



KAEDAH MENGAKSES SISTEM KEWANGAN PUTRA FINANCE

Pengguna sistem ini adalah terdiri daripada staf UPM yang mempunyai peranan di dalam modul Purchasing iaitu sebagai prepare (penyedia), reviewer (pengesah) dan approver (pelulus) yang melibatkan proses Purchase Requisition (RO) dan Purchase Receipt (GRN/Pengesahan Terimaan)

Adobe Reader 2019 or later to open Acumatica ERP PDFs

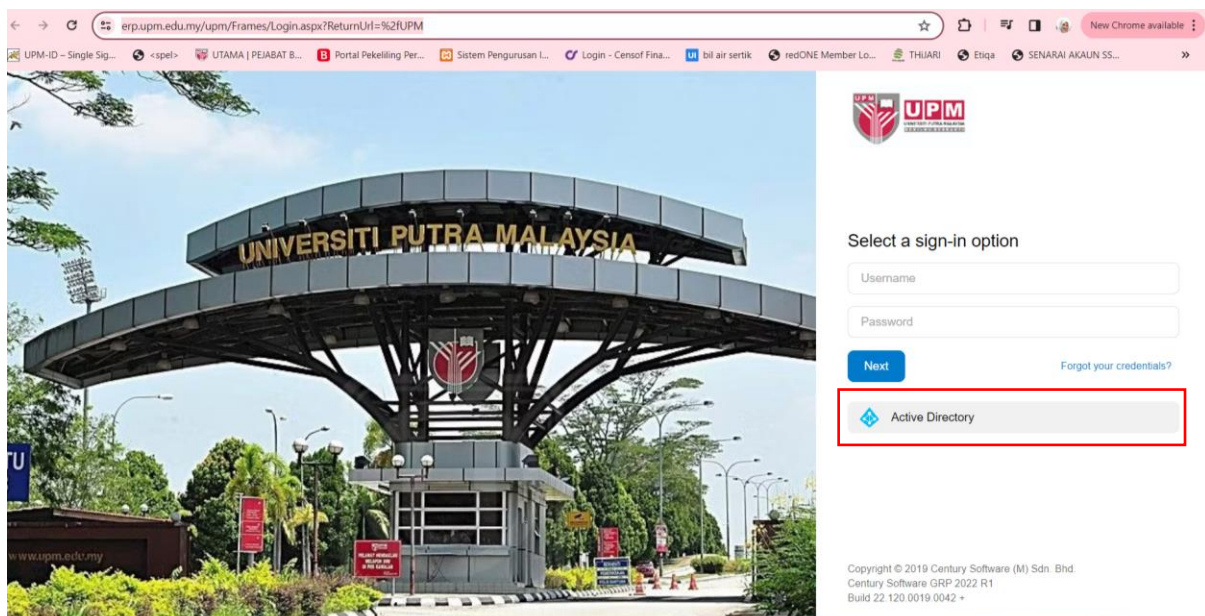
Microsoft Edge 44 or later

Mozilla Firefox 82 or later

Apple Safari 12 or later

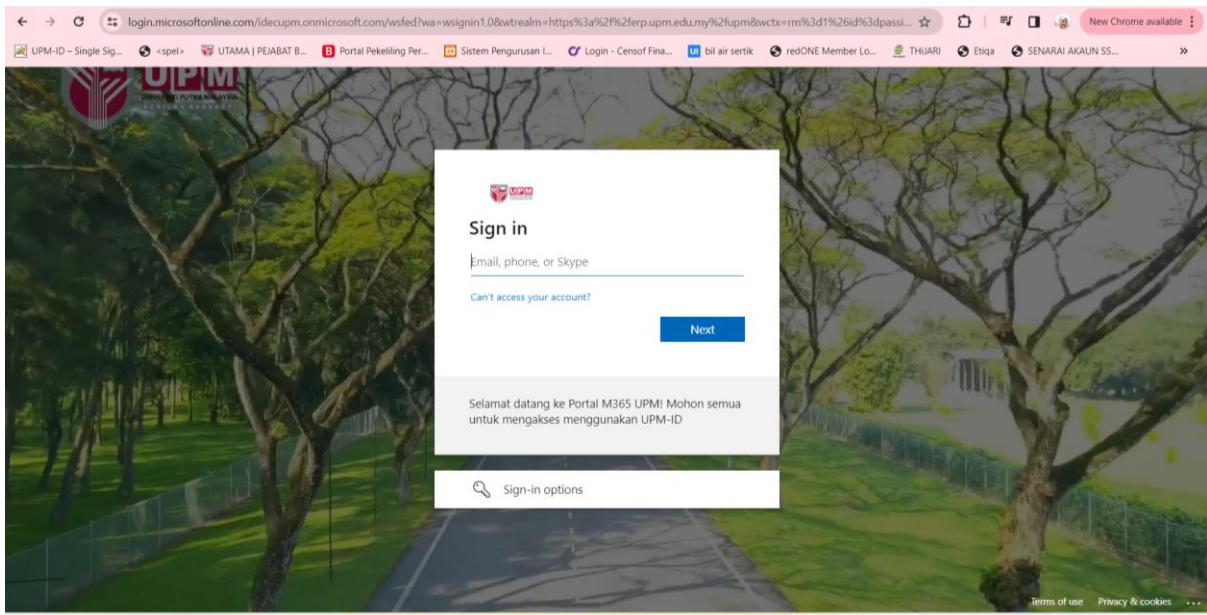
Google Chrome 87 or later

1. Taip url berikut: <https://erp.upm.edu.my/UPM>
2. Paparan berikut akan dikeluarkan. Tekan *Active Directory* untuk akses kali pertama.

