

PANDUAN MENGISI SOAL SELIDIK

- Sila rekodkan maklumat yang lengkap berkaitan perjalanan sepanjang bulan rujukan di dalam buku **Rekod Perjalanan dan Perbelanjaan (DTS 2)**.
- Maklumat adalah meliputi ahli isi rumah yang berumur **15 tahun dan ke atas** yang melakukan perjalanan harian, bermalam dan luar negara.
- Bagi perjalanan ke luar negara, perbelanjaan sebelum perjalanan di dalam negara juga perlu direkodkan.
- Sila guna halaman baru bagi setiap **perjalanan**. Contoh pengisian boleh dirujuk di **Lampiran 4 hingga Lampiran 6**.
- **Definisi Perjalanan Pelancongan**

Perjalanan pelancongan ditakrifkan sebagai aktiviti perjalanan yang **bukan rutin** ke sesebuah tempat di luar dari **persekitaran biasa**, dalam tempoh tidak lebih dari 12 bulan dengan tujuan utama (urusan perniagaan, percutian atau urusan peribadi) selain untuk diambil bekerja oleh residen di tempat yang dilawati.

i. Perjalanan harian

- Perjalanan (pergi dan balik) dari rumah ke sesuatu destinasi dengan jarak sekurang-kurangnya 50km dan lebih serta mengambil masa sekurang-kurangnya 4 jam dan tidak melebihi 24 jam. Perjalanan rutin seperti perjalanan dari rumah ke tempat kerja/sekolah tidak diambil kira.
- Bagi jarak perjalanan (**pergi balik**) yang **kurang dari 50km**, turut diambil kira sebagai perjalanan jika:
 - a. tempoh masa perjalanan pergi dan balik adalah **4 jam dan (atau) lebih**; dan
 - b. menggunakan kemudahan pelancongan seperti pengangkutan, penginapan, makanan & minuman dan rekreasi semasa melakukan perjalanan.

ii. **Perjalanan bermalam**

Perjalanan yang melibatkan seseorang meninggalkan rumah sekurang-kurangnya **satu malam (24 jam)** dengan tujuan perjalanan berkaitan dengan aktiviti pelancongan, juga menggunakan kemudahan pelancongan. Ianya mestilah dalam tempoh **kurang** daripada 12 bulan.

iii. **Perjalanan luar negara**

Perjalanan melintasi sempadan/melawat negara lain dan dalam tempoh kurang dari 12 bulan.

▪ **Tarikh perjalanan**

Catatkan tarikh perjalanan anda; contohnya, **01.01.2020 hingga 02.01.2020**

Bagi perjalanan ke luar negara, tarikh keluar dari tempat kediaman (TK) dan juga tarikh sebenar ke luar negara hendaklah direkodkan dengan betul kerana perkiraan bilangan malam perjalanan ke luar negara akan dikira dari tarikh keluar dari sempadan negara dan masuk semula ke sempadan negara. Jika terdapat perbezaan tarikh, perbezaan tersebut dikira sebagai bilangan malam sebelum perjalanan ke luar negara.

Contoh: Ahmad keluar dari TK di Alor Setar pada 12.01.2020 ke KLIA dan bermalam. Pada 13.01.2020, beliau menaiki kapal terbang untuk ke Australia. Beliau balik ke Malaysia pada 20.01.2020 melalui KLIA dan terus balik ke rumah di Alor Setar pada tarikh yang sama. Dalam kes ini, tarikh 12.01.2020 – 13.01.2020, dikira bermalam di dalam negara sebelum ke luar negara, manakala bilangan malam di luar negara adalah 7 malam.

▪ **Tujuan utama perjalanan**

Tuliskan tujuan utama sahaja bagi setiap perjalanan. Tujuan utama perjalanan bermaksud sebab utama atau niat ahli isi rumah berkenaan dalam melakukan perjalanan tersebut. Sila rujuk **Lampiran 1**.

