

## **ABSTRACT**

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**WORK ACTIVITY SUPERVISION DIVISION SERVICE UNIT OUTSIDE (PUPL)  
PT. POS INDONESIA (PERSERO)**

*Supervision service outside unit division is a form of one division have a duty for supervise all of daily transaction by Branch Post Office, Extension Counter, and Post Service Car, including are post money order, Ipos, SOPP, FD, BPM, Cut revenue post agen, and also Package and letter Shipment. Process from this activity supervision division service unit outside are daily transaction That occur in KPC, LE, MPS, making recapitulation from that transaction, also verification and validation with journal.*

*The purpose of writing this Internship report is to explain work activity in supervision division service unit outside PT. Pos Indonesia practican activities during the course of internship. Overall this internship give a chance to practican to apply and to expand Capabilities. Internship, practican have a real working experience.*

*Keywords: Recapitulation, Verification, Validation.*