click on 'V. Vehicle Information'.

The screenshot shows the 'Conveyance Loan Maintenance Submission Page'. On the left, there is a sidebar with 'Application List (6)' and a search bar. The main area is titled 'CL Maintenance Submission Page'. It contains several sections: 'IV. Application' (highlighted with a red box and numbered 4), 'V. Vehicle Information' (highlighted with a red box and numbered 5), 'VI. Guarantor Details', and 'VII. Loan Details'. The 'V. Vehicle Information' section contains various input fields: Vendor ID, Company/Dealer Name, Company/Car Dealer address, Email, Price (0 BND), Vehicle Make, Vehicle Brand, Model, Registration Number, Registration Date, Engine No/Chassis No, Serial Num, SecondHand Vehicle, Valuation Amount (0), Valuation Date, Ownership Transfer Date, Ownership Claimed By Government, and New Vehicle Registration Num. At the bottom right, there are buttons for 'Update', 'Clear Loan', and 'Cancel'. A 'Ginis' button is also visible in the bottom right corner.

5. Click on the Lookup button.

The screenshot shows the 'Conveyance Loan Maintenance Submission Page' with the 'V. Vehicle Information' section highlighted with a red box and numbered 6. A 'Vehicle Information' modal window is open, showing fields for Version (1), Registration Number, Registration Date (dd.MM.yyyy), Engine No/Chassis No, Serial Num, SecondHand Vehicle, Valuation Amount (0), Valuation Date (dd.MM.yyyy), Ownership Transfer Date (dd.MM.yyyy), Ownership Claimed By Government, and New Vehicle Registration Num. At the bottom of the modal, there are 'Create' and 'Cancel' buttons. The background page shows the same sections as the previous screenshot, with the 'V. Vehicle Information' section highlighted with a red box and numbered 5.

6. Fill in the required information.



- 7. Click on **'Attach Supporting Documents'** icon.
- 8. Click on **Browse** button to add documents (if required).

Conveyance Loan Maintenance Submission Page

Application List (6)

Transaction Id: CL [redacted]

Application Status: APPROVED

Submission Date: [redacted]

View Personal Attachments

Supporting Document	Uploaded By	Uploaded On
CL DOC5	CL24000671...	[redacted]
CLDOC3	CL24000671...	[redacted]

Declaration

☐ Segala butir-butir keterangan yang saya turunkan dalam borang ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak tepat, saya mengaku bahawa saya boleh dikenakan tindakan undang-undang (termasuk pendakwaan jenayah) dan jika berkenaan, saya juga boleh dikenakan tindakan tatatertib dibawah mana-mana peraturan yang berkaitan dengan kelakuan dan tatatertib pegawai-pegawai Kerajaan.

Bila diiktirafkan butir-butir keterangan adalah palsu: menyalin atau tidak tepat. Tindakan Derhahan/terlaksanaan iktisad berkuatkuasa.

Update Clear Loan Cancel

- 9. Click on **Notes** tab to view any remarks or notes entered by **Employee** and/or **Department**.

Conveyance Loan Maintenance Submission Page

Application List (6)

Transaction Id: CL [redacted]

Application Status: APPROVED

Submission Date: [redacted]

Notes

- [redacted] : upload document
23.07.2024
- [redacted] : endorsed
23.07.2024
- [redacted] : verify
23.07.2024
- [redacted] : approved
23.07.2024

Update Clear Loan Cancel



10. Click on **Application History** tab to view application history details.

Conveyance Loan Maintenance Submission Page

Application List (6)

Search

CL

APPROVED

Submission Date :

CL Maintenance Submission Page

Transaction Id: CL

Application Status : APPROVED

Submission Date : 09.07.2024

10

History

Employee	Date	Time	Status
		17:12:38	APPROVED
		10:10:33	VERIFIED
		10:09:39	DRAFTED

Declaration

Segala butir-butir keterangan yang saya turunkan dalam borang ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak tepat, saya mengaku bahawa saya boleh dikenakan tindakan undang-undang (termasuk pendakwaan jenayah) dan jika berkenaan, saya juga boleh dikenakan tindakan tatatertib dibawah mana-mana peraturan yang berkaitan dengan kelakuan dan tatatertib pegawai-pegawai Kerajaan.