- **Aktiviti utama**

Catitkan **EMPAT** (4) aktiviti utama yang dilakukan bagi setiap perjalanan. Aktiviti pelancongan merujuk kepada perkara-perkara yang dilakukan semasa melancong atau semasa melakukan perjalanan tersebut. Aktiviti utama adalah berdasarkan **masa yang paling lama** diluahkan bagi sesuatu aktiviti yang dilakukan. Aktiviti ini mestilah sesuatu yang bukan rutin kepada ahli isi rumah tersebut. Sila rujuk **Lampiran 2**.

- **Destinasi utama**

Sila catitkan **LIMA** (5) destinasi utama sahaja bagi setiap perjalanan. Destinasi utama adalah berdasarkan **masa yang paling lama** diluahkan di setiap destinasi yang dilawati. Bagi perjalanan dalam negara, maklumat destinasi yang perlu dicatatkan ialah **nama tempat, negeri/negara** dan **masa yang diambil**, manakala bagi perjalanan luar negara, hanya perlu mencatatkan **nama negara** sahaja.

- **Mod pengangkutan utama**

Merujuk kepada jenis pengangkutan utama yang digunakan oleh pelawat. Penetapan mod pengangkutan utama adalah berbeza berdasarkan kriteria yang berikut:

- a. Pengangkutan yang digunakan adalah melibatkan jarak (km) yang lebih jauh;
- b. Pengangkutan yang digunakan mengambil masa perjalanan yang lebih panjang;
- c. Kos bagi mod pengangkutan tersebut mencatatkan sumbangan yang tertinggi dalam keseluruhan kos pengangkutan.

Sila rujuk **Lampiran 3**.

- **Jenis penginapan**

Merujuk kepada jenis penginapan yang disediakan oleh pertubuhan (berbayar) atau 'non-market' iaitu merujuk kepada penginapan yang disediakan oleh saudara mara dan rakan tanpa dikenakan sebarang caj, atau rumah milik persendirian (rumah persinggahan yang dimiliki oleh pelawat). Sila rujuk **Lampiran 3**.

- **Tarikh perbelanjaan**

Catatkan tarikh bila perbelanjaan berlaku.

- **Keterangan perbelanjaan pelancongan**

Takrif perbelanjaan dalam survei ini bermaksud **segala perbelanjaan yang dilakukan, sama ada tunai atau pun kredit yang berkaitan dengan perjalanan pelancongan sepanjang bulan rujukan**. Perbelanjaan yang akan diambil kira adalah perbelanjaan yang transaksinya berlaku semasa perjalanan dilakukan ataupun perbelanjaan sebelum perjalanan.

Butiran perbelanjaan yang perlu direkodkan (jika berkaitan) adalah seperti berikut:

- a. Pengangkutan (contoh: tiket kapal terbang/ bas/ kos petrol/ bayaran tempat letak kenderaan/ bayaran tol dan lain-lain)
- b. Penginapan (contoh: bayaran sewa hotel/ chalet/ pangsapuri/ rumah rehat/ homestay dan lain-lain)
- c. Makanan & minuman – meliputi perbelanjaan makanan dan minuman di restoran, kafe dan gerai makan.
- d. Bayaran masuk ke tempat-tempat tertentu/ tiket (contoh: bayaran tiket masuk zoo/ taman tema/ bayaran masuk menonton acara kesenian/ persembahan hiburan dan lain-lain bayaran masuk)
- e. Perbelanjaan aktiviti-aktiviti lain (contoh: aktiviti sukan/ hospital/ pusat kesihatan/ spa/ membeli-belah/ aktiviti perjudian)
- f. Perbelanjaan sebelum perjalanan (contoh: servis kenderaan/ bayaran passport)
- g. Pakej - Bayaran pakej yang disediakan oleh operator pelancongan atau agensi pelancongan.

- h. Lain-lain perbelanjaan (contoh: insurans perjalanan/ Perkhidmatan dobi/ tip dan lain-lain)
- i. Membeli-belah - **TIDAK TERMASUK** pembelian barang-barang untuk tujuan perniagaan atau barangan yang dijual semula, pembelian harta tetap seperti tanah dan bangunan.

- **Jenis pembayaran**

Sila catatkan **SATU** (1) jenis pembayaran sahaja untuk setiap perbelanjaan. Jenis-jenis pembayaran yang perlu direkodkan ialah sama ada tunai/ kredit atau hadiah/ percuma.