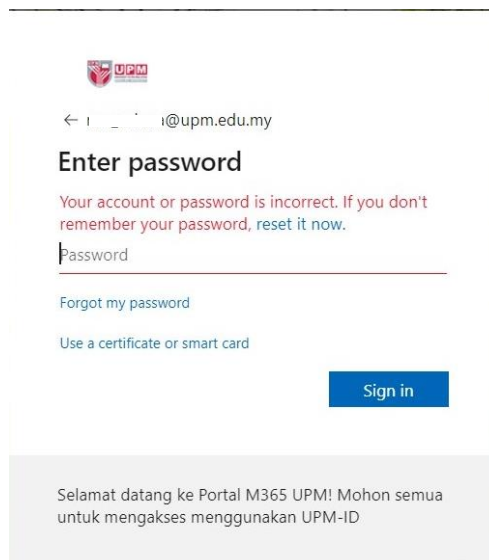


Selepas pengaktifan, masih hanya perlu tekan *Active Directory* untuk akses sistem

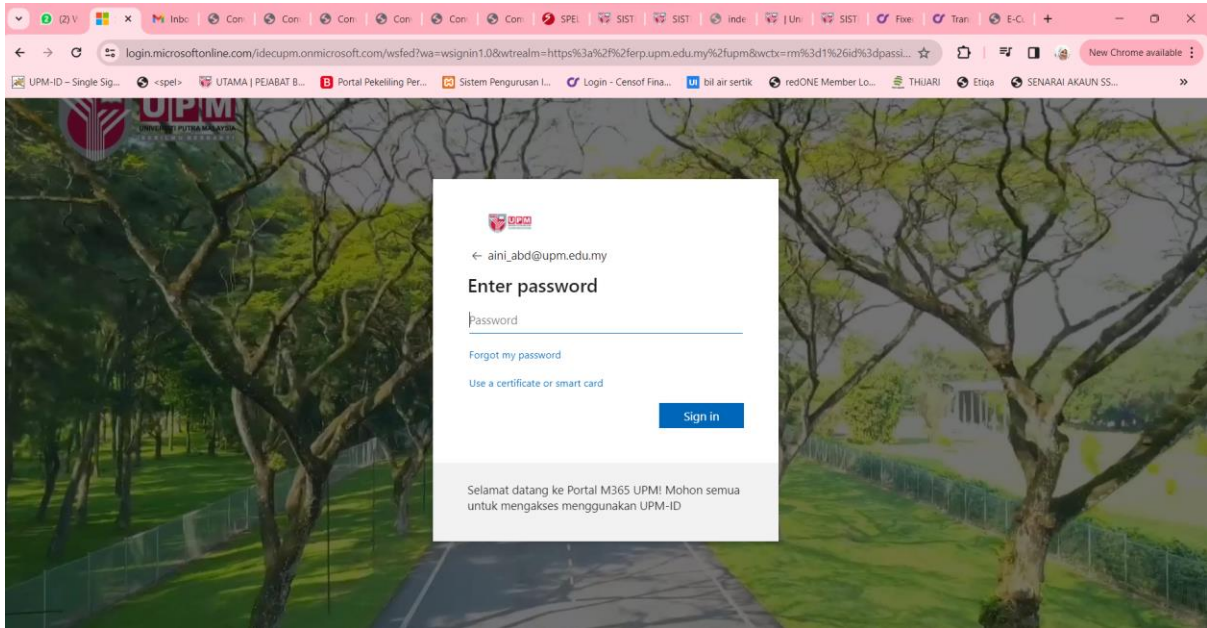
3. Masukkan UPMID pengguna (xxx@upm.edu.my). Tekan *Next*



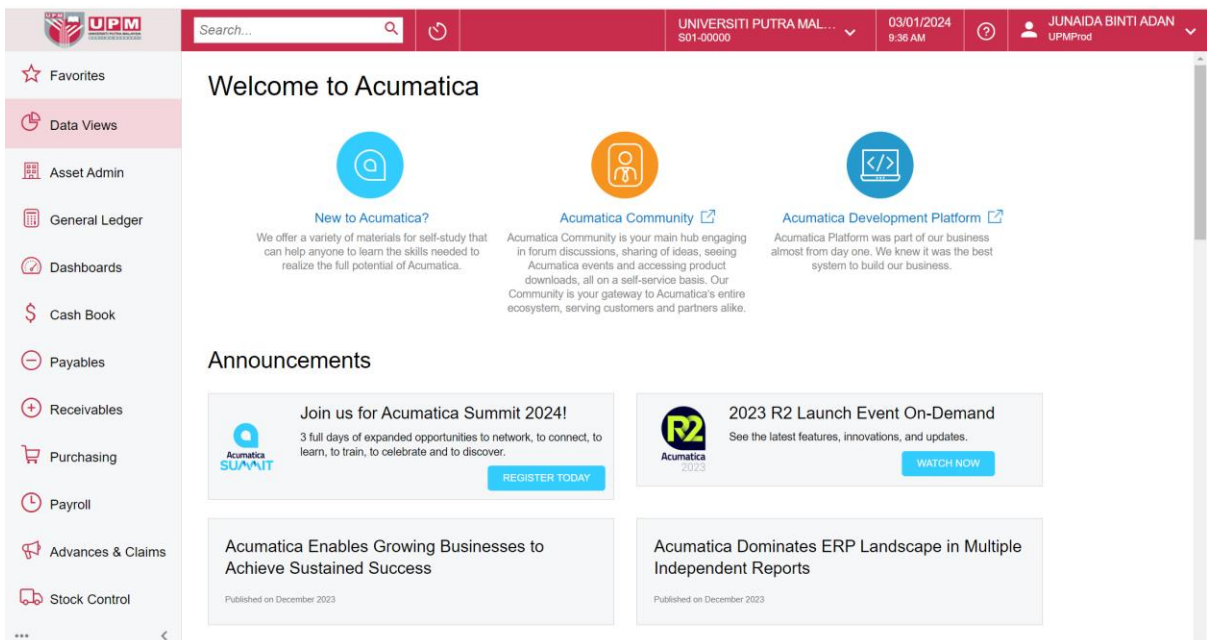
Sila hubungan pihak Idec sekiranya skrin berikut dipaparkan (SPICT)



