

ABSTRAK

Nabila Aulia Putri. 54219557

“Mekanisme Pengelolaan *Petty cash* pada PT. Tekno Medicalogy Indonesia”

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Petty cash is basically money that is reserved or saved by the company to pay for all daily expenses that are routinely used to finance the company's operations with a relatively small value and are limited according to the provisions imposed by management. Good petty cash management will make it easier for employees to carry out work activities according to the established plan. This study is intended to determine the implementation of Petty cash at PT. Tekno Medicalogy Indonesia, a company engaged in the medical field and is the official distributor of medical devices that sells medical devices at competitive prices. The purpose of this practical work is to be able to understand more deeply about the implementation of Petty cash management on finances at PT. Tekno Medicalogy Indonesia.

In this practical work activity using several methods including observation, interviews, and library studies. The results of field practice work show that the recording of petty cash at PT. Tekno Medicalogy Indonesia uses a fluctuating system method. Petty cash submissions involve employees, accounting staff, finance managers, and directors. The management of petty cash is properly supervised by the accounting staff and every transaction is recorded according to the information data received.

DAFTAR PUSTAKA (2008-2021)