- **Perbelanjaan**

Sila rekodkan nilai perbelanjaan dalam Ringgit Malaysia (RM) bagi setiap item barangan/ perkhidmatan yang dibayar, sama ada dibayar oleh isi rumah ataupun dibayar oleh majikan. Sekiranya jenis pembayaran adalah hadiah/ percuma, nilai perbelanjaan hendaklah dibuat anggaran.

Dibayar oleh isi rumah merujuk kepada:

- a. Ahli isi rumah berkenaan
- b. Ahli lain dari isi rumah yang sama
- c. Diterima sebagai hadiah/ percuma dari isi rumah lain

Dibayar oleh majikan

Pembayaran yang dibuat oleh majikan ataupun pembayaran selain daripada dibayar oleh isi rumah. Pembayaran ini juga meliputi hadiah/percuma yang diterima.

Peringatan:

- Pembelian makanan & minuman dan perbelanjaan untuk menyediakan makanan sebelum perjalanan untuk digunakan semasa perjalanan hendaklah direkodkan.

- Perbelanjaan sebelum perjalanan seperti servis kereta, pembelian beg dan bayaran dokumen perjalanan perlu juga direkodkan. Oleh itu, tarikh perbelanjaan mungkin lebih awal dari tarikh perjalanan sebenar ahli.

- Bagi perjalanan ke luar negara, perbelanjaan sebelum perjalanan juga perlu direkodkan seperti perbelanjaan yang dilakukan di dalam negara, contohnya, perbelanjaan pengangkutan, makanan & minuman, penginapan dan juga lain-lain keperluan untuk ke luar negara.

INSTRUCTIONS TO COMPLETE THE QUESTIONNAIRE

- Please record the information related to trips made throughout the month in the **Record of Travel and Expenses (DTS 2)**.

- The information covered trips of household members **aged 15 years and above** who do a day, overnight and overseas trips.

- For overseas trips, expenses before the trips need to be recorded too.

- Please use a new page for each **trip**. Please refer to the **Appendix 4 till Appendix 6** for the example.

- Definition of Tourism Trip:

Tourism trip is defined as non routine trip activity to a destination outside his/her usual environment, for less than 12 months, with main purpose (business matter, vacation or personal matter) other than to be employed by a resident entity in the place visited.

i. Day trip

- Round trip distance of equal or more than 50km and are away from home for at least four hours and less than 24 hours. Same day travel as in routine travel such as commuting between work/ school and home is not included.

- For **round trip distance which is less than 50km are also considered as day trip if,**
 - a. time spent are at least four **hours and (or) more**; and
 - b. used tourism facilities such as transportation, accommodation, food & beverages and recreation during his/ her trip.

ii. Overnight trip

*Trip that involves an individual to leave his/her house at least for a **night (24 hours)** with trip purpose relating to tourism activities, and using the tourism facilities. Its time frame must be **less** than 12 months.*

iii. Overseas trip

*Trip across the border/visiting other countries and its time frame must be **less** than 12 months.*

▪ **Date of trip**

*Record your date of trip; for example, **01.01.2020 to 02.01.2020**.*

For overseas trip, the date of leaving the living quarters (LQ) and the exact date overseas have to be recorded properly as the calculation of the number of nights overseas is based on the date of exit from the country's border and re-entry into the country's border. If there is a difference between the dates, the difference is counted as the numbers of nights before overseas trip.

Example: Ahmad left his LQ in Alor Setar on 12.01.2020 to KLIA and stayed overnight. On 13.01.2020, he boarded a flight to Australia. He came back to Malaysia on 20.01.2020 via KLIA and returned to his house in Alor Setar on the same date. In this case, the period 12.01.2020 – 13.01.2020, is counted as overnight inside the country before overseas trip, while the number of night overseas is equivalent to 7 nights.