Jika didapati butir-butir keterangan adalah palsu, mengelirukan atau tidak tepat, Jabatan Perbendaharaan juga berhak untuk menarik balik sebarang kelulusan yang diberikan berhubung dengan permohonan ini dan menuntut balik pembayaran yang

Update Clear Loan Cancel

Note: As Employee, both Repayment & Adjust Repayment tab below, will be inaccessible.

Conveyance Loan Maintenance Submission Page

Application List (6)

Search

CL

APPROVED

Submission Date :

CL Maintenance Submission Page

Transaction Id: CL

Application Status : APPROVED

Submission Date : 09.07.2024

NOTE

History

Employee	Date	Time	Status
		17:12:38	APPROVED
		10:10:33	VERIFIED
		10:09:39	DRAFTED

Declaration

Segala butir-butir keterangan yang saya turunkan dalam borang ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak tepat, saya mengaku bahawa saya boleh dikenakan tindakan undang-undang (termasuk pendakwaan jenayah) dan jika berkenaan, saya juga boleh dikenakan tindakan tatatertib dibawah mana-mana peraturan yang berkaitan dengan kelakuan dan tatatertib pegawai-pegawai Kerajaan.

Jika didapati butir-butir keterangan adalah palsu, mengelirukan atau tidak tepat, Jabatan Perbendaharaan juga berhak untuk menarik balik sebarang kelulusan yang diberikan berhubung dengan permohonan ini dan menuntut balik pembayaran yang

Update Clear Loan Cancel



- 11. Tick on 'Disclaimer' checkbox once confirm.
- 12. Click on 'Update' button

Application List (6)

Search

CL

APPROVED

Submission Date :

CL Maintenance Submission Page

Transaction Id: CL

Application Status : APPROVED

Submission Date : 09.07.2024

History

Employee	Date	Time	Status
		17:12:38	APPROVED
		10:10:33	VERIFIED
		10:09:39	DRAFTED

Declaration

11

☐

Segala butir-butir keterangan yang saya turunkan dalam borang ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak tepat, saya mengaku bahawa saya boleh dikenakan tindakan undang-undang (termasuk pendakwaan jenayah) dan jika berkenaan, saya juga boleh dikenakan tindakan tatatertib dibawah mana-mana peraturan yang berkaitan dengan kelakuan dan tatatertib pegawai-pegawai Kerajaan.

Jika didapati butir-butir keterangan adalah palsu, mengelirukan atau tidak tepat, Jabatan Perbendaharaan juga berhak untuk menarik balik sebarang kelulusan yang diberikan berhubung dengan permohonan ini dan menuntut balik pembayaran yang membolehkan adalah dibayar.

12

Update

Clear Loan

Cancel

Outcome: The application has successfully been submitted and listed under the Application List with the status 'U_Submitted'.

Application List (6)

Search

CL

U_SUBMITTED

Submission Date :

CL Maintenance Submission Page

Transaction Id: CL

Application Status : APPROVED

Submission Date : 09.07.2024

History

Employee	Date	Time	Status
		17:12:38	APPROVED
		10:10:33	VERIFIED
		10:09:39	DRAFTED

Declaration

☐

Segala butir-butir keterangan yang saya turunkan dalam borang ini adalah benar. Jika saya didapati memberikan butir-butir keterangan yang palsu, mengelirukan atau tidak tepat, saya mengaku bahawa saya boleh dikenakan tindakan undang-undang (termasuk pendakwaan jenayah) dan jika berkenaan, saya juga boleh dikenakan tindakan tatatertib dibawah mana-mana peraturan yang berkaitan dengan kelakuan dan tatatertib pegawai-pegawai Kerajaan.

Jika didapati butir-butir keterangan adalah palsu, mengelirukan atau tidak tepat, Jabatan Perbendaharaan juga berhak untuk menarik balik sebarang kelulusan yang diberikan berhubung dengan permohonan ini dan menuntut balik pembayaran yang membolehkan adalah dibayar.

Update

Clear Loan

Cancel