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PERTANIAN UNTUK RAKYAT

TAKLIMAT PENGGUNAAN SISTEM PUTRA FINANCE

INSTITUT BIOSAINS (IBS)

NORAINI BINTI ABDULLAH
AKAUNTAN, PEJABAT BURSAR

18 SEPTEMBER 2025

Berilmu Berbakti Pertanian • Inovasi • Kehidupan

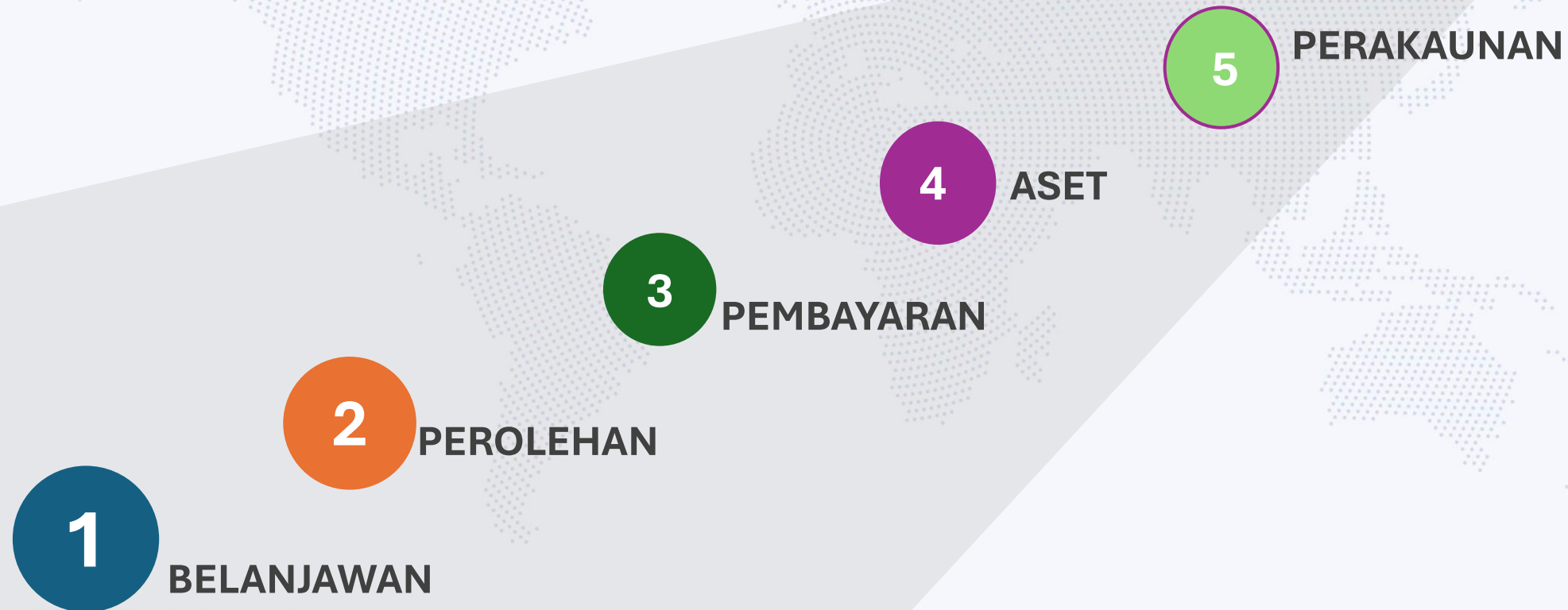


PENGURUSAN KEWANGAN



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SUMBER RUJUKAN PTJ



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https://bursar.upm.edu.my/muat_turun_dokumen/sistem_kewangan_putra_finance_dan_sistem_sokongan_tindakan_pusat_tanggungjawab-14996

PEJABAT BURSAR

MENGENAI KAMI PERKHIDMATAN RUJUKAN MUAT TURUN DOKUMEN PROGRAM BAHAGIAN DAN SEKSYEN KEWANGAN
MAKLUMAN KAJIAN KEPUASAN PELANGGAN SISTEM KEWANGAN

Sign In

Username
Password

Log In

PUTRA FINANCE

Select a sign-in option

Username
Password

Next

» SISTEM KEWANGAN

SISTEM KEWANGAN

Muat turun dokumen sistem kewangan.

SISTEM KEWANGAN PUTRA FINANCE DAN SISTEM SOKONGAN - TINDAKAN PUSAT TANGGUNGJAWAB

SISTEM KEWANGAN PUTRA FINANCE DAN SISTEM SOKONGAN - TINDAKAN PUSAT TANGGUNGJAWAB

PAUTAN SISTEM KEWANGAN

- [SISTEM PUTRA FINANCE](#)
- [SISTEM E-CLAIMS](#)
- [SISTEM PENGURUSAN ASET \(SPA\)](#)
- [SISTEM PENGURUSAN STOR \(SPS\)](#)

KAEDAH MENGAKSES SISTEM

- [SISTEM PUTRA FINANCE 01/06/2024](#)
- [SISTEM E-CLAIMS](#)
- [SISTEM PENGURUSAN ASET \(SPA\)](#)
- [SISTEM PENGURUSAN STOR \(SPS\)](#)

[BORANG PENGURUSAN ID PENGGUNA PUTRA FINANCE \(PUSAT TANGGUNGJAWAB\) \(01.06.2025\)](#)

[CARTA ALIR PROSES PENDAFTARAN/KEMASKINI ID PENGGUNA PUTRA FINANCE](#)

LIHAT JUGA

[PEROLEHAN](#)

[PEMBAYARAN](#)

[PERAKAUNAN KEWANGAN](#)

[PENGURUSAN HASIL DAN KAWALAN KREDIT](#)

[PENGURUSAN ASET](#)

[KEMUDAHAN KEWANGAN STAF](#)

[PROSEDUR PENTADBIRAN](#)

[BELANJAWAN DAN PENJANAAN PENDAPATAN](#)

[BAHAGIAN KEWANGAN PEMBANGUNAN](#)

[BAHAN KURSUS / SEMINAR / LATIHAN PEJABAT BURSAR 2023](#)

BORANG PENGURUSAN ID PUTRA FINANCE



BORANG PENGURUSAN ID PENGGUNA PUTRA FINANCE (PUSAT TANGGUNGJAWAB)

A. MAKLUMAT PEMOHON (USER INFORMATION)

Nama : _____ No Staf : _____
 Jawatan: _____ No Telefon: _____
 Emel: _____
 PTJ/Jabatan: _____
 Tandatangani Pemohon: _____ Tarikh : _____

Kod Branch	S01	S02	S03	S04	S05	S06	S08	S10
Kod PTJ sila masukkan kod PTJ @ tanda ✓ (untuk S04)				70000 ()				

**S01:mengurus, S02:kolej kediaman, S03:penyelidikan (5xx/9xx/63xx), S04:pembangunan, S05:amanah (61xx,62XX), S06:amanah (68xx), S08:amanah (64xx,65XX,66XX), S10: Pelajar

AKSES TAMBAHAN	MODUL
VIEW	GL () AP () EP () CA () AR () BC () PC () PAYROLL () IV () ST ()
CLERK	GL () AP () EP () CA () AR () BC () PC () PAYROLL () IV () ST ()
FA	Pegawai Aset () Pegawai Penverifikasi Aset () <i>(Peranan Akses Sebagai Pegawai Aset dan Pegawai Penverifikasi Aset akan diluluskan oleh Pegawai Di BKPA Sahaja)</i>

**GL: General Ledger, AP:Account Payable, EP:Advance & Claim, CA:Cash Account, AR:Account Receivable, BC:Budget Control, PC: Project Costing, Payroll:Payroll, IV: Investment, FA:Fixed Asset, ST:Stok

B. PENGESAHAN KETUA PTJ/KETUA JABATAN/PEGAWAI TADBIR BAGI PTJ YANG DIMOHON

Permohonan Baharu
 PELULUS
 PENGESAH
 PENYEMAK
 PENGGUNA

Kemaskini ID.
 PELULUS
 PENGESAH
 PENYEMAK
 PENGGUNA

Penamatan ID
 PELULUS
 PENGESAH
 PENYEMAK
 PENGGUNA

*Sila lampirkan surat kuasa sebagai PELULUS/PENGESAH (jadual 2@jadual 3) dan senarai tugas jika sebagai PENYEMAK KEWANGAN PTJ

Tandatangan: _____ Cap Jawatan: _____

1. Bagi akses kod PTJ yang berbeza dengan PTJ asal pemohon, sila dapatkan pengesahan daripada PTJ yang berkenaan (contoh: staf di PTJ Fakulti Sains (10501) tetapi ingin menggunakan branch Institut Biosains (12038), sila dapatkan kelulusan PTJ Insitut Biosains)
2. Setiap permohonan hanya untuk 1 PTJ sahaja
3. PTJ adalah bertanggungjawab untuk memastikan proses penamatan ID dibuat bagi staf yang telah bertukar PTJ/tugasan PTJ isi SPICT (pilih Aduan dan Perkhidmatan > Sistem Aplikasi > Subkategori – Putra Finance – UPM-ID) dan muatnaik borang yang telah disahkan oleh Bahagian BPOB/Seksyen Kewangan Pejabat Bursar

UNIVERSITI PUTRA MAL...
S01-10304-P.KECEMERLANG...

