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**MAKLUMAT PERIBADI**

Nama : …………………………………

JPK(P) : …………………………………

No. KP: …………………………………

No Cukai: …………………………………

No Gaji: …………………………………

Jawatan: …………………………………

Tarikh Lahir: …………………………………

Tempat Lahir:…………………………………

Taraf Perkahwinan: Berkahwin/Bujang

Nama Suami/Isteri: ………………………………No.KP:…………………….

Pekerjaan Suami/Isteri: ……………………

Alamat Majikan Suami/Isteri…………………………………………………. …………………………………………………. No Tel:...............................

**Tarikh-Tarikh Penting**:

Tamat Ikhtisas:………………………….IPT:…………………………..

Tarikh Sah Jawatan:………………….. GRED:……………………….

Tarikh Lantikan Pertama: ………………………...

Tarikh Sah Pertama:………………………………

Tarikh Kenaikan Pangkat I:………………………. Gred:…………….

Tarikh Kenaikan Pangkat II:……………………… Gred:…………….

Tarikh Kenaikan Pangkat III:…………………….. Gred:…………….

Tarikh Masuk Skim Pencen:…………………….

Tarikh Isytihar Harta:……………………………..

**Sejarah Perkhidmatan**

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| BIL | NAMA SEKOLAH | TAHUN |
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| BIDANG | JAWATAN |
| KURIKULUM |  |
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| HAL EHWAL MURID |  |
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| KOKURIKULUM |  |
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| TUGAS-TUGAS KHAS |  |
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| Kegiatan/Sumbangan Luar Tugas rasmi |  |
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| BIL | TINGKATAN | BIL. PELAJAR | BIL. WAKTU | MASA |
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TARIKH KUAT KUASA:………………………………………….

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| HARI | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| AHAD |  |  |  |  |  |  |  |  |  |  |  |
| ISNIN |  |  |  |  |  |  |  |  |  |  |  |
| SELASA |  |  |  |  |  |  |  |  |  |  |  |
| RABU |  |  |  |  |  |  |  |  |  |  |  |
| KHAMIS |  |  |  |  |  |  |  |  |  |  |  |

TARIKH KUAT KUASA:………………………………………….

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| HARI | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| AHAD |  |  |  |  |  |  |  |  |  |  |  |
| ISNIN |  |  |  |  |  |  |  |  |  |  |  |
| SELASA |  |  |  |  |  |  |  |  |  |  |  |
| RABU |  |  |  |  |  |  |  |  |  |  |  |
| KHAMIS |  |  |  |  |  |  |  |  |  |  |  |

TARIKH KUAT KUASA:………………………………………….

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| HARI | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| AHAD |  |  |  |  |  |  |  |  |  |  |  |
| ISNIN |  |  |  |  |  |  |  |  |  |  |  |
| SELASA |  |  |  |  |  |  |  |  |  |  |  |
| RABU |  |  |  |  |  |  |  |  |  |  |  |
| KHAMIS |  |  |  |  |  |  |  |  |  |  |  |



TARIKH KUAT KUASA:………………………………………….

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| HARI | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| AHAD |  |  |  |  |  |  |  |  |  |  |  |
| ISNIN |  |  |  |  |  |  |  |  |  |  |  |
| SELASA |  |  |  |  |  |  |  |  |  |  |  |
| RABU |  |  |  |  |  |  |  |  |  |  |  |
| KHAMIS |  |  |  |  |  |  |  |  |  |  |  |

TARIKH KUAT KUASA:………………………………………….

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| HARI | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| AHAD |  |  |  |  |  |  |  |  |  |  |  |
| ISNIN |  |  |  |  |  |  |  |  |  |  |  |
| SELASA |  |  |  |  |  |  |  |  |  |  |  |
| RABU |  |  |  |  |  |  |  |  |  |  |  |
| KHAMIS |  |  |  |  |  |  |  |  |  |  |  |

TARIKH KUAT KUASA:………………………………………….

