## ABSTRACT

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## MECHANISM FOR ISSUING SALARY PAYMENT ORDERS AND OPERATIONAL COST BILLS AT THE KEMBANGAN DISTRICT OFFICE

Practicum carrying out Professional Work (KP) at the Kembangan District Office. During the implementation of the KP, practitioners are placed in the finance department to carry out several jobs, namely issuing salary payment orders and issuing payment orders for telephone, water and electricity bills.

Keywords: Salary, Telephone, Water, Electricity