15/09/2025
8:29 AM

NORAINI BINTI ABDULLAH
UPMProd



UNIVERSITI PUTRA MALAYSIA SERDANG

- S01-00000
- S01-10018
- S01-10032-PEJABAT BURSAR
- S01-10033
- S01-10060
- S01-10065-INSTITUT PENYELIDIKAN MATEMATIK
- S01-10073-P.PEMBNGNAN & KECMRLNGN KEPEMIMPINAN AKADEMIK
- S01-10075-INSTITUT PENYELIDIKAN PENUAAN MALAYSIA
- S01-10078
- S01-10080-AKADEMI SUKAN
- S01-10131-PEJABAT PENDAFTAR
- S01-10132-PEJABAT PENASIHAT UNDANG-UNDANG
- S01-10133-KHAS PAKAIAN SERAGAM
- S01-10134-PENGURUSAN KAD PINTAR
- S01-10135-KHAS PPAUPM
- S01-10136

Companies: 1, Branches: 745

BORANG PENGURUSAN ID SISTEM PENGURUSAN ASET



 	BORANG PENGURUSAN ID PENGGUNA SISTEM PENGURUSAN ASET DAN SISTEM E-STOK (PUSAT TANGGUNGJAWAB)
---	---

A. MAKLUMAT PENGGUNA

Nama : _____ No Staf : _____
Jawatan: _____ No Telefon: _____
Emel: _____ PTJ/Jabatan: _____
Tandatangan Pemohon: _____ Tarikh : _____

*Kod Branch	S01	S02	S03	S04	S05	S06	S08	S10
Kod PTJ sila masukkan/tanda / (untuk S04 sahaja)				70000 ()				

S01:mengurus, S02:kolej kediaman, S03:penyelidikan(5xx/9xx/63xx),S04:pembangunan, S05:amanah (61xx,62XX), S06:amanah (68xx), S08:amanah (64xx,65XX,66XX), S10: Pelajar

*Akses Sistem

Sistem Pengurusan Aset (SPA) Sistem Pengurusan Stok (E-Stok)

*Peranan Dalam Sistem

Permohonan Baharu	Kemaskini ID.	Penamatan ID
<input type="checkbox"/> PELULUS	<input type="checkbox"/> PELULUS	<input type="checkbox"/> PELULUS
<input type="checkbox"/> PENGESAH**	<input type="checkbox"/> PENGESAH**	<input type="checkbox"/> PENGESAH**
<input type="checkbox"/> PENGGUNA	<input type="checkbox"/> PENGGUNA	<input type="checkbox"/> PENGGUNA

B. PENGESAHAN KETUA PTJ/KETUA JABATAN/ PEGAWAI TADBIR BAGI PTJ YANG DIMOHON

Tandatangan:

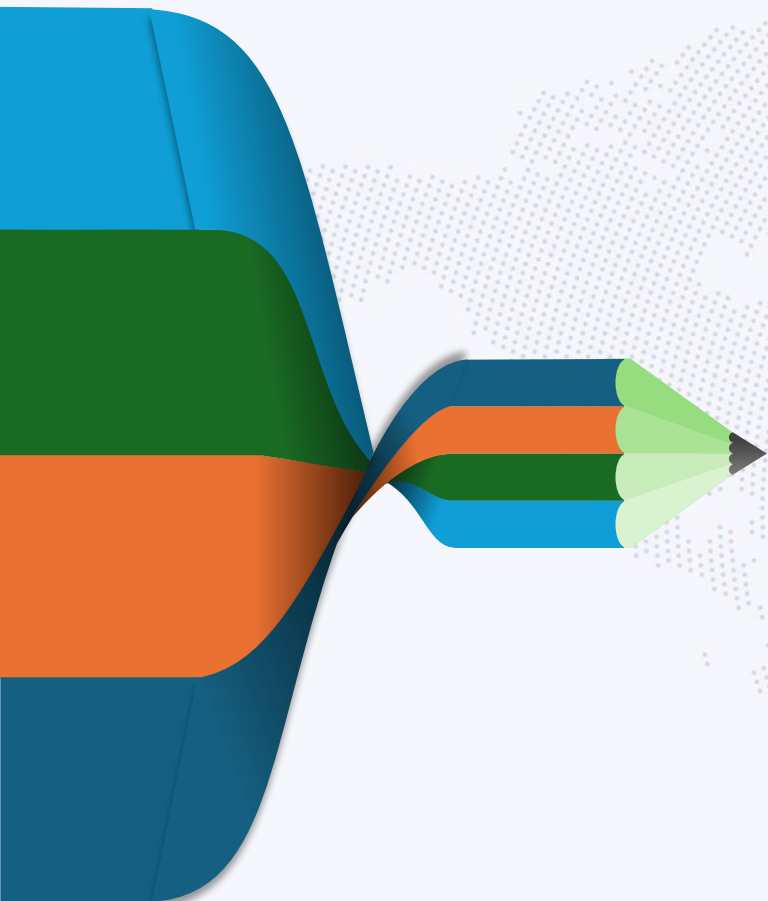
Cop Jawatan:

C. KELULUSAN PEJABAT BURSAR (BAHAGIAN KEWANGAN PENGURUSAN ASET)



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BELANJAWAN

INQUIRIES-BUDGET BALANCE



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UPM UNIVERSITI PUTRA MALAYSIA

Search...

UNIVERSITI PUTRA MALAYSIA
S01-10304-P.KECEMERLANG...

Budget Control

Budget Ledgers | Budget Line Items | Manual Budget Transaction | Open and Close Budget Years

Data Entry
Manual Budget Transaction

Inquiries
Budget Balance
Budget Entries
Account Map Inquiry
★ Budget Balance by Day
Budget Line Item Mapping Rule
BCBudgetLIneltem
BC Manual Transaction List
Budget Balance GI

Standard Reports
Votebook
★ Operating Expenditures

Setup
Budget Ledger
Budget Line Items

Processes
Open and Close Budget Years

Scenarios
Import BC Manual Budget Trans...

Budget Control
PU-RQ Se
PU-PO Se
GL Semak
CB Semak
AP-INV Se
AP-PAY S
AR INV Se

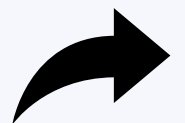


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BERILMU BERBAKTI



Samakan baki di *Budget Balance* mengikut peruntukan

1. Semak baki bajet mengikut peruntukan:-
 - Peruntukan Mengurus (DA, DB, DO,SD) – S01
 - Peruntukan Geran Penyelidikan – S03
 - Peruntukan Tabung Amanah lain – S05, S06, S08



BUDGET BALANCE



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PUTRA
PERTANIAN UNTUK RAKYAT

Search...



UNIVERSITI PUTRA MAL...
S01-12038-INSTITUT BIOSAI...

09/09/2025
9:27 AM



NORAINI BINTI ABDULLAH
UPMProd

Budget Balance

CUSTOMIZATION TOOLS

VALIDATE

* Budget Ledger: S0112038
* Year: 2025
Parent Budget Line Item:

- KW MEI
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X
- 01-X

BLI	BLI Name
> KW MEI	
01-XXX	01-XXXXXXXX-12038-DA-A30000
01-XXX	01-XXXXXXXX-12038-DA-P10000
> 01-XXX	01-XXXXXXXX-12038-DA-P20000
01-XXX	01-XXXXXXXX-12038-DA-P23200
01-XXX	01-XXXXXXXX-12038-DA-P24601
01-XXX	01-XXXXXXXX-12038-DA-P29101
01-XXX	01-XXXXXXXX-12038-DA-P29198
01-XXX	01-XXXXXXXX-12038-DA-P29300
01-XXX	01-XXXXXXXX-12038-DA-P29399

BALANCE	Carryforward	Supplement	Virement	W
44,570.65	0.00	170,000.00	0.00	
2,300.00	0.00	0.00	8,299.00	
61,982.32	0.00	0.00	0.00	
13,023.76	0.00	80,000.00	-8,299.00	
72,312.94	0.00	0.00	0.00	
6,840.00	0.00	0.00	0.00	
14,737.80	0.00	90,000.00	0.00	
81,805.86	0.00	0.00	0.00	
0.00	0.00	0.00	0.00	
0.00	0.00	0.00	0.00	

Contoh semakan peruntukan mengurus IBS




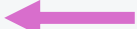

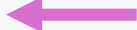


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Budget Balance

CUSTOMIZATION TOOLS ▾

VALIDATE

* Budget Ledger:  
* Year:  
Parent Budget Line Item:  

BLI	Descriptic	%	Open	BALANCE	Carryforward	Supplement	Virement	Warrant	PLAN
> 01-XXXXXXXX-12038-DA-P20000	PERKHI...	-0.93	183,979.40	17,617.56	0.00	80,000.00	-8,299.00	0.00	255,680.40

STANDARD REPORTS-VOTEBOOK



Budget Control

☆ Favorites

📊 Data Views

📑 General Ledger

📈 Dashboards

💰 Cash Book

⊖ Payables

⊕ Receivables

🛒 Purchasing

Budget Control

Budget Control

💰 Budget Ledgers

1= Budget Line Items

📄 Manual Budget Transaction

📄 Open and Close Budget Years

Data Entry

Manual Budget Transaction

Inquiries

Budget Balance

Budget Entries

Account Map Inquiry

★ Budget Balance by Day

Budget Line Item Mapping Rule

BCBudgetLInItem

BC Manual Transaction List

Standard Reports

Votebook

★ Operating Expenditures

Setup

Budget Ledger

Budget Line Items

Processes

Open and Close Budget Years

Scenarios

Import BC Manual Budget Trans...

