

LAPORAN PERSEDIAAN BU  
STOCK OPNAME BARAN  
Nomor : BA-DJPD 257

Pada hari ini 31 Januari 2025 jam 12.00 telah dilaksanakan Stock Opname

| Kode | Nama Barang                               | Satuan |
|------|-------------------------------------------|--------|
| 1    | AKRILIK SEGI TIGA BENING                  | BUAH   |
| 2    | AMPLOP COKLAT LOGO HUBDAT A4              | PACK   |
| 3    | AMPLOP POLOS BESAR                        | PACK   |
| 4    | AMPLOP COKLAT POLOS A4                    | PACK   |
| 5    | AMPLOP COKLAT POLOS KECIL                 | PACK   |
| 6    | AMPLOP PUTIH POLOS BESAR                  | PACK   |
| 7    | AMPLOP PUTIH POLOS KECIL                  | PACK   |
| 8    | AMPLOP COKLAT POLOS BESAR A3              | PACK   |
| 9    | AMPLOP COKLAT POLOS F4                    | PACK   |
| 10   | BALL POINT BOLLINER BIRU                  | LUSIN  |
| 11   | BALL POINT BOLLINER HITAM                 | LUSIN  |
| 12   | BALL POINT BOLLINER STANDAR BIRU 1.0      | LUSIN  |
| 13   | BALL POINT BOLLINER STANDAR SIGNATURE 0.8 | LUSIN  |
| 14   | BALL POINT BOXY                           | LUSIN  |
| 15   | BALL POINT FASTER                         | LUSIN  |
| 16   | BALL POINT PILOT BX-V5                    | LUSIN  |
| 17   | BALL POINT PILOT G2 HITAM                 | LUSIN  |
| 18   | BALL POINT PILOT HI-TECHPOINT BIRU        | LUSIN  |
| 19   | BALL POINT PILOT HI-TECHPOINT HITAM       | LUSIN  |
| 20   | BALL POINT ZEBRA SARASA BIRU              | LUSIN  |
| 21   | BALL POINT ZEBRA SARASA HIJAU             | LUSIN  |
| 22   | BALL POINT ZEBRA SARASA HITAM             | LUSIN  |
| 23   | BALL POINT ZEBRA SARASA MERAH             | LUSIN  |
| 24   | BANTEX DUDUK                              | BUAH   |
| 25   | BANTEX ORDNER FILE                        | BUAH   |
| 26   | BATU BATERAI ALKALINE A2 (BESAR)          | PACK   |
| 27   | BATU BATERAI ALKALINE A3 (KECIL)          | PACK   |
| 28   | BINDER CLIP 105                           | PACK   |
| 29   | BINDER CLIP 107                           | PACK   |
| 30   | BINDER CLIP 111                           | PACK   |
| 31   | BINDER CLIP 155                           | PACK   |
| 32   | BINDER CLIP 200                           | PACK   |
| 33   | BINDER CLIP 260                           | PACK   |
| 34   | BUKU KWITANSI BESAR                       | BUAH   |
| 35   | BUKU EKSPEDISI PANJANG                    | BUAH   |
| 36   | BUKU KWITANSI KECIL                       | BUAH   |

|    |                                               |        |
|----|-----------------------------------------------|--------|
| 37 | BUSINESS FILE                                 | PACK   |
| 38 | CATRIDGE HP OFFICEJET 250 COLOR               | BUAH   |
| 39 | CETAK STRIKER " SANGAT SEGERA"                | BUAH   |
| 40 | CETAK STRIKER " SEGERA"                       | BUAH   |
| 41 | CORRECTION TAPE - JOYKO CT-533                | BUAH   |
| 42 | CUTTER BESAR                                  | BUAH   |
| 43 | CUTTER KECIL                                  | BUAH   |
| 44 | DOUBLE TIP BESAR                              | BUAH   |
| 45 | DOUBLE TIP KECIL                              | KOTAK  |
| 46 | FLASHDISK 16 GB                               | BUAH   |
| 47 | FLASHDISK 32 GB                               | BUAH   |
| 48 | GUNTING BESAR                                 | BUAH   |
| 49 | GUNTING SEDANG                                | DOOS   |
| 50 | HARD DICS EXTERNAL 1 TERA                     | BUAH   |
| 51 | HARD DICS EXTERNAL 2 TERA                     | BUAH   |
| 52 | ISI STEPLES UK.10                             | PACK   |
| 53 | ISI STEPLES UK.3                              | BUAH   |
| 54 | ISI TINTA STAMP (HITAM)                       | BUAH   |
| 55 | ISI PENSIL MEKANIK 2B 0.5                     | BUAH   |
| 56 | KALKULATOR                                    | BUAH   |
| 57 | KERTAS A4                                     | RIM    |
| 58 | KERTAS A4 KOP                                 | RIM    |
| 59 | KERTAS CONCORDE                               | RIM    |
| 60 | KERTAS CONCORDE PUTIH F4 TEBAL                | RIM    |
| 61 | KERTAS F4                                     | RIM    |
| 62 | KERTAS FOLIO KOP                              | RIM    |
| 63 | KERTAS FOTO A4                                | RIM    |
| 64 | KERTAS FOTO A4 Dop                            | PACK   |
| 65 | KERTAS BUFFALO                                | PACK   |
| 66 | KERTAS LEMBAR DISPOSISI DIRJEN                | RIM    |
| 67 | KERTAS LEMBAR DISPOSISI SESDIT                | RIM    |
| 68 | KERTAS LEMBAR DISPOSISI KEPALA BAG SDM & UMUM | RIM    |
| 69 | KERTAS LEMBAR DISPOSISI KEPALA BAG HUKUM      | RIM    |
| 70 | KEYBOARD WIRELES                              | BUAH   |
| 71 | KERTAS LEMBAR NOMOR NASKAH DINAS              | RIM    |
| 72 | LABEL TOM & JERRI 103                         | PACK   |
| 73 | LABEL TOM & JERRI 121                         | PACK   |
| 74 | LABEL TOM & JERRI 127                         | PACK   |
| 75 | LEM KERTAS STICK JOYKO                        | BUAH   |
| 76 | MAP PUTIH PERHUBUNGAN DARAT                   | LEMBAR |
| 77 | MAP FILE PLASTIK DAICHI                       | LUSIN  |
| 78 | MAP KANCING                                   | LUSIN  |
| 79 | MAP PLASTIK KANCING                           | LUSIN  |
| 80 | MAP PLASTIK BENING (SHEET PROTECTOR)          | LUSIN  |

|     |                                        |        |
|-----|----------------------------------------|--------|
| 81  | MOUSE LOGITEC KABEL                    | BUAH   |
| 82  | MOUSE LOGITEC WERLESS                  | BUAH   |
| 83  | PEMBERSIH MONITOR                      | BUAH   |
| 84  | PEMBOLONG KERTAS BESAR                 | BUAH   |
| 85  | PEMBOLONG KERTAS KECIL                 | BUAH   |
| 86  | PENCABUT STEPLES                       | BUAH   |
| 87  | PENGARIS BESI/ PLASTIK                 | BUAH   |
| 88  | PENGHAPUS PENSIL                       | BUAH   |
| 89  | PENSIL 2B                              | LUSIN  |
| 90  | PENSIL MEKANIK PENTEL 0.5              | LUSIN  |
| 91  | PLAKBAN BENING BESAR                   | BUAH   |
| 92  | PLAKBAN BENING KECIL                   | BUAH   |
| 93  | PLAKBAN COKLAT                         | BUAH   |
| 94  | PLAKBAN HITAM                          | BUAH   |
| 95  | PLAKBAN HITAM UK.1.5                   | BUAH   |
| 96  | PORT USB                               | BUAH   |
| 97  | POST IT WARNA WARNI                    | BUAH   |
| 98  | POST-IT SIGN HERE                      | BUAH   |
| 99  | PROTO STICK NOTES                      | BUAH   |
| 100 | REFIL CUTTER BESAR                     | PACK   |
| 101 | RAUTAN PENSIL BESI                     | BUAH   |
| 102 | RAUTAN PENSIL PUTAR KECIL              | BUAH   |
| 103 | REFIL CUTTER KECIL                     | PACK   |
| 104 | SPIDOL ARTILINE BIRU PERMANENT         | PACK   |
| 105 | SPIDOL ARTILINE GOLD PERMANENT         | PACK   |
| 106 | SPIDOL ARTILINE HITAM PERMANENT        | PACK   |
| 107 | SPIDOL ARTLINE WHITE BOARD HITAM       | PACK   |
| 108 | SPIDOL ARTLINE WHITE BOARD PUTIH       | PACK   |
| 109 | STABILO                                | BUAH   |
| 110 | STEPLES BESAR                          | BUAH   |
| 111 | STEPLES KECIL                          | BUAH   |
| 112 | STOP MAP 5002                          | DOOS   |
| 113 | STOP MAP BATIK KAIN                    | LEMBAR |
| 114 | STOP MAP FOLIO DIAMOND                 | DOOS   |
| 115 | STOP MAP PUTIH FOLIO KOP PERHUBUNGAN   | LEMBAR |
| 116 | TINTA 85A                              | BUAH   |
| 117 | TINTA BROTHER HL-5450 DN (TN 3320 )    | BUAH   |
| 118 | TINTA BROTHER TN 3448                  | BUAH   |
| 119 | TINTA BROTHER TN 351 COLOR             | BUAH   |
| 120 | TINTA CANON 810                        | BUAH   |
| 121 | TINTA CANON 811                        | BUAH   |
| 122 | TINTA CANON G 3010 (790) COLOR         | BUAH   |
| 123 | TINTA CANON IMAGE CLASS SERIES 504     | BUAH   |
| 124 | TINTA CANON IMEGA CLASS LBP621cw (054) | BUAH   |

|     |                                                |       |
|-----|------------------------------------------------|-------|
| 125 | TINTA CATRIDGE CANON 325                       | BUAH  |
| 126 | TINTA CATRIDGE HP LASER JET PRO M400 (80A)     | BUAH  |
| 127 | TINTA CATRIDGE TN-263 COLOR                    | BUAH  |
| 128 | TINTA CATRIDGE HP LASER JET PRO 404 dw (76A)   | BUAH  |
| 129 | TINTA EPSON 001                                | BUAH  |
| 130 | TINTA EPSON 003                                | BUAH  |
| 131 | TINTA EPSON AL-M310 DN (10079/ 10089 )         | BUAH  |
| 132 | TINTA HP 955 XL CATRIDGE FULL SET COLOR (CMYK) | BUAH  |
| 133 | TINTA EPSON L 1300 COLOR (644) / (220)         | BUAH  |
| 134 | TINTA HP 79A                                   | BUAH  |
| 135 | TINTA HP INK TANK 319 (GT53/ 52)               | PACK  |
| 136 | TINTA IP 110 (35 &36)                          | BUAH  |
| 137 | TINTA LASER JET COLOR 119A                     | BUAH  |
| 138 | TIP-X CAIR KENKO                               | BUAH  |
| 139 | TIP X KERTAS KENKO                             | BUAH  |
| 140 | TRIGONAL CLIP JOYKO                            | KOTAK |
| 141 | TEMPAT SAMPAH KECIL                            | BUAH  |

Tidak terdapat selisih perhitungan dan pencatatan antara buku persediaan (stock opname )

Demikian Berita Acara ini dibuat untuk dipergunakan sebagaimana mestinya.

Petugas Persediaan

**AGUS SUKANDA**  
NIP. 19750817 200312 1 001

LAN JANUARI 2025  
 IG PERSEDIAAN  
 7 Tahun 2025

Persediaan pada Unit Akuntansi Kuasa Pengguna Barang (UAKPB)

| Saldo Awal | Pengadaan | Jumlah Stock | Pemakaian | Stock Akhir | Keterangan |
|------------|-----------|--------------|-----------|-------------|------------|
| 15         | 25        | 40           | 10        | 30          |            |
| 0          | 600       | 600          | 10        | 590         |            |
| 0          | 16        | 16           | 15        | 1           |            |
| 2          | 0         | 2            | 1         | 1           |            |
| 6          | 20        | 26           | 10        | 16          |            |
| 0          | 40        | 40           | 40        | 0           |            |
| 0          | 40        | 40           | 20        | 20          |            |
| 31         | 0         | 31           | 0         | 31          |            |
| 0          | 10        | 10           | 10        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 0          | 16        | 16           | 16        | 0           |            |
| 6          | 16        | 22           | 22        | 0           |            |
| 0          | 40        | 40           | 34        | 6           |            |
| 19         | 12        | 31           | 31        | 0           |            |
| 0          | 80        | 80           | 80        | 0           |            |
| 0          | 80        | 80           | 80        | 0           |            |
| 0          | 120       | 120          | 115       | 5           |            |
| 0          | 100       | 100          | 74        | 26          |            |
| 0          | 50        | 50           | 44        | 6           |            |
| 0          | 25        | 25           | 25        | 0           |            |
| 0          | 40        | 40           | 38        | 2           |            |
| 0          | 40        | 40           | 33        | 7           |            |
| 18         | 10        | 28           | 10        | 18          |            |
| 13         | 20        | 33           | 17        | 16          |            |
| 6          | 20        | 26           | 17        | 9           |            |

|    |     |     |     |     |  |
|----|-----|-----|-----|-----|--|
| 0  | 25  | 25  | 25  | 0   |  |
| 0  | 0   | 0   | 0   | 0   |  |
| 28 | 32  | 60  | 35  | 25  |  |
| 31 | 32  | 63  | 36  | 27  |  |
| 0  | 30  | 30  | 30  | 0   |  |
| 6  | 25  | 31  | 27  | 4   |  |
| 7  | 25  | 32  | 24  | 8   |  |
| 4  | 10  | 14  | 9   | 5   |  |
| 0  | 10  | 10  | 10  | 0   |  |
| 0  | 24  | 24  | 24  | 0   |  |
| 0  | 24  | 24  | 24  | 0   |  |
| 17 | 25  | 42  | 23  | 19  |  |
| 1  | 25  | 26  | 26  | 0   |  |
| 0  | 6   | 6   | 6   | 0   |  |
| 0  | 6   | 6   | 6   | 0   |  |
| 0  | 0   | 0   | 0   | 0   |  |
| 0  | 28  | 28  | 25  | 3   |  |
| 7  | 0   | 7   | 4   | 3   |  |
| 0  | 10  | 10  | 5   | 5   |  |
| 0  | 20  | 20  | 10  | 10  |  |
| 0  | 280 | 280 | 190 | 90  |  |
| 0  | 20  | 20  | 20  | 0   |  |
| 0  | 6   | 6   | 6   | 0   |  |
| 7  | 5   | 12  | 6   | 6   |  |
| 0  | 40  | 40  | 40  | 0   |  |
| 0  | 0   | 0   | 0   | 0   |  |
| 15 | 8   | 23  | 18  | 5   |  |
| 0  | 8   | 8   | 8   | 0   |  |
| 0  | 0   | 0   | 0   | 0   |  |
| 0  | 0   | 0   | 0   | 0   |  |
| 0  | 0   | 0   | 0   | 0   |  |
| 0  | 0   | 0   | 0   | 0   |  |
| 0  | 4   | 4   | 4   | 0   |  |
| 2  | 32  | 34  | 9   | 25  |  |
| 0  | 20  | 0   | 20  | 0   |  |
| 0  | 20  | 20  | 15  | 5   |  |
| 7  | 20  | 27  | 15  | 12  |  |
| 5  | 20  | 25  | 17  | 8   |  |
| 23 | 90  | 113 | 97  | 16  |  |
| 0  | 400 | 400 | 190 | 210 |  |
| 2  | 27  | 29  | 29  | 0   |  |
| 51 | 0   | 51  | 28  | 23  |  |
| 0  | 16  | 16  | 10  | 6   |  |
| 10 | 16  | 10  | 10  | 0   |  |

|     |      |      |      |      |  |
|-----|------|------|------|------|--|
| 0   | 0    | 0    | 0    | 0    |  |
| 0   | 32   | 32   | 32   | 0    |  |
| 0   | 6    | 6    | 3    | 3    |  |
| 0   | 3    | 3    | 3    | 0    |  |
| 0   | 10   | 10   | 5    | 5    |  |
| 0   | 11   | 11   | 11   | 0    |  |
| 15  | 15   | 30   | 12   | 18   |  |
| 0   | 0    | 0    | 0    | 0    |  |
| 0   | 15   | 15   | 15   | 0    |  |
| 1   | 0    | 1    | 1    | 0    |  |
| 10  | 20   | 30   | 15   | 15   |  |
| 0   | 15   | 15   | 10   | 5    |  |
| 7   | 10   | 17   | 7    | 10   |  |
| 7   | 20   | 27   | 11   | 16   |  |
| 6   | 0    | 6    | 6    | 0    |  |
| 4   | 12   | 16   | 16   | 0    |  |
| 0   | 40   | 40   | 40   | 0    |  |
| 0   | 40   | 40   | 40   | 0    |  |
| 0   | 50   | 50   | 30   | 20   |  |
| 2   | 0    | 2    | 0    | 2    |  |
| 12  | 10   | 22   | 6    | 16   |  |
| 7   | 20   | 27   | 6    | 21   |  |
| 0   | 0    | 0    | 0    | 0    |  |
| 0   | 12   | 12   | 12   | 0    |  |
| 0   | 12   | 12   | 6    | 6    |  |
| 0   | 12   | 12   | 12   | 0    |  |
| 0   | 12   | 12   | 3    | 9    |  |
| 0   | 12   | 12   | 1    | 11   |  |
| 0   | 10   | 10   | 10   | 0    |  |
| 0   | 12   | 12   | 9    | 3    |  |
| 4   | 30   | 34   | 34   | 0    |  |
| 2   | 0    | 2    | 2    | 0    |  |
| 195 | 15   | 210  | 210  | 0    |  |
| 23  | 32   | 55   | 55   | 0    |  |
| 750 | 3600 | 4350 | 1200 | 3150 |  |
| 0   | 0    | 0    | 0    | 0    |  |
| 0   | 4    | 4    | 4    | 0    |  |
| 0   | 4    | 4    | 4    | 0    |  |
| 0   | 0    | 0    | 0    | 0    |  |
| 0   | 0    | 0    | 0    | 0    |  |
| 0   | 0    | 0    | 0    | 0    |  |
| 0   | 0    | 0    | 0    | 0    |  |
| 0   | 0    | 0    | 0    | 0    |  |
| 0   | 12   | 12   | 6    | 6    |  |

