**[Peraturan 9(2)]**

Borang 13

**Kewangan - Arkib 13/08**

**PENENTUSAHAN PEMUSNAHAN**

**REKOD KEWANGAN DAN PERAKAUNAN**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **BUTIR-BUTIR JABATAN** | | | | | | | | | | | | | | | | | | | |
| (1) |  | | | | | | | | (2) | | |  | | | | | | | |
| Kementerian / Jabatan / Agensi : | | | | | | | | Bahagian / Cawangan / Unit : | | | | | | | |
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| **MAKLUMAT MENGENAI PEMUSNAHAN** | | | | | | | | | | | | | | | | | | | |
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| (3) | Kelulusan bagi Pemusnahan | | | | | | | |  |  | | | | | | | | | |
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|  | * Arkib Negara, No Rujukan | | | | | : | | | | | | | | | Tarikh : | | |  | |
|  | * Audit Negara, No Rujukan | | | | | : | | | | | | | | | Tarikh : | | |  | |
|  | * Akauntan Negara, No Rujukan | | | | | : | | | | | | | | | Tarikh : | | |  | |
|  | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| (4) | Meter Panjang Rekod Yang Dimusnahkan : | | | | | | | | | | | | | | | | | | |
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|  | | | | | | | | | | | | | | | | | | | |
| (5) | Kaedah Pemusnahan (tandakan) : | | | | | | | | (6) | | No Resit (Jika Dijual) : | | | | |  | | | |
|  | | | | | | | | | | | | | | | | | | | |
|  |  | dibakar |  | dirincih |  | | dikitar semula | | | | | |  | dipadamkan | | |  | | dijual |
|  | | | | | | | | | | | | | | | | | | | |
| (7) |  | | | | | | | | (8) | | |  | | | | | | | |
| Tarikh Pemusnahan : | | | | | | | | Tempat Pemusnahan: | | | | | | | |
|  | | | | | | | |  | | | | | | | |
| PEGAWAI YANG MELAKSANAKAN PEMUSNAHAN | | | | | | | | | | | | | | | | | | | |
| (9) |  | | | | | | | | (10) | | |  | | | | | | | |
| Nama Pegawai : | | | | | | | | Nama Saksi : | | | | | | | |
| Tandatangan : | | | | | | | | Tandatangan : | | | | | | | |
| Jawatan : | | | | | | | | Jawatan : | | | | | | | |
|  |  | | | | | | | |  | | |  | | | | | | | |
| PENENTUSAHAN | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| (11) | Saya mengesahkan bahawa rekod di atas telah dimusnahkan dengan sewajarnya mengikut Seksyen 25 dan 26, Akta Arkib Negara 2003 [Akta 629], dan Arahan Perbendaharaan 150. | | | | | | | | | | | | | | | | | | |
|  | | | | | | |  | | | | | | | | | | | |
| Nama Pegawai : | | | | | | | Tandatangan dan Meterai / Cap Jabatan : | | | | | | | | | | | |
|  | | | | | | |  | | | | | | | | | | | |
| Jawatan : | | | | | | | Tarikh : | | | | | | | | | | | |
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