Samakan baki di *Votebook* mengikut peruntukan bagi memastikan baki sama dengan *Budget Balance*



Votebook TOOL

[RUN REPORT](#) [SAVE TEMPLATE](#) [REMOVE TEMPLATE](#) [SCHEDULE TEMPLATE](#) [EDIT REPORT](#)

Template: [dropdown] x

Default Shared

REPORT PARAMETERS [ADDITIONAL SORT AND FILTERS](#) [PRINT AND EMAIL SETTINGS](#) [REPORT VERSIONS](#)

Budget Ledger: S0112038

* Report Date: 09/09/2025

BLI Name: [input]

Translation Currency: [input]

Currency Rate Type: [input]

Select - BLI Name

SELECT [refresh] [back] [input]

↑	BLIID	BLI Name	BLI Description
	682942	01-XXXXXXXX-12038-DA-A...	ASET
	682943	01-XXXXXXXX-12038-DA-P...	EMOLUMEN
>	682944	01-XXXXXXXX-12038-DA-P...	PERKHIDMATA...
	682945	01-XXXXXXXX-12038-DA-P...	UTILITI
	682946	01-XXXXXXXX-12038-DA-P...	SEWAAN KOM...
	682947	01-XXXXXXXX-12038-DA-P...	PERUBATAN

|< < > >|

Contoh S0112038 di *Budget Balance= Baki Votebook*



Votebook

TO

Type your query here

Report Votebook

Report Date: 15/09/2025 Rate Type: Page: 1 of 96

User: NORAINI BINTI ABDULLAH

Trans. Curr: Rate: Date: 15/09/2025 8:51 AM

Budget Ledger: **S0112038 (KW MENGURUS S01-12038)**

BLI: **01-XXXXXXX-12038-DA-P20000 (PERKHIDMATAN DAN BEKALAN)**

Opening Budget:	183,979.40
Additional Budget Adjustments:	71,701.00
Total Allocated Budget:	255,680.40
Budget Spent:	-238,062.84
Budget Balance as of 15/09/2025:	17,617.56

Date	Transaction Details	Tran. Ref. No.	Debit	Credit	Requisition	Commitment	Liability	Expenditure	Available balance
01/01/2025	Balance brought forward as of 01/01/2025								0.00
16/01/2025	BC/OP25000048BAJET 2025	OP25000048	0.00	25,000.00					25,000.00
21/01/2025	RQ/Requisitions/S25112038R00001/PF000135 PSF FUMIGATION SDN. BHD.	25-0003330	1,140.00	0.00	1,140.00				23,860.00
21/01/2025	RQ/Requisitions/S25112038R00001/PF000135 PSF FUMIGATION SDN. BHD.	25-0003330	1,140.00	0.00	1,140.00				22,720.00
21/01/2025	RQ/Requisitions/S25112038R00001/PF000135 PSF FUMIGATION SDN. BHD.	25-0003330	407.00	0.00	407.00				22,313.00
21/01/2025	RQ/Requisitions/S25112038R00001/PF000135 PSF FUMIGATION SDN. BHD.	25-0003330	407.00	0.00	407.00				21,906.00
21/01/2025	RQ/Requisitions/S25112038R00001/PF000135 PSF FUMIGATION SDN. BHD.	25-0003330	407.00	0.00	407.00				21,499.00
21/01/2025	RQ/Requisitions/S25112038R00001/PF000135 PSF FUMIGATION SDN. BHD.	25-0003330	407.00	0.00	407.00				21,092.00

CUSTOM REPORTS-BUDGET MONITORING REPORT UPM



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The screenshot displays the 'Budget Control' interface. On the left is a navigation sidebar with the following items: Favorites, Data Views, General Ledger, Dashboards, Cash Book, Payables, Receivables, Purchasing, and Budget Control (highlighted with a red box). The main content area is titled 'Budget Control' and contains several functional buttons: Budget Ledgers, Budget Line Items, Manual Budget Transaction, and Open and Close Budget Years. Below these are three columns of report options: 'Data Entry' (Manual Budget Transaction, Manual Budget Adjustment, Budget Warrant Entry), 'Inquiries' (Budget Balance, Budget Entries, Revenue Estimate, Account Map Inquiry, BudgetCheckingQuery, BudgetProjectChecking), 'JPKA & MPSAS' (Laporan Kedudukan Kumpulan..., Statement of Budget Performanc..., Presentation of Budget Informati...), 'Standard Reports' (Votebook, Funding Exception, BLI Activity, Operating Expenditures, Budget Monitoring Report, Budget Transaction Detail), and 'Custom Reports' (Budget Monitoring Report UPM - highlighted with a red box, Budget Checking Inquiries, PU-RQ Semak Bajet, PU-PO Semak Bajet, GL Semak Bajet, CB Semak Bajet, AP-INV Semak Bajet, AP-PAY Semak Bajet, AR INV Semak Bajet). A black arrow points from the 'Budget Control' menu item to the 'Budget Monitoring Report UPM' option.

Untuk menyemak prestasi perbelanjaan berbanding peruntukan



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Budget Monitoring Report UPM

[RUN REPORT](#) [SAVE TEMPLATE](#) [REMOVE TEMPLATE](#) [SCHEDULE TEMPLATE](#) [EDIT REPORT](#)

Template x

Default Shared

REPORT PARAMETERS [ADDITIONAL SORT AND FILTERS](#) [PRINT AND EMAIL SETTINGS](#) [REPORT VERSIONS](#)

Budget Year: 2025

As At Date: 15/09/2025

Expense Ledger: S0112038

Expense BLI: 682944

Revenue Ledger:

Revenue BLI:

Penjelasan perbelanjaan...

Tindakan Penyelesaian

Penjelasan perbelanjaan...

Select - Expense BLI

SELECT

	BliiID	BLI Name	BLI Description
>	682944	01-XXXXXXXX-12038-DA-P...	PERKHIDMATA...
	682945	01-XXXXXXXX-12038-DA-P...	UTILITI

Contoh S0112038 di *Budget Monitoring Report*



Budget Monitoring Report UPM

PRINT SEND EXPORT ▾

Type your query here

Ringkasan Laporan Pengesanan Perbelanjaan Mengurus

Budget Year : 2025
As At Date: 15/09/2025
Expense Ledger: S0112038

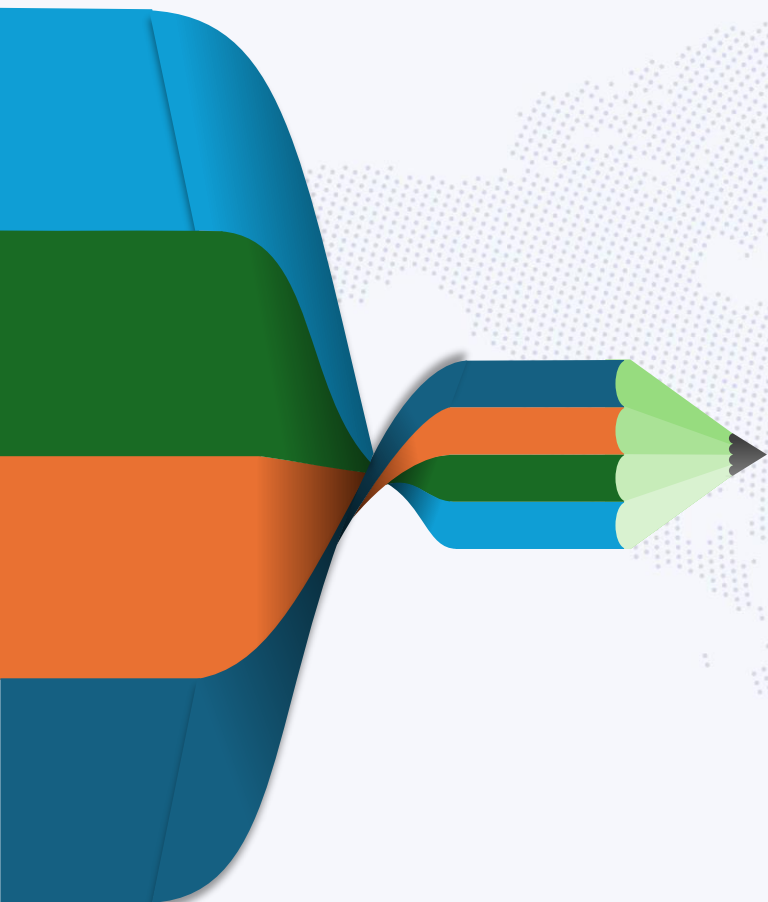
Page: 1 of 2
Date: 15/09/2025 8:59 AM
User: NORAINI BINTI ABDULLAH

Program / Aktiviti	Peruntukan Diluluskan a RM	Tambahan / Kurangan Peruntukan b RM	Jumlah Peruntukan Dipinda c = a+b RM	Jumlah Perbelanjaan Sebenar d RM	Jumlah Tanggungan e RM	Baki f = c-(d+e) RM	Perbelanjaan & Tanggungan / Peruntukan *g = ((d+e)/c)*% %
01-XXXXXXX-12038- PERKHIDMATAN DAN DA-P20000 BEKALAN	183,979.40	71,701.00	255,680.40	(159,889.84)	78,173.00	17,617.56	93.11
JUMLAH BELANJA	183,979.40	71,701.00	255,680.40	159,889.84	78,173.00	17,617.56	93.11