|    |    |    |    |    |  |
|----|----|----|----|----|--|
| 2  | 6  | 8  | 8  | 0  |  |
| 0  | 0  | 0  | 0  | 0  |  |
| 0  | 8  | 8  | 8  | 0  |  |
| 0  | 0  | 0  | 0  | 0  |  |
| 16 | 16 | 32 | 32 | 0  |  |
| 0  | 16 | 16 | 16 | 0  |  |
| 0  | 4  | 4  | 4  | 0  |  |
| 0  | 16 | 16 | 16 | 0  |  |
| 8  | 32 | 40 | 20 | 20 |  |
| 0  | 7  | 7  | 2  | 5  |  |
| 0  | 32 | 32 | 32 | 0  |  |
| 0  | 0  | 0  | 0  | 0  |  |
| 19 | 16 | 35 | 35 | 0  |  |
| 2  | 30 | 32 | 29 | 3  |  |
| 0  | 40 | 40 | 34 | 6  |  |
| 0  | 80 | 80 | 80 | 0  |  |
| 0  | 0  | 0  | 0  | 0  |  |

n dan pemeriksaan fisik

Jakarta, 31 Januari 2025

Mengetahui  
Ketua Tim Substansi Umum

RAMANDANI HERU SAPUTRA  
NIP. 19850602 200912 1 002



LAPORAN PERSEDIAAN BULAN FEBRUARI 2025  
STOCK OPNAME BARANG PERSEDIAAN  
Nomor : BA-DJPD 589 Tahun 2025

Pada hari ini 28 Februari 2025 jam 12.00 telah dilaksanakan Stock Opname Persediaan pada Unit Akuntansi Kuasa Pengguna

| Kode | Nama Barang                           | Satuan | Saldo Awal | Pengadaan | Jumlah Stock | Pemakaian | Stock Akhir | Keterangan |
|------|---------------------------------------|--------|------------|-----------|--------------|-----------|-------------|------------|
| 1    | AKRILIK SEGI TIGA BENING              | BUAH   | 30         | 0         | 30           | 0         | 30          |            |
| 2    | AMPLOP COKLAT LOGO HUBDAT A4          | PACK   | 590        | 0         | 590          | 0         | 590         |            |
| 3    | AMPLOP POLOS BESAR                    | PACK   | 1          | 0         | 1            | 0         | 1           |            |
| 4    | AMPLOP COKLAT POLOS A4                | PACK   | 1          | 0         | 1            | 0         | 1           |            |
| 5    | AMPLOP COKLAT POLOS KECIL             | PACK   | 16         | 0         | 16           | 0         | 16          |            |
| 6    | AMPLOP PUTIH POLOS BESAR              | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 7    | AMPLOP PUTIH POLOS KECIL              | PACK   | 20         | 0         | 20           | 0         | 20          |            |
| 8    | AMPLOP COKLAT POLOS BESAR A3          | PACK   | 31         | 0         | 31           | 0         | 31          |            |
| 9    | AMPLOP COKLAT POLOS F4                | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 10   | BALL POINT BOLLINER BIRU              | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 11   | BALL POINT BOLLINER HITAM             | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 12   | BALL POINT BOLLINER STANDAR BIRU 1.0  | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 13   | BALL POINT BOLLINER STANDAR SIGNATURE | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 14   | BALL POINT BOXY                       | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 15   | BALL POINT FASTER                     | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 16   | BALL POINT PILOT BX-V5                | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 17   | BALL POINT PILOT G2 HITAM             | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 18   | BALL POINT PILOT HI-TECHPOINT BIRU    | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 19   | BALL POINT PILOT HI-TECHPOINT HITAM   | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 20   | BALL POINT ZEBRA SARASA BIRU          | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 21   | BALL POINT ZEBRA SARASA HIJAU         | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 22   | BALL POINT ZEBRA SARASA HITAM         | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 23   | BALL POINT ZEBRA SARASA MERAH         | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 24   | BANTEX DUDUK                          | BUAH   | 6          | 0         | 6            | 2         | 4           |            |
| 25   | BANTEX ORDNER FILE                    | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 26   | BATU BATERAI ALKALINE A2 (BESAR)      | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 27   | BATU BATERAI ALKALINE A3 (KECIL)      | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 28   | BINDER CLIP 105                       | PACK   | 5          | 0         | 5            | 3         | 2           |            |
| 29   | BINDER CLIP 107                       | PACK   | 26         | 0         | 26           | 3         | 23          |            |
| 30   | BINDER CLIP 111                       | PACK   | 6          | 0         | 6            | 3         | 3           |            |
| 31   | BINDER CLIP 155                       | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 32   | BINDER CLIP 200                       | PACK   | 2          | 0         | 2            | 0         | 2           |            |
| 33   | BINDER CLIP 260                       | PACK   | 7          | 0         | 7            | 0         | 7           |            |
| 34   | BUKU KWITANSI BESAR                   | BUAH   | 18         | 0         | 18           | 0         | 18          |            |
| 35   | BUKU EKSPEDISI PANJANG                | BUAH   | 16         | 0         | 16           | 0         | 16          |            |
| 36   | BUKU KWITANSI KECIL                   | BUAH   | 9          | 0         | 9            | 0         | 9           |            |
| 37   | BUSINESS FILE                         | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 38   | CATRIDGE HP OFFICEJET 250 COLOR       | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 39   | CETAK STRIKER " SANGAT SEGERA"        | BUAH   | 25         | 0         | 25           | 0         | 25          |            |
| 40   | CETAK STRIKER " SEGERA"               | BUAH   | 27         | 0         | 27           | 0         | 27          |            |
| 41   | CORRECTION TAPE - JOYKO CT-533        | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 42   | CUTTER BESAR                          | BUAH   | 4          | 0         | 4            | 0         | 4           |            |
| 43   | CUTTER KECIL                          | BUAH   | 8          | 0         | 8            | 0         | 8           |            |
| 44   | DOUBLE TIP BESAR                      | BUAH   | 5          | 0         | 5            | 0         | 5           |            |
| 45   | DOUBLE TIP KECIL                      | KOTAK  | 0          | 0         | 0            | 0         | 0           |            |
| 46   | FLASHDISK 16 GB                       | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 47   | FLASHDISK 32 GB                       | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 48   | GUNTING BESAR                         | BUAH   | 19         | 0         | 19           | 4         | 15          |            |
| 49   | GUNTING SEDANG                        | DOOS   | 0          | 0         | 0            | 0         | 0           |            |
| 50   | HARD DICS EXTERNAL 1 TERA             | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 51   | HARD DICS EXTERNAL 2 TERA             | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 52   | ISI STEPLES UK.10                     | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 53   | ISI STEPLES UK.3                      | BUAH   | 3          | 0         | 3            | 0         | 3           |            |
| 54   | ISI TINTA STAMP (HITAM)               | BUAH   | 3          | 0         | 3            | 0         | 3           |            |
| 55   | ISI PENSIL MEKANIK 2B 0.5             | BUAH   | 5          | 0         | 5            | 0         | 5           |            |
| 56   | KALKULATOR                            | BUAH   | 10         | 0         | 10           | 0         | 10          |            |
| 57   | KERTAS A4                             | RIM    | 90         | 0         | 90           | 0         | 90          |            |
| 58   | KERTAS A4 KOP                         | RIM    | 0          | 0         | 0            | 0         | 0           |            |
| 59   | KERTAS CONCORDE                       | RIM    | 0          | 0         | 0            | 0         | 0           |            |
| 60   | KERTAS CONCORDE PUTIH F4 TEBAL        | RIM    | 6          | 0         | 6            | 0         | 6           |            |
| 61   | KERTAS F4                             | RIM    | 0          | 0         | 0            | 0         | 0           |            |
| 62   | KERTAS FOLIO KOP                      | RIM    | 0          | 0         | 0            | 0         | 0           |            |

|     |                                           |        |      |   |      |   |      |  |
|-----|-------------------------------------------|--------|------|---|------|---|------|--|
| 63  | KERTAS FOTO A4                            | RIM    | 5    | 0 | 5    | 0 | 5    |  |
| 64  | KERTAS FOTO A4 Dop                        | PACK   | 0    | 0 | 0    | 0 | 0    |  |
| 65  | KERTAS BUFFALO                            | PACK   | 0    | 0 | 0    | 0 | 0    |  |
| 66  | KERTAS LEMBAR DISPOSISI DIRJEN            | RIM    | 0    | 0 | 0    | 0 | 0    |  |
| 67  | KERTAS LEMBAR DISPOSISI SESDIT            | RIM    | 0    | 0 | 0    | 0 | 0    |  |
| 68  | KERTAS LEMBAR DISPOSISI KEPALA BAG SDM    | RIM    | 0    | 0 | 0    | 0 | 0    |  |
| 69  | KERTAS LEMBAR DISPOSISI KEPALA BAG HUK    | RIM    | 0    | 0 | 0    | 0 | 0    |  |
| 70  | KEYBOARD WIRELES                          | BUAH   | 25   | 0 | 25   | 0 | 25   |  |
| 71  | KERTAS LEMBAR NOMOR NASKAH DINAS          | RIM    | 0    | 0 | 0    | 0 | 0    |  |
| 72  | LABEL TOM & JERRI 103                     | PACK   | 5    | 0 | 5    | 0 | 5    |  |
| 73  | LABEL TOM & JERRI 121                     | PACK   | 12   | 0 | 12   | 0 | 12   |  |
| 74  | LABEL TOM & JERRI 127                     | PACK   | 8    | 0 | 8    | 0 | 8    |  |
| 75  | LEM KERTAS STICK JOYKO                    | BUAH   | 16   | 0 | 16   | 0 | 16   |  |
| 76  | MAP PUTIH PERHUBUNGAN DARAT               | LEMBAR | 210  | 0 | 210  | 0 | 210  |  |
| 77  | MAP FILE PLASTIK DAICHI                   | LUSIN  | 0    | 0 | 0    | 0 | 0    |  |
| 78  | MAP KANCING                               | LUSIN  | 23   | 0 | 23   | 0 | 23   |  |
| 79  | MAP PLASTIK KANCING                       | LUSIN  | 6    | 0 | 6    | 0 | 6    |  |
| 80  | MAP PLASTIK BENING (SHEET PROTECTOR)      | LUSIN  | 0    | 0 | 0    | 0 | 0    |  |
| 81  | MOUSE LOGITEC KABEL                       | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 82  | MOUSE LOGITEC WERLESS                     | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 83  | PEMBERSIH MONITOR                         | BUAH   | 3    | 0 | 3    | 0 | 3    |  |
| 84  | PEMBOLONG KERTAS BESAR                    | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 85  | PEMBOLONG KERTAS KECIL                    | BUAH   | 5    | 0 | 5    | 0 | 5    |  |
| 86  | PENCABUT STEPLES                          | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 87  | PENGARIS BESI/ PLASTIK                    | BUAH   | 18   | 0 | 18   | 0 | 18   |  |
| 88  | PENGHAPUS PENSIL                          | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 89  | PENSIL 2B                                 | LUSIN  | 0    | 0 | 0    | 0 | 0    |  |
| 90  | PENSIL MEKANIK PENTEL 0.5                 | LUSIN  | 0    | 0 | 0    | 0 | 0    |  |
| 91  | PLAKBAN BENING BESAR                      | BUAH   | 15   | 0 | 15   | 0 | 15   |  |
| 92  | PLAKBAN BENING KECIL                      | BUAH   | 5    | 0 | 5    | 0 | 5    |  |
| 93  | PLAKBAN COKLAT                            | BUAH   | 10   | 0 | 10   | 0 | 10   |  |
| 94  | PLAKBAN HITAM                             | BUAH   | 16   | 0 | 16   | 0 | 16   |  |
| 95  | PLAKBAN HITAM UK.1.5                      | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 96  | PORT USB                                  | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 97  | POST IT WARNA WARNI                       | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 98  | POST-IT SIGN HERE                         | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 99  | PROTO STICK NOTES                         | BUAH   | 20   | 0 | 20   | 9 | 11   |  |
| 100 | REFIL CUTTER BESAR                        | PACK   | 2    | 0 | 2    | 0 | 2    |  |
| 101 | RAUTAN PENSIL BESI                        | BUAH   | 16   | 0 | 16   | 0 | 16   |  |
| 102 | RAUTAN PENSIL PUTAR KECIL                 | BUAH   | 21   | 0 | 21   | 0 | 21   |  |
| 103 | REFIL CUTTER KECIL                        | PACK   | 0    | 0 | 0    | 0 | 0    |  |
| 104 | SPIDOL ARTILINE BIRU PERMANENT            | PACK   | 0    | 0 | 0    | 0 | 0    |  |
| 105 | SPIDOL ARTILINE GOLD PERMANENT            | PACK   | 6    | 0 | 6    | 0 | 6    |  |
| 106 | SPIDOL ARTILINE HITAM PERMANENT           | PACK   | 0    | 0 | 0    | 0 | 0    |  |
| 107 | SPIDOL ARTLINE WHITE BOARD HITAM          | PACK   | 9    | 0 | 9    | 0 | 9    |  |
| 108 | SPIDOL ARTLINE WHITE BOARD PUTIH          | PACK   | 11   | 0 | 11   | 0 | 11   |  |
| 109 | STABILO                                   | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 110 | STEPLES BESAR                             | BUAH   | 3    | 0 | 3    | 0 | 3    |  |
| 111 | STEPLES KECIL                             | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 112 | STOP MAP 5002                             | DOOS   | 0    | 0 | 0    | 0 | 0    |  |
| 113 | STOP MAP BATIK KAIN                       | LEMBAR | 0    | 0 | 0    | 0 | 0    |  |
| 114 | STOP MAP FOLIO DIAMOND                    | DOOS   | 0    | 0 | 0    | 0 | 0    |  |
| 115 | STOP MAP PUTIH FOLIO KOP PERHUBUNGAN      | LEMBAR | 3150 | 0 | 3150 | 0 | 3150 |  |
| 116 | TINTA 85A                                 | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 117 | TINTA BROTHER HL-5450 DN (TN 3320 )       | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 118 | TINTA BROTHER TN 3448                     | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 119 | TINTA BROTHER TN 351 COLOR                | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 120 | TINTA CANON 810                           | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 121 | TINTA CANON 811                           | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 122 | TINTA CANON G 3010 (790) COLOR            | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 123 | TINTA CANON IMAGE CLASS SERIES 504        | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 124 | TINTA CANON IMEGA CLASS LBP621cw (054)    | BUAH   | 6    | 0 | 6    | 0 | 6    |  |
| 125 | TINTA CATRIDGE CANON 325                  | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 126 | TINTA CATRIDGE HP LASER JET PRO M400 (80  | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 127 | TINTA CATRIDGE TN-263 COLOR               | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 128 | TINTA CATRIDGE HP LASER JET PRO 404 dw (7 | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 129 | TINTA EPSON 001                           | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 130 | TINTA EPSON 003                           | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 131 | TINTA EPSON AL-M310 DN (10079/ 10089 )    | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 132 | TINTA HP 955 XL CATRIDGE FULL SET COLOR   | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 133 | TINTA EPSON L 1300 COLOR (644) / (220)    | BUAH   | 20   | 0 | 20   | 4 | 16   |  |
| 134 | TINTA HP 79A                              | BUAH   | 5    | 0 | 5    | 0 | 5    |  |
| 135 | TINTA HP INK TANK 319 (GT53/ 52)          | PACK   | 0    | 0 | 0    | 0 | 0    |  |
| 136 | TINTA IP 110 (35 &36)                     | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 137 | TINTA LASER JET COLOR 119A                | BUAH   | 0    | 0 | 0    | 0 | 0    |  |
| 138 | TIP-X CAIR KENKO                          | BUAH   | 3    | 0 | 3    | 0 | 3    |  |
| 139 | TIP X KERTAS KENKO                        | BUAH   | 6    | 0 | 6    | 0 | 6    |  |
| 140 | TRIGONAL CLIP JOYKO                       | KOTAK  | 0    | 0 | 0    | 0 | 0    |  |

|     |                     |      |   |   |   |   |   |  |
|-----|---------------------|------|---|---|---|---|---|--|
| 141 | TEMPAT SAMPAH KECIL | BUAH | 0 | 0 | 0 | 0 | 0 |  |
|-----|---------------------|------|---|---|---|---|---|--|

Tidak terdapat selisih perhitungan dan pencatatan antara buku persediaan dan (stock opname )

Demikian Berita Acara ini dibuat untuk dipergunakan sebagaimana mestinya.

Jakarta, 28 Februari 2025

Petugas Persediaan

Mengetahui  
Ketua Tim Substansi Umum

AGUS SUKANDA  
NIP. 19750817 200312 1 001

AMANDANI HERU SAPUTRA  
IP. 19850602 200912 1 00

LAPORAN PERSEDIAAN BULAN MARET 2025  
STOCK OPNAME BARANG PERSEDIAAN  
Nomor : BA-DJPD 758 Tahun 2025

Pada hari ini 22 Maret 2025 jam 12.00 telah dilaksanakan Stock Opname Persediaan pada Unit Akuntansi Kuasa Pengguna Barang (UAKPB)