4. Masukkan kata laluan UPMID dan tekan butang *Sign in*



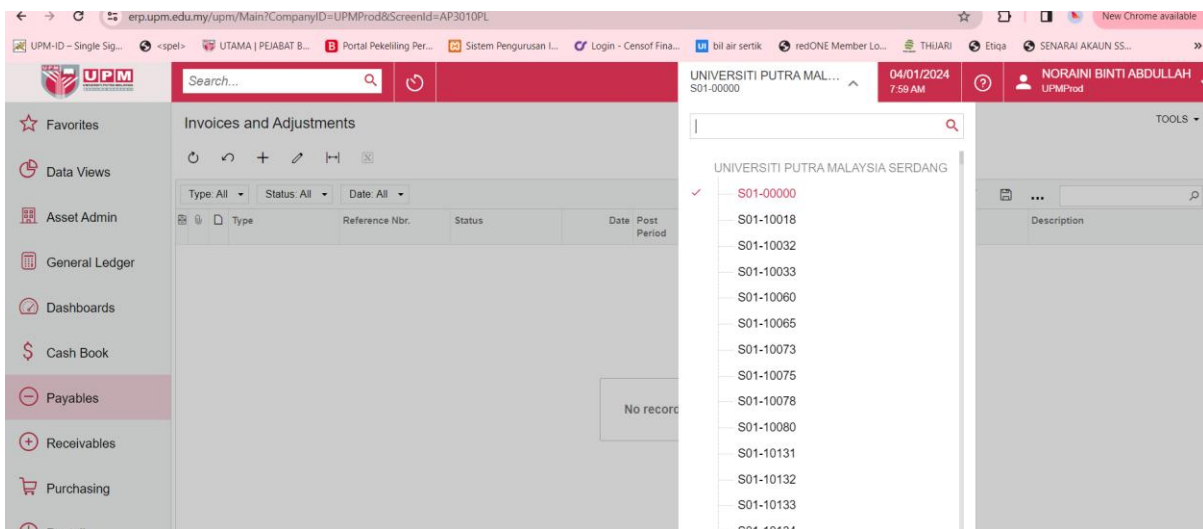
5. Pengguna akan dibawa ke paparan utama sistem kewangan Putra Finance.



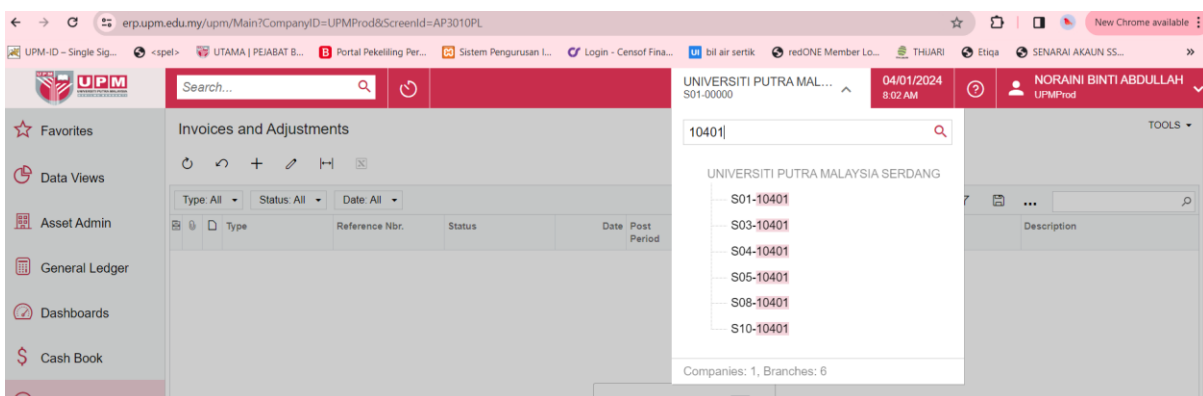
Perkara Yang Perlu Diberi Perhatian Oleh Pengguna

A. Pemilihan Kod PTJ (Branch)

1. Setiap kali sebelum proses menginput, mengesah atau melulus, pengguna hendaklah memastikan pemilihan *branch* (kod ptj) yang betul agar peruntukan ditolak dari bajet yang betul. Tekan menu berikut



2. Masukkan *branch* (kod ptj) yang ingin diproses dan sistem akan memaparkan senarai ptj dan kumpulan wang yang wujud. Pilih mengikut kumpulan wang seperti panduan di bawah