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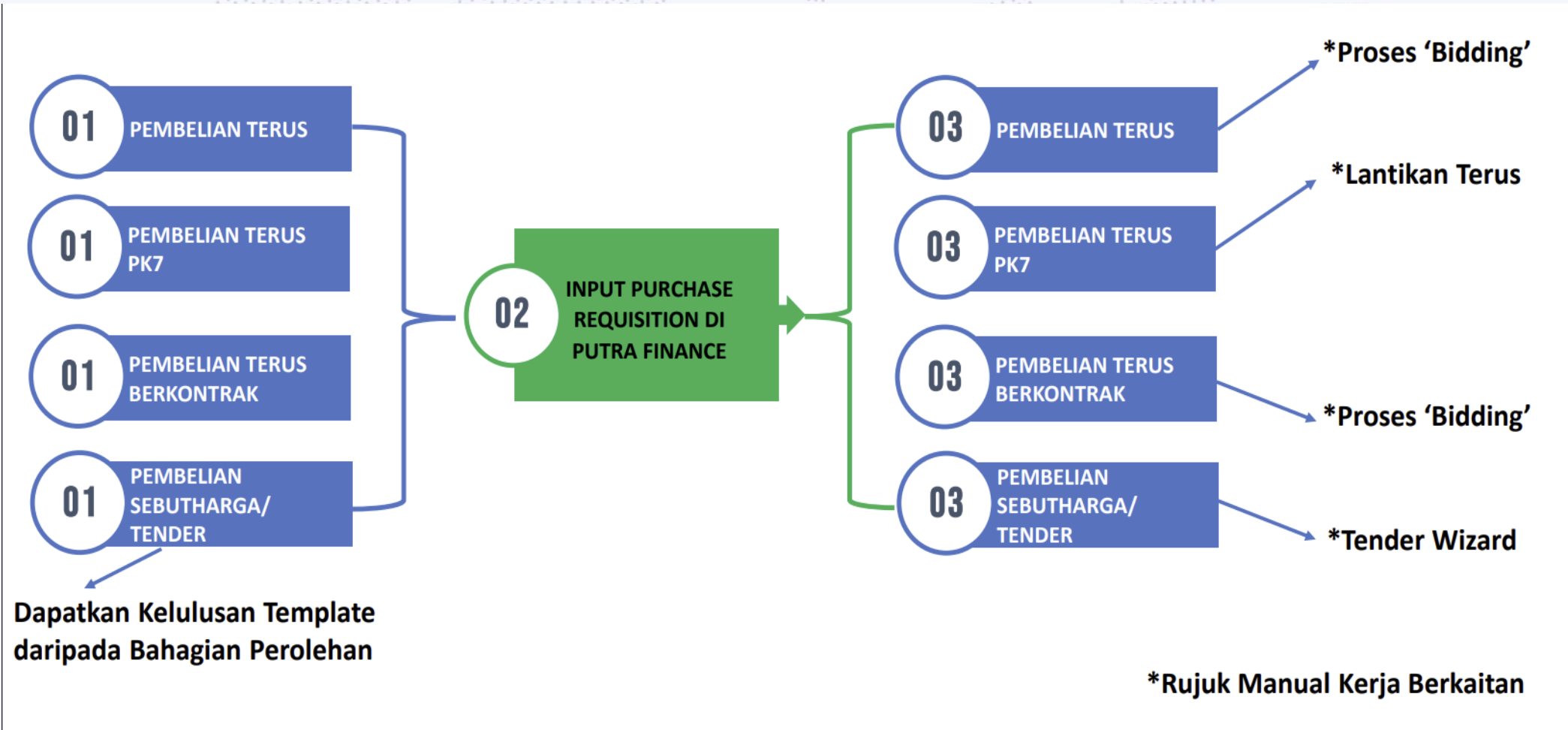
PEROLEHAN

FASA PENYEDIAAN *PURCHASE REQUISITION*



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DATA ENTRY-REQUISITION



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Purchasing

☆ Favorites

📊 Data Views

📅 General Ledger

📈 Dashboards

💰 Cash Book

⊖ Payables

⊕ Receivables

🛒 **Purchasing**

Purchasing

New Purchase Order

New Purchase Receipt

Data Entry

Requisitions

Purchase Orders

Purchase Receipts

Tender Award

Inquiries

Vendor Details

RQ-Semakan

Purchase Orders Line Details

Semakan *Requisitions* oleh pemohon di Modul *Requisition*

** search/filter by *Branch* peruntukan, Nombor Staf, status *Requisitions*



Requisitions

CUSTOMIZATION ▾ TOOLS ▾



ALL RECORDS MY REQUISITIONS UPMB UPMS RMK SKPB

Created By	Branch	Branch Name	Ref. Nbr.	Status	Priority	Date	Creator	Description
ela@upm.edu.my	S05-12038	S05-12038...	S25512038R00082	On Hold	Normal	03/09/2025	NA4657	Perkhidmatan ukur keluasan lantai
ela@upm.edu.my	S05-12038	S05-12038...	S25512038R00081	Pendin...	Normal	03/09/2025	NA4657	Pembelian consumable dan reager
ela@upm.edu.my	S03-12038	S03-12038...	S25312038R00168	Open	Normal	22/08/2025	NA4657	Baik pulih MiSeq - Dr. Yu
ela@upm.edu.my	S05-12038	S05-12038...	S25512038R00064	Released	Normal	12/08/2025	NA4657	Pembelian workstation - Dr. Yu
ela@upm.edu.my	S05-12038	S05-12038...	S25512038R00061	Released	Normal	11/08/2025	NA4657	Pembelian Nanopore - Dr. Yu
ela@upm.edu.my	S05-12038	S05-12038...	S25512038R00058	Released	Normal	11/08/2025	NA4657	Pembelian Microscope - Dr. Yu
ela@upm.edu.my	S05-12038	S05-12038...	S25512038R00054	Released	Normal	06/08/2025	NA4657	Dino-Lite Handheld Microscope Mo
ela@upm.edu.my	S03-12038	S03-12038...	S25312038R00145	Released	Normal	31/07/2025	NA4657	Liquid Nitrogen (Lina)
ela@upm.edu.my	S03-12038	S03-12038...	S25312038R00141	Released	Normal	31/07/2025	NA4657	Gelatin (Lina)

STATUS PURCHASE REQUISITIONS (PR)



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PERTANIAN UNTUK RAKYAT

PURCHASE REQUISITION (PR)	MAKSUD
ON HOLD	Sedang Diinput
PENDING APPROVAL	Sedang Disemak, Disahkan, Diluluskan
PENDING BIDDING	Proses Mendapatkan Sebutharga Vendor/Syarikat Dan Memasukkan <i>Vendor Response</i>
OPEN	Proses <i>Choose Vendor Selesai/Complete Bidding</i>



STATUS PESANAN BELIAN (PO) PADA SKRIN PURCHASE REQUISITIONS (PR)

STATUS PURCHASE REQUISITION (PR)	STATUS PURCHASE ORDER (PO)
OPEN	Belum <i>create PO</i>
RELEASED	PO telah di <i>create</i> oleh Seksyen/BPOB (status PO <i>ON HOLD/PENDING APPROVAL/APPROVE</i>)
RELEASED- PR perlu Cancel Request jika tidak digunakan	PO telah <i>REJECT</i>
RELEASED	PO telah selesai dibayar

DATA ENTRY-PURCHASE ORDER



Purchasing

☆ Favorites

📊 Data Views

📅 General Ledger

📈 Dashboards

💰 Cash Book

⊖ Payables

⊕ Receivables

🛒 **Purchasing**

Purchasing

New Purchase Order

New Purchase Receipt

Data Entry

Requisitions

Purchase Orders

Purchase Receipts

Tender Award

Inquiries

Vendor Details

RQ-Semakan

Purchase Orders Line Details

Semakan PO oleh pemohon di Modul PO

**** search/filter by Branch peruntukan, nama Vendor, status PO**



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Purchase Orders CUSTOMIZATION ▾ TOOLS ▾

🔄 ↶ + ✎ ⏪ ⏩ 🗑️

ALL RECORDS MY PURCHASE ORDERS UPMB UPMS UNINVOICED AMOUNT ZERO BUT STILL OPEN

Type: All ▾ Status: All ▾ Date: All ▾ Vendor: All ▾ Branch: Contains '12038' ▾

Branch	Type	Order Nbr.	Status	Promised On	Date	Order Total	Order Qty	Open Quantit	Uninv. Quan	Uninvoiced Amount	Vendor Name
S03-12038	Normal	S25312038P00146	Open	10/10/2025	11/09/2025	1,004.00	12.00	12.00	12.00	1,004.00	NEXT GENE SCIENTIF
S03-12038	Normal	S25312038P00145	Open	10/10/2025	11/09/2025	16,082.00	135.00	135.00	135.00	16,082.00	BIOTEK ABADI SDN. BI
S03-12038	Normal	S25312038P00144	Open	10/10/2025	11/09/2025	1,750.00	10.00	10.00	10.00	1,750.00	BIOTEK ABADI SDN. BI
S03-12038	Normal	S25312038P00143	Open	10/10/2025	11/09/2025	1,088.00	2.00	2.00	2.00	1,088.00	BIOTEK ABADI SDN. BI
S03-12038	Normal	S25312038P00142	Open	08/10/2025	09/09/2025	1,684.80	13.00	13.00	13.00	1,684.80	VITAR-SEGATEC SDN.
S05-12038	Normal	S25512038P00066	Rejected	08/10/2025	09/09/2025	6,400.00	1.00	1.00	1.00	6,400.00	ESCO MICRO (M) SDN
S05-12038	Normal	S25512038P00065	Open	08/10/2025	09/09/2025	360.00	40.00	40.00	40.00	360.00	H&H STATIONERY SDN
S05-12038	Normal	S25512038P00064	Open	08/10/2025	09/09/2025	549.00	1.00	1.00	1.00	549.00	PERSATUAN SAINS HA
S05-12038	Normal	S25512038P00063	Open	07/10/2025	08/09/2025	44,938.00	3.00	3.00	3.00	44,938.00	ROBUST HPC SDN BH
S05-12038	Normal	S25512038P00062	Open	03/10/2025	04/09/2025	350.00	1.00	1.00	1.00	350.00	MASAYU ENTERPRISE
S08-12038	Normal	S25812038P00011	Open	02/10/2025	03/09/2025	840.00	80.00	80.00	80.00	840.00	KATERING SATU SELE
S03-12038	Normal	S25312038P00141	Rejected	02/10/2025	03/09/2025	250.00	1.00	1.00	1.00	250.00	ASPIRE BIOSAINS PLT