| Kode | Nama Barang                               | Satuan | Saldo Awal | Pengadaan | Jumlah Stock | Pemakaian | Stock Akhir | Keterangan |
|------|-------------------------------------------|--------|------------|-----------|--------------|-----------|-------------|------------|
| 1    | AKRILIK SEGI TIGA BENING                  | BUAH   | 30         | 0         | 30           | 0         | 30          |            |
| 2    | AMPLOP COKLAT LOGO HUBDAT A4              | PACK   | 590        | 0         | 590          | 0         | 590         |            |
| 3    | AMPLOP POLOS BESAR                        | PACK   | 1          | 0         | 1            | 0         | 1           |            |
| 4    | AMPLOP COKLAT POLOS A4                    | PACK   | 1          | 0         | 1            | 0         | 1           |            |
| 5    | AMPLOP COKLAT POLOS KECIL                 | PACK   | 16         | 0         | 16           | 1         | 15          |            |
| 6    | AMPLOP PUTIH POLOS BESAR                  | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 7    | AMPLOP PUTIH POLOS KECIL                  | PACK   | 20         | 0         | 20           | 0         | 20          |            |
| 8    | AMPLOP COKLAT POLOS BESAR A3              | PACK   | 31         | 0         | 31           | 0         | 31          |            |
| 9    | AMPLOP COKLAT POLOS F4                    | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 10   | BALL POINT BOLLINER BIRU                  | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 11   | BALL POINT BOLLINER HITAM                 | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 12   | BALL POINT BOLLINER STANDAR BIRU 1.0      | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 13   | BALL POINT BOLLINER STANDAR SIGNATURE 0.8 | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 14   | BALL POINT BOXY                           | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 15   | BALL POINT FASTER                         | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 16   | BALL POINT PILOT BX-V5                    | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 17   | BALL POINT PILOT G2 HITAM                 | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 18   | BALL POINT PILOT HI-TECHPOINT BIRU        | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 19   | BALL POINT PILOT HI-TECHPOINT HITAM       | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 20   | BALL POINT ZEBRA SARASA BIRU              | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 21   | BALL POINT ZEBRA SARASA HIJAU             | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 22   | BALL POINT ZEBRA SARASA HITAM             | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 23   | BALL POINT ZEBRA SARASA MERAH             | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 24   | BANTEX DUDUK                              | BUAH   | 4          | 0         | 4            | 0         | 4           |            |
| 25   | BANTEX ORDNER FILE                        | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 26   | BATU BATERAI ALKALINE A2 (BESAR)          | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 27   | BATU BATERAI ALKALINE A3 (KECIL)          | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 28   | BINDER CLIP 105                           | PACK   | 2          | 0         | 2            | 0         | 2           |            |
| 29   | BINDER CLIP 107                           | PACK   | 23         | 0         | 23           | 0         | 23          |            |
| 30   | BINDER CLIP 111                           | PACK   | 3          | 0         | 3            | 0         | 3           |            |
| 31   | BINDER CLIP 155                           | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 32   | BINDER CLIP 200                           | PACK   | 2          | 0         | 2            | 0         | 2           |            |
| 33   | BINDER CLIP 260                           | PACK   | 7          | 0         | 7            | 0         | 7           |            |
| 34   | BUKU KWITANSI BESAR                       | BUAH   | 18         | 0         | 18           | 0         | 18          |            |
| 35   | BUKU EKSPEDISI PANJANG                    | BUAH   | 16         | 0         | 16           | 1         | 15          |            |
| 36   | BUKU KWITANSI KECIL                       | BUAH   | 9          | 0         | 9            | 0         | 9           |            |
| 37   | BUSINESS FILE                             | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 38   | CATRIDGE HP OFFICEJET 250 COLOR           | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 39   | CETAK STRIKER " SANGAT SEGERA"            | BUAH   | 25         | 0         | 25           | 0         | 25          |            |
| 40   | CETAK STRIKER " SEGERA"                   | BUAH   | 27         | 0         | 27           | 0         | 27          |            |
| 41   | CORRECTION TAPE - JOYKO CT-533            | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 42   | CUTTER BESAR                              | BUAH   | 4          | 0         | 4            | 0         | 4           |            |
| 43   | CUTTER KECIL                              | BUAH   | 8          | 0         | 8            | 0         | 8           |            |
| 44   | DOUBLE TIP BESAR                          | BUAH   | 5          | 0         | 5            | 0         | 5           |            |
| 45   | DOUBLE TIP KECIL                          | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 46   | FLASHDISK 16 GB                           | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 47   | FLASHDISK 32 GB                           | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 48   | GUNTING BESAR                             | BUAH   | 15         | 0         | 15           | 0         | 15          |            |
| 49   | GUNTING SEDANG                            | DOOS   | 0          | 0         | 0            | 0         | 0           |            |
| 50   | HARD DICS EXTERNAL 1 TERA                 | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 51   | HARD DICS EXTERNAL 2 TERA                 | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 52   | ISI STEPLES UK.10                         | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 53   | ISI STEPLES UK.3                          | BUAH   | 3          | 0         | 3            | 0         | 3           |            |
| 54   | ISI TINTA STAMP (HITAM)                   | BUAH   | 3          | 0         | 3            | 0         | 3           |            |
| 55   | ISI PENSIL MEKANIK 2B 0.5                 | BUAH   | 5          | 0         | 5            | 0         | 5           |            |
| 56   | KALKULATOR                                | BUAH   | 10         | 0         | 10           | 0         | 10          |            |
| 57   | KERTAS A4                                 | RIM    | 90         | 0         | 90           | 0         | 90          |            |
| 58   | KERTAS A4 KOP                             | RIM    | 0          | 0         | 0            | 0         | 0           |            |
| 59   | KERTAS CONCORDE                           | RIM    | 0          | 0         | 0            | 0         | 0           |            |
| 60   | KERTAS CONCORDE PUTIH F4 TEBAL            | RIM    | 6          | 0         | 6            | 1         | 5           |            |
| 61   | KERTAS F4                                 | RIM    | 0          | 0         | 0            | 0         | 0           |            |
| 62   | KERTAS FOLIO KOP                          | RIM    | 0          | 0         | 0            | 0         | 0           |            |
| 63   | KERTAS FOTO A4                            | RIM    | 5          | 0         | 5            | 0         | 5           |            |
| 64   | KERTAS FOTO A4 Dop                        | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 65   | KERTAS BUFFALO                            | PACK   | 0          | 0         | 0            | 0         | 0           |            |

|     |                                                |        |      |   |      |   |      |
|-----|------------------------------------------------|--------|------|---|------|---|------|
| 66  | KERTAS LEMBAR DISPOSISI DIRJEN                 | RIM    | 0    | 0 | 0    | 0 | 0    |
| 67  | KERTAS LEMBAR DISPOSISI SEDIT                  | RIM    | 0    | 0 | 0    | 0 | 0    |
| 68  | KERTAS LEMBAR DISPOSISI KEPALA BAG SDM & UMU   | RIM    | 0    | 0 | 0    | 0 | 0    |
| 69  | KERTAS LEMBAR DISPOSISI KEPALA BAG HUKUM       | RIM    | 0    | 0 | 0    | 0 | 0    |
| 70  | KEYBOARD WIRELES                               | BUAH   | 25   | 0 | 25   | 0 | 25   |
| 71  | KERTAS LEMBAR NOMOR NASKAH DINAS               | RIM    | 0    | 0 | 0    | 0 | 0    |
| 72  | LABEL TOM & JERRI 103                          | PACK   | 5    | 0 | 5    | 0 | 5    |
| 73  | LABEL TOM & JERRI 121                          | PACK   | 12   | 0 | 12   | 0 | 12   |
| 74  | LABEL TOM & JERRI 127                          | PACK   | 8    | 0 | 8    | 0 | 8    |
| 75  | LEM KERTAS STICK JOYKO                         | BUAH   | 16   | 0 | 16   | 0 | 16   |
| 76  | MAP PUTIH PERHUBUNGAN DARAT                    | LEMBAR | 210  | 0 | 210  | 0 | 210  |
| 77  | MAP FILE PLASTIK DAICHI                        | LUSIN  | 0    | 0 | 0    | 0 | 0    |
| 78  | MAP KANCING                                    | LUSIN  | 23   | 0 | 23   | 0 | 23   |
| 79  | MAP PLASTIK KANCING                            | LUSIN  | 6    | 0 | 6    | 1 | 5    |
| 80  | MAP PLASTIK BENING (SHEET PROTECTOR)           | LUSIN  | 0    | 0 | 0    | 0 | 0    |
| 81  | MOUSE LOGITEC KABEL                            | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 82  | MOUSE LOGITEC WERLESS                          | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 83  | PEMBERSIH MONITOR                              | BUAH   | 3    | 0 | 3    | 0 | 3    |
| 84  | PEMBOLONG KERTAS BESAR                         | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 85  | PEMBOLONG KERTAS KECIL                         | BUAH   | 5    | 0 | 5    | 0 | 5    |
| 86  | PENCABUT STEPLES                               | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 87  | PENGARIS BESI/ PLASTIK                         | BUAH   | 18   | 0 | 18   | 0 | 18   |
| 88  | PENGHAPUS PENSIL                               | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 89  | PENSIL 2B                                      | LUSIN  | 0    | 0 | 0    | 0 | 0    |
| 90  | PENSIL MEKANIK PENTEL 0.5                      | LUSIN  | 0    | 0 | 0    | 0 | 0    |
| 91  | PLAKBAN BENING BESAR                           | BUAH   | 15   | 0 | 15   | 2 | 13   |
| 92  | PLAKBAN BENING KECIL                           | BUAH   | 5    | 0 | 5    | 0 | 5    |
| 93  | PLAKBAN COKLAT                                 | BUAH   | 10   | 0 | 10   | 0 | 10   |
| 94  | PLAKBAN HITAM                                  | BUAH   | 16   | 0 | 16   | 0 | 16   |
| 95  | PLAKBAN HITAM UK.1.5                           | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 96  | PORT USB                                       | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 97  | POST IT WARNA WARNI                            | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 98  | POST-IT SIGN HERE                              | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 99  | PROTO STICK NOTES                              | BUAH   | 11   | 0 | 11   | 0 | 11   |
| 100 | REFIL CUTTER BESAR                             | PACK   | 2    | 0 | 2    | 0 | 2    |
| 101 | RAUTAN PENSIL BESI                             | BUAH   | 16   | 0 | 16   | 0 | 16   |
| 102 | RAUTAN PENSIL PUTAR KECIL                      | BUAH   | 21   | 0 | 21   | 0 | 21   |
| 103 | REFIL CUTTER KECIL                             | PACK   | 0    | 0 | 0    | 0 | 0    |
| 104 | SPIDOL ARTILINE BIRU PERMANENT                 | PACK   | 0    | 0 | 0    | 0 | 0    |
| 105 | SPIDOL ARTILINE GOLD PERMANENT                 | PACK   | 6    | 0 | 6    | 0 | 6    |
| 106 | SPIDOL ARTILINE HITAM PERMANENT                | PACK   | 0    | 0 | 0    | 0 | 0    |
| 107 | SPIDOL ARTLINE WHITE BOARD HITAM               | PACK   | 9    | 0 | 9    | 0 | 9    |
| 108 | SPIDOL ARTLINE WHITE BOARD PUTIH               | PACK   | 11   | 0 | 11   | 0 | 11   |
| 109 | STABILO                                        | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 110 | STEPLES BESAR                                  | BUAH   | 3    | 0 | 3    | 0 | 3    |
| 111 | STEPLES KECIL                                  | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 112 | STOP MAP 5002                                  | DOOS   | 0    | 0 | 0    | 0 | 0    |
| 113 | STOP MAP BATIK KAIN                            | LEMBAR | 0    | 0 | 0    | 0 | 0    |
| 114 | STOP MAP FOLIO DIAMOND                         | DOOS   | 0    | 0 | 0    | 0 | 0    |
| 115 | STOP MAP PUTIH FOLIO KOP PERHUBUNGAN           | LEMBAR | 3150 | 0 | 3150 | 0 | 3150 |
| 116 | TINTA 85A                                      | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 117 | TINTA BROTHER HL-5450 DN (TN 3320 )            | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 118 | TINTA BROTHER TN 3448                          | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 119 | TINTA BROTHER TN 351 COLOR                     | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 120 | TINTA CANON 810                                | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 121 | TINTA CANON 811                                | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 122 | TINTA CANON G 3010 (790) COLOR                 | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 123 | TINTA CANON IMAGE CLASS SERIES 504             | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 124 | TINTA CANON IMEGA CLASS LBP621cw (054)         | BUAH   | 6    | 0 | 6    | 0 | 6    |
| 125 | TINTA CATRIDGE CANON 325                       | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 126 | TINTA CATRIDGE HP LASER JET PRO M400 (80A)     | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 127 | TINTA CATRIDGE TN-263 COLOR                    | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 128 | TINTA CATRIDGE HP LASER JET PRO 404 dw (76A)   | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 129 | TINTA EPSON 001                                | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 130 | TINTA EPSON 003                                | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 131 | TINTA EPSON AL-M310 DN (10079/ 10089 )         | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 132 | TINTA HP 955 XL CATRIDGE FULL SET COLOR (CMYK) | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 133 | TINTA EPSON L 1300 COLOR (644) / (220)         | BUAH   | 16   | 0 | 16   | 0 | 16   |
| 134 | TINTA HP 79A                                   | BUAH   | 5    | 0 | 5    | 0 | 5    |
| 135 | TINTA HP INK TANK 319 (GT53/ 52)               | PACK   | 0    | 0 | 0    | 0 | 0    |
| 136 | TINTA IP 110 (35 &36)                          | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 137 | TINTA LASER JET COLOR 119A                     | BUAH   | 0    | 0 | 0    | 0 | 0    |
| 138 | TIP-X CAIR KENKO                               | BUAH   | 3    | 0 | 3    | 0 | 3    |

|     |                     |       |   |   |   |   |   |  |
|-----|---------------------|-------|---|---|---|---|---|--|
| 139 | TIP X KERTAS KENKO  | BUAH  | 6 | 0 | 6 | 0 | 6 |  |
| 140 | TRIGONAL CLIP JOYKO | KOTAK | 0 | 0 | 0 | 0 | 0 |  |
| 141 | TEMPAT SAMPAH KECIL | BUAH  | 0 | 0 | 0 | 0 | 0 |  |

Tidak terdapat selisih perhitungan dan pencatatan antara buku persediaan dan pemeriksaan fisik (stock opname )

Demikian Berita Acara ini dibuat untuk dipergunakan sebagaimana mestinya.

Jakarta, 22 Maret 2025

Petugas Persediaan

Mengetahui  
Ketua Tim Substansi Umum

AGUS SUKANDA  
NIP. 19750817 200312 1 001

RAMANDANI HERU SAPUTRA  
NIP. 19850602 200912 1 002

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Tidak ter  
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Demikia

LAPORAN PERSEDIAAN B  
STOCK OPNAME BARAN  
Nomor : BA-DJPD 758

Pada hari ini 30 April 2025 jam 12.00 telah dilaksanakan Stock Opname Pe

| Nama Barang                               |
|-------------------------------------------|
| AKRILIK SEGI TIGA BENING                  |
| AMPLOP COKLAT LOGO HUBDAT A4              |
| AMPLOP POLOS BESAR                        |
| AMPLOP COKLAT POLOS A4                    |
| AMPLOP COKLAT POLOS KECIL                 |
| AMPLOP PUTIH POLOS BESAR                  |
| AMPLOP PUTIH POLOS KECIL                  |
| AMPLOP COKLAT POLOS BESAR A3              |
| AMPLOP COKLAT POLOS F4                    |
| BALL POINT BOLLINER BIRU                  |
| BALL POINT BOLLINER HITAM                 |
| BALL POINT BOLLINER STANDAR BIRU 1.0      |
| BALL POINT BOLLINER STANDAR SIGNATURE 0.8 |
| BALL POINT BOXY                           |
| BALL POINT FASTER                         |
| BALL POINT PILOT BX-V5                    |
| BALL POINT PILOT G2 HITAM                 |
| BALL POINT PILOT HI-TECHPOINT BIRU        |
| BALL POINT PILOT HI-TECHPOINT HITAM       |
| BALL POINT ZEBRA SARASA BIRU              |
| BALL POINT ZEBRA SARASA HIJAU             |
| BALL POINT ZEBRA SARASA HITAM             |
| BALL POINT ZEBRA SARASA MERAH             |
| BANTEX DUDUK                              |
| BANTEX ORDNER FILE                        |
| BATU BATERAI ALKALINE A2 (BESAR)          |
| BATU BATERAI ALKALINE A3 (KECIL)          |
| BINDER CLIP 105                           |
| BINDER CLIP 107                           |
| BINDER CLIP 111                           |
| BINDER CLIP 155                           |
| BINDER CLIP 200                           |
| BINDER CLIP 260                           |
| BUKU KWITANSI BESAR                       |
| BUKU EKSPEDISI PANJANG                    |
| BUKU KWITANSI KECIL                       |
| BUSINESS FILE                             |
| CATRIDGE HP OFFICEJET 250 COLOR           |
| CETAK STRIKER " SANGAT SEGERA"            |
| CETAK STRIKER " SEGERA"                   |
| CORRECTION TAPE - JOYKO CT-533            |
| CUTTER BESAR                              |

|                                                                |
|----------------------------------------------------------------|
| CUTTER KECIL                                                   |
| DOUBLE TIP BESAR                                               |
| DOUBLE TIP KECIL                                               |
| FLASHDISK 16 GB                                                |
| FLASHDISK 32 GB                                                |
| GUNTING BESAR                                                  |
| GUNTING SEDANG                                                 |
| HARD DICS EXTERNAL 1 TERA                                      |
| HARD DICS EXTERNAL 2 TERA                                      |
| ISI STEPLES UK.10                                              |
| ISI STEPLES UK.3                                               |
| ISI TINTA STAMP (HITAM)                                        |
| ISI PENSIL MEKANIK 2B 0.5                                      |
| KALKULATOR                                                     |
| KERTAS A4                                                      |
| KERTAS A4 KOP                                                  |
| KERTAS CONCORDE                                                |
| KERTAS CONCORDE PUTIH F4 TEBAL                                 |
| KERTAS F4                                                      |
| KERTAS FOLIO KOP                                               |
| KERTAS FOTO A4                                                 |
| KERTAS FOTO A4 Dop                                             |
| KERTAS BUFFALO                                                 |
| KERTAS LEMBAR DISPOSISI DIRJEN                                 |
| KERTAS LEMBAR DISPOSISI SESDIT                                 |
| KERTAS LEMBAR DISPOSISI KEPALA BAG ORGANISASI DAN TATA LAKSANA |
| KERTAS LEMBAR DISPOSISI KEPALA BAG SDM                         |
| KERTAS LEMBAR DISPOSISI KEPALA BAG SDM DAN UMUM                |
| KERTAS LEMBAR DISPOSISI KEPALA BAG HUKUM                       |
| KOP SURAT A-4 CONCORDE GARUDA ( POLI)                          |
| KOP SURAT F-4 CONCORDE GARUDA ( POLI)                          |
| KEYBOARD WIRELES                                               |
| KERTAS LEMBAR NOMOR NASKAH DINAS                               |
| LABEL TOM & JERRI 103                                          |
| LABEL TOM & JERRI 121                                          |
| LABEL TOM & JERRI 127                                          |
| LEM KERTAS STICK JOYKO                                         |
| MAP PUTIH PERHUBUNGAN DARAT                                    |
| MAP FILE PLASTIK DAICHI                                        |
| MAP KANCING                                                    |
| MAP PLASTIK KANCING                                            |
| MAP PLASTIK BENING (SHEET PROTECTOR)                           |
| MOUSE LOGITEC KABEL                                            |
| MOUSE LOGITEC WERLESS                                          |
| PEMBERSIH MONITOR                                              |
| PEMBOLONG KERTAS BESAR                                         |
| PEMBOLONG KERTAS KECIL                                         |
| PENCABUT STEPLES                                               |
| PENGARIS BESI/ PLASTIK                                         |
| PENGHAPUS PENSIL                                               |

|                                                |
|------------------------------------------------|
| PENSIL 2B                                      |
| PENSIL MEKANIK PENTEL 0.5                      |
| PLAKBAN BENING BESAR                           |
| PLAKBAN BENING KECIL                           |
| PLAKBAN COKLAT                                 |
| PLAKBAN HITAM                                  |
| PLAKBAN HITAM UK.1.5                           |
| PORT USB                                       |
| POST IT WARNA WARNI                            |
| POST-IT SIGN HERE                              |
| PROTO STICK NOTES                              |
| REFIL CUTTER BESAR                             |
| RAUTAN PENSIL BESI                             |
| RAUTAN PENSIL PUTAR KECIL                      |
| REFIL CUTTER KECIL                             |
| SPIDOL ARTILINE BIRU PERMANENT                 |
| SPIDOL ARTILINE GOLD PERMANENT                 |
| SPIDOL ARTILINE HITAM PERMANENT                |
| SPIDOL ARTLINE WHITE BOARD HITAM               |
| SPIDOL ARTLINE WHITE BOARD PUTIH               |
| STABILO                                        |
| STEPLES BESAR                                  |
| STEPLES KECIL                                  |
| STOP MAP 5002                                  |
| STOP MAP BATIK KAIN                            |
| STOP MAP FOLIO DIAMOND                         |
| STOP MAP PUTIH FOLIO KOP PERHUBUNGAN           |
| TINTA 85A                                      |
| TINTA BROTHER HL-5450 DN (TN 3320 )            |
| TINTA BROTHER TN 3448                          |
| TINTA BROTHER TN 351 COLOR                     |
| TINTA CANON 810                                |
| TINTA CANON 811                                |
| TINTA CANON G 3010 (790) COLOR                 |
| TINTA CANON IMAGE CLASS SERIES 504             |
| TINTA CANON IMEGA CLASS LBP621cw (054)         |
| TINTA CATRIDGE CANON 325                       |
| TINTA CATRIDGE HP LASER JET PRO M400 (80A)     |
| TINTA CATRIDGE TN-263 COLOR                    |
| TINTA CATRIDGE HP LASER JET PRO 404 dw (76A)   |
| TINTA EPSON 001                                |
| TINTA EPSON 003                                |
| TINTA EPSON AL-M310 DN (10079/ 10089 )         |
| TINTA HP 955 XL CATRIDGE FULL SET COLOR (CMYK) |
| TINTA EPSON L 1300 COLOR (644) / (220)         |
| TINTA HP 79A                                   |
| TINTA HP INK TANK 319 (GT53/ 52)               |
| TINTA IP 110 (35 &36)                          |
| TINTA LASER JET COLOR 119A                     |
| TIP-X CAIR KENKO                               |

|                     |
|---------------------|
| TIP X KERTAS KENKO  |
| TRIGONAL CLIP JOYKO |
| TEMPAT SAMPAH KECIL |

terdapat selisih perhitungan dan pencatatan antara buku persediaan dan  
 (nama )

in Berita Acara ini dibuat untuk dipergunakan sebagaimana mestinya.

Petugas Persediaan

AGUS SUKANDA  
 NIP. 19750817 200312 1 001

ULAN APRIL 2025  
G PERSEDIAAN  
Tahun 2025

ersediaan pada Unit Akuntansi Kuasa Pengguna Barang (UAKPB)

| Satuan | Saldo Awal | Pengadaan | Jumlah Stock | Pemakaian | Stock Akhir | Keterangan |
|--------|------------|-----------|--------------|-----------|-------------|------------|
| BUAH   | 30         | 0         | 30           | 1         | 29          |            |
| PACK   | 590        | 0         | 590          | 252       | 338         |            |
| PACK   | 1          | 0         | 1            | 1         | 0           |            |
| PACK   | 1          | 0         | 1            | 1         | 0           |            |
| PACK   | 15         | 0         | 15           | 3         | 12          |            |
| PACK   | 0          | 20        | 20           | 20        | 0           |            |
| PACK   | 20         | 15        | 35           | 16        | 19          |            |
| PACK   | 31         | 0         | 31           | 0         | 31          |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 23        | 23           | 23        | 0           |            |
| LUSIN  | 0          | 18        | 18           | 18        | 0           |            |
| LUSIN  | 0          | 5         | 5            | 5         | 0           |            |
| LUSIN  | 0          | 5         | 5            | 5         | 0           |            |
| LUSIN  | 0          | 12        | 12           | 12        | 0           |            |
| LUSIN  | 0          | 12        | 12           | 12        | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 19        | 19           | 19        | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 32        | 32           | 32        | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 4          | 14        | 18           | 14        | 4           |            |
| BUAH   | 0          | 4         | 4            | 4         | 0           |            |
| PACK   | 0          | 111       | 111          | 91        | 20          |            |
| PACK   | 0          | 91        | 91           | 71        | 20          |            |
| PACK   | 2          | 35        | 37           | 25        | 12          |            |
| PACK   | 23         | 20        | 43           | 35        | 8           |            |
| PACK   | 3          | 22        | 25           | 24        | 1           |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 2          | 10        | 12           | 12        | 0           |            |
| PACK   | 7          | 10        | 17           | 17        | 0           |            |
| BUAH   | 18         | 0         | 18           | 3         | 15          |            |
| BUAH   | 15         | 0         | 15           | 6         | 9           |            |
| BUAH   | 9          | 0         | 9            | 9         | 0           |            |
| PACK   | 0          | 14        | 14           | 14        | 0           |            |
| BUAH   | 0          | 8         | 8            | 8         | 0           |            |
| BUAH   | 25         | 0         | 25           | 8         | 17          |            |
| BUAH   | 27         | 0         | 27           | 8         | 19          |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 4          | 0         | 4            | 4         | 0           |            |

|        |     |     |     |     |    |  |
|--------|-----|-----|-----|-----|----|--|
| BUAH   | 8   | 0   | 8   | 2   | 6  |  |
| BUAH   | 5   | 5   | 10  | 7   | 3  |  |
| BUAH   | 0   | 5   | 5   | 5   | 0  |  |
| BUAH   | 0   | 16  | 16  | 16  | 0  |  |
| BUAH   | 0   | 16  | 16  | 16  | 0  |  |
| BUAH   | 15  | 0   | 15  | 5   | 10 |  |
| DOOS   | 0   | 0   | 0   | 0   | 0  |  |
| BUAH   | 0   | 8   | 8   | 7   | 1  |  |
| BUAH   | 0   | 8   | 8   | 8   | 0  |  |
| PACK   | 0   | 0   | 0   | 0   | 0  |  |
| BUAH   | 3   | 0   | 3   | 3   | 0  |  |
| BUAH   | 3   | 0   | 3   | 0   | 3  |  |
| BUAH   | 5   | 0   | 5   | 0   | 5  |  |
| BUAH   | 10  | 4   | 10  | 4   | 6  |  |
| RIM    | 90  | 145 | 235 | 205 | 30 |  |
| RIM    | 0   | 0   | 0   | 0   | 0  |  |
| RIM    | 0   | 0   | 0   | 0   | 0  |  |
| RIM    | 5   | 0   | 5   | 3   | 2  |  |
| RIM    | 0   | 25  | 25  | 25  | 0  |  |
| RIM    | 0   | 0   | 0   | 0   | 0  |  |
| RIM    | 5   | 0   | 5   | 2   | 3  |  |
| PACK   | 0   | 0   | 0   | 0   | 0  |  |
| PACK   | 0   | 0   | 0   | 0   | 0  |  |
| RIM    | 0   | 0   | 0   | 0   | 0  |  |
| RIM    | 0   | 0   | 0   | 0   | 0  |  |
| RIM    | 0   | 10  | 10  | 0   | 10 |  |
| RIM    | 0   | 10  | 10  | 0   | 10 |  |
| RIM    | 0   | 10  | 10  | 0   | 10 |  |
| RIM    | 0   | 0   | 0   | 0   | 0  |  |
| RIM    | 0   | 2   | 2   | 0   | 0  |  |
| RIM    | 0   | 2   | 2   | 0   | 0  |  |
| BUAH   | 25  | 0   | 25  | 5   | 20 |  |
| RIM    | 0   | 0   | 0   | 0   | 0  |  |
| PACK   | 5   | 0   | 5   | 5   | 0  |  |
| PACK   | 12  | 0   | 12  | 6   | 6  |  |
| PACK   | 8   | 0   | 8   | 6   | 2  |  |
| BUAH   | 16  | 24  | 40  | 15  | 25 |  |
| LEMBAR | 210 | 200 | 410 | 320 | 90 |  |
| LUSIN  | 0   | 6   | 6   | 6   | 0  |  |
| LUSIN  | 23  | 0   | 23  | 22  | 1  |  |
| LUSIN  | 5   | 0   | 5   | 0   | 5  |  |
| LUSIN  | 0   | 0   | 0   | 0   | 0  |  |
| BUAH   | 0   | 0   | 0   | 0   | 0  |  |
| BUAH   | 0   | 32  | 32  | 32  | 0  |  |
| BUAH   | 3   | 5   | 8   | 8   | 0  |  |
| BUAH   | 0   | 0   | 0   | 0   | 0  |  |
| BUAH   | 5   | 0   | 5   | 1   | 4  |  |
| BUAH   | 0   | 2   | 2   | 2   | 0  |  |
| BUAH   | 18  | 5   | 23  | 6   | 17 |  |
| BUAH   | 0   | 0   | 0   | 0   | 0  |  |



|        |      |      |      |      |      |  |
|--------|------|------|------|------|------|--|
| LUSIN  | 0    | 8    | 8    | 8    | 0    |  |
| LUSIN  | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 13   | 0    | 13   | 3    | 10   |  |
| BUAH   | 5    | 0    | 5    | 4    | 1    |  |
| BUAH   | 10   | 0    | 10   | 2    | 8    |  |
| BUAH   | 16   | 0    | 16   | 2    | 14   |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 0    | 40   | 40   | 40   | 0    |  |
| BUAH   | 0    | 57   | 57   | 57   | 0    |  |
| BUAH   | 11   | 13   | 24   | 20   | 4    |  |
| PACK   | 2    | 0    | 2    | 0    | 2    |  |
| BUAH   | 16   | 0    | 16   | 0    | 16   |  |
| BUAH   | 21   | 0    | 21   | 0    | 21   |  |
| PACK   | 0    | 0    | 0    | 0    | 0    |  |
| PACK   | 0    | 0    | 0    | 0    | 0    |  |
| PACK   | 6    | 0    | 6    | 6    | 0    |  |
| PACK   | 0    | 0    | 0    | 0    | 0    |  |
| PACK   | 9    | 0    | 9    | 4    | 5    |  |
| PACK   | 11   | 0    | 11   | 0    | 11   |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 3    | 0    | 3    | 3    | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| DOOS   | 0    | 0    | 0    | 0    | 0    |  |
| LEMBAR | 0    | 10   | 10   | 10   | 0    |  |
| DOOS   | 0    | 0    | 0    | 0    | 0    |  |
| LEMBAR | 3150 | 2500 | 5650 | 1900 | 3750 |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 0    | 4    | 4    | 4    | 0    |  |
| BUAH   | 0    | 4    | 4    | 4    | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 0    | 20   | 20   | 20   | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 6    | 20   | 26   | 11   | 15   |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 0    | 4    | 4    | 4    | 0    |  |
| BUAH   | 0    | 2    | 2    | 2    | 0    |  |
| BUAH   | 0    | 40   | 40   | 40   | 0    |  |
| BUAH   | 0    | 40   | 40   | 40   | 0    |  |
| BUAH   | 0    | 4    | 4    | 4    | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 16   | 24   | 40   | 4    | 36   |  |
| BUAH   | 5    | 0    | 5    | 0    | 5    |  |
| PACK   | 0    | 40   | 40   | 40   | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 0    | 0    | 0    | 0    | 0    |  |
| BUAH   | 3    | 13   | 16   | 13   | 3    |  |

|       |   |    |    |    |   |  |
|-------|---|----|----|----|---|--|
| BUAH  | 6 | 20 | 26 | 26 | 0 |  |
| KOTAK | 0 | 21 | 21 | 21 | 0 |  |
| BUAH  | 0 | 0  | 0  | 0  | 0 |  |

pemeriksaan fisik

Jakarta, 30 April 2025

Mengetahui  
Ketua Tim Substansi Umum

RAMANDANI HERU SAPUTRA  
NIP. 19850602 200912 1 002

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Tidak ter  
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Demikia

LAPORAN PERSEDIAAN  
STOCK OPNAME BARANG  
Nomor : BA-DJPD 805

Pada hari ini 28 Mei 2025 jam 12.00 telah dilaksanakan Stock Opname Pe

| Nama Barang                               |
|-------------------------------------------|
| AKRILIK SEGI TIGA BENING                  |
| AMPLOP COKLAT LOGO HUBDAT A4              |
| AMPLOP POLOS BESAR                        |
| AMPLOP COKLAT POLOS A4                    |
| AMPLOP COKLAT POLOS KECIL                 |
| AMPLOP PUTIH POLOS BESAR                  |
| AMPLOP PUTIH POLOS KECIL                  |
| AMPLOP COKLAT POLOS BESAR A3              |
| AMPLOP COKLAT POLOS F4                    |
| BALL POINT BOLLINER BIRU                  |
| BALL POINT BOLLINER HITAM                 |
| BALL POINT BOLLINER STANDAR BIRU 1.0      |
| BALL POINT BOLLINER STANDAR SIGNATURE 0.8 |
| BALL POINT BOXY                           |
| BALL POINT FASTER                         |
| BALL POINT PILOT BX-V5                    |
| BALL POINT PILOT G2 HITAM                 |
| BALL POINT PILOT HI-TECHPOINT BIRU        |
| BALL POINT PILOT HI-TECHPOINT HITAM       |
| BALL POINT ZEBRA SARASA BIRU              |
| BALL POINT ZEBRA SARASA HIJAU             |
| BALL POINT ZEBRA SARASA HITAM             |
| BALL POINT ZEBRA SARASA MERAH             |
| BANTEX DUDUK                              |
| BANTEX ORDNER FILE                        |
| BATU BATERAI ALKALINE A2 (BESAR)          |
| BATU BATERAI ALKALINE A3 (KECIL)          |
| BINDER CLIP 105                           |
| BINDER CLIP 107                           |
| BINDER CLIP 111                           |
| BINDER CLIP 155                           |
| BINDER CLIP 200                           |
| BINDER CLIP 260                           |
| BUKU KWITANSI BESAR                       |
| BUKU EKSPEDISI PANJANG                    |
| BUKU KWITANSI KECIL                       |
| BUSINESS FILE                             |
| CATRIDGE HP OFFICEJET 250 COLOR           |
| CETAK STRIKER " SANGAT SEGERA"            |
| CETAK STRIKER " SEGERA"                   |
| CORRECTION TAPE - JOYKO CT-533            |
| CUTTER BESAR                              |

|                                                                |
|----------------------------------------------------------------|
| CUTTER KECIL                                                   |
| DOUBLE TIP BESAR                                               |
| DOUBLE TIP KECIL                                               |
| FLASHDISK 16 GB                                                |
| FLASHDISK 32 GB                                                |
| GUNTING BESAR                                                  |
| GUNTING SEDANG                                                 |
| HARD DICS EXTERNAL 1 TERA                                      |
| HARD DICS EXTERNAL 2 TERA                                      |
| ISI STEPLES UK.10                                              |
| ISI STEPLES UK.3                                               |
| ISI TINTA STAMP (HITAM)                                        |
| ISI PENSIL MEKANIK 2B 0.5                                      |
| KALKULATOR                                                     |
| KERTAS A4                                                      |
| KERTAS A4 KOP                                                  |
| KERTAS CONCORDE                                                |
| KERTAS CONCORDE PUTIH F4 TEBAL                                 |
| KERTAS F4                                                      |
| KERTAS FOLIO KOP                                               |
| KERTAS FOTO A4                                                 |
| KERTAS FOTO A4 Dop                                             |
| KERTAS BUFFALO                                                 |
| KERTAS LEMBAR DISPOSISI DIRJEN                                 |
| KERTAS LEMBAR DISPOSISI SESDIT                                 |
| KERTAS LEMBAR DISPOSISI KEPALA BAG ORGANISASI DAN TATA LAKSANA |
| KERTAS LEMBAR DISPOSISI KEPALA BAG SDM                         |
| KERTAS LEMBAR DISPOSISI KEPALA BAG SDM DAN UMUM                |
| KERTAS LEMBAR DISPOSISI KEPALA BAG HUKUM                       |
| KOP SURAT A-4 CONCORDE GARUDA ( POLI)                          |
| KOP SURAT F-4 CONCORDE GARUDA ( POLI)                          |
| KEYBOARD WIRELES                                               |
| KERTAS LEMBAR NOMOR NASKAH DINAS                               |
| LABEL TOM & JERRI 103                                          |
| LABEL TOM & JERRI 121                                          |
| LABEL TOM & JERRI 127                                          |
| LEM KERTAS STICK JOYKO                                         |
| MAP PUTIH PERHUBUNGAN DARAT                                    |
| MAP FILE PLASTIK DAICHI                                        |
| MAP KANCING                                                    |
| MAP PLASTIK KANCING                                            |
| MAP PLASTIK BENING (SHEET PROTECTOR)                           |
| MOUSE LOGITEC KABEL                                            |
| MOUSE LOGITEC WERLESS                                          |
| PEMBERSIH MONITOR                                              |
| PEMBOLONG KERTAS BESAR                                         |
| PEMBOLONG KERTAS KECIL                                         |
| PENCABUT STEPLES                                               |
| PENGARIS BESI/ PLASTIK                                         |
| PENGHAPUS PENSIL                                               |



|                                                |
|------------------------------------------------|
| PENSIL 2B                                      |
| PENSIL MEKANIK PENTEL 0.5                      |
| PLAKBAN BENING BESAR                           |
| PLAKBAN BENING KECIL                           |
| PLAKBAN COKLAT                                 |
| PLAKBAN HITAM                                  |
| PLAKBAN HITAM UK.1.5                           |
| PORT USB                                       |
| POST IT WARNA WARNI                            |
| POST-IT SIGN HERE                              |
| PROTO STICK NOTES                              |
| REFIL CUTTER BESAR                             |
| RAUTAN PENSIL BESI                             |
| RAUTAN PENSIL PUTAR KECIL                      |
| REFIL CUTTER KECIL                             |
| SPIDOL ARTILINE BIRU PERMANENT                 |
| SPIDOL ARTILINE GOLD PERMANENT                 |
| SPIDOL ARTILINE HITAM PERMANENT                |
| SPIDOL ARTLINE WHITE BOARD HITAM               |
| SPIDOL ARTLINE WHITE BOARD PUTIH               |
| STABILO                                        |
| STEPLES BESAR                                  |
| STEPLES KECIL                                  |
| STOP MAP 5002                                  |
| STOP MAP BATIK KAIN                            |
| STOP MAP FOLIO DIAMOND                         |
| STOP MAP PUTIH FOLIO KOP PERHUBUNGAN           |
| TINTA 85A                                      |
| TINTA BROTHER HL-5450 DN (TN 3320 )            |
| TINTA BROTHER TN 3448                          |
| TINTA BROTHER TN 351 COLOR                     |
| TINTA CANON 810                                |
| TINTA CANON 811                                |
| TINTA CANON G 3010 (790) COLOR                 |
| TINTA CANON IMAGE CLASS SERIES 504             |
| TINTA CANON IMEGA CLASS LBP621cw (054)         |
| TINTA CATRIDGE CANON 325                       |
| TINTA CATRIDGE HP LASER JET PRO M400 (80A)     |
| TINTA CATRIDGE TN-263 COLOR                    |
| TINTA CATRIDGE HP LASER JET PRO 404 dw (76A)   |
| TINTA EPSON 001                                |
| TINTA EPSON 003                                |
| TINTA EPSON AL-M310 DN (10079/ 10089 )         |
| TINTA HP 955 XL CATRIDGE FULL SET COLOR (CMYK) |
| TINTA EPSON L 1300 COLOR (644) / (220)         |
| TINTA HP 79A                                   |
| TINTA HP INK TANK 319 (GT53/ 52)               |
| TINTA IP 110 (35 &36)                          |
| TINTA LASER JET COLOR 119A                     |
| TIP-X CAIR KENKO                               |

|                     |
|---------------------|
| TIP X KERTAS KENKO  |
| TRIGONAL CLIP JOYKO |
| TEMPAT SAMPAH KECIL |

terdapat selisih perhitungan dan pencatatan antara buku persediaan dan  
 (nama )

in Berita Acara ini dibuat untuk dipergunakan sebagaimana mestinya.

Petugas Persediaan

AGUS SUKANDA  
 NIP. 19750817 200312 1 001

3ULAN MEI 2025  
G PERSEDIAAN  
Tahun 2025

ersediaan pada Unit Akuntansi Kuasa Pengguna Barang (UAKPB)

| Satuan | Saldo Awal | Pengadaan | Jumlah Stock | Pemakaian | Stock Akhir | Keterangan |
|--------|------------|-----------|--------------|-----------|-------------|------------|
| BUAH   | 29         | 0         | 29           | 0         | 29          |            |
| PACK   | 338        | 0         | 338          | 0         | 338         |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 12         | 0         | 12           | 0         | 12          |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 19         | 0         | 19           | 0         | 19          |            |
| PACK   | 31         | 0         | 31           | 0         | 31          |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 4          | 0         | 4            | 1         | 3           |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 20         | 0         | 20           | 7         | 13          |            |
| PACK   | 20         | 0         | 20           | 4         | 16          |            |
| PACK   | 12         | 0         | 12           | 3         | 9           |            |
| PACK   | 8          | 0         | 8            | 1         | 7           |            |
| PACK   | 1          | 0         | 1            | 0         | 1           |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 15         | 0         | 15           | 0         | 15          |            |
| BUAH   | 9          | 0         | 9            | 9         | 0           |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 17         | 0         | 17           | 0         | 17          |            |
| BUAH   | 19         | 0         | 19           | 0         | 19          |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |

|        |    |   |    |    |    |  |
|--------|----|---|----|----|----|--|
| BUAH   | 6  | 0 | 6  | 1  | 5  |  |
| BUAH   | 3  | 0 | 3  | 1  | 2  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 10 | 0 | 10 | 2  | 8  |  |
| DOOS   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 1  | 0 | 1  | 0  | 1  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| PACK   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 3  | 0 | 3  | 0  | 3  |  |
| BUAH   | 5  | 0 | 5  | 0  | 5  |  |
| BUAH   | 6  | 0 | 6  | 1  | 5  |  |
| RIM    | 30 | 0 | 30 | 1  | 29 |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| RIM    | 2  | 0 | 2  | 0  | 2  |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| RIM    | 3  | 0 | 3  | 0  | 3  |  |
| PACK   | 0  | 0 | 0  | 0  | 0  |  |
| PACK   | 0  | 0 | 0  | 0  | 0  |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| RIM    | 10 | 0 | 10 | 0  | 10 |  |
| RIM    | 10 | 0 | 10 | 0  | 10 |  |
| RIM    | 10 | 0 | 10 | 0  | 10 |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 20 | 0 | 20 | 10 | 10 |  |
| RIM    | 0  | 0 | 0  | 0  | 0  |  |
| PACK   | 0  | 0 | 0  | 0  | 0  |  |
| PACK   | 6  | 0 | 6  | 0  | 6  |  |
| PACK   | 2  | 0 | 2  | 0  | 2  |  |
| BUAH   | 25 | 0 | 25 | 3  | 22 |  |
| LEMBAR | 90 | 0 | 90 | 0  | 90 |  |
| LUSIN  | 0  | 0 | 0  | 0  | 0  |  |
| LUSIN  | 1  | 0 | 1  | 0  | 1  |  |
| LUSIN  | 5  | 0 | 5  | 0  | 5  |  |
| LUSIN  | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 4  | 0 | 4  | 0  | 4  |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |
| BUAH   | 17 | 0 | 17 | 2  | 15 |  |
| BUAH   | 0  | 0 | 0  | 0  | 0  |  |

|        |      |   |      |     |      |  |
|--------|------|---|------|-----|------|--|
| LUSIN  | 0    | 0 | 0    | 0   | 0    |  |
| LUSIN  | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 10   | 0 | 10   | 1   | 9    |  |
| BUAH   | 1    | 0 | 1    | 0   | 1    |  |
| BUAH   | 8    | 0 | 8    | 0   | 8    |  |
| BUAH   | 14   | 0 | 14   | 0   | 14   |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 4    | 0 | 4    | 0   | 4    |  |
| PACK   | 2    | 0 | 2    | 0   | 2    |  |
| BUAH   | 16   | 0 | 16   | 0   | 16   |  |
| BUAH   | 21   | 0 | 21   | 0   | 21   |  |
| PACK   | 0    | 0 | 0    | 0   | 0    |  |
| PACK   | 0    | 0 | 0    | 0   | 0    |  |
| PACK   | 0    | 0 | 0    | 0   | 0    |  |
| PACK   | 0    | 0 | 0    | 0   | 0    |  |
| PACK   | 5    | 0 | 5    | 0   | 5    |  |
| PACK   | 11   | 0 | 11   | 0   | 11   |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| DOOS   | 0    | 0 | 0    | 0   | 0    |  |
| LEMBAR | 0    | 0 | 0    | 0   | 0    |  |
| DOOS   | 0    | 0 | 0    | 0   | 0    |  |
| LEMBAR | 3750 | 0 | 3750 | 200 | 3550 |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 15   | 0 | 15   | 8   | 7    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 36   | 0 | 36   | 8   | 28   |  |
| BUAH   | 5    | 0 | 5    | 0   | 5    |  |
| PACK   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| BUAH   | 3    | 0 | 3    | 1   | 2    |  |

|       |   |   |   |   |   |  |
|-------|---|---|---|---|---|--|
| BUAH  | 0 | 0 | 0 | 0 | 0 |  |
| KOTAK | 0 | 0 | 0 | 0 | 0 |  |
| BUAH  | 0 | 0 | 0 | 0 | 0 |  |

pemeriksaan fisik

Jakarta, 28 Mei 2025

Mengetahui  
Ketua Tim Umum

RUDIANTO  
NIP. 19700508 199003 1 003

LAPORAN PERSEDIAAN BULAN JUNI 2025  
STOCK OPNAME BARANG PERSEDIAAN  
Nomor : BA-DJPD 812 Tahun 2025

Pada hari ini 30 Juni 2025 jam 12.00 telah dilaksanakan Stock Opname Persediaan pada Unit Akuntansi Kuasa Pengguna Barang

| Kode | Nama Barang                           | Satuan | Saldo Awal | Pengadaan | Jumlah Stock | Pemakaian | Stock Akhir | Keterangan |
|------|---------------------------------------|--------|------------|-----------|--------------|-----------|-------------|------------|
| 1    | AKRILIK SEGI TIGA BENING              | BUAH   | 29         | 0         | 29           | 0         | 29          |            |
| 2    | AMPLOP COKLAT LOGO HUBDAT A4          | PACK   | 338        | 0         | 338          | 100       | 238         |            |
| 3    | AMPLOP POLOS BESAR                    | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 4    | AMPLOP COKLAT POLOS A4                | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 5    | AMPLOP COKLAT POLOS KECIL             | PACK   | 12         | 0         | 12           | 5         | 7           |            |
| 6    | AMPLOP PUTIH POLOS BESAR              | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 7    | AMPLOP PUTIH POLOS KECIL              | PACK   | 19         | 0         | 19           | 10        | 9           |            |
| 8    | AMPLOP COKLAT POLOS BESAR A3          | PACK   | 31         | 0         | 31           | 12        | 19          |            |
| 9    | AMPLOP COKLAT POLOS F4                | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 10   | BALL POINT BOLLINER BIRU              | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 11   | BALL POINT BOLLINER HITAM             | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 12   | BALL POINT BOLLINER STANDAR BIRU 1.0  | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 13   | BALL POINT BOLLINER STANDAR SIGNATURE | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 14   | BALL POINT BOXY                       | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 15   | BALL POINT FASTER                     | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 16   | BALL POINT PILOT BX-V5                | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 17   | BALL POINT PILOT G2 HITAM             | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 18   | BALL POINT PILOT HI-TECHPOINT BIRU    | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 19   | BALL POINT PILOT HI-TECHPOINT HITAM   | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 20   | BALL POINT ZEBRA SARASA BIRU          | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 21   | BALL POINT ZEBRA SARASA HIJAU         | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 22   | BALL POINT ZEBRA SARASA HITAM         | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 23   | BALL POINT ZEBRA SARASA MERAH         | LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| 24   | BANTEX DUDUK                          | BUAH   | 3          | 0         | 4            | 1         | 3           |            |
| 25   | BANTEX ORDNER FILE                    | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 26   | BATU BATERAI ALKALINE A2 (BESAR)      | PACK   | 13         | 0         | 20           | 7         | 13          |            |
| 27   | BATU BATERAI ALKALINE A3 (KECIL)      | PACK   | 16         | 0         | 20           | 4         | 16          |            |
| 28   | BINDER CLIP 105                       | PACK   | 9          | 0         | 9            | 6         | 3           |            |
| 29   | BINDER CLIP 107                       | PACK   | 7          | 0         | 8            | 4         | 4           |            |
| 30   | BINDER CLIP 111                       | PACK   | 1          | 0         | 1            | 0         | 1           |            |
| 31   | BINDER CLIP 155                       | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 32   | BINDER CLIP 200                       | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 33   | BINDER CLIP 260                       | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 34   | BUKU KWITANSI BESAR                   | BUAH   | 15         | 0         | 15           | 4         | 11          |            |
| 35   | BUKU EKSPEDISI PANJANG                | BUAH   | 0          | 0         | 9            | 5         | 4           |            |
| 36   | BUKU KWITANSI KECIL                   | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 37   | BUSINESS FILE                         | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 38   | CATRIDGE HP OFFICEJET 250 COLOR       | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 39   | CETAK STRIKER " SANGAT SEGERA"        | BUAH   | 17         | 0         | 17           | 8         | 9           |            |
| 40   | CETAK STRIKER " SEGERA"               | BUAH   | 19         | 0         | 19           | 8         | 11          |            |
| 41   | CORRECTION TAPE - JOYKO CT-533        | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 42   | CUTTER BESAR                          | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 43   | CUTTER KECIL                          | BUAH   | 5          | 0         | 6            | 1         | 5           |            |
| 44   | DOUBLE TIP BESAR                      | BUAH   | 2          | 0         | 3            | 2         | 1           |            |
| 45   | DOUBLE TIP KECIL                      | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 46   | FLASHDISK 16 GB                       | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 47   | FLASHDISK 32 GB                       | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 48   | GUNTING BESAR                         | BUAH   | 8          | 0         | 10           | 5         | 5           |            |
| 49   | GUNTING SEDANG                        | DOOS   | 0          | 0         | 0            | 0         | 0           |            |
| 50   | HARD DICS EXTERNAL 1 TERA             | BUAH   | 1          | 0         | 1            | 0         | 1           |            |
| 51   | HARD DICS EXTERNAL 2 TERA             | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 52   | ISI STEPLES UK.10                     | PACK   | 0          | 0         | 0            | 0         | 0           |            |
| 53   | ISI STEPLES UK.3                      | BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| 54   | ISI TINTA STAMP (HITAM)               | BUAH   | 3          | 0         | 3            | 0         | 3           |            |
| 55   | ISI PENSIL MEKANIK 2B 0.5             | BUAH   | 5          | 0         | 5            | 3         | 2           |            |
| 56   | KALKULATOR                            | BUAH   | 5          | 0         | 6            | 3         | 3           |            |
| 57   | KERTAS A4                             | RIM    | 29         | 0         | 30           | 15        | 15          |            |
| 58   | KERTAS A4 KOP                         | RIM    | 0          | 0         | 0            | 0         | 0           |            |
| 59   | KERTAS CONCORDE                       | RIM    | 0          | 0         | 0            | 0         | 0           |            |

|     |                                        |        |      |   |      |     |      |  |
|-----|----------------------------------------|--------|------|---|------|-----|------|--|
| 60  | KERTAS CONCORDE PUTIH F4 TEBAL         | RIM    | 2    | 0 | 2    | 0   | 2    |  |
| 61  | KERTAS F4                              | RIM    | 0    | 0 | 0    | 0   | 0    |  |
| 62  | KERTAS FOLIO KOP                       | RIM    | 0    | 0 | 0    | 0   | 0    |  |
| 63  | KERTAS FOTO A4                         | RIM    | 3    | 0 | 3    | 0   | 3    |  |
| 64  | KERTAS FOTO A4 Dop                     | PACK   | 0    | 0 | 0    | 0   | 0    |  |
| 65  | KERTAS BUFFALO                         | PACK   | 0    | 0 | 0    | 0   | 0    |  |
| 66  | KERTAS LEMBAR DISPOSISI DIRJEN         | RIM    | 0    | 0 | 0    | 0   | 0    |  |
| 67  | KERTAS LEMBAR DISPOSISI SESDIT         | RIM    | 0    | 0 | 0    | 0   | 0    |  |
| 68  | KERTAS LEMBAR DISPOSISI KEPALA BAG OR  | RIM    | 10   | 0 | 10   | 0   | 10   |  |
| 69  | KERTAS LEMBAR DISPOSISI KEPALA BAG SDI | RIM    | 10   | 0 | 10   | 0   | 10   |  |
| 70  | KERTAS LEMBAR DISPOSISI KEPALA BAG SDI | RIM    | 10   | 0 | 10   | 0   | 10   |  |
| 71  | KERTAS LEMBAR DISPOSISI KEPALA BAG HUP | RIM    | 0    | 0 | 0    | 0   | 0    |  |
| 72  | KOP SURAT A-4 CONCORDE GARUDA ( POLI)  | RIM    | 0    | 0 | 0    | 0   | 0    |  |
| 73  | KOP SURAT F-4 CONCORDE GARUDA ( POLI)  | RIM    | 0    | 0 | 0    | 0   | 0    |  |
| 74  | KEYBOARD WIRELES                       | BUAH   | 10   | 0 | 10   | 8   | 2    |  |
| 75  | KERTAS LEMBAR NOMOR NASKAH DINAS       | RIM    | 0    | 0 | 0    | 0   | 0    |  |
| 76  | LABEL TOM & JERRI 103                  | PACK   | 0    | 0 | 0    | 0   | 0    |  |
| 77  | LABEL TOM & JERRI 121                  | PACK   | 6    | 0 | 6    | 0   | 6    |  |
| 78  | LABEL TOM & JERRI 127                  | PACK   | 2    | 0 | 2    | 0   | 2    |  |
| 79  | LEM KERTAS STICK JOYKO                 | BUAH   | 22   | 0 | 25   | 10  | 15   |  |
| 80  | MAP PUTIH PERHUBUNGAN DARAT            | LEMBAR | 90   | 0 | 90   | 50  | 40   |  |
| 81  | MAP FILE PLASTIK DAICHI                | LUSIN  | 0    | 0 | 0    | 0   | 0    |  |
| 82  | MAP KANCING                            | LUSIN  | 1    | 0 | 1    | 0   | 1    |  |
| 83  | MAP PLASTIK KANCING                    | LUSIN  | 5    | 0 | 5    | 0   | 5    |  |
| 84  | MAP PLASTIK BENING (SHEET PROTECTOR)   | LUSIN  | 0    | 0 | 0    | 0   | 0    |  |
| 85  | MOUSE LOGITEC KABEL                    | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 86  | MOUSE LOGITEC WERLESS                  | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 87  | PEMBERSIH MONITOR                      | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 88  | PEMBOLONG KERTAS BESAR                 | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 89  | PEMBOLONG KERTAS KECIL                 | BUAH   | 4    | 0 | 4    | 2   | 2    |  |
| 90  | PENCABUT STEPLES                       | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 91  | PENGARIS BESI/ PLASTIK                 | BUAH   | 15   | 0 | 15   | 7   | 8    |  |
| 92  | PENGHAPUS PENSIL                       | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 93  | PENSIL 2B                              | LUSIN  | 0    | 0 | 0    | 0   | 0    |  |
| 94  | PENSIL MEKANIK PENTEL 0.5              | LUSIN  | 0    | 0 | 0    | 0   | 0    |  |
| 95  | PLAKBAN BENING BESAR                   | BUAH   | 9    | 0 | 9    | 5   | 4    |  |
| 96  | PLAKBAN BENING KECIL                   | BUAH   | 1    | 0 | 1    | 0   | 1    |  |
| 97  | PLAKBAN COKLAT                         | BUAH   | 8    | 0 | 8    | 0   | 8    |  |
| 98  | PLAKBAN HITAM                          | BUAH   | 14   | 0 | 14   | 5   | 9    |  |
| 99  | PLAKBAN HITAM UK.1.5                   | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 100 | PORT USB                               | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 101 | POST IT WARNA WARNI                    | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 102 | POST-IT SIGN HERE                      | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 103 | PROTO STICK NOTES                      | BUAH   | 4    | 0 | 4    | 2   | 2    |  |
| 104 | REFIL CUTTER BESAR                     | PACK   | 2    | 0 | 2    | 0   | 2    |  |
| 105 | RAUTAN PENSIL BESI                     | BUAH   | 16   | 0 | 16   | 16  | 0    |  |
| 106 | RAUTAN PENSIL PUTAR KECIL              | BUAH   | 21   | 0 | 21   | 12  | 9    |  |
| 107 | REFIL CUTTER KECIL                     | PACK   | 0    | 0 | 0    | 0   | 0    |  |
| 108 | SPIDOL ARTILINE BIRU PERMANENT         | PACK   | 0    | 0 | 0    | 0   | 0    |  |
| 109 | SPIDOL ARTILINE GOLD PERMANENT         | PACK   | 0    | 0 | 0    | 0   | 0    |  |
| 110 | SPIDOL ARTILINE HITAM PERMANENT        | PACK   | 0    | 0 | 0    | 0   | 0    |  |
| 111 | SPIDOL ARTLINE WHITE BOARD HITAM       | PACK   | 5    | 0 | 5    | 0   | 5    |  |
| 112 | SPIDOL ARTLINE WHITE BOARD PUTIH       | PACK   | 11   | 0 | 11   | 6   | 5    |  |
| 113 | STABILO                                | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 114 | STEPLES BESAR                          | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 115 | STEPLES KECIL                          | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 116 | STOP MAP 5002                          | DOOS   | 0    | 0 | 0    | 0   | 0    |  |
| 117 | STOP MAP BATIK KAIN                    | LEMBAR | 0    | 0 | 0    | 0   | 0    |  |
| 118 | STOP MAP FOLIO DIAMOND KOP PERHUBUNG   | DOOS   | 3550 | 0 | 3550 | 300 | 3250 |  |
| 119 | STOP MAP PUTIH FOLIO KOP PERHUBUNGAN   | LEMBAR | 0    | 0 | 0    | 0   | 0    |  |
| 120 | TINTA 85A                              | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 121 | TINTA BROTHER HL-5450 DN (TN 3320 )    | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 122 | TINTA BROTHER TN 3448                  | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 123 | TINTA BROTHER TN 351 COLOR             | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 124 | TINTA CANON 810                        | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 125 | TINTA CANON 811                        | BUAH   | 0    | 0 | 0    | 0   | 0    |  |
| 126 | TINTA CANON G 3010 (790) COLOR         | BUAH   | 0    | 0 | 0    | 0   | 0    |  |



|     |                                          |       |    |   |    |    |   |  |
|-----|------------------------------------------|-------|----|---|----|----|---|--|
| 127 | TINTA CANON IMAGE CLASS SERIES 504       | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 128 | TINTA CANON IMEGA CLASS LBP621cw (054)   | BUAH  | 7  | 0 | 7  | 7  | 0 |  |
| 129 | TINTA CATRIDGE CANON 325                 | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 130 | TINTA CATRIDGE HP LASER JET PRO M400 (8  | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 131 | TINTA CATRIDGE TN-263 COLOR              | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 132 | TINTA CATRIDGE HP LASER JET PRO 404 dw ( | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 133 | TINTA EPSON 001                          | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 134 | TINTA EPSON 003                          | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 135 | TINTA EPSON AL-M310 DN (10079/ 10089 )   | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 136 | TINTA HP 955 XL CATRIDGE FULL SET COLOR  | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 137 | TINTA EPSON L 1300 COLOR (644) / (220)   | BUAH  | 28 | 0 | 28 | 20 | 8 |  |
| 138 | TINTA HP 79A                             | BUAH  | 5  | 0 | 5  | 3  | 2 |  |
| 139 | TINTA HP INK TANK 319 (GT53/ 52)         | PACK  | 0  | 0 | 0  | 0  | 0 |  |
| 140 | TINTA IP 110 (35 &36)                    | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 141 | TINTA LASER JET COLOR 119A               | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 142 | TIP-X CAIR KENKO                         | BUAH  | 2  | 0 | 3  | 1  | 2 |  |
| 143 | TIP X KERTAS KENKO                       | BUAH  | 0  | 0 | 0  | 0  | 0 |  |
| 144 | TRIGONAL CLIP JOYKO                      | KOTAK | 0  | 0 | 0  | 0  | 0 |  |
| 145 | TEMPAT SAMPAH KECIL                      | BUAH  | 0  | 0 | 0  | 0  | 0 |  |