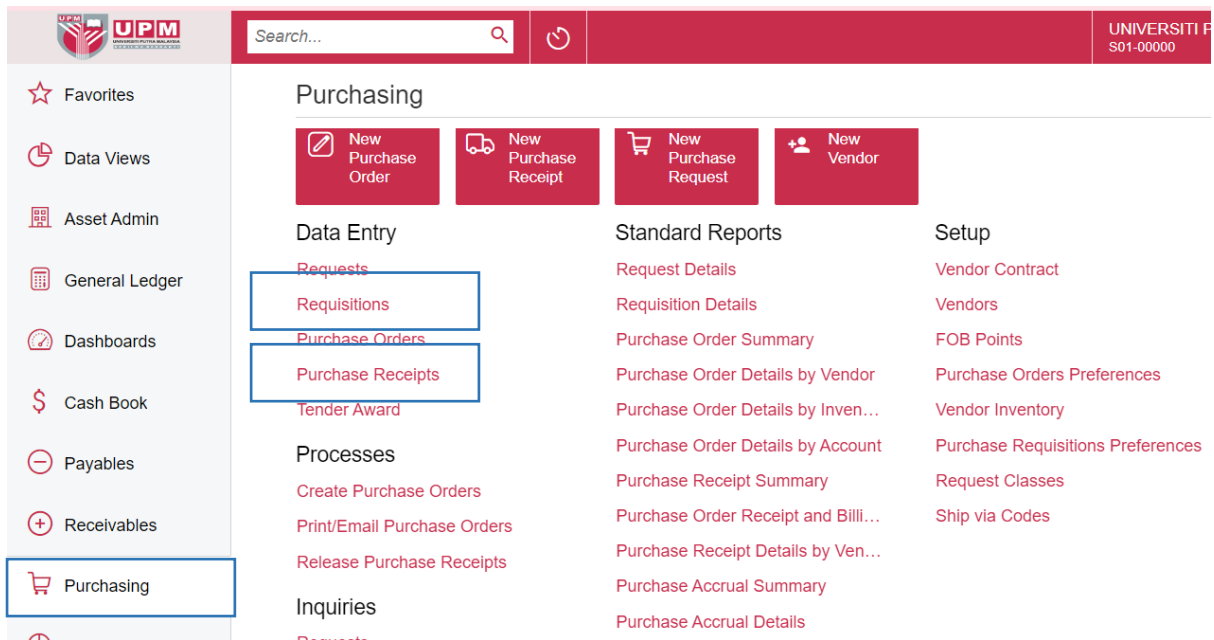


KOD BRANCH	MAKSUD PERUNTUKAN	KOD BRANCH	MAKSUD PERUNTUKAN
S01	MENGURUS	S05	AMANAH (61XXX, 62XXX)
S02	KOLEJ KEDIAMAN	S06	AMANAH (68XXX)
S03	PENYELIDIKAN (5XXXX,9XXXX,63XXX,67XXX)	S08	AMANAH (64XXX, 65XXX, 66XXX)
S04	PEMBANGUNAN (7XXXX)	S10	AMANAH PELAJAR

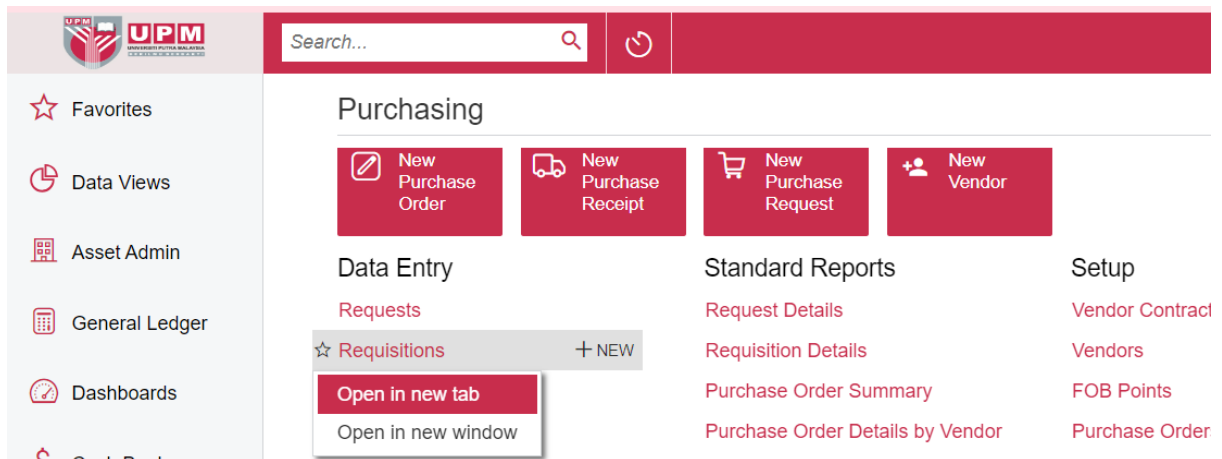
Sebagai contoh, sekiranya ingin menyediakan *Purchase Requisition (RO)* bagi projek Amanah 63xxx, sila pilih S03-PTJ