STATUS PURCHASE ORDER (PO)



PURCHASE ORDER (PO)	MAKSUD
OPEN	PO belum bayar atau PO dengan PRC terlebih daripada kuantiti sepatutnya
COMPLETED	PO telah ada <i>Purchase Receipts</i> (PRC) tetapi belum buat bayaran ATAU PO terpaksa dibatalkan sebahagian baki belum bayar
REJECTED	PO telah <i>REJECT</i>
CLOSED	PO telah selesai dibayar
CANCELLED	PO telah dibatalkan

STATUS BAYARAN PADA PURCHASE ORDER



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PUTRA
PERTANIAN UNTUK RAKYAT

Search... UNIVERSITI PUTRA MAL... 09/09/2025 NORAINI BINTI ABDULLAH
S05-12038-INSTITUT BIOSAI... 10:46 AM UPMProd

Purchase Orders

Normal S25312038P00119 - NEXMILE RESOURCES

NOTES ACTIVITIES (1) FILES (1) CUSTOMIZATION TOOLS

Type:	Normal	Vendor:	NR000059 - NEXMILE RESOURCES	Line Total:	6,345.00
Order Nbr.:	S25312038F	Location:	MAIN - Primary Location	Discount Total:	0.00
Status:	Closed	Owner:	NA8664 - NUR SHAKIRAH BINTI SHAHA/	Tax Total:	0.00
	<input checked="" type="checkbox"/> Approved	Currency:	MYR 1.00 VIEW BASE	Order Total:	6,345.00
Date:	12/08/2025	Vendor Ref.:	S25312038R00133	First Printed O...:	13/08/2025
Promised On:	11/09/2025		<input type="checkbox"/> Direct Purchase Order Limit	First Printed By:	NUR SHAKIRAH BINTI SHAHA/
Description:	PEMBELIAN BAHAN PENYELIDIKAN				

DOCUMENT DETAILS TAXES SHIPPING VENDOR INFO APPROVALS **PO HISTORY** PREPAYMENTS OTHER BUDGET DETAILS

Type	Receipt Nbr.	Date	Status	Receive Qty.	Type	Reference Nbr.	Date	Status	Invoiced Qty.
Receipt	S25312038R00114	26/08/2025	Released	2.00	Invoice	S25312038I00183	26/08/2025	Closed	2.00

Status bayaran pada PO apabila PRC terlebih



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- Untuk PO dengan Inventory **ID NONSTOCK**-
- perlu buat terimaan aset melalui SPA
- Purchase Receipt akan dijana secara automatik
- tidak perlu Enter PO Receipt manual dr PO

Purchase Orders

Normal S25512242P00376 - WAWASAN COMPUTER SALES & SERVICES

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

ENTER PO RECEIPT

Type: Normal Vendor: SWC000009 - WAWASAN COMPUTER S Line Total: 970.00
Order Nbr.: S25512242f Location: MAIN - Primary Location Discount Total: 0.00
Status: Open Owner: NA3607 - ROSLINA BINTI MOHD DERIS Tax Total: 0.00
 Approved Currency: MYR 1.00 VIEW BASE Order Total: 970.00
Date: 16/07/2025 Vendor Ref.: First Printed O... 18/07/2025
Promised On: 15/08/2025 Direct Purchase Order Limit First Printed By: NUR AINAA BINTI MUHAMAD I:
Description: PEMBELIAN BAHARU PRINTER

DOCUMENT DETAILS TAXES SHIPPING VENDOR INFO APPROVALS PO HISTORY PREPAYMENTS OTHER BUDGET DETAILS

Line Nbr.	Branch	Inventory ID	Line Type	Warehouse	Sub.	Accrual Sub.	Accour	Project Task	Accrual Account	UOM	Order Qty.
1	S05-12242	NONSTOCK	Non-...	S05-12242A	05-12242-XX	05-12242-XX	P27801	6204700-12242-P27801	L11105	EACH	2.00

COMPUTER SALES & SERVICES

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

ENTER PO RECEIPT

Status: Open Owner: NA3607 - ROSLINA BINTI MOHD DERIS Line Total: 970.00
 Approved Currency: MYR 1.00 VIEW BASE Discount Total: 0.00
Date: 16/07/2025 Vendor Ref.: Tax Total: 0.00
Promised On: 15/08/2025 Direct Purchase Order Limit Order Total: 970.00
Description: PEMBELIAN BAHARU PRINTER First Printed O... 18/07/2025
First Printed By: NUR AINAA BINTI MUHAMAD I:

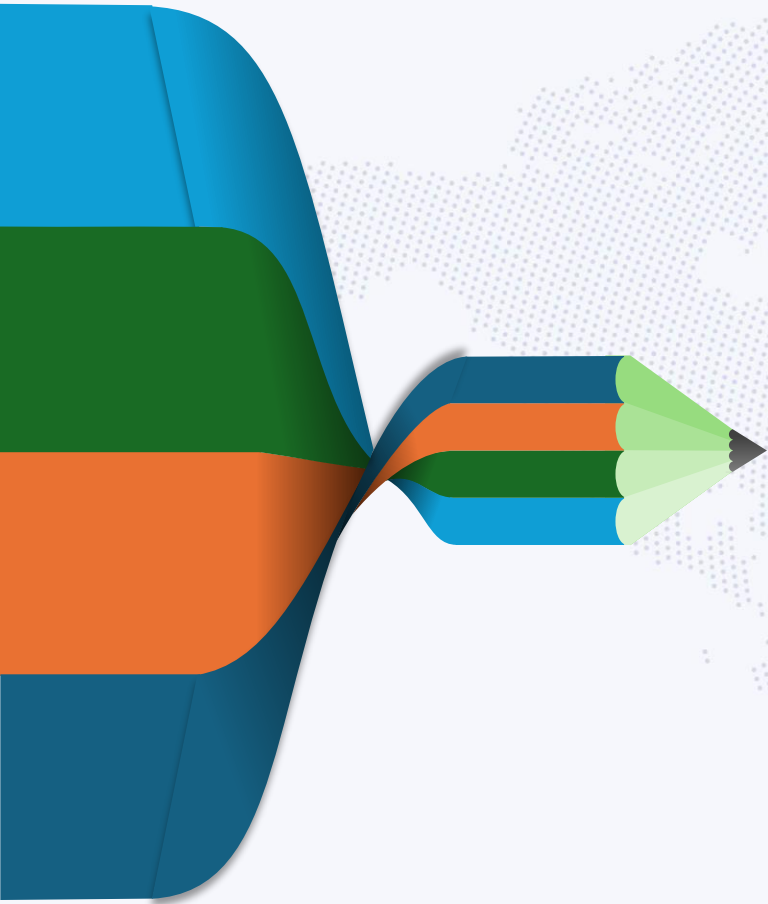
DOCUMENT DETAILS TAXES SHIPPING VENDOR INFO APPROVALS PO HISTORY PREPAYMENTS OTHER BUDGET DETAILS DIGITAL SIGNING

Type	Receipt Nbr.	Date	Status	Receive Qty.	Type	Reference Nbr.	Date	Status	Invoiced Qty.	Invoiced Amt.	PPV Amt.	Currency
Receipt	S25512242R00374	31/07/2025	On Hold	2.00	Invoice	S25512242I00470	15/08/2025	Closed	2.00	970.00	0.00	MYR
Receipt	S25512242R00388	05/08/2025	Released	2.00								