▪ **Main purpose of trip**

*Indicate only the main purpose for each trip. The main purpose means the main reason or intention why the trip was made by the member of the household. Please refer to **Appendix 1**.*

▪ **Main activity**

*Record **FOUR** (4) main activities carried out during each trip. Tourism activities refer to events carried out during the trip or en-route the trip. Main activities are based on **the longest time spent** on the activity carried out. These activities must not be those which are a routine to the members of the household. Please refer to **Appendix 2**.*

- **Main destination**

Please record only **FIVE (5)** main destinations for each trip. Main destinations are based **on the longest time spent** at each destination visited. For trips within the country, information on destination to be recorded are **name of places, state/country** and **time spent**, while for overseas trips, only **name of country** need to be recorded.

- **Main mode of transport**

Refer to main mode used by the visitor on the trip. This main mode might be established in different ways based on following criteria:

- a. The mode on which the most miles/kilometres are travelled;
- b. The mode on which most time is spent;
- c. The mode which has the highest share of the total transport cost.

Please refer to **Appendix 3**.

- **Type of accommodation**

Refer to type of accommodation provide by establishment (paid service) or non-market which is service provided by relatives and friends, without charge, or own account (owner occupied vacation homes). Please refer to **Appendix 3**.

- **Date of expenditure**

Record the date as at when the expenditure incurred.

- **Description of expenditure**

Expenditure in this survey means all expenditures made, either by cash or credit which is related to the tourism trip made in the reference month. Expenditures to be taken into account are expenditures where the transactions are made during or before the trip.

Particulars of expenditures to be recorded (if applicable) are as follows:

- a. *Transportation (example: flight fare/ bus fare/ fuel/ parking fee/ toll fare and others)*
- b. *Accommodation (example: payment of hotel/ chalet / apartment/ rest house/ homestay and others)*
- c. *Food & beverages – covers all expenses on food and beverage at restaurant/ cafe/ food stall.*
- d. *Entrance fees to certain places/ tickets (example: entrance fees for zoo/ theme park/ entertainment activities or shows and others)*
- e. *Other activities expenditures (example: sport activities/ hospital/ wellness centre/ spa/ shopping/ gambling activity)*
- f. *Pre-trip expenditures (example: transport service/ passport fee)*
- g. *Packages - Purchase of package provided by tour operator or travel agent.*
- h. *Other expenditure (example: travel insurance/ laundry services/ tips etc.)*
- i. *Shopping – **EXCLUDED** purchases of goods for business purpose or goods to be resold, purchases of fixed assets such as land and buildings are excluded from this survey.*

▪ **Type of payment**

Please record **ONE** (1) type of payment for each expenditure. Type of payment to be recorded is cash/ credit or gift/ free.

- **Expenditure**

Please record the expenditure value in Ringgit Malaysia (RM) for each goods/service paid, either paid by household or paid by employer. If type of payment is gift/free, an estimate of the expenditure value must be made.

Paid by household refers to:

- a. *Household member concerned*

- b. *Other members of the same household*

- c. *Received as a gift/free from another household*

Paid by employer

Payment made by employer or payments made by those other than the household. These payments include receipts in the form of gifts/free.

Reminder:

- *Pre-trip expenses in buying food & beverages and expenses incurred in preparing food for consumption during the trip must also be recorded.*

- *Pre-trip expenses such as car services, purchase of luggage and payment for travel documents should also be recorded. Hence, the date of such expenses may be earlier than the actual date of the trip.*

Senarai Tujuan Utama
List of Main Purposes

Tujuan / Purpose	
01	Menghantar / melawat saudara-mara & rakan / Sending / visiting relatives & friends
02	Percutian / Holiday
03	Mesyuarat, persidangan & pameran / Meetings, conferences & exhibitions
04	Amal ibadat / Religious worship
05	Melawat rumah ibadat (cth.: masjid, kuil, gereja) / Visit places of worship (e.g.: mosque, temple, church)
06	Hiburan / menghadiri acara khas (cth.: festival, persembahan, konsert, konvokesyen dll.) <i>Entertainment / attending special event (e.g.: festival, performance, concert, convocation etc.)</i>
07	Sukan & rekreasi / Sports & recreation
08	Membeli-belah / Shopping
09	Perniagaan / Business
10	Pendidikan (cth.: lawatan lapangan, kursus jangka pendek dll.) / Education (e.g.: field trip, short courses etc.)
11	Rawatan perubatan / Medical treatment
12	Kesihatan (cth.: spa, rawatan kecantikan dll.) / Wellness (e.g.: spa, beauty treatment etc.)
13	Perjalanan insentif / Incentive travel
14	Makan-makan / Dining
15	Lain-lain (nyatakan) / Others (specify) _____