B. Proses Yang Terlibat di PTJ

1. PTJ hanya akan terlibat dengan proses *Requisition* dan *Purchase Receipt* di Modul *Purchasing*

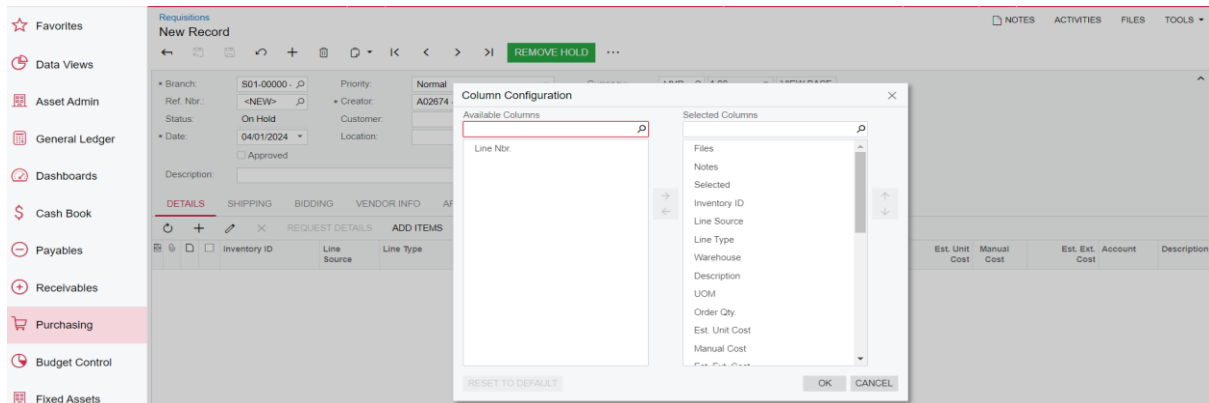


2. Setiap kali ingin membuka di tab baharu, hanya klik kanan dan tekan *Open in new tab*

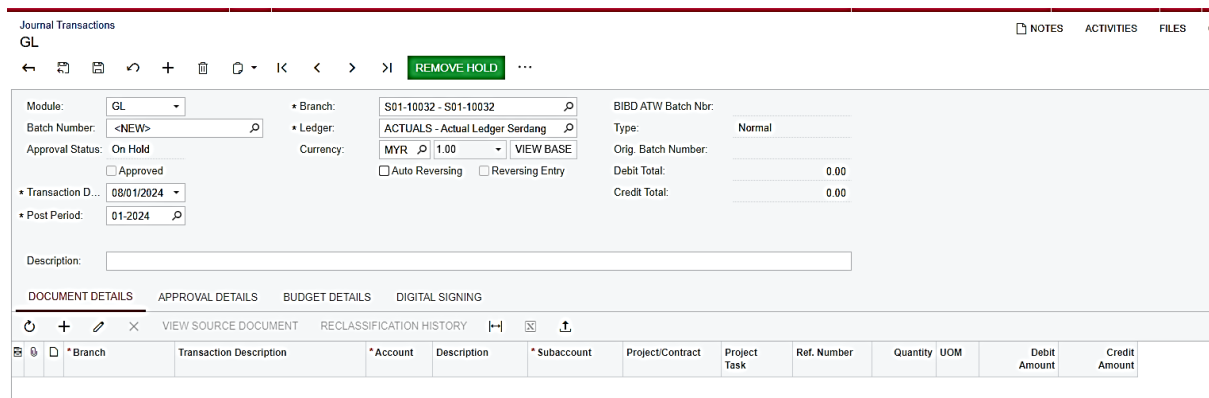


C. Column Configuration

1. Setiap *column* di dalam setiap proses boleh diubahsuai (column configuration) mengikut kesesuaian PTJ. Walaubagaimanapun, *column* yang perlu ada untuk tujuan *data entry* (input data) akan ditunjukkan di dalam manual kerja bagi memastikan tiada maklumat yang ketinggalan dan menjejaskan proses kemaskini peruntukan



a) GENERAL LEDGER



b) CASH TRANSACTION

Transactions
Cash Entry NOTES ACTIVITIES FILES CUSTOMIZATION

REMOVE HOLD ACTIONS ...

Tran. Type: Cash Entry Tran. Date: 08/01/2024 Amount: 0.00
 Reference Nbr.: <NEW> Fin. Period: Tax Total: 0.00
 Cash Account: Entry Type: Disbursement/... Receipt
 Currency: MYR 1.00 VIEW BASE Payee/Payer:
 Status: On Hold Payment Meth...
 Released Document Ref.:
 External Owner: CSM0692 - KHAIROL FARIS
 Description:

TRANSACTION DETAILS TAX DETAILS FINANCIAL DETAILS ADDRESS DETAILS APPROVAL DETAILS BUDGET DETAILS BANK/PETTY CASH ACCOUNT DETAILS DIGITAL SIGNING

Branch	Description	Quantity	UOM	Price	Amount	Project	Project Task	Offset Account	Account Description	Offset Subaccount

c) REQUISITION

Requisitions
New Record NOTES ACTIVITIES FILES CUSTOMIZATION

REMOVE HOLD ...

Branch: S01-10032 Priority: Normal Currency: MYR 1.00 VIEW BASE
 Ref. Nbr.: <NEW> Creator: Est. Ext. Cost: 0.00
 Status: On Hold Customer:
 Date: 09/01/2024
 Approved
 Description:

DETAILS SHIPPING BIDDING VENDOR INFO APPROVALS OTHER PURCHASE ORDERS SALES ORDERS BUDGET DETAILS

Inventory ID	Line Type	Warehouse	Description	UOM	Order Qty.	Est. Unit Cost	Est. Ext. Cost	Project	Description
NONSTOCK	Non-Stock	STA/ALUMNI	STOCK	EACH	0.00	0.0000	0.00	X	Non-Project Code

Requisitions
New Record NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

REMOVE HOLD ...

Branch: S01-10032 Priority: Normal Currency: MYR 1.00 VIEW BASE
 Ref. Nbr.: <NEW> Creator: Est. Ext. Cost: 0.00
 Status: On Hold Customer:
 Date: 09/01/2024
 Approved
 Description:

DETAILS SHIPPING BIDDING VENDOR INFO APPROVALS OTHER PURCHASE ORDERS SALES ORDERS BUDGET DETAILS

Description	Project Task	Description	Account	Description	Sub.	Description	Required Date	Promised Date
Non-Project Code								

d) PURCHASE ORDER

Purchase Orders
Normal - MY TECHNOLOGY SDN BHD

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

...

DOCUMENT USER-DEFINED FIELDS

Type: Normal	Vendor: MYV00004 - MY TECHNOLOGY SDN BHD	Line Total: 100,000.00
Order Nbr.: -NEW-	Owner:	Discount Total: 0.00
Status: On Hold	Currency: MYR 1.00 VIEW BASE	Tax Total: 0.00
Date: 09/01/2024	Vendor Ref.:	Order Total: 100,000.00
Promised On: 09/01/2024	<input type="checkbox"/> Direct Purchase Order Limit	First Printed O...:
Description: asdfghjkl		First Printed By:

DOCUMENT DETAILS TAXES SHIPPING VENDOR INFO PO HISTORY PREPAYMENTS OTHER BUDGET DETAILS DIGITAL SIGNING

Branch	Inventory ID	Warehouse	Line Description	UOM	Order Qty.	Unit Cost	Ext. Cost	Amount	Receipt Action	Project	Project Task	Description
S01-10032	NONSTOCK	STAWALUMNI	STOCK	EACH	10.00	10,000.0000	100,000.00	100,000.00	Accept but Warn	5540358	5540358-14201-P27799	BAHAN PENYELIDIK

Purchase Orders
Normal - MY TECHNOLOGY SDN BHD

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

...

DOCUMENT USER-DEFINED FIELDS

Type: Normal	Vendor: MYV00004 - MY TECHNOLOGY SDN BHD	Line Total: 100,000.00
Order Nbr.: -NEW-	Owner:	Discount Total: 0.00
Status: On Hold	Currency: MYR 1.00 VIEW BASE	Tax Total: 0.00
Date: 09/01/2024	Vendor Ref.:	Order Total: 100,000.00
Promised On: 09/01/2024	<input type="checkbox"/> Direct Purchase Order Limit	First Printed O...:
Description: asdfghjkl		First Printed By:

DOCUMENT DETAILS TAXES SHIPPING VENDOR INFO PO HISTORY PREPAYMENTS OTHER BUDGET DETAILS DIGITAL SIGNING

Project Task	Description	Account	Description	Sub.	Description	Accrual Account	Accrual Sub.	Requested	Promised	Complete	Cancelled	Closed
5540358-14201-P27799	BAHAN PENYELIDIKAN	P27799	ekalan Bahan-Bahan Penyeli...	03-14201-XX	IN VITRO ANTIVIRAL ACTIVITY OF THE ...			09/01/2024	09/01/2024	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Purchase Orders
Normal - MY TECHNOLOGY SDN BHD

