

ABSTRACT

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PROCESS OF CHECKING AND RECAPITULATING ACCOUNTS PAYABLE IN THE ACCOUNTING DIVISION AT PT TANIA SELATAN

The implementation of Professional Work (KP) by practitioners was carried out at PT Tania Selatan Palembang for one month which operates in the field of oil palm plantations, located in the LO (Liaison Office) Office located on Jl Mayor Zen No. 89, Palembang. Practitioners are placed in the accounting field which outlines their activities to verify the code of incoming purchase order transaction files, verify and stamp the receipt of purchase order files, verify invoice sheets from vendors, recap tax invoice data from vendors, verify the completeness of accounts payable documents, check the barcode code for purchase order payments through the SAP system, and archive accounts payable voucher sheets. In addition, practitioners obey work rules to maintain the good name of Pembangunan Jaya University with the company.

Keywords: purchase order, accounts payable, verification, recap