Tidak terdapat selisih perhitungan dan pencatatan antara buku persediaan dan pemeriksaan (stock opname )

Demikian Berita Acara ini dibuat untuk dipergunakan sebagaimana mestinya.

Jakarta, 30 Juni 2025

Petugas Persediaan

Mengetahui  
Ketua Tim Umum

AGUS SUKANDA  
NIP. 19750817 200312 1 001

RUDIANTO  
NIP. 19700508 199003 1 003

LAPORAN PERSEDIAAN BULA  
STOCK OPNAME BARANG PE  
Nomor : BA-DJPD 825 Tah

Pada hari ini 31 Juli 2025 jam 15.00 telah dilaksanakan Stock Opname Persedi

| Kode | Nama Barang                                | Satuan | Saldo Awal |
|------|--------------------------------------------|--------|------------|
| 1    | AKRILIK SEGI TIGA BENING                   | BUAH   | 29         |
| 2    | AMPLOP COKLAT LOGO HUBDAT A4               | PACK   | 338        |
| 3    | AMPLOP POLOS BESAR                         | PACK   | 0          |
| 4    | AMPLOP COKLAT POLOS A4                     | PACK   | 0          |
| 5    | AMPLOP COKLAT POLOS KECIL                  | PACK   | 12         |
| 6    | AMPLOP PUTIH POLOS BESAR                   | PACK   | 0          |
| 7    | AMPLOP PUTIH POLOS KECIL                   | PACK   | 19         |
| 8    | AMPLOP COKLAT POLOS BESAR A3               | PACK   | 31         |
| 9    | AMPLOP COKLAT POLOS F4                     | PACK   | 0          |
| 10   | BALL POINT BOLLINER BIRU                   | LUSIN  | 0          |
| 11   | BALL POINT BOLLINER HITAM                  | LUSIN  | 0          |
| 12   | BALL POINT BOLLINER STANDAR BIRU/HITAM 1.0 | LUSIN  | 0          |
| 13   | BALL POINT BOLLINER STANDAR SIGNATURE 0.8  | LUSIN  | 0          |
| 14   | BALL POINT BOXY                            | LUSIN  | 0          |
| 15   | BALL POINT FASTER                          | LUSIN  | 0          |
| 16   | BALL POINT PILOT BX-V5                     | LUSIN  | 0          |
| 17   | BALL POINT PILOT G2 HITAM                  | LUSIN  | 0          |
| 18   | BALL POINT PILOT HI-TECHPOINT BIRU         | LUSIN  | 0          |
| 19   | BALL POINT PILOT HI-TECHPOINT HITAM        | LUSIN  | 0          |
| 20   | BALL POINT ZEBRA SARASA BIRU               | LUSIN  | 0          |
| 21   | BALL POINT ZEBRA SARASA HIJAU              | LUSIN  | 0          |
| 22   | BALL POINT ZEBRA SARASA HITAM              | LUSIN  | 0          |
| 23   | BALL POINT ZEBRA SARASA MERAH              | LUSIN  | 0          |
| 24   | BANTEX DUDUK                               | BUAH   | 3          |
| 25   | BANTEX ORDNER FILE                         | BUAH   | 0          |
| 26   | BATU BATERAI ALKALINE A2 (BESAR)           | PACK   | 13         |
| 27   | BATU BATERAI ALKALINE A3 (KECIL)           | PACK   | 16         |
| 28   | BINDER CLIP 105                            | PACK   | 9          |
| 29   | BINDER CLIP 107                            | PACK   | 7          |
| 30   | BINDER CLIP 111                            | PACK   | 1          |
| 31   | BINDER CLIP 155                            | PACK   | 0          |
| 32   | BINDER CLIP 200                            | PACK   | 0          |
| 33   | BINDER CLIP 260                            | PACK   | 0          |
| 34   | BUKU KWITANSI BESAR                        | BUAH   | 15         |
| 35   | BUKU EKSPEDISI PANJANG                     | BUAH   | 0          |
| 36   | BUKU KWITANSI KECIL                        | BUAH   | 0          |
| 37   | BUSINESS FILE                              | PACK   | 0          |
| 38   | CATRIDGE HP OFFICEJET 250 COLOR            | BUAH   | 0          |

|    |                                                 |        |    |
|----|-------------------------------------------------|--------|----|
| 39 | CETAK STRIKER " SANGAT SEGERA"                  | BUAH   | 17 |
| 40 | CETAK STRIKER " SEGERA"                         | BUAH   | 19 |
| 41 | CORRECTION TAPE - JOYKO CT-533                  | BUAH   | 0  |
| 42 | CUTTER BESAR                                    | BUAH   | 0  |
| 43 | CUTTER KECIL                                    | BUAH   | 5  |
| 44 | DOUBLE TIP BESAR                                | BUAH   | 2  |
| 45 | DOUBLE TIP KECIL                                | BUAH   | 0  |
| 46 | FLASHDISK 16 GB                                 | BUAH   | 0  |
| 47 | FLASHDISK 32 GB                                 | BUAH   | 0  |
| 48 | GUNTING BESAR                                   | BUAH   | 8  |
| 49 | GUNTING SEDANG                                  | DOOS   | 0  |
| 50 | HARD DICS EXTERNAL 1 TERA                       | BUAH   | 1  |
| 51 | HARD DICS EXTERNAL 2 TERA                       | BUAH   | 0  |
| 52 | ISI STEPLES UK.10                               | PACK   | 0  |
| 53 | ISI STEPLES UK.3                                | BUAH   | 0  |
| 54 | ISI TINTA STAMP (HITAM)                         | BUAH   | 3  |
| 55 | ISI PENSIL MEKANIK 2B 0.5                       | BUAH   | 5  |
| 56 | KALKULATOR                                      | BUAH   | 5  |
| 57 | KERTAS A4                                       | RIM    | 29 |
| 58 | KERTAS A4 KOP                                   | RIM    | 0  |
| 59 | KERTAS CONCORDE                                 | RIM    | 0  |
| 60 | KERTAS CONCORDE PUTIH F4 TEBAL                  | RIM    | 2  |
| 61 | KERTAS F4                                       | RIM    | 0  |
| 62 | KERTAS FOLIO KOP                                | RIM    | 0  |
| 63 | KERTAS FOTO A4                                  | RIM    | 3  |
| 64 | KERTAS FOTO A4 Dop                              | PACK   | 0  |
| 65 | KERTAS BUFFALO                                  | PACK   | 0  |
| 66 | KERTAS LEMBAR DISPOSISI DIRJEN                  | RIM    | 0  |
| 67 | KERTAS LEMBAR DISPOSISI SEDIT                   | RIM    | 0  |
| 68 | KERTAS LEMBAR DISPOSISI KEPALA BAG ORGANISASI D | RIM    | 10 |
| 69 | KERTAS LEMBAR DISPOSISI KEPALA BAG SDM          | RIM    | 10 |
| 70 | KERTAS LEMBAR DISPOSISI KEPALA BAG SDM DAN UMU  | RIM    | 10 |
| 71 | KERTAS LEMBAR DISPOSISI KEPALA BAG HUKUM        | RIM    | 0  |
| 72 | KOP SURAT A-4 CONCORDE GARUDA ( POLI)           | RIM    | 0  |
| 73 | KOP SURAT F-4 CONCORDE GARUDA ( POLI)           | RIM    | 0  |
| 74 | KEYBOARD WIRELES                                | BUAH   | 10 |
| 75 | KERTAS LEMBAR NOMOR NASKAH DINAS                | RIM    | 0  |
| 76 | LABEL TOM & JERRI 103                           | PACK   | 0  |
| 77 | LABEL TOM & JERRI 121                           | PACK   | 6  |
| 78 | LABEL TOM & JERRI 127                           | PACK   | 2  |
| 79 | LEM KERTAS STICK JOYKO                          | BUAH   | 22 |
| 80 | MAP PUTIH PERHUBUNGAN DARAT                     | LEMBAR | 90 |
| 81 | MAP FILE PLASTIK DAICHI                         | LUSIN  | 0  |
| 82 | MAP KANCING                                     | LUSIN  | 1  |
| 83 | MAP PLASTIK KANCING                             | LUSIN  | 5  |
| 84 | MAP PLASTIK BENING (SHEET PROTECTOR)            | LUSIN  | 0  |
| 85 | MOUSE LOGITEC KABEL                             | BUAH   | 0  |

|     |                                              |        |      |
|-----|----------------------------------------------|--------|------|
| 86  | MOUSE LOGITEC WERLESS                        | BUAH   | 0    |
| 87  | PEMBERSIH MONITOR                            | BUAH   | 0    |
| 88  | PEMBOLONG KERTAS BESAR                       | BUAH   | 0    |
| 89  | PEMBOLONG KERTAS KECIL                       | BUAH   | 4    |
| 90  | PENCABUT STEPLES                             | BUAH   | 0    |
| 91  | PENGARIS BESI/ PLASTIK                       | BUAH   | 15   |
| 92  | PENGHAPUS PENSIL                             | BUAH   | 0    |
| 93  | PENSIL 2B                                    | LUSIN  | 0    |
| 94  | PENSIL MEKANIK PENTEL 0.5                    | LUSIN  | 0    |
| 95  | PLAKBAN BENING BESAR                         | BUAH   | 9    |
| 96  | PLAKBAN BENING KECIL                         | BUAH   | 1    |
| 97  | PLAKBAN COKLAT                               | BUAH   | 8    |
| 98  | PLAKBAN HITAM                                | BUAH   | 14   |
| 99  | PLAKBAN HITAM UK.1.5                         | BUAH   | 0    |
| 100 | PORT USB                                     | BUAH   | 0    |
| 101 | POST IT WARNA WARNI                          | BUAH   | 0    |
| 102 | POST-IT SIGN HERE                            | BUAH   | 0    |
| 103 | PROTO STICK NOTES                            | BUAH   | 4    |
| 104 | REFIL CUTTER BESAR                           | PACK   | 2    |
| 105 | RAUTAN PENSIL BESI                           | BUAH   | 16   |
| 106 | RAUTAN PENSIL PUTAR KECIL                    | BUAH   | 21   |
| 107 | REFIL CUTTER KECIL                           | PACK   | 0    |
| 108 | SPIDOL ARTILINE BIRU PERMANENT               | PACK   | 0    |
| 109 | SPIDOL ARTILINE GOLD PERMANENT               | PACK   | 0    |
| 110 | SPIDOL ARTILINE HITAM PERMANENT              | PACK   | 0    |
| 111 | SPIDOL ARTLINE WHITE BOARD HITAM             | PACK   | 5    |
| 112 | SPIDOL ARTLINE WHITE BOARD PUTIH             | PACK   | 11   |
| 113 | STABILO                                      | BUAH   | 0    |
| 114 | STEPLES BESAR                                | BUAH   | 0    |
| 115 | STEPLES KECIL                                | BUAH   | 0    |
| 116 | STOP MAP 5002                                | DOOS   | 0    |
| 117 | STOP MAP BATIK KAIN                          | LEMBAR | 0    |
| 118 | STOP MAP FOLIO DIAMOND KOP PERHUBUNGAN       | DOOS   | 3550 |
| 119 | STOP MAP PUTIH FOLIO KOP PERHUBUNGAN         | LEMBAR | 0    |
| 120 | TINTA 85A                                    | BUAH   | 0    |
| 121 | TINTA BROTHER HL-5450 DN (TN 3320 )          | BUAH   | 0    |
| 122 | TINTA BROTHER TN 3448                        | BUAH   | 0    |
| 123 | TINTA BROTHER TN 351 COLOR                   | BUAH   | 0    |
| 124 | TINTA CANON 810                              | BUAH   | 0    |
| 125 | TINTA CANON 811                              | BUAH   | 0    |
| 126 | TINTA CANON G 3010 (790) COLOR               | BUAH   | 0    |
| 127 | TINTA CANON IMAGE CLASS SERIES 504           | BUAH   | 0    |
| 128 | TINTA CANON IMEGA CLASS LBP621cw (054)       | BUAH   | 7    |
| 129 | TINTA CATRIDGE CANON 325                     | BUAH   | 0    |
| 130 | TINTA CATRIDGE HP LASER JET PRO M400 (80A)   | BUAH   | 0    |
| 131 | TINTA CATRIDGE TN-263 COLOR                  | BUAH   | 0    |
| 132 | TINTA CATRIDGE HP LASER JET PRO 404 dw (76A) | BUAH   | 0    |

|     |                                                |       |    |
|-----|------------------------------------------------|-------|----|
| 133 | TINTA EPSON 001                                | BUAH  | 0  |
| 134 | TINTA EPSON 003                                | BUAH  | 0  |
| 135 | TINTA EPSON AL-M310 DN (10079/ 10089 )         | BUAH  | 0  |
| 136 | TINTA HP 955 XL CATRIDGE FULL SET COLOR (CMYK) | BUAH  | 0  |
| 137 | TINTA EPSON L 1300 COLOR (644) / (220)         | BUAH  | 28 |
| 138 | TINTA HP 79A                                   | BUAH  | 5  |
| 139 | TINTA HP INK TANK 319 (GT53/ 52)               | PACK  | 0  |
| 140 | TINTA IP 110 (35 &36)                          | BUAH  | 0  |
| 141 | TINTA LASER JET COLOR 119A                     | BUAH  | 0  |
| 142 | TIP-X CAIR KENKO                               | BUAH  | 2  |
| 143 | TIP X KERTAS KENKO                             | BUAH  | 0  |
| 144 | TRIGONAL CLIP JOYKO                            | KOTAK | 0  |
| 145 | TEMPAT SAMPAH KECIL                            | BUAH  | 0  |

Tidak terdapat selisih perhitungan dan pencatatan antara buku persediaan (stock opname )

Demikian Berita Acara ini dibuat untuk dipergunakan sebagaimana mestinya.

