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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Logo Tanah V9  Pejabat Pengarah Tanah dan Galian Wilayah Persekutuan,  Aras G – 4,6, Rumah Persekutuan,  Jalan Sultan Hishamuddin,  50678 Kuala Lumpur.  Tel : 03-2610 3300  Fax ; 03-2610 3498 | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |
| **PERMOHONAN UNTUK MENJALANKANTUGAS RASMI DI LUAR PEJABAT**  *(Sila cetak pada kertas warna KUNING)* | | | | | | | | | | | | | | | | | | | | | | | |
| **A.** | **KEPADA** | | | | | **:** |  | | | | | | | | | | | | |
|  |  | | | | | | **(Ketua Bahagian)** | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |
| 1. | Saya memohon kelulusan bertugas di | | | | | | | | | | | |  | | | | | | | | | | untuk tujuan |
|  |  | | | | | | | | | | | | | | | | | | | | | | |
|  | pada |  | | | | | | | | | | dengan menaiki Kapalterbang \*/ Keretapi \*/ Teksi | | | | | | | | | | | |
|  | \*/ Kenderaan Sendiri. **Jika menggunakan kenderaan sendiri, sila nyatakan sebab -** | | | | | | | | | | | | | | | | | | | | | | |
|  | **sebab :** | | |  | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |
| 2. | Saya akan berlepas dari Kuala Lumpur pada | | | | | | | | | | | | | |  | | | | | | jam |  | |
|  | dan dijangka balik pada | | | | | | | | |  | | | | jam | |  | | |
|  | No. Fail Rujukan | | | | | | | : |  | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |
| 3. | Tuntutan perjalanan di atas akan dibuat mengikut Pekeliling Perbendaharaan Bil. 3 Tahun 2003 dan Bil. 2 Tahun 2006. | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |
|  | Tarikh | | : | |  | | | | | | Tandatangan Pemohon | | | | | | : |  | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |
| **B.** | **PERAKUAN KETUA BAHAGIAN** | | | | | | | | | | | | | | | | | | | | | | |
|  | Pengarah, | | | | | | | | | | | | | | | | | | | | | | |
|  | Permohonan di atas adalah **Disokong / Tidak Disokong\***   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Catatan | : |  | | | | |  |  |  | | | | | Tarikh | : |  | Tandatangan | : |  | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | |
| **C.** | **KELULUSAN PENGARAH** | | | | | | | | | | | | | | | | | | | | | | |
|  | Permohonan di atas adalah **Diluluskan / Tidak diluluskan** \* | | | | | | | | | | | | | | | | | | | | | | |
|  | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Catatan | : |  | | | | | Tarikh | : |  | Tandatangan | : |  | | | | | | | | | | | | | | | | | | | | | | | |