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

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DOCUMENT USER-DEFINED FIELDS

Type: Normal	Vendor: MYV00004 - MY TECHNOLOGY SDN BHD	Line Total: 100,000.00
Order Nbr.: -NEW-	Owner:	Discount Total: 0.00
Status: On Hold	Currency: MYR 1.00 VIEW BASE	Tax Total: 0.00
Date: 09/01/2024	Vendor Ref.:	Order Total: 100,000.00
Promised On: 09/01/2024	<input type="checkbox"/> Direct Purchase Order Limit	First Printed O...:
Description: asdfghjkl		First Printed By:

DOCUMENT DETAILS TAXES SHIPPING VENDOR INFO PO HISTORY PREPAYMENTS OTHER BUDGET DETAILS DIGITAL SIGNING

Sub.	Description	Accrual Account	Accrual Sub.	Requested	Promised	Complete	Cancelled	Closed	Invoiced Qty.	Invoiced Amount	Uninvoiced Qty.	Uninvoiced Amount	Billing Based On	Open Qty.
Bahan-Bahan Penyeli...	03-14201-XX	IN VITRO ANTIVIRAL ACTIVITY OF THE ...		09/01/2024	09/01/2024	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0.00	0.00	10.00	100,000.00	Receipt	10.00

e) PURCHASE RECEIPT

Purchase Receipts
Receipt - ART & SIGN SHOP

☐ NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS ▾

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Type: Receipt	Vendor: BA000016 - ART & SIGN SHOP	Total Qty.: 0.00
Receipt Nbr.: <NEW>	Location: MAIN - Primary Location	Uninvoiced Qu...: 0.00
Status: Balanced	Currency: MYR 1.00	VIEW BASE
Date: 09/01/2024	<input type="checkbox"/> Create Bill	Total Cost: 0.00
Post Period: 01-2024	Vendor Ref.: <input type="text"/>	
	Workgroup: <input type="text"/>	
	Owner: <input type="text"/>	

DETAILS ORDERS PUT AWAY HISTORY BILLING LANDED COSTS OTHER

Branch	Inventory ID	Line Type	Warehouse	Transaction Descr.	UOM	Ordered Qty.	Open Qty.	Receipt Qty.	* Project	Project Task	PO Order Type	PO Order Nbr.
0	S01-10032	NONSTOCK		Non-Stock	B01-00000A	KOMPUTER RIBA	EACH	0.00	X			

Purchase Receipts
Receipt - ART & SIGN SHOP

☐ NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS ▾

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Type: Receipt	Vendor: BA000016 - ART & SIGN SHOP	Total Qty.: 0.00
Receipt Nbr.: <NEW>	Location: MAIN - Primary Location	Uninvoiced Qu...: 0.00
Status: Balanced	Currency: MYR 1.00	VIEW BASE
Date: 09/01/2024	<input type="checkbox"/> Create Bill	Total Cost: 0.00
Post Period: 01-2024	Vendor Ref.: <input type="text"/>	
	Workgroup: <input type="text"/>	
	Owner: <input type="text"/>	

DETAILS ORDERS PUT AWAY HISTORY BILLING LANDED COSTS OTHER

Transaction Descr.	UOM	Ordered Qty.	Open Qty.	Receipt Qty.	* Project	Project Task	PO Order Type	PO Order Nbr.	PO Line Nbr.	Complete PO Line	Account	Sub.	Accrual Account	Accrual Sub.
KOMPUTER RIBA	EACH			0.00	X					<input type="checkbox"/>	P27801	01-00000-DA		

f) AP INVOICE / DEBIT ADJUSTMENT / CREDIT ADJUSTMENT

Invoices and Adjustments
Invoice - AFFIN BANK

☐ NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS ▾

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Type: Invoice	Vendor: 3200000 - AFFIN BANK	Detail Total: 0.00
Reference Nbr.: <NEW>	Currency: MYR 1.00	Discount Total: 0.00
Status: On Hold	Terms: 30 - 30 Hari	Tax Total: 0.00
Date: 09/01/2024	Due Date: 08/02/2024	With. Tax: 0.00
Post Period: 01-2024	Cash Discount: 09/01/2024	Balance: 0.00
Vendor Ref.: sdfgsadfsa	<input type="checkbox"/> Apply Retainage	Rounding Diff.: 0.00
	<input type="checkbox"/> Pay by Line	Cash Discount: 0.00

Description: sdfgsadfsa

DETAILS FINANCIAL TAXES APPROVALS APPLICATIONS BUDGET DETAILS SUB-CONTRACTOR/FACTORING

Branch	Inventory ID	Transaction Descr.	Quantity	UOM	Unit Cost	Ext. Cost	Discount Amount	Amount	* Project	Project Task	* Account	Description	* Suba
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Invoices and Adjustments
Invoice - AFFIN BANK

☐ NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS ▾

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Type: Invoice	Vendor: 3200000 - AFFIN BANK	Detail Total: 0.00
Reference Nbr.: <NEW>	Currency: MYR 1.00	Discount Total: 0.00
Status: On Hold	Terms: 30 - 30 Hari	Tax Total: 0.00
Date: 09/01/2024	Due Date: 08/02/2024	With. Tax: 0.00
Post Period: 01-2024	Cash Discount: 09/01/2024	Balance: 0.00
Vendor Ref.: sdfgsadfsa	<input type="checkbox"/> Apply Retainage	Rounding Diff.: 0.00
	<input type="checkbox"/> Pay by Line	Cash Discount: 0.00

Description: sdfgsadfsa

DETAILS FINANCIAL TAXES APPROVALS APPLICATIONS BUDGET DETAILS SUB-CONTRACTOR/FACTORING

xt. Cost	Discount Amount	Amount	* Project	Project Task	* Account	Description	* Subaccount	Maintenance ID	Asset ID	Tax Category	PO Type	PO Number	PO Receipt Nbr.
0.00	0.00	0.00	X										

g) AP CHEQUE AND PAYMENT

Cheques and Payments
Cheque - HASAN BIN ALI

REMOVE HOLD ACTIONS ...