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PERTANIAN UNTUK RAKYAT



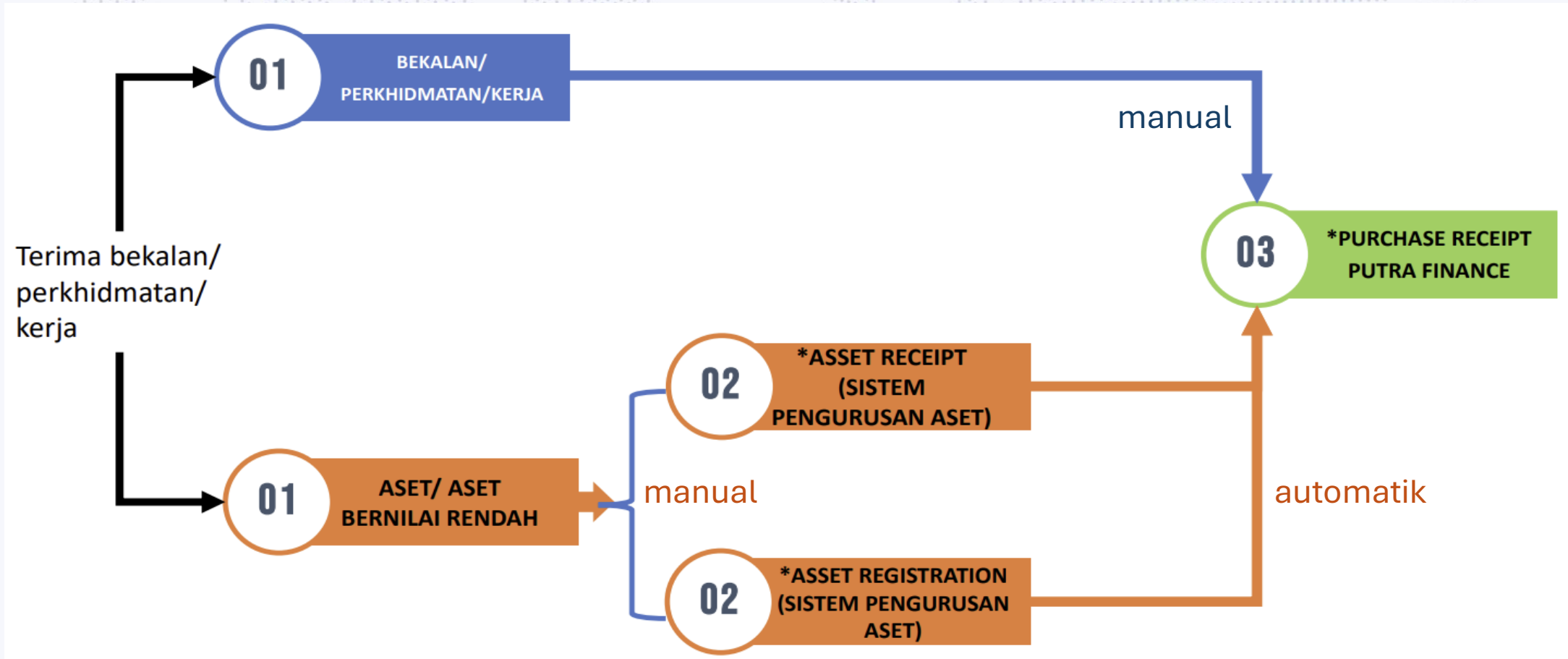
PEMBAYARAN

FASA PENYEDIAAN GRN/ *PURCHASE RECEIPT*



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PUTRA
PERTANIAN UNTUK RAKYAT



CUSTOM REPORTS-AP BALANCE BY GL ACCOUNT UPM



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The screenshot shows a software interface with a left-hand navigation menu and a main content area. The navigation menu includes: Favorites, Data Views, General Ledger, Dashboards, Cash Book, and Payables (highlighted with a red box). The main content area is titled 'Payables' and contains a list of reports. The 'Payables' menu item is connected by a black arrow to the 'AP Balance by GL Account UPM' report, which is also highlighted with a red box. The reports listed under 'Payables' are: Laporan AP 58(a), Laporan AP 59, Laporan Kelewatan Bayaran Bil, Vendor History, AP Edit, AP Edit Detailed, AP Register, AP Retainage Register, AP Register Detailed, AP Payment Register, AP Batch Register, Approve Invoices for Payment, Generate Recurring Transactions, Generate Intercompany Docume..., Close Financial Periods, Recalculate Vendor Balances, Validate Addresses, and Custom Reports.

Laporan Semakan Status Pembayaran Vendor/Pembekal/Staf



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PUTRA
PERTANIAN UNTUK RAKYAT

AP Balance by GL Account UPM

RUN REPORT SAVE TEMPLATE REMOVE TEMPLATE

Template x

Default Shared

REPORT PARAMETERS ADDITIONAL SORT AND FILTERS

Report Format: Open + Current Period

Company/Branch: S01-12038 - S01-12038-INSTITU...

* Financial Period: 09-2025

Include Applications

Vendor Class:

1) Report Format-Open + Current Period:

- Pembekal ada invois yang telah dibayar/belum dibayar
- Staf ada tuntutan yang telah lulus di E-Claim tetapi belum dibayar/telah dibayar

2) Report Format- Vendor Summary:

- Ringkasan status pembayaran vendor

Vendor Class:

- Jika tidak pilih, semua kategori akan dikeluarkan
- Jika pilih INDIVIDU-semua individu akan dipaparkan
- Jika pilih KTANGANS-semua staf akan dipaparkan
- Jika pilih PEMIUTANGS-semua vendor akan dipaparkan

Report Format *Open + Current Period*



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AP Balance by GL Account UPM

TOOLS

Type your query here Find

AP Balance by Account (Open + Current Period)

Company/Branch: S08-12038
Vendor Class: ALL

Financial Period: 09-2025
Include Applications

Page: 1 of 1
Date: 15/09/2025 11:11 AM
User: NORAINI BINTI ABDULLAH

Account	Subaccount	Description
L11104	01-00000-XX	Pemiutang Kakitangan

Vendor	Vendor Name
K05469	SALMAN AZIZI BIN SULAIMAN

Ref. Number	Applied To	Doc. Type	Vendor Ref.	Doc. Date	Entered	Posted	Closed	Description	Amount	Balance	Eclaim Nbr
S25812038100046		Invoice	S25812038L00025	09/09/2025	09-2025	09-2025		LOCAL MISCELLANEOUS CLAIM P2527484	1,188.00	1,188.00	P2527484
Vendor Documents Total:										1,188.00	
Vendor Unrealized Gain/Loss:										0.00	

Vendor	Vendor Name
NA5806	MUHAMMAD FAREEQ BIN ZAINOL ABIDIN

Ref. Number	Applied To	Doc. Type	Vendor Ref.	Doc. Date	Entered	Posted	Closed	Description	Amount	Balance	Eclaim Nbr
S25812038100045		Invoice	S25812038L00024	09/09/2025	09-2025	09-2025	09-2025	LOCAL MISCELLANEOUS CLAIM P2527288	81.70	0.00	P2527288
	S25812038P00059	Cheque		10/09/2025	09-2025	09-2025			-81.70		
S25812038P00059		Cheque		10/09/2025	09-2025	09-2025	09-2025	LOCAL MISCELLANEOUS CLAIM P2527288	-81.70	0.00	
	S25812038100045	Invoice		09/09/2025	09-2025	09-2025			81.70		

Vendor Documents Total:	0.00
Vendor Unrealized Gain/Loss:	0.00
Account Documents Total:	1,188.00
Account Unrealized Gain/Loss:	0.00

Grand Total:	1,188.00
---------------------	-----------------

Report Format Vendor Summary



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AP Balance by GL Account UPM

TOOLS

AP Balance by Account (Vendor Summary)

Company/Branch: S03-12038
 Vendor Class: ALL

Financial Period: 09-2025
 Include Applications

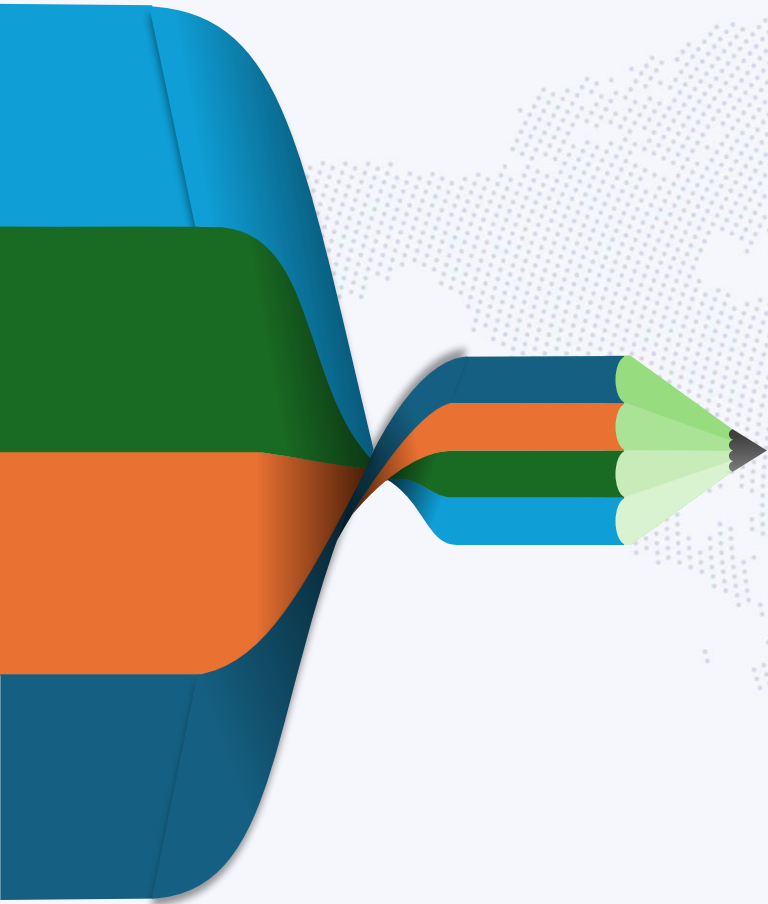
Page: 1 of 1
 Date: 15/09/2025 11:31
 User: NORAINI BINTI ABDULLAH