Senarai Aktiviti
List of Activities

Aktiviti luar / alam semulajadi <i>Outdoor / nature activities</i>	Aktiviti kesenian / warisan / pesta / tarikan pelancong <i>Arts / heritage/ festival / tourist attractions</i>	Aktiviti sosial <i>Social activities</i>	Aktiviti-aktiviti lain <i>Other activities</i>
01 Aktiviti pantai / laut <i>Beach / sea activities</i>	21 Menghadiri aktiviti kesenian atau warisan / pesta / pameran seni / majlis kebudayaan (cth.: konsert, Citrawarna atau lain-lain persembahan kesenian) <i>Attending arts or heritage activities / festivals / art exhibitions / cultural events (e.g.: concert , Citrawarna or other performing arts)</i>	41 Melawat saudara-mara & rakan <i>Visiting relatives & friends</i>	61 Membeli-belah <i>Shopping</i>
02 Aktiviti sungai / air terjun / tasik <i>River / waterfalls / lake activities</i>	22 Melawat muzium / galeri seni <i>Visiting museums / art galleries</i>	42 Makan di luar/ restoran <i>Dining out / restaurants</i>	62 Perniagaan <i>Business</i>
03 Memancing / Fishing	23 Melawat bangunan bersejarah / warisan / tapak bersejarah / monumen <i>Visiting historical buildings / heritage buildings / historical sites / monuments</i>	43 Wayang gambar <i>Movies</i>	63 Pendidikan / kursus <i>Education / course</i>
04 Sukan / Sports	24 Melawat industri tarikan pelancong (cth.: kilang piuter / batik, menganyam bakul) <i>Visiting industrial tourism attractions (e.g.: pewter / batik factory, basket weaving)</i>	44 Kelab, pub, disko, karaoke dll. <i>Clubs, pubs, discos, karaoke etc.</i>	64 Temuduga <i>Interview</i>
05 Berkelah / Picnic	25 Melawat taman hiburan / taman tema <i>Visiting amusement parks/ theme parks</i>	45 Perjudian <i>Gambling</i>	65 Persidangan / seminar / mesyuarat / pameran <i>Conferences / seminars / meetings / exhibitions</i>
06 Aktiviti mendaki <i>Climbing activities</i>	26 Melawat taman negara / taman negeri / taman hidupan liar <i>Visiting national parks / state parks / wildlife parks</i>	46 Berehat & bersiar-siar <i>Rest & sight seeing</i>	66 Amal ibadat <i>Religious worship</i>
07 Taman haiwan / taman safari (cth.: Zoo, taman burung, taman buaya) <i>Animal park / safari park (e.g.: zoo, bird park, crocodile farm)</i>	27 Menikmati pemandangan dari menara / tempat tinggi (cth.: Bukit Bendera, Menara KL) <i>Viewing sceneries from towers / high places (eg. Bukit Bendera, Menara KL)</i>	47 Mendapat rawatan perubatan <i>Medical treatment</i>	67 Melawat rumah ibadat (cth.: masjid, kuil, gereja) <i>Visit places of worship (e.g.: mosque, temple, church)</i>
08 Melawat taman hiburan / taman tema <i>Visiting amusement parks/ theme parks</i>	28 Ekspedisi / Expedition	48 Kesihatan / spa <i>Wellness / spa</i>	68 Acara khusus (cth.: konvokesyen) <i>Special event (e.g.: convocation)</i>
09 Melawat taman negara / taman negeri / taman hidupan liar <i>Visiting national parks / state parks / wildlife parks</i>	29 Belayar / Cruise	69 Lain-lain (nyatakan) <i>Others (specify)</i>	66 Amal ibadat <i>Religious worship</i>
10 Menikmati pemandangan dari menara / tempat tinggi (cth.: Bukit Bendera, Menara KL) <i>Viewing sceneries from towers / high places (eg. Bukit Bendera, Menara KL)</i>	30 Golf / Golf	67 Melawat rumah ibadat (cth.: masjid, kuil, gereja) <i>Visit places of worship (e.g.: mosque, temple, church)</i>	68 Acara khusus (cth.: konvokesyen) <i>Special event (e.g.: convocation)</i>
11 Ekspedisi / Expedition	31 Selam skuba / Scuba diving	69 Lain-lain (nyatakan) <i>Others (specify)</i>	66 Amal ibadat <i>Religious worship</i>
12 Belayar / Cruise		67 Melawat rumah ibadat (cth.: masjid, kuil, gereja) <i>Visit places of worship (e.g.: mosque, temple, church)</i>	68 Acara khusus (cth.: konvokesyen) <i>Special event (e.g.: convocation)</i>
13 Golf / Golf		69 Lain-lain (nyatakan) <i>Others (specify)</i>	66 Amal ibadat <i>Religious worship</i>
14 Selam skuba / Scuba diving		67 Melawat rumah ibadat (cth.: masjid, kuil, gereja) <i>Visit places of worship (e.g.: mosque, temple, church)</i>	68 Acara khusus (cth.: konvokesyen) <i>Special event (e.g.: convocation)</i>