Type: Cheque Vendor: 111111111 - HASAN BIN ALI Payment Amount: 0.00 Bulk Payment Ref. Nbr.:
 Reference Nbr.: <NEW> Payment Meth.: CHEQUE Unapplied Balance: -100,000.00
 Status: On Hold Cash Account: CIMB01 - KWAP: ISLAM/BCB - Am Application Amount: 100,000.00
 Application Date: 09/01/2024 Currency: MYR 1.00 VIEW BASE Finance Charges: 0.00
 Application Pe.: 01-2024 Description:
 Payment Ref.: Vendor Ref. Nbr.:

DOCUMENTS TO APPLY APPLICATION HISTORY FINANCIAL APPROVALS REMITTANCE CHARGES DIGITAL SIGNING BUDGET DETAILS BANK/PETTY CASH ACCOUNT DETAILS

LOAD DOCUMENTS

Branch	Document Type	* Reference Nbr.	Amount Paid	Cash Discount Taken	With. Tax	Date	Due Date	Cash Discount Date	Cross Rate	Balance	Cash Discount Balance	With. Tax Balance	Description	Currency
S01-00000	Invoice	S0000023-00081	100,000.00	0.00	0.00	08/12/2023	22/12/2023	08/12/2023	1.00000000	0.00	0.00	0.00	tracker 3059 manual test	MYR

Cheques and Payments
Cheque - HASAN BIN ALI

REMOVE HOLD ACTIONS ...

Type: Cheque Vendor: 111111111 - HASAN BIN ALI Payment Amount: 0.00 Bulk Payment Ref. Nbr.:
 Reference Nbr.: <NEW> Payment Meth.: CHEQUE Unapplied Balance: -100,000.00
 Status: On Hold Cash Account: CIMB01 - KWAP: ISLAM/BCB - Am Application Amount: 100,000.00
 Application Date: 09/01/2024 Currency: MYR 1.00 VIEW BASE Finance Charges: 0.00
 Application Pe.: 01-2024 Description:
 Payment Ref.: Vendor Ref. Nbr.:

DOCUMENTS TO APPLY APPLICATION HISTORY FINANCIAL APPROVALS REMITTANCE CHARGES DIGITAL SIGNING BUDGET DETAILS BANK/PETTY CASH ACCOUNT DETAILS

LOAD DOCUMENTS

* Reference Nbr.	Amount Paid	Cash Discount Taken	With. Tax	Date	Due Date	Cash Discount Date	Cross Rate	Balance	Cash Discount Balance	With. Tax Balance	Description	Currency	Post Period	Vendor Ref.
S0000023-00081	100,000.00	0.00	0.00	08/12/2023	22/12/2023	08/12/2023	1.00000000	0.00	0.00	0.00	tracker 3059 manual test	MYR	12-2023	trackerissue3059

h) AP QUICK CHEQUE

Quick Cheques
Quick Cheque - MY TECHNOLOGY SDN BHD

REMOVE HOLD ACTIONS ...

Type: Quick Cheque Vendor: MYV00004 - MY TECHNOLOGY SDN BHD Detail Total: 0.00
 Reference Nbr.: <NEW> Accounts Receivables Tax Total: 0.00
 Status: On Hold Payment Meth.: EFTCMB With. Tax: 0.00
 Cash Account: CIMB01 - KWAP: ISLAM/BCB - Am Balance: 0.00
 Rentas Purpos.: Currency: MYR 1.00 VIEW BASE Rounding Diff.: 0.00
 Date: 09/01/2024 Payment Ref.: Payment Amo.: 0.00
 Post Period: 01-2024 Cash Discount: 0.00
 Finance Chrg.: 0.00
 Description:

DETAILS FINANCIAL TAXES APPROVALS REMITTANCE CHARGES DIGITAL SIGNING BUDGET DETAILS BANK/PETTY CASH ACCOUNT DETAILS

VIEW DEFERRALS

Branch	Inventory ID	Transaction Descr.	Quantity	UOM	Unit Cost	Ext. Cost	*Project	Project Task	*Account	Description	*Subaccount	Tax Category
S01-10032			0.00		0.0000	0.00	X					

i) AR INVOICE / DEBIT MEMO / CREDIT MEMO

Invoices and Memos
Invoice 23000275 - GILA-GILA SDN BHD

DOCUMENT USER-DEFINED FIELDS

Type: Invoice Customer: CS9000003 - GILA-GILA SDN BHD Detail Total: 8,000.00
 Reference Nbr.: 23000275 Currency: MYR 1.00 VIEW BASE Discount Total: 0.00
 Status: On Hold Terms: 30 - 30 Hari Tax Total: 0.00
 Date: 17/11/2023 Due Date: 17/12/2023 Apply Retainage Balance: 8,000.00
 Post Period: 11-2023 Cash Discount: 17/11/2023 Pay by Line Rounding Diff.: 0.00
 Customer Ord.: Project/Contract: 6300349 - AKAUN AMANAH CHICKEI Cash Discount: 0.00

Description: CETAKAN MAJALAH

DETAILS FINANCIAL ADDRESSES TAXES APPROVALS APPLICATIONS BUDGET DETAILS

Branch	Inventory ID	Transaction Descr.	Quantity	UOM	Unit Price	Ext. Price	Discount Percent	Discount Amount	Amount	Project Task	*Account	Description	*Subaccount
S01-10032		CETAKAN MAJALAH	1.00	KEPING	8,000.0000	8,000.00	0.000000	0.00	8,000.00	6300349-10018-F29199	F29199	Perkhidmatan Yang Lain	03-10018-XX

Invoices and Memos
Invoice 23000275 - GILA-GILA SDN BHD

DOCUMENT USER-DEFINED FIELDS

Type: Invoice Customer: CS9000003 - GILA-GILA SDN BHD Detail Total: 8,000.00
 Reference Nbr.: 23000275 Currency: MYR 1.00 VIEW BASE Discount Total: 0.00
 Status: On Hold Terms: 30 - 30 Hari Tax Total: 0.00
 Date: 17/11/2023 Due Date: 17/12/2023 Apply Retainage Balance: 8,000.00
 Post Period: 11-2023 Cash Discount: 17/11/2023 Pay by Line Rounding Diff.: 0.00
 Customer Ord.: Project/Contract: 6300349 - AKAUN AMANAH CHICKEI Cash Discount: 0.00

Description: CETAKAN MAJALAH

DETAILS FINANCIAL ADDRESSES TAXES APPROVALS APPLICATIONS BUDGET DETAILS

Inventory ID	Transaction Descr.	Quantity	UOM	Unit Price	Ext. Price	Discount Percent	Discount Amount	Amount	Project Task	*Account	Description	*Subaccount	Tax Category
	CETAKAN MAJALAH	1.00	KEPING	8,000.0000	8,000.00	0.000000	0.00	8,000.00	6300349-10018-F29199	F29199	Perkhidmatan Yang Lain	03-10018-XX	

j) AR PAYMENT

Payments and Applications
Payment - CUSTOMER TEST SDN BHD

DOCUMENTS TO APPLY APPLICATION HISTORY SALES ORDERS FINANCIAL APPROVALS CHARGES DIGITAL SIGNING

Type: Payment Customer: CS9000001 - CUSTOMER TEST SDN BHD Payment Amo.: 0.00
 Reference Nbr.: <NEW> Payment Meth.: CHEQUE - Cheque Payment Applied to Doc.: 0.00
 Status: On Hold Card/Account: Cheque Payment Applied to Ord.: 0.00
 Application Date: 09/01/2024 Cash Account: Currency: MYR 1.00 VIEW BASE Available Bal.: 0.00
 Application Pe.: 01-2024 Write-Off Amo.: 0.00
 Payment Ref.: Description: Finance Chrg.: 0.00 Deducted Cha.: 0.00

LOAD DOCUMENTS AUTO APPLY

Branch	Doc. Type	*Reference Nbr.	Amount Paid	Cash Date Discount Taken	Due Date	Cash Discount Date	Cross Rate	Balance	Cash Discount Balance	Description	Currency	Post Period	Customer Order Nbr.
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k) ADVANCE

Advance

NOTES ACTIVITIES FILES NOTIFICATIONS CUSTOMIZATION TOOLS

PRINT ADVANCE

Reference Nbr.: <input type="text" value="-NEW-" />	Requested by: <input type="text" value="" />	Advance Total: 0.00
• Advance Type: MISC - Miscellaneous <input type="text" value="" />	Currency: MYR 1.00 <input type="text" value="VIEW BASE" />	VAT Taxable Total: 0.00
• Category Code: PELBAGAI <input type="text" value="" />	• Department ID: 90505 - JABATAN KIMIA, FAKULTI SF	VAT Exempt Total: 0.00
Status: On Hold	Payment Meth.: EFTCMB - EFT CIMB <input type="text" value="" />	Outstanding Advance T...: 0.00
• Date: 09/01/2024 <input type="text" value="" />	Approval Date: <input type="text" value="" />	
Ext Ref Nbr: <input type="text" value="" />		
• Description: <input type="text" value="" />		

ADVANCE DETAILS APPLICATION HISTORY TAX DETAILS FINANCIAL DETAILS APPROVAL DETAILS

Branch	Date	Description	Advan Amou	Amount in Advance Curr.	*Proje	Project Description	TaskID	Project Task Description	*Advance Account	Description	*Advance Sub.	Description
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l) EXPENSE CLAIM

Expense Claim

ANI BINTI ABDULLAH

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

SUBMIT PRINT

Reference Nbr.: <input type="text" value="-NEW-" />	Claimed By: <input type="text" value="" />	Claim Total: 0.00
Status: On Hold	Currency: MYR 1.00 <input type="text" value="VIEW BASE" />	Tax Total: 0.00
• Date: 09/01/2024 <input type="text" value="" />	Department ID: 90505 - JABATAN KIMIA, FAKULTI SF	Advance Applied: 0.00
Approval Date: <input type="text" value="" />	Customer: <input type="text" value="" />	Net Claim Payable: 0.00
• Advance Type: MISC - Miscellaneous <input type="text" value="" />	Outstanding Advance A...: 0.00	Advance Refundable: 0.00
Ext Ref Nbr: <input type="text" value="" />		Paid with Credit Card: 0.00
• Description: asdfjdsa		Wakaf Amount: 0.00

DETAILS ADVANCE APPLIED DETAILS TAXES FINANCIAL APPROVALS

Branch	Date	Ref. Nbr.	*Expense Item	*Description	Quantity	*UOM	Unit Cost	Amount	Claim Amount	Paid with Credit Card	Corporate Card	Currency	Amount in Claim Curr.	Status
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Expense Claim

ANI BINTI ABDULLAH

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

SUBMIT PRINT

Reference Nbr.: <input type="text" value="-NEW-" />	Claimed By: <input type="text" value="" />	Claim Total: 0.00
Status: On Hold	Currency: MYR 1.00 <input type="text" value="VIEW BASE" />	Tax Total: 0.00
• Date: 09/01/2024 <input type="text" value="" />	Department ID: 90505 - JABATAN KIMIA, FAKULTI SF	Advance Applied: 0.00
Approval Date: <input type="text" value="" />	Customer: <input type="text" value="" />	Net Claim Payable: 0.00
• Advance Type: MISC - Miscellaneous <input type="text" value="" />	Outstanding Advance A...: 0.00	Advance Refundable: 0.00
Ext Ref Nbr: <input type="text" value="" />		Paid with Credit Card: 0.00
• Description: asdfjdsa		Wakaf Amount: 0.00

DETAILS ADVANCE APPLIED DETAILS TAXES FINANCIAL APPROVALS

Quantity	*UOM	Unit Cost	Amount	Claim Amount	Paid with Credit Card	Corporate Card	Currency	Amount in Claim Curr.	Status	*Project/Contract	Project Task	*Expense Account	*Expense Sub.	Tax Category
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