Account	Subaccount	Description	Documents Total	Unreal. Gain/Loss	Balance	Eclaim Nbr
L11000	01-00000-XX	Pemiutang Pembekal				
Vendor	Vendor Name		Documents Total	Unreal. Gain/Loss	Balance	Eclaim Nbr
BA000100	BIOTEK ABADI SDN. BHD.		0.00	0.00	0.00	
CZ000002	CARL ZEISS SDN. BHD.		0.00	0.00	0.00	
EH000015	ESSEN-HAUS SDN BHD		504.00	0.00	504.00	
FS000004	FISHER SCIENTIFIC (M) SDN BHD		0.00	0.00	0.00	
MF000290	MOHAMAD FADZIRUL ANWAR BIN ZAINOL		0.00	0.00	0.00	
MYV00248	ALFA LABORATORI SDN BHD		0.00	0.00	0.00	
MYV00853	INNOQUEST PATHOLOGY SDN BHD		1,710.00	0.00	1,710.00	
MYV05730	BIOSCIENTIFIX RESOURCES		0.00	0.00	0.00	
VS011416	AMANDA BINTI ELLI		0.00	0.00	0.00	
VS011417	MALAR SANTHI A/P SANTHERASEGAPAN		0.00	0.00	0.00	
Account Documents Total:					2,214.00	
Account Unrealized Gain/Loss:					0.00	
L11104	01-00000-XX	Pemiutang Kakitangan				
Vendor	Vendor Name		Documents Total	Unreal. Gain/Loss	Balance	Eclaim Nbr
A03416	NORAZNITA BINTI SHARIFUDDIN		0.00	0.00	0.00	P2526853
A03538	NURULFIZA BINTI MAT ISA		0.00	0.00	0.00	P2526622
A03601	MUHAMMAD FARHAN BIN NAZARUDIN		0.00	0.00	0.00	L2508109
Account Documents Total:					0.00	
Account Unrealized Gain/Loss:					0.00	
Grand Total:					2,214.00	



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PUTRA
PERTANIAN UNTUK RAKYAT



ASET

INQUIRIES – ASSET SUMMARY



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PUTRA
PERTANIAN UNTUK RAKYAT

The screenshot displays the UPM financial system interface. On the left is a navigation menu with the following items: General Ledger, Dashboards, Cash Book, Payables, Receivables, Purchasing, Budget Control, and Fixed Assets. The 'Fixed Assets' item at the bottom of the menu is highlighted with a red box. A curved arrow points from this box to the 'Asset Summary' option in the main content area. The main content area has a search bar at the top and is titled 'Fixed Assets'. Underneath, there is an 'Inquiries' section with a list of options: Asset Summary (highlighted with a red box), Account Balance by Assets, Asset Transaction History, Asset Balance by Accounts, Asset Splits, FA Low Value Asset Listing (ABR), and FA Fixed Asset Listing.



Membuat semakan aset sendiri

Asset Summary CUSTOMIZATION TOOLS

🔄 ↶ ⏪ 🗑️ ⏩

Asset Class: Company/Bran... **S01-10032 - S01-10032-PEJABA...** PO Number:

Asset Type: Building: Receipt Type: **All**

Property Type: Floor: Room: Receipt Nbr.:

Condition: Custodian: **A02674 - NORAINI BINTI ABDULLAH** Invoice Number:

Placed-in-Service Date ... To:

Select - Custodian ☐ ✕

SELECT 🔄 ⏪

Asset ID	Description	Employee ID	Employee Name	Employee Class	Department	Default Location	Calen
S00763300	SISTEM PANJAR WANG RUNG	A02674	NORAINI BINTI ABDULLAH	PP	10032	MAIN	NOF
S00763301	SISTEM E KEDIA						



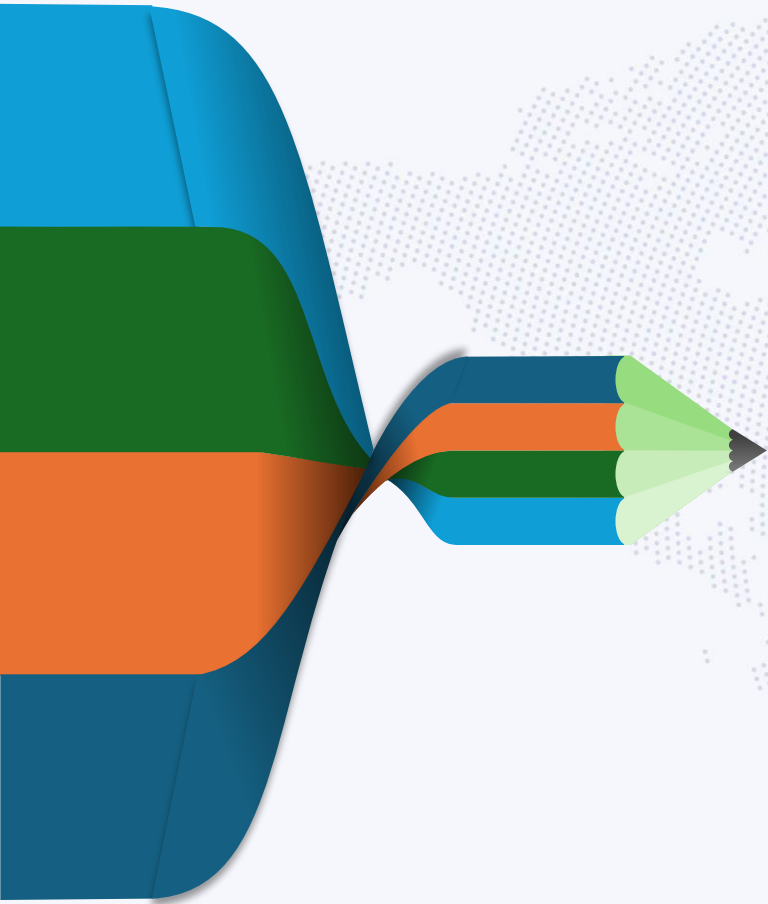
Senarai asset sendiri akan dipaparkan. Jika perlu pindahan aset ke pemilik baharu atau aset telah rosak dan perlu dilupuskan, tindakan akan berlaku di dalam Sistem Pengurusan Aset (SPA)

Asset ID	Description	Asset Class	Parent Asset	* Asset Type	Useful Life, Years	Placed-in-Service Date	Orig. Acquisition Cost	Pr
S00763300	SISTEM PANJAR WANG RUNCIT	ATKAPL01110032A		ATKAPL01	5.00	01/01/2022	20,000.00	P
S00763301	SISTEM E-KERJA	ATKAPL01110032A		ATKAPL01	5.00	01/01/2022	20,000.00	P
S00306036	EXECUTIVE WRITING TABLE 1960x762x...	ABRPRB01110032A		ABRPRB01		13/12/2005	880.00	P
S00321359	MEMBEKAL HEIGHT CABINET SWINGIN...	ABRPRB01110032A		ABRPRB01		11/10/2006	890.00	P
S00356462	MEMBEKAL PETI BESI JENIS FALCON A...	ABRPRB01110032A		ABRPRB01		15/02/2007	2,600.00	P
S00578989	PEMBELIAN KOMPUTER SEWAAN TAMA...	ABRICT02110032A		ABRICT02		17/10/2013	380.00	P
S00663565	HP LASERJET PRO M120A PRINTER	ABRPRB01110032A		ABRPRB01		05/09/2018	609.00	P
S00735848	HIGH BACK CHAIR - MF IMG 2	ABRPRB01110032A		ABRPRB01		05/11/2021	563.05	P



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PUTRA
PERTANIAN UNTUK RAKYAT



PERAKAUNAN

1. PROJECT-STANDARD REPORTS- PROJECT TRANSACTION DETAIL REPORT



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PUTRA
PERTANIAN UNTUK RAKYAT

The screenshot displays the UPM system interface. On the left is a vertical navigation menu with the following items: General Ledger, Dashboards, Cash Book, Payables, Receivables, Purchasing, Budget Control, Fixed Assets, Advances & Claims, Stock Control, and Projects. The 'Projects' item at the bottom of the menu is highlighted with a red box. An arrow points from this box to the right-hand pane. The right-hand pane has a search bar at the top and a list of options under the heading 'Projects'. The options listed are: PMTran, Standard Reports, Project Transaction Detail Report (highlighted with a red box), Project Balance, Project Profitability, Projects, Project Tasks, Employee Hours, Employee Hours by Project and ..., Project Transaction Register, AR Open Documents by Customer, AR Open Documents by Project, AP Open Documents by Vendor, AP Open Documents by Project, Project Trial Balance, and PCGL Reconciliation.

Mengeluarkan laporan terperinci bagi projek mengikut tempoh yang diperlukan contoh: projek 6216600



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Project Transaction Detail Report UPM

RUN REPORT **SAVE TEMPLATE** REMOVE TEMPLATE SCHEDULE TEMPLATE EDIT REPORT

Template x ▾
 Default Shared

REPORT PARAMETERS ADDITIONAL SORT AND FILTERS PRINT AND EMAIL SETTINGS REPORT VERSIONS

Company/Branch:

Project: 6216600 - PERKHIDMATAN MAKMA

Project Task:

* From Date: 01/01/2025 ▾

* To Date: 12/09/2025 ▾

From Period: To Period:



Project Transaction Detail Report

Company/Branch : From Date: 01/01/2025 To Date: 12/09/2025 Page: 1 of 1 Date: 12/09/2025 3:27 PM User: NORAINI BINTI ABDULLAH

Table with columns: Date, Module, Vendor/Customer ID and Name, Batch Number, Ref Number, Project Task, Debit, Credit, Net Movement, Closing Balance. Includes summary rows for 'Total by account' and 'Total by branch'.

- GL-jernal
IN-transaksi Purchase Receipt
AP-bayaran TPO
CA-cash receipt
AR-account Receivable

2. PROJECT-STANDARD REPORTS- PROJECT TRANSACTION REGISTER



The screenshot displays the UPM financial system interface. On the left is a navigation menu with the following items: General Ledger, Dashboards, Cash Book, Payables, Receivables, Purchasing, Budget Control, Fixed Assets, Advances & Claims, Stock Control, and Projects. The 'Projects' item is highlighted with a red box. An arrow points from this box to the right-hand pane. The right-hand pane has a search bar at the top and a refresh icon. It is divided into two sections: 'Projects' and 'Standard Reports'. Under 'Projects', there is a list of sub-items: Project Transaction Details, Commitments, Tasks by Employee, Budget Details, Budget Summary by Account Gr..., Project Budget Overruns, PC Project Transaction List, and PMTran. Under 'Standard Reports', there is a list of sub-items: Project Transaction Detail Report, Project Balance, Project Profitability, Projects, Project Tasks, Employee Hours, Employee Hours by Project and ..., and Project Transaction Register. The 'Project Transaction Register' item is highlighted with a red box.