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| HARI | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| AHAD |  |  |  |  |  |  |  |  |  |  |  |
| ISNIN |  |  |  |  |  |  |  |  |  |  |  |
| SELASA |  |  |  |  |  |  |  |  |  |  |  |
| RABU |  |  |  |  |  |  |  |  |  |  |  |
| KHAMIS |  |  |  |  |  |  |  |  |  |  |  |



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| **BIL** | **TARIKH** | **MASA** | **TINGKATAN/MP** | **GURU YG DIGANTI** | **AKTIVITI** |
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| **BIL** | **TARIKH** | **MASA** | **KELAS / KUMPULAN** | **KEHADIRAN MURID** |
| **DARI** | **HINGGA** | **L** | **P** | **J** |
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| **BIL** | **TARIKH** | **MASA** | **AKTIVITI / PROGRAM** |
| **MULA** | **TAMAT** |
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| **BIL** | **TARIKH** | **MASA** | **AKTIVITI / PROGRAM** |
| **MULA** | **TAMAT** |
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| TARIKH/HARI |  | TEMPAT |  |
| PERSONEL TERLIBAT |  |
| OBJEKTIF/TAJUK PERBINCANGAN |  |
| INTIPATI PERBINCANGAN |  |
| TINDAKAN SUSULAN |  |
| CATATAN |  |

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| **BIL** | **KES BERCUTI** | **KES BUKAN CUTI** | **CATATAN** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| 1 |  |  |  |  |  |  |  |  |  |  |
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| **BIL** | **KES BERCUTI** | **KES BUKAN CUTI** | **CATATAN** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| 19 |  |  |  |  |  |  |  |  |  |  |
| 20 |  |  |  |  |  |  |  |  |  |  |
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PANDUAN

1 = CUTI SAKIT (MC)

2 = CUTI REHAT KHAS

3 = CUTI TANPA REKOD

4 = CUTI BELAJAR

5 = MESYUARAT/BENGKEL/SEMINAR

6 = TUGAS LUAR (ARAHAN RASMI)

7 = MENGAWAS PEPERIKSAAN

8 = PENTAKSIRAN

9 = LAIN-LAIN (NYATAKAN)

**INSTRUMEN KEBERHASILAN BIDANG TUGAS 2015**

KURIKULUM

KELAS:……………………………. BIL. PELAJAR:……………………..

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| PERKARA | TOV( KT) | ETR (S) | AR (KS) | KIRAAN | SKOR |
| UJIAN/PEPERIKSAAN |  |  |  |  |  |
| PBS |  |  |  |  |  |
| LAIN-LAIN PEMERHATIAN |  |  |  |  |  |

**CATATAN**

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**INSTRUMEN KEBERHASILAN BIDANG TUGAS 2015**

KO- KURIKULUM

PERSATUAN: ………………………………………………………… JAWATAN:…………………………………….

UNIT BERUNIFORM:………………………………………………. JAWATAN:…………………………………….

SUKAN & PERMAINAN:…………………………………………… JAWATAN:…………………………………….

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| PERKARA | TOV( KT) | ETR (S) | AR (KS) | KIRAAN | SKOR |
| KEHADIRAN |  |  |  |  |  |
| SUMBANGAN |  |  |  |  |  |
| LAIN-LAIN  |  |  |  |  |  |

**CATATAN**

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**INSTRUMEN KEBERHASILAN BIDANG TUGAS 2015**

HAL EHWAL MURID

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| TUGAS/JAWATAN | TOV( KT) | ETR (S) | AR (KS) | KIRAAN | SKOR |
| JAWATAN KHAS: |  |  |  |  |  |
| KEHADIRAN MESYUARAT |  |  |  |  |  |
| KEHADIRAN AKTIVITI/PROGRAM SEKOLAH |  |  |  |  |  |
| PROJEK KHAS: |  |  |  |  |  |

**INSTRUMEN KEBERHASILAN BIDANG TUGAS 2015**

TUGAS-TUGAS KHAS

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| TUGAS/JAWATAN | TOV( KT) | ETR (S) | AR (KS) | KIRAAN | SKOR |
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**SUMBANGAN PROFESIONAL/BUKAN PROFESIONAL**

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| BIL | JENIS SUMBANGAN | PERINGKAT | PENCAPAIAN |
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CATATAN/NOTA

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| --- | --- | --- |
| TARIKH: | MASA: | TEMPAT: |
| PERKARA: |
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