Senarai Mod Pengangkutan
List of Mode of Transport

Mod Pengangkutan / Mode of Transport	
01 Udara / Air	Darat / Land
02 Air / Water	03 Kenderaan persendirian / Private vehicle
	04 Teksi / Taxi
	05 E-hailing
	06 Kenderaan sewa / Rental of car
	07 Bas / Bus
	08 Keretapi / Train
	09 Lain-lain pengangkutan darat / Other land transportation
	10 Lain-lain kenderaan persendirian (tidak menggunakan petrol) / Berjalan kaki Other private vehicles (not using petrol) / Travel by foot

Senarai Jenis Penginapan
List of Type of Accommodation

Jenis Penginapan / Type of Accommodation	
01 Hotel / Resort / Hotel / Resort	06 Homestay / Homestay
02 Motel / Motel	07 Penginapan lain (<i>bed and breakfast unit, asrama, tapak perkhemahan, dll.</i>) <i>Other accommodation (bed and breakfast unit, hostel, camping site, etc.)</i>
03 Hotel apartmen / Apartment hotel	08 Penginapan (rumah ibu bapa / saudara-mara / rakan / rumah persinggahan) <i>Accommodation (Parents' house / relative's house / friend's house / vacation home)</i>
04 Chalet / Chalet	
05 Rumah rehat / Rest house	

Senarai Sumber Maklumat Mengenai Destinasi Perjalanan Bermalam
List of Information About The Destination of Overnight Trip

Maklumat / Information	
01 Agensi pelancongan / Travel agency	06 Karnival pelancongan / Tourism fair
02 Internet (blog, media sosial dll.) <i>Internet (blog, social media etc.)</i>	07 Keluarga & rakan / Family & friends
03 Akhbar & majalah / Newspaper & magazines	08 Pusat informasi pelancongan / Tourism information centre
04 Brosur pelancongan / Travel brochures	09 Televisyen / Television
05 Radio / Radio	10 Lain-lain / Others : _____
	11 Tidak berkenaan / Not applicable

Senarai Kaedah Tempahan Penginapan
List of Method of Booking of Accommodation Reservation

Kaedah Tempahan / Booking Method	
01 Internet- Laman web hotel/ Hotel webpage	05 Tempahan secara manual (telefon, walk-in, emel dll) <i>Manual booking (telephone, walk-in, emel etc.)</i>
02 Internet- Airbnb	06 Tempahan secara pakej oleh organisasi (majikan, persatuan dll) <i>Package booking by organization (employer, association etc.)</i>
03 Internet- Trivago, Agoda, Booking.com dll	07 Tidak berkenaan/ Not applicable
04 Agensi pelancongan/ Travel agency	

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

No. AIR

--	--

Bil. Perjalanan

--	--

(1) Nama ahli isi rumah: Rashid bin Hussin
Name of household member :

(2) Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)