Mengeluarkan laporan terperinci bagi sesuatu projek

Project Transaction Register

RUN REPORT SAVE TEMPLATE REMOVE TEMPLATE SCHEDULE TEMPLATE EDIT REPORT

Template x

Default Shared

REPORT PARAMETERS

ADDITIONAL SORT AND FILTERS

PRINT AND EMAIL SETTINGS

* Project:

Project Transaction Register

RUN REPORT SAVE TEMPLATE REMOVE TEMPLATE SCHEDULE TEMPLATE EDIT REPORT

Template x

Default Shared

REPORT PARAMETERS

ADDITIONAL SORT AND FILTERS

PRINT AND EMAIL SETTINGS

REPORT VERSIONS

Additional Sorting Conditions

+ X

Property	Condition
----------	-----------

Additional Filtering Conditions

+ X

Bracket:	Property	Condition	Value	Second Value	Brackets:
>	Project Transaction.Date	Is Between	01/01/2025	12/09/2025	

Project Transactions

Company : UPMPProd
User : NORAINI BINTI ABDULLAH
Fin. Period : -



Project : 6216600 PERKHIDMATAN MAKMAL PEMBANGUNAN MAKMAL INTERIM INSTITUT FARMASEUTIKAL DAN NUTRASEUTIKAL KEBANGSAAN

Customer :

Task : 6216600-12038-E13103 P'BGNN MAK/IB

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
GL B25100000P02794	06/08/2025	CAJ 25%			1.00	1.00	0.0000	9,142.91		S05-12038
Total By Task								9,142.91		

Task : 6216600-12038-P28699 P'BGNN MAK/IB/Alat-Alat

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
IN S25512038P00129	10/07/2025	EL-T9MPFW Touch Access Keyard Mifare, 12V 7Ah Backup Battery, Installation of Card Access System	SERVICES	EACH	1.00	1.00	0.0000	2,250.00		S05-12038
Total By Task								2,250.00		

Task : 6216600-12038-P29115 P'BGNN MAK/ENG/Khidmat Sa

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
GL S25512038P00204	04/09/2025	PERKHIDMATAN MIKROSKOPI BPPP:12749 12038/IBS/2025/8/EM126			0.00	0.00	0.0000	314.00		S05-12038
GL S25512038P00206	04/09/2025	PERKHIDMATAN PCR MACHINE 12038/CANRES/2025/7/3			0.00	0.00	0.0000	279.00		S05-12038
Total By Task								593.00		

Task : 6216600-12038-P29299 P'BGNN MAK/IB/Bayaran-Ba

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
AP S25512038P00171	07/08/2025	BYRN TUNGGAKN JAN 2024- MAC 2025 (TOSHIBA E-STUDIO 330AC/e457T-PSF) (CRFL24052/CELD51510)	<N/A>		1.00	1.00	0.0000	966.01		S05-12038
Total By Task								966.01		

Task : 6216600-12038-R11900 PBGNN MAK/IB/Lain Lain

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
AR S25110803P00146	27/08/2025	NO PO : PO25-0019	SERVICES	EACH	1.00	1.00	0.0000	-4,350.00		S05-12038
CA S25100000P18009	06/03/2025	IBS (NATURMEDS B) LAB SERVICES	<N/A>		1.00	1.00	0.0000	-30.00		S05-12038

- GL-jurnal
- IN-transaksi Purchase Receipt
- AP-bayaran TPO
- CA-cash receipt
- AR-account Receivable

*Dengan pemilihan tempoh



Project Transactions

Page: 2 of 2

Date: 12/09/2025 3:40 PM

Company : UPMProd
User : NORAINI BINTI ABDULLAH
Fin. Period : -

GL S25512038P00208	04/09/2025	BAYARAN TUNTUTAN SEMULA BAGI BENGKEL TRANSLASI BIOTEKNOLOGI UNTUK ANALISA BAHAN BERSAMA KOLEJ VOKASIONAL DI IBS	0.00	0.00	0.0000	-1,808.85	S05-12038
						Total By Task	-6,188.85
						Grand Total	6,763.07

Project Transaction Register

Template x

Default Shared

* Project:

- PM-baki bawa hadapan
- GL-jernal
- IN-transaksi Purchase Receipt
- AP-bayaran TPO
- CA-cash receipt
- AR-account Receivable



*tanpa pemilihan tempoh

Project Transactions

Company : UPMProd
User : NORAINI BINTI ABDULLAH
Fin. Period : -

Project : 6216600 PERKHIDMATAN MAKMAL PEMBANGUNAN MAKMAL INTERIM INSTITUT FARMASEUTIKAL DAN NUTRASEUTIKAL KEBANGSAAN
Customer :

Task : 6216600-12038-A35900 PBGNN MAK/IB/Alat Penye

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
PM PC23000006	31/12/2023	PBGNN MAK/IB/Alat Penye			0.00	0.00	0.0000	18,000.00		S05-12038
Total By Task								18,000.00		

Task : 6216600-12038-A65200 P'BGNN MAK/IB/Cagaran EI

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
PM PC23000006	31/12/2023	P'BGNN MAK/IB/Cagaran EI			0.00	0.00	0.0000	2,000.00		S05-12038
Total By Task								2,000.00		

Task : 6216600-12038-A65900 P'BGNN MAK/IB/Pelbagai C

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
PM PC23000006	31/12/2023	P'BGNN MAK/IB/Pelbagai C			0.00	0.00	0.0000	15,000.00		S05-12038
Total By Task								15,000.00		

Task : 6216600-12038-E13101 P'BGNN MAKMAL IN/12038/E13101

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
PM PC23000006	31/12/2023	P'BGNN MAKMAL IN/12038/E13101			0.00	0.00	0.0000	-61,560.59		S05-12038
Total By Task								-61,560.59		

Task : 6216600-12038-E13103 P'BGNN MAK/IB

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
GL S24100000P09792	08/05/2024	CAJ 25% KE ATAS TABUNG PENJANAAN PENDAPATAN IBS 12038			1.00	1.00	0.0000	980.25		S05-12038
GL B25100000P02794	06/08/2025	CAJ 25%			1.00	1.00	0.0000	9,142.91		S05-12038
Total By Task								10,123.16		

Task : 6216600-12038-P21104 PBGNN MAK/IB/Elaun Perj

Ref. Number	Date	Description	Inventory ID	UOM	Qty.	Billable Qty.	Unit Rate	Amount	Employee	Branch
PM PC23000006	31/12/2023	PBGNN MAK/IB/Elaun Perj			0.00	0.00	0.0000	70.00		S05-12038
Total By Task								70.00		

3. ADVANCE & CLAIMS –



CUSTOM REPORTS- ADVANCE LISTING WITH PROJECT ID

The screenshot shows the UPM financial system interface. The top navigation bar includes the UPM logo, a search bar, a refresh icon, the university name 'UNIVERSITI PUTRA MALAYSIA S01-10304-P.KECEMERLANG...', and the date '15/09/2025 3:30 PM'. The left sidebar contains a menu with items like 'General Ledger', 'Dashboards', 'Cash Book', 'Payables', 'Receivables', 'Purchasing', 'Budget Control', and 'Fixed Assets'. The 'Advances & Claims' menu item is highlighted with a red box. The main content area displays a grid of menu items under the heading 'Advances & Claims'. The 'Custom Reports' section contains the item 'Advance Listing with Project ID', which is also highlighted with a red box. Other sections include 'Data Entry', 'Standard Reports', 'Configuration', 'Processes', and 'Setup'.

Mengeluarkan laporan status pendahuluan bagi staf ptj samada mengikut *branch/employee id*



Advance Listing with Project ID

RUN REPORT SAVE TEMPLATE REMOVE TEMPLATE SCHEDULE TEMPLATE

Template x ▾

Default Shared

REPORT PARAMETERS ADDITIONAL SORT AND FILTERS PRINT AND EMAIL SETTINGS

Company/Branch: S05-12038 - S05-12038-INSTITU... ▾

Department: 🔍

Currency: MYR 🔍

* Financial Year: 2025

* Start Date: 01/01/2025 ▾

* End Date: 12/09/2025 ▾

Employee ID: 🔍

Hide Zero Outstanding Advance



Advance Listing

Company: UNIVERSITI PUTRA MALAYSIA SERDANG

Start Date: 01/01/2025

End Date: 12/09/2025

Currency: MYR

Page: 1 of 1

Date: 12/09/2025

User: RAFIUZ ZAMAN BIN HAROUN

Employee No.	Employee Name	Date	Reference No.	Advance Amount	Open Amount	Description	Project ID	Branch
Branch		S05-12038-INSTITUT BIOSAINS (IBS)						
Department		12038 INSTITUT BIOSAINS (IBS)						
A05577	NOR UMAIRA BINTI ABU ASAN	28/05/2025	S25512038C00001	5,500.00	0.00	LOCAL MISCELLANEOUS ADVANCE - A2501312	6233217	S05-12038
Total				5,500.00	0.00			
Grand Total				5,500.00	0.00			



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Terima Kasih