Petugas Persediaan

AGUS SUKANDA

NIP. 19750817 200312 1 001

IN JULI 2025  
 ERSEDIAAN  
 un 2025

aan pada Unit Akuntansi Kuasa Pengguna Barang (UAKPB)

| Pengadaan | Jumlah Stock | Pemakaian | Stock Akhir | Keterangan |
|-----------|--------------|-----------|-------------|------------|
| 20        | 49           | 35        | 14          |            |
| 0         | 338          | 120       | 218         |            |
| 1         | 1            | 1         | 0           |            |
| 5         | 5            | 4         | 1           |            |
| 2         | 14           | 2         | 12          |            |
| 10        | 10           | 10        | 0           |            |
| 8         | 37           | 9         | 28          |            |
| 0         | 31           | 12        | 19          |            |
| 0         | 0            | 0         | 0           |            |
| 20        | 20           | 10        | 10          |            |
| 20        | 20           | 20        | 0           |            |
| 20        | 20           | 15        | 5           |            |
| 20        | 20           | 13        | 7           |            |
| 10        | 10           | 13        | -3          |            |
| 15        | 15           | 10        | 5           |            |
| 15        | 15           | 10        | 5           |            |
| 10        | 10           | 5         | 5           |            |
| 15        | 15           | 15        | 0           |            |
| 15        | 15           | 11        | 4           |            |
| 20        | 20           | 15        | 5           |            |
| 0         | 0            | 0         | 0           |            |
| 20        | 20           | 20        | 0           |            |
| 0         | 0            | 0         | 0           |            |
| 30        | 33           | 33        | 0           |            |
| 0         | 0            | 0         | 0           |            |
| 80        | 93           | 93        | 0           |            |
| 80        | 96           | 96        | 0           |            |
| 20        | 29           | 24        | 5           |            |
| 10        | 17           | 17        | 0           |            |
| 10        | 11           | 11        | 0           |            |
| 10        | 10           | 10        | 0           |            |
| 10        | 10           | 10        | 0           |            |
| 10        | 10           | 10        | 0           |            |
| 0         | 15           | 6         | 9           |            |
| 0         | 9            | 5         | 4           |            |
| 10        | 10           | 10        | 0           |            |
| 12        | 12           | 10        | 2           |            |
| 0         | 0            | 0         | 0           |            |

|     |     |     |    |  |
|-----|-----|-----|----|--|
| 0   | 17  | 17  | 0  |  |
| 0   | 19  | 19  | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 6   | 6   | 0  |  |
| 7   | 9   | 7   | 2  |  |
| 10  | 10  | 10  | 0  |  |
| 15  | 15  | 15  | 0  |  |
| 20  | 20  | 20  | 0  |  |
| 10  | 18  | 18  | 0  |  |
| 20  | 20  | 20  | 0  |  |
| 5   | 6   | 5   | 1  |  |
| 10  | 10  | 10  | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 20  | 20  | 20  | 0  |  |
| 0   | 3   | 0   | 3  |  |
| 0   | 5   | 3   | 2  |  |
| 4   | 9   | 4   | 5  |  |
| 100 | 129 | 129 | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 2   | 0   | 2  |  |
| 20  | 20  | 20  | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 3   | 3   | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 10  | 0   | 10 |  |
| 0   | 10  | 0   | 10 |  |
| 0   | 10  | 0   | 10 |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 0   | 0   | 0  |  |
| 10  | 20  | 10  | 10 |  |
| 0   | 0   | 0   | 0  |  |
| 8   | 8   | 8   | 0  |  |
| 10  | 16  | 9   | 7  |  |
| 8   | 10  | 10  | 0  |  |
| 50  | 72  | 45  | 27 |  |
| 0   | 90  | 35  | 55 |  |
| 15  | 15  | 5   | 10 |  |
| 0   | 1   | 0   | 1  |  |
| 0   | 5   | 0   | 5  |  |
| 0   | 0   | 0   | 0  |  |
| 0   | 0   | 0   | 0  |  |

|    |      |     |      |  |
|----|------|-----|------|--|
| 30 | 30   | 30  | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 0  | 4    | 4   | 0    |  |
| 5  | 5    | 2   | 3    |  |
| 0  | 15   | 15  | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 10 | 10   | 9   | 1    |  |
| 0  | 0    | 0   | 0    |  |
| 10 | 19   | 17  | 2    |  |
| 5  | 6    | 6   | 0    |  |
| 0  | 8    | 8   | 0    |  |
| 0  | 14   | 14  | 0    |  |
| 3  | 3    | 3   | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 40 | 40   | 40  | 0    |  |
| 40 | 40   | 40  | 0    |  |
| 40 | 44   | 44  | 0    |  |
| 0  | 2    | 2   | 0    |  |
| 4  | 20   | 4   | 16   |  |
| 5  | 26   | 9   | 17   |  |
| 0  | 0    | 0   | 0    |  |
| 20 | 20   | 20  | 0    |  |
| 15 | 15   | 15  | 0    |  |
| 20 | 20   | 20  | 0    |  |
| 20 | 25   | 0   | 25   |  |
| 0  | 11   | 6   | 5    |  |
| 50 | 50   | 20  | 30   |  |
| 2  | 2    | 2   | 0    |  |
| 10 | 10   | 10  | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 12 | 12   | 5   | 7    |  |
| 0  | 3550 | 165 | 3385 |  |
| 0  | 0    | 0   | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 4  | 4    | 4   | 0    |  |
| 4  | 4    | 4   | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 16 | 16   | 0   | 16   |  |
| 0  | 0    | 0   | 0    |  |
| 6  | 13   | 13  | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 0  | 0    | 0   | 0    |  |
| 4  | 4    | 2   | 2    |  |
| 2  | 2    | 2   | 0    |  |



|    |    |    |   |  |
|----|----|----|---|--|
| 20 | 20 | 20 | 0 |  |
| 20 | 20 | 20 | 0 |  |
| 4  | 4  | 4  | 0 |  |
| 0  | 0  | 0  | 0 |  |
| 12 | 40 | 40 | 0 |  |
| 0  | 5  | 3  | 2 |  |
| 24 | 24 | 20 | 4 |  |
| 0  | 0  | 0  | 0 |  |
| 4  | 4  | 0  | 4 |  |
| 10 | 12 | 11 | 1 |  |
| 0  | 0  | 0  | 0 |  |
| 25 | 25 | 25 | 0 |  |
| 10 | 10 | 10 | 0 |  |

dan pemeriksaan fisik

Jakarta, 31 Juli 2025

Mengetahui  
Ketua Tim Umum

RUDIANTO  
NIP. 19700508 199003 1 003

LAPORAN PERSEDIAAN BULAN AGUSTUS 2025  
STOCK OPNAME BARANG PERSEDIAAN  
Nomor : BA-DJPD 839 Tahun 2025

Pada hari ini 29 Agustus 2025 jam 15.00 telah dilaksanakan Stock Opname Persediaan

| Kode | Nama Barang                         | Satuan | Saldo Awal | Pengadaan | Jumlah Stock |
|------|-------------------------------------|--------|------------|-----------|--------------|
| 1    | AKRILIK SEGI TIGA BENING            | BUAH   | 14         | 0         | 14           |
| 2    | AMPLOP COKLAT LOGO HUBDAT A4        | PACK   | 218        | 0         | 218          |
| 3    | AMPLOP POLOS BESAR                  | PACK   | 0          | 0         | 0            |
| 4    | AMPLOP COKLAT POLOS A4              | PACK   | 1          | 0         | 1            |
| 5    | AMPLOP COKLAT POLOS KECIL           | PACK   | 12         | 0         | 12           |
| 6    | AMPLOP PUTIH POLOS BESAR            | PACK   | 0          | 0         | 0            |
| 7    | AMPLOP PUTIH POLOS KECIL            | PACK   | 28         | 0         | 28           |
| 8    | AMPLOP COKLAT POLOS BESAR A3        | PACK   | 19         | 0         | 19           |
| 9    | AMPLOP COKLAT POLOS F4              | PACK   | 0          | 0         | 0            |
| 10   | BALL POINT BOLLINER BIRU            | LUSIN  | 10         | 0         | 10           |
| 11   | BALL POINT BOLLINER HITAM           | LUSIN  | 0          | 0         | 0            |
| 12   | BALL POINT BOLLINER STANDAR BIRU    | LUSIN  | 5          | 0         | 5            |
| 13   | BALL POINT BOLLINER STANDAR SIK     | LUSIN  | 7          | 0         | 7            |
| 14   | BALL POINT BOXY                     | LUSIN  | 0          | 0         | 0            |
| 15   | BALL POINT FASTER                   | LUSIN  | 5          | 0         | 5            |
| 16   | BALL POINT PILOT BX-V5              | LUSIN  | 5          | 0         | 5            |
| 17   | BALL POINT PILOT G2 HITAM           | LUSIN  | 5          | 0         | 5            |
| 18   | BALL POINT PILOT HI-TECHPOINT BIRU  | LUSIN  | 0          | 0         | 0            |
| 19   | BALL POINT PILOT HI-TECHPOINT HITAM | LUSIN  | 4          | 0         | 4            |
| 20   | BALL POINT ZEBRA SARASA BIRU        | LUSIN  | 5          | 0         | 5            |
| 21   | BALL POINT ZEBRA SARASA HIJAU       | LUSIN  | 0          | 0         | 0            |
| 22   | BALL POINT ZEBRA SARASA HITAM       | LUSIN  | 0          | 0         | 0            |
| 23   | BALL POINT ZEBRA SARASA MERAH       | LUSIN  | 0          | 0         | 0            |
| 24   | BANTEX DUDUK                        | BUAH   | 0          | 0         | 0            |
| 25   | BANTEX ORDNER FILE                  | BUAH   | 0          | 0         | 0            |
| 26   | BATU BATERAI ALKALINE A2 (BESAR)    | PACK   | 0          | 0         | 0            |
| 27   | BATU BATERAI ALKALINE A3 (KECIL)    | PACK   | 0          | 0         | 0            |
| 28   | BINDER CLIP 105                     | PACK   | 5          | 0         | 5            |
| 29   | BINDER CLIP 107                     | PACK   | 0          | 0         | 0            |
| 30   | BINDER CLIP 111                     | PACK   | 0          | 0         | 0            |
| 31   | BINDER CLIP 155                     | PACK   | 0          | 0         | 0            |
| 32   | BINDER CLIP 200                     | PACK   | 0          | 0         | 0            |
| 33   | BINDER CLIP 260                     | PACK   | 0          | 0         | 0            |
| 34   | BUKU KWITANSI BESAR                 | BUAH   | 9          | 0         | 9            |
| 35   | BUKU EKSPEDISI PANJANG              | BUAH   | 4          | 0         | 4            |
| 36   | BUKU KWITANSI KECIL                 | BUAH   | 0          | 0         | 0            |
| 37   | BUSINESS FILE                       | PACK   | 2          | 0         | 2            |
| 38   | CATRIDGE HP OFFICEJET 250 COLO      | BUAH   | 0          | 0         | 0            |
| 39   | CETAK STRIKER " SANGAT SEGERA"      | BUAH   | 0          | 0         | 0            |
| 40   | CETAK STRIKER " SEGERA"             | BUAH   | 0          | 0         | 0            |
| 41   | CORRECTION TAPE - JOYKO CT-533      | BUAH   | 0          | 0         | 0            |
| 42   | CUTTER BESAR                        | BUAH   | 0          | 0         | 0            |

|    |                                |        |    |   |    |
|----|--------------------------------|--------|----|---|----|
| 43 | CUTTER KECIL                   | BUAH   | 0  | 0 | 0  |
| 44 | DOUBLE TIP BESAR               | BUAH   | 2  | 0 | 2  |
| 45 | DOUBLE TIP KECIL               | BUAH   | 0  | 0 | 0  |
| 46 | FLASHDISK 16 GB                | BUAH   | 0  | 0 | 0  |
| 47 | FLASHDISK 32 GB                | BUAH   | 0  | 0 | 0  |
| 48 | GUNTING BESAR                  | BUAH   | 0  | 0 | 0  |
| 49 | GUNTING SEDANG                 | DOOS   | 0  | 0 | 0  |
| 50 | HARD DICS EXTERNAL 1 TERA      | BUAH   | 1  | 0 | 1  |
| 51 | HARD DICS EXTERNAL 2 TERA      | BUAH   | 0  | 0 | 0  |
| 52 | ISI STEPLES UK.10              | PACK   | 0  | 0 | 0  |
| 53 | ISI STEPLES UK.3               | BUAH   | 0  | 0 | 0  |
| 54 | ISI TINTA STAMP (HITAM)        | BUAH   | 3  | 0 | 3  |
| 55 | ISI PENSIL MEKANIK 2B 0.5      | BUAH   | 2  | 0 | 2  |
| 56 | KALKULATOR                     | BUAH   | 5  | 0 | 5  |
| 57 | KERTAS A4                      | RIM    | 0  | 0 | 0  |
| 58 | KERTAS A4 KOP                  | RIM    | 0  | 0 | 0  |
| 59 | KERTAS CONCORDE                | RIM    | 0  | 0 | 0  |
| 60 | KERTAS CONCORDE PUTIH F4 TEBA  | RIM    | 2  | 0 | 2  |
| 61 | KERTAS F4                      | RIM    | 0  | 0 | 0  |
| 62 | KERTAS FOLIO KOP               | RIM    | 0  | 0 | 0  |
| 63 | KERTAS FOTO A4                 | RIM    | 0  | 0 | 0  |
| 64 | KERTAS FOTO A4 Dop             | PACK   | 0  | 0 | 0  |
| 65 | KERTAS BUFFALO                 | PACK   | 0  | 0 | 0  |
| 66 | KERTAS LEMBAR DISPOSISI DIRJEN | RIM    | 0  | 0 | 0  |
| 67 | KERTAS LEMBAR DISPOSISI SESDIT | RIM    | 0  | 0 | 0  |
| 68 | KERTAS LEMBAR DISPOSISI KEPALA | RIM    | 10 | 0 | 10 |
| 69 | KERTAS LEMBAR DISPOSISI KEPALA | RIM    | 10 | 0 | 10 |
| 70 | KERTAS LEMBAR DISPOSISI KEPALA | RIM    | 10 | 0 | 10 |
| 71 | KERTAS LEMBAR DISPOSISI KEPALA | RIM    | 0  | 0 | 0  |
| 72 | KOP SURAT A-4 CONCORDE GARUD   | RIM    | 0  | 0 | 0  |
| 73 | KOP SURAT F-4 CONCORDE GARUD   | RIM    | 0  | 0 | 0  |
| 74 | KEYBOARD WIRELES               | BUAH   | 10 | 0 | 10 |
| 75 | KERTAS LEMBAR NOMOR NASKAH D   | RIM    | 0  | 0 | 0  |
| 76 | LABEL TOM & JERRI 103          | PACK   | 0  | 0 | 0  |
| 77 | LABEL TOM & JERRI 121          | PACK   | 7  | 0 | 7  |
| 78 | LABEL TOM & JERRI 127          | PACK   | 0  | 0 | 0  |
| 79 | LEM KERTAS STICK JOYKO         | BUAH   | 27 | 0 | 27 |
| 80 | MAP PUTIH PERHUBUNGAN DARAT    | LEMBAR | 55 | 0 | 55 |
| 81 | MAP FILE PLASTIK DAICHI        | LUSIN  | 10 | 0 | 10 |
| 82 | MAP KANCING                    | LUSIN  | 1  | 0 | 1  |
| 83 | MAP PLASTIK KANCING            | LUSIN  | 5  | 0 | 5  |
| 84 | MAP PLASTIK BENING (SHEET PROT | LUSIN  | 0  | 0 | 0  |
| 85 | MOUSE LOGITEC KABEL            | BUAH   | 0  | 0 | 0  |
| 86 | MOUSE LOGITEC WERLESS          | BUAH   | 0  | 0 | 0  |
| 87 | PEMBERSIH MONITOR              | BUAH   | 0  | 0 | 0  |
| 88 | PEMBOLONG KERTAS BESAR         | BUAH   | 0  | 0 | 0  |
| 89 | PEMBOLONG KERTAS KECIL         | BUAH   | 0  | 0 | 0  |
| 90 | PENCABUT STEPLES               | BUAH   | 3  | 0 | 3  |
| 91 | PENGARIS BESI/ PLASTIK         | BUAH   | 0  | 0 | 0  |
| 92 | PENGHAPUS PENSIL               | BUAH   | 0  | 0 | 0  |

|     |                                    |        |      |   |      |
|-----|------------------------------------|--------|------|---|------|
| 93  | PENSIL 2B                          | LUSIN  | 1    | 0 | 1    |
| 94  | PENSIL MEKANIK PENTEL 0.5          | LUSIN  | 0    | 0 | 0    |
| 95  | PLAKBAN BENING BESAR               | BUAH   | 2    | 0 | 2    |
| 96  | PLAKBAN BENING KECIL               | BUAH   | 0    | 0 | 0    |
| 97  | PLAKBAN COKLAT                     | BUAH   | 0    | 0 | 0    |
| 98  | PLAKBAN HITAM                      | BUAH   | 0    | 0 | 0    |
| 99  | PLAKBAN HITAM UK.1.5               | BUAH   | 0    | 0 | 0    |
| 100 | PORT USB                           | BUAH   | 0    | 0 | 0    |
| 101 | POST IT WARNA WARNI                | BUAH   | 0    | 0 | 0    |
| 102 | POST-IT SIGN HERE                  | BUAH   | 0    | 0 | 0    |
| 103 | PROTO STICK NOTES                  | BUAH   | 0    | 0 | 0    |
| 104 | REFIL CUTTER BESAR                 | PACK   | 0    | 0 | 0    |
| 105 | RAUTAN PENSIL BESI                 | BUAH   | 16   | 0 | 16   |
| 106 | RAUTAN PENSIL PUTAR KECIL          | BUAH   | 17   | 0 | 17   |
| 107 | REFIL CUTTER KECIL                 | PACK   | 0    | 0 | 0    |
| 108 | SPIDOL ARTILINE BIRU PERMANENT     | PACK   | 0    | 0 | 0    |
| 109 | SPIDOL ARTILINE GOLD PERMANEN      | PACK   | 0    | 0 | 0    |
| 110 | SPIDOL ARTILINE HITAM PERMANEN     | PACK   | 0    | 0 | 0    |
| 111 | SPIDOL ARTLINE WHITE BOARD HIT     | PACK   | 25   | 0 | 25   |
| 112 | SPIDOL ARTLINE WHITE BOARD PUT     | PACK   | 5    | 0 | 5    |
| 113 | STABILO                            | BUAH   | 30   | 0 | 30   |
| 114 | STEPLES BESAR                      | BUAH   | 0    | 0 | 0    |
| 115 | STEPLES KECIL                      | BUAH   | 0    | 0 | 0    |
| 116 | STOP MAP 5002                      | DOOS   | 0    | 0 | 0    |
| 117 | STOP MAP BATIK KAIN                | LEMBAR | 7    | 0 | 7    |
| 118 | STOP MAP FOLIO DIAMOND KOP PE      | DOOS   | 3385 | 0 | 3385 |
| 119 | STOP MAP PUTIH FOLIO KOP PERHU     | LEMBAR | 0    | 0 | 0    |
| 120 | TINTA 85A                          | BUAH   | 0    | 0 | 0    |
| 121 | TINTA BROTHER HL-5450 DN (TN 332   | BUAH   | 0    | 0 | 0    |
| 122 | TINTA BROTHER TN 3448              | BUAH   | 0    | 0 | 0    |
| 123 | TINTA BROTHER TN 351 COLOR         | BUAH   | 0    | 0 | 0    |
| 124 | TINTA CANON 810                    | BUAH   | 0    | 0 | 0    |
| 125 | TINTA CANON 811                    | BUAH   | 0    | 0 | 0    |
| 126 | TINTA CANON G 3010 (790) COLOR     | BUAH   | 16   | 0 | 16   |
| 127 | TINTA CANON IMAGE CLASS SERIES     | BUAH   | 0    | 0 | 0    |
| 128 | TINTA CANON IMEGA CLASS LBP621     | BUAH   | 0    | 0 | 0    |
| 129 | TINTA CATRIDGE CANON 325           | BUAH   | 0    | 0 | 0    |
| 130 | TINTA CATRIDGE HP LASER JET PR     | BUAH   | 0    | 0 | 0    |
| 131 | TINTA CATRIDGE TN-263 COLOR        | BUAH   | 2    | 0 | 2    |
| 132 | TINTA CATRIDGE HP LASER JET PRO    | BUAH   | 0    | 0 | 0    |
| 133 | TINTA EPSON 001                    | BUAH   | 0    | 0 | 0    |
| 134 | TINTA EPSON 003                    | BUAH   | 0    | 0 | 0    |
| 135 | TINTA EPSON AL-M310 DN (10079/ 10  | BUAH   | 0    | 0 | 0    |
| 136 | TINTA HP 955 XL CATRIDGE FULL SE   | BUAH   | 0    | 0 | 0    |
| 137 | TINTA EPSON L 1300 COLOR (644) / ( | BUAH   | 0    | 0 | 0    |
| 138 | TINTA HP 79A                       | BUAH   | 2    | 0 | 2    |
| 139 | TINTA HP INK TANK 319 (GT53/ 52)   | PACK   | 4    | 0 | 4    |
| 140 | TINTA IP 110 (35 &36)              | BUAH   | 0    | 0 | 0    |
| 141 | TINTA LASER JET COLOR 119A         | BUAH   | 4    | 0 | 4    |
| 142 | TIP-X CAIR KENKO                   | BUAH   | 1    | 0 | 1    |

|     |                     |       |   |   |   |
|-----|---------------------|-------|---|---|---|
| 143 | TIP X KERTAS KENKO  | BUAH  | 0 | 0 | 0 |
| 144 | TRIGONAL CLIP JOYKO | KOTAK | 0 | 0 | 0 |
| 145 | TEMPAT SAMPAH KECIL | BUAH  | 0 | 0 | 0 |

Tidak terdapat selisih perhitungan dan pencatatan antara buku perseorangan (stock opname )

Demikian Berita Acara ini dibuat untuk dipergunakan sebagaimana mestinya.

Jakarta,

Petugas Persediaan

|  
Ket

AGUS SUKANDA

NIP. 19750817 200312 1 001

IIP. 1970

an pada Unit Akuntansi Kuasa

| Pemakaian | Stock Akhir | Keterangan |
|-----------|-------------|------------|
| 7         | 7           |            |
| 0         | 218         |            |
| 0         | 0           |            |
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, 29 Agustus 2025

Mengetahui  
:ua Tim Umum

RUDIANTO  
0508 199003 1 00:

| Kode |
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Tidak te  
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Demikia

LAPORAN PERSEDIAAN BULA  
STOCK OPNAME BARAN  
Nomor : BA-DJPD 839

Pada hari ini 29 September 2025 jam 15.00 telah dilaksanakan Stock Opname

| Nama Barang                                |
|--------------------------------------------|
| AKRILIK SEGI TIGA BENING                   |
| AMPLOP COKLAT LOGO HUBDAT A4               |
| AMPLOP POLOS BESAR                         |
| AMPLOP COKLAT POLOS A4                     |
| AMPLOP COKLAT POLOS KECIL                  |
| AMPLOP PUTIH POLOS BESAR                   |
| AMPLOP PUTIH POLOS KECIL                   |
| AMPLOP COKLAT POLOS BESAR A3               |
| AMPLOP COKLAT POLOS F4                     |
| BALL POINT BOLLINER BIRU                   |
| BALL POINT BOLLINER HITAM                  |
| BALL POINT BOLLINER STANDAR BIRU/HITAM 1.0 |
| BALL POINT BOLLINER STANDAR SIGNATURE 0.8  |
| BALL POINT BOXY                            |
| BALL POINT FASTER                          |
| BALL POINT PILOT BX-V5                     |
| BALL POINT PILOT G2 HITAM                  |
| BALL POINT PILOT HI-TECHPOINT BIRU         |
| BALL POINT PILOT HI-TECHPOINT HITAM        |
| BALL POINT ZEBRA SARASA BIRU               |
| BALL POINT ZEBRA SARASA HIJAU              |
| BALL POINT ZEBRA SARASA HITAM              |
| BALL POINT ZEBRA SARASA MERAH              |
| BANTEX DUDUK                               |
| BANTEX ORDNER FILE                         |
| BATU BATERAI ALKALINE A2 (BESAR)           |
| BATU BATERAI ALKALINE A3 (KECIL)           |
| BINDER CLIP 105                            |
| BINDER CLIP 107                            |
| BINDER CLIP 111                            |
| BINDER CLIP 155                            |
| BINDER CLIP 200                            |
| BINDER CLIP 260                            |
| BUKU KWITANSI BESAR                        |
| BUKU EKSPEDISI PANJANG                     |
| BUKU KWITANSI KECIL                        |
| BUSINESS FILE                              |
| CATRIDGE HP OFFICEJET 250 COLOR            |
| CETAK STRIKER " SANGAT SEGERA"             |
| CETAK STRIKER " SEGERA"                    |
| CORRECTION TAPE - JOYKO CT-533             |
| CUTTER BESAR                               |

|                                                                |
|----------------------------------------------------------------|
| CUTTER KECIL                                                   |
| DOUBLE TIP BESAR                                               |
| DOUBLE TIP KECIL                                               |
| FLASHDISK 16 GB                                                |
| FLASHDISK 32 GB                                                |
| GUNTING BESAR                                                  |
| GUNTING SEDANG                                                 |
| HARD DICS EXTERNAL 1 TERA                                      |
| HARD DICS EXTERNAL 2 TERA                                      |
| ISI STEPLES UK.10                                              |
| ISI STEPLES UK.3                                               |
| ISI TINTA STAMP (HITAM)                                        |
| ISI PENSIL MEKANIK 2B 0.5                                      |
| KALKULATOR                                                     |
| KERTAS A4                                                      |
| KERTAS A4 KOP                                                  |
| KERTAS CONCORDE                                                |
| KERTAS CONCORDE PUTIH F4 TEBAL                                 |
| KERTAS F4                                                      |
| KERTAS FOLIO KOP                                               |
| KERTAS FOTO A4                                                 |
| KERTAS FOTO A4 Dop                                             |
| KERTAS BUFFALO                                                 |
| KERTAS LEMBAR DISPOSISI DIRJEN                                 |
| KERTAS LEMBAR DISPOSISI SESDIT                                 |
| KERTAS LEMBAR DISPOSISI KEPALA BAG ORGANISASI DAN TATA LAKSANA |
| KERTAS LEMBAR DISPOSISI KEPALA BAG SDM                         |
| KERTAS LEMBAR DISPOSISI KEPALA BAG SDM DAN UMUM                |
| KERTAS LEMBAR DISPOSISI KEPALA BAG HUKUM                       |
| KOP SURAT A-4 CONCORDE GARUDA ( POLI)                          |
| KOP SURAT F-4 CONCORDE GARUDA ( POLI)                          |
| KEYBOARD WIRELES                                               |
| KERTAS LEMBAR NOMOR NASKAH DINAS                               |
| LABEL TOM & JERRI 103                                          |
| LABEL TOM & JERRI 121                                          |
| LABEL TOM & JERRI 127                                          |
| LEM KERTAS STICK JOYKO                                         |
| MAP PUTIH PERHUBUNGAN DARAT                                    |
| MAP FILE PLASTIK DAICHI                                        |
| MAP KANCING                                                    |
| MAP PLASTIK KANCING                                            |
| MAP PLASTIK BENING (SHEET PROTECTOR)                           |
| MOUSE LOGITEC KABEL                                            |
| MOUSE LOGITEC WERLESS                                          |
| PEMBERSIH MONITOR                                              |
| PEMBOLONG KERTAS BESAR                                         |
| PEMBOLONG KERTAS KECIL                                         |
| PENCABUT STEPLES                                               |
| PENGARIS BESI/ PLASTIK                                         |
| PENGHAPUS PENSIL                                               |

|                                                |
|------------------------------------------------|
| PENSIL 2B                                      |
| PENSIL MEKANIK PENTEL 0.5                      |
| PLAKBAN BENING BESAR                           |
| PLAKBAN BENING KECIL                           |
| PLAKBAN COKLAT                                 |
| PLAKBAN HITAM                                  |
| PLAKBAN HITAM UK.1.5                           |
| PORT USB                                       |
| POST IT WARNA WARNI                            |
| POST-IT SIGN HERE                              |
| PROTO STICK NOTES                              |
| REFIL CUTTER BESAR                             |
| RAUTAN PENSIL BESI                             |
| RAUTAN PENSIL PUTAR KECIL                      |
| REFIL CUTTER KECIL                             |
| SPIDOL ARTILINE BIRU PERMANENT                 |
| SPIDOL ARTILINE GOLD PERMANENT                 |
| SPIDOL ARTILINE HITAM PERMANENT                |
| SPIDOL ARTLINE WHITE BOARD HITAM               |
| SPIDOL ARTLINE WHITE BOARD BIRU                |
| STABILO                                        |
| STEPLES BESAR                                  |
| STEPLES KECIL                                  |
| STOP MAP 5002                                  |
| STOP MAP BATIK KAIN                            |
| STOP MAP FOLIO DIAMOND KOP PERHUBUNGAN         |
| STOP MAP PUTIH FOLIO KOP PERHUBUNGAN           |
| TINTA 85A                                      |
| TINTA BROTHER HL-5450 DN (TN 3320 )            |
| TINTA BROTHER TN 3448                          |
| TINTA BROTHER TN 351 COLOR                     |
| TINTA CANON 810                                |
| TINTA CANON 811                                |
| TINTA CANON G 3010 (790) COLOR                 |
| TINTA CANON IMAGE CLASS SERIES 504             |
| TINTA CANON IMEGA CLASS LBP621cw (054)         |
| TINTA CATRIDGE CANON 325                       |
| TINTA CATRIDGE HP LASER JET PRO M400 (80A)     |
| TINTA CATRIDGE TN-263 COLOR                    |
| TINTA CATRIDGE HP LASER JET PRO 404 dw (76A)   |
| TINTA EPSON 001                                |
| TINTA EPSON 003                                |
| TINTA EPSON AL-M310 DN (10079/ 10089 )         |
| TINTA HP 955 XL CATRIDGE FULL SET COLOR (CMYK) |
| TINTA EPSON L 1300 COLOR (644) / (220)         |
| TINTA HP 79A                                   |
| TINTA HP INK TANK 319 (GT53/ 52)               |
| TINTA IP 110 (35 &36)                          |
| TINTA LASER JET COLOR 119A                     |
| TIP-X CAIR KENKO                               |



|                     |
|---------------------|
| TIP X KERTAS KENKO  |
| TRIGONAL CLIP JOYKO |
| TEMPAT SAMPAH KECIL |

erdapat selisih perhitungan dan pencatatan antara buku persediaan dan pname )

n Berita Acara ini dibuat untuk dipergunakan sebagaimana mestinya.

Petugas Persediaan

AGUS SUKANDA  
NIP. 19750817 200312 1 001

AN SEPTEMBER 2025  
G PERSEDIAAN  
I Tahun 2025

» Persediaan pada Unit Akuntansi Kuasa Pengguna Barang (UAKPB)

| Satuan | Saldo Awal | Pengadaan | Jumlah Stock | Pemakaian | Stock Akhir | Keterangan |
|--------|------------|-----------|--------------|-----------|-------------|------------|
| BUAH   | 7          | 24        | 31           | 18        | 13          |            |
| PACK   | 218        | 0         | 218          | 50        | 168         |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 1          | 0         | 1            | 0         | 1           |            |
| PACK   | 12         | 10        | 22           | 0         | 22          |            |
| PACK   | 0          | 10        | 10           | 1         | 9           |            |
| PACK   | 28         | 5         | 33           | 0         | 33          |            |
| PACK   | 19         | 0         | 19           | 0         | 19          |            |
| PACK   | 0          | 0         | 0            | 0         | 0           |            |
| LUSIN  | 10         | 10        | 20           | 11        | 9           |            |
| LUSIN  | 0          | 10        | 10           | 10        | 0           |            |
| LUSIN  | 5          | 10        | 15           | 5         | 10          |            |
| LUSIN  | 4          | 10        | 14           | 0         | 14          |            |
| LUSIN  | 0          | 10        | 10           | 0         | 10          |            |
| LUSIN  | 4          | 10        | 14           | 0         | 14          |            |
| LUSIN  | 5          | 10        | 15           | 0         | 15          |            |
| LUSIN  | 5          | 10        | 15           | 0         | 15          |            |
| LUSIN  | 0          | 10        | 10           | 0         | 10          |            |
| LUSIN  | 4          | 10        | 14           | 1         | 13          |            |
| LUSIN  | 4          | 0         | 4            | 3         | 1           |            |
| LUSIN  | 0          | 10        | 10           | 0         | 10          |            |
| LUSIN  | 0          | 20        | 20           | 14        | 6           |            |
| LUSIN  | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 0          | 10        | 10           | 3         | 7           |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| PACK   | 0          | 40        | 40           | 40        | 0           |            |
| PACK   | 0          | 40        | 40           | 40        | 0           |            |
| PACK   | 5          | 30        | 35           | 19        | 16          |            |
| PACK   | 0          | 30        | 30           | 20        | 10          |            |
| PACK   | 0          | 15        | 15           | 15        | 0           |            |
| PACK   | 0          | 15        | 15           | 15        | 0           |            |
| PACK   | 0          | 15        | 15           | 15        | 0           |            |
| PACK   | 0          | 15        | 15           | 12        | 3           |            |
| BUAH   | 8          | 50        | 58           | 10        | 48          |            |
| BUAH   | 4          | 50        | 54           | 10        | 44          |            |
| BUAH   | 0          | 50        | 50           | 0         | 50          |            |
| PACK   | 1          | 10        | 11           | 0         | 11          |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 0          | 10        | 10           | 10        | 0           |            |
| BUAH   | 0          | 10        | 10           | 10        | 0           |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |
| BUAH   | 0          | 0         | 0            | 0         | 0           |            |

|        |    |     |     |     |    |  |
|--------|----|-----|-----|-----|----|--|
| BUAH   | 0  | 0   | 0   | 0   | 0  |  |
| BUAH   | 2  | 10  | 12  | 0   | 12 |  |
| BUAH   | 0  | 20  | 20  | 2   | 18 |  |
| BUAH   | 0  | 18  | 18  | 8   | 10 |  |
| BUAH   | 0  | 18  | 18  | 8   | 10 |  |
| BUAH   | 0  | 0   | 0   | 0   | 0  |  |
| DOOS   | 0  | 24  | 24  | 24  | 0  |  |
| BUAH   | 1  | 2   | 3   | 1   | 2  |  |
| BUAH   | 0  | 2   | 2   | 2   | 0  |  |
| PACK   | 0  | 2   | 2   | 0   | 2  |  |
| BUAH   | 0  | 10  | 10  | 0   | 10 |  |
| BUAH   | 3  | 0   | 3   | 0   | 3  |  |
| BUAH   | 2  | 0   | 2   | 0   | 2  |  |
| BUAH   | 5  | 8   | 13  | 0   | 13 |  |
| RIM    | 0  | 150 | 150 | 150 | 0  |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| RIM    | 2  | 0   | 2   | 0   | 2  |  |
| RIM    | 0  | 50  | 50  | 50  | 0  |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| PACK   | 0  | 0   | 0   | 0   | 0  |  |
| PACK   | 0  | 0   | 0   | 0   | 0  |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| RIM    | 10 | 0   | 10  | 0   | 10 |  |
| RIM    | 10 | 0   | 10  | 0   | 10 |  |
| RIM    | 10 | 0   | 10  | 0   | 10 |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| BUAH   | 10 | 10  | 20  | 2   | 18 |  |
| RIM    | 0  | 0   | 0   | 0   | 0  |  |
| PACK   | 0  | 0   | 0   | 0   | 0  |  |
| PACK   | 7  | 10  | 17  | 11  | 6  |  |
| PACK   | 0  | 10  | 10  | 10  | 0  |  |
| BUAH   | 25 | 10  | 35  | 22  | 13 |  |
| LEMBAR | 55 | 0   | 55  | 55  | 0  |  |
| LUSIN  | 7  | 0   | 7   | 7   | 0  |  |
| LUSIN  | 1  | 0   | 1   | 0   | 1  |  |
| LUSIN  | 3  | 5   | 8   | 6   | 2  |  |
| LUSIN  | 0  | 0   | 0   | 0   | 0  |  |
| BUAH   | 0  | 0   | 0   | 0   | 0  |  |
| BUAH   | 0  | 16  | 16  | 16  | 0  |  |
| BUAH   | 0  | 0   | 0   | 0   | 0  |  |
| BUAH   | 0  | 0   | 0   | 0   | 0  |  |
| BUAH   | 0  | 0   | 0   | 0   | 0  |  |
| BUAH   | 3  | 0   | 3   | 0   | 3  |  |
| BUAH   | 0  | 0   | 0   | 0   | 0  |  |
| BUAH   | 0  | 10  | 10  | 0   | 10 |  |

|        |      |     |      |     |      |  |
|--------|------|-----|------|-----|------|--|
| LUSIN  | 1    | 10  | 11   | 2   | 9    |  |
| LUSIN  | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 1    | 15  | 16   | 8   | 8    |  |
| BUAH   | 0    | 15  | 15   | 0   | 15   |  |
| BUAH   | 0    | 15  | 15   | 5   | 10   |  |
| BUAH   | 0    | 15  | 15   | 1   | 14   |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 0    | 20  | 20   | 0   | 20   |  |
| BUAH   | 0    | 40  | 40   | 22  | 18   |  |
| BUAH   | 0    | 40  | 40   | 40  | 0    |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| PACK   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 16   | 0   | 16   | 0   | 16   |  |
| BUAH   | 17   | 20  | 37   | 0   | 37   |  |
| PACK   | 0    | 0   | 0    | 0   | 0    |  |
| PACK   | 0    | 24  | 24   | 1   | 23   |  |
| PACK   | 0    | 24  | 24   | 0   | 24   |  |
| PACK   | 0    | 24  | 24   | 1   | 23   |  |
| PACK   | 25   | 24  | 49   | 0   | 49   |  |
| PACK   | 5    | 24  | 29   | 0   | 29   |  |
| BUAH   | 30   | 0   | 30   | 18  | 12   |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 0    | 24  | 24   | 15  | 9    |  |
| DOOS   | 0    | 20  | 20   | 0   | 20   |  |
| LEMBAR | 7    | 0   | 7    | 0   | 7    |  |
| DOOS   | 3385 | 0   | 3385 | 350 | 3035 |  |
| LEMBAR | 0    | 200 | 200  | 0   | 200  |  |
| BUAH   | 0    | 4   | 4    | 0   | 4    |  |
| BUAH   | 0    | 4   | 4    | 0   | 4    |  |
| BUAH   | 0    | 4   | 4    | 0   | 4    |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 16   | 20  | 36   | 6   | 30   |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 0    | 8   | 8    | 0   | 8    |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 2    | 8   | 10   | 2   | 8    |  |
| BUAH   | 0    | 4   | 4    | 0   | 4    |  |
| BUAH   | 0    | 20  | 20   | 16  | 4    |  |
| BUAH   | 0    | 20  | 20   | 8   | 12   |  |
| BUAH   | 0    | 4   | 4    | 0   | 4    |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 0    | 20  | 20   | 0   | 20   |  |
| BUAH   | 2    | 4   | 6    | 0   | 6    |  |
| PACK   | 1    | 20  | 21   | 21  | 0    |  |
| BUAH   | 0    | 0   | 0    | 0   | 0    |  |
| BUAH   | 4    | 16  | 20   | 0   | 20   |  |
| BUAH   | 1    | 5   | 6    | 5   | 1    |  |

|       |   |   |   |   |   |  |
|-------|---|---|---|---|---|--|
| BUAH  | 0 | 0 | 0 | 0 | 0 |  |
| KOTAK | 0 | 5 | 5 | 0 | 5 |  |
| BUAH  | 0 | 8 | 8 | 0 | 8 |  |

pemeriksaan fisik

Jakarta, 29 Agustus 2025

Mengetahui  
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