Harian / Bermalam Luar negara
Day trip Overnight trip Overseas Trip

(3) (i) Tarikh perjalanan / Date of trip: 1/1/2020 hingga / to _____

(ii) Tarikh sebenar perjalanan ke luar negara : _____ hingga / to _____
Actual date of overseas trip:

(4) Jenis perjalanan / Type of travel

Sila tandakan (/) satu sahaja / Please tick(/) one only

(i) Individu (ii) Bersama keluarga Bil. ahli (iii) Bersama IR TK lain
Individual With family No. of member With HH(s) from other LQ(s)

(Senarai ahli isi rumah terlibat / List of household member):

--

Bil. ahli
No. of member

(5) Tujuan utama perjalanan / Main purpose of trip: Berehat dan bersiar-siar

(6) Aktiviti utama / Main activity: (i) Window shopping (ii) Menonton wayang
(iii) Makan dan minum (iv) _____

(7) Destinasi / Destination

Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /

Nama tempat / Name of places	Negeri/Negara / State/Country	Masa yang diambil / Time spent
(i) <u>KLCC</u>	<u>WPKL</u>	<u>5 jam</u> (hari/jam / days/hours)
(ii) _____	_____	_____ (hari/jam / days/hours)
(iii) _____	_____	_____ (hari/jam / days/hours)
(iv) _____	_____	_____ (hari/jam / days/hours)
(v) _____	_____	_____ (hari/jam / days/hours)

(8) Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.
LRT

(9) Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

(10) Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

(11) Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.
What are the method used for booking of accomodation reservation? Please refer to Appendix 3.

Tarikh perbelanjaan <i>Date of expenditure</i>	Keterangan perbelanjaan <i>Description of expenditure</i>	Jenis pembayaran * <i>Type of payment</i>	Perbelanjaan / Expenditure	
			Dibayar oleh isi rumah <i>Paid by household</i> (RM) <i>(14)</i>	Dibayar oleh majikan <i>Paid by employer</i> (RM) <i>(15)</i>
(11)	(12)	(13)	(14)	(15)
1/1/2020	Petrol	Tunai	10.00	
	Tambang LRT (pergi balik)	Tunai	8.00	
	Parking	Tunai	5.00	
	Makan dan minum	Tunai	60.00	
	Pembelian barang dan pakaian	Tunai	250.00	
	Menonton wayang	Tunai	19.00	

* **Jenis pembayaran / Type of payment:** **1 Tunai/kredit / Cash/credit,** **2 Hadiah/percuma / Gift/free**

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) Nama ahli isi rumah: Daniel Tang
Name of household member :
- (2) Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)
 Harian Bermalam Luar negara
 Day trip Overnight trip Overseas Trip
- (3) (i) Tarikh perjalanan / Date of trip: 1/5/2020 hingga / to 4/5/2020
 (ii) Tarikh sebenar perjalanan ke luar negara : _____ hingga / to _____
 Actual date of overseas trip:
- (4) Jenis perjalanan / Type of travel
 Sila tandakan (/) satu sahaja / Please tick(/) one only
 (i) Individu (ii) Bersama keluarga Bil. ahli (iii) Bersama IR TK lain
 Individual With family No. of member With HH(s) from other LQ(s) /
 (Senarai ahli isi rumah terlibat / List of household member):

	Bil. ahli No. of member
--	----------------------------

3

- (5) Tujuan utama perjalanan / Main purpose of trip: Perniagaan
- (6) Aktiviti utama / Main activity: (i) Mesyuarat (ii) Bersiar-siar
 (iii) Membeli belah (iv) Makan
- (7) Destinasi / Destination
 Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
 Nama tempat / Name of places Negeri/Negara / State/Country Masa yang diambil / Time spent
- | (i) Alor Setar | Kedah | 2 jam (hari/jam / days/hours) |
|---------------------|-------|-------------------------------|
| (ii) Pulau Langkawi | Kedah | 2 jam (hari/jam / days/hours) |
| (iii) _____ | _____ | _____ (hari/jam / days/hours) |
| (iv) _____ | _____ | _____ (hari/jam / days/hours) |
| (v) _____ | _____ | _____ (hari/jam / days/hours) |
- (8) Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.
 What was the main mode of transport(s) to your destination? Please refer to Appendix 3.
Kapