|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FORMAT PENAMAAN DOKUMEN DOCU DIGITAL** | | | | |
|  |  |  |  |  |
| **NO** | **KODE\_DOK** | **NAMA\_DOKUMEN** | **CONTOH\_DOKUMEN** | **Contoh pada dokumen pdf** |
| 1 | DAFKEL | Daftar Keluarga PNS | DAFKEL\_[NIP Baru].pdf | DAFKEL\_199402302019033001.pdf |
| 2 | DPCP | Daftar Perorangan Calon Penerima Pensiun (DPCP) | DPCP\_[NIP Baru].pdf | DPCP\_199402302019033001.pdf |
| 3 | KPE | Kartu Pegawai / Kartu Pegawai Elektronik | KPE\_[NIP Baru].pdf | KPE\_199402302019033001.pdf |
| 4 | LAPLHR | Laporan Kelahiran/ Kematian Anak | LAPLHR\_[NIP Baru].pdf | LAPLHR\_199402302019033001.pdf |
| 5 | LAPMATI | Akta Kematian Suami/ Istri | LAPMATI\_[NIP Baru].pdf | LAPMATI\_199402302019033001.pdf |
| 6 | PICPNS | Foto PNS | PICPNS\_[NIP Baru].jpg | PICPNS\_199402302019033001.pdf |
| 7 | PICPSNGPNS | Foto Suami/ Istri PNS | PICPSNGPNS\_[NIP Baru].jpg | PICPSNGPNS\_199402302019033001.jpg |
| 8 | SKCP | Surat Keputusan CPNS | SKCP\_[NIP Baru].pdf | SKCP\_199402302019033001.jpg |
| 9 | SKETMATI | Surat Keterangan Kematian | SKETMATI\_[NIP Baru].pdf | SKETMATI\_199402302019033001.pdf |
| 10 | SKETMEDIS | Surat Keterangan Tim Penguji Kesehatan | SKETMEDIS\_[NIP Baru].pdf | SKETMEDIS\_199402302019033001.pdf |
| 11 | SKKP | Surat Keputusan Kenaikan Pangkat Terakhir | SKKP\_[NIP Baru].pdf | SKKP\_199402302019033001.pdf |
| 12 | SKLANTIK | SK Pengangkatan Dalam Jabatan Terakhir & Surat Pernyataan Pelantikan (2 Dokumen) | SKLANTIK\_[NIP Baru].pdf | SKLANTIK\_199402302019033001.pdf |
| 13 | SKP2THN | SKP, Penilaian Capaian SKP dan Penilaian Prestasi Kerja 2 (Dua) Tahun Terakhir | SKP2THN\_[NIP Baru].pdf | SKP2THN\_199402302019033001.pdf |
| 14 | SKPMK | Surat Keputusan Peninjauan Masa Kerja | SKPMK\_[NIP Baru].pdf | SKPMK\_199402302019033001.pdf |
| 15 | SKPN | Surat Keputusan PNS | SKPN\_[NIP Baru].pdf | SKPN\_199402302019033001.pdf |
| 16 | SKUBHNAM | Surat Keputusan Penggantian / Perubahan Nama | SKUBHNAM\_[NIP Baru].pdf | SKUBHNAM\_199402302019033001.pdf |
| 17 | SNIKAH | Surat Nikah PNS | SNIKAH\_[NIP Baru].pdf | SKNIKAH\_199402302019033001.pdf |
| 18 | SUPERHD | Surat Pernyataan Tidak Pernah Dijatuhi HD Tingkat Sedang/ Berat | SUPERHD\_[NIP Baru].pdf | SUPERHD\_199402302019033001.pdf |
| 19 | SUPERPDNA | Surat Pernyataan Tidak Sedang Menjalani Proses Pidana/ Pernah Dipidana | SUPERPDNA\_[NIP Baru].pdf | SUPERPDNA\_199402302019033001.pdf |
| 20 | SKETDMSL | Surat Keterangan Domisili | SKETDMSL\_[NIP Baru].pdf | SKETDMSL\_199402302019033001.pdf |
| 21 | SKETJND | Surat Keterangan Janda/Duda | SKETJND\_[NIP Baru].pdf | SKETJND\_199402302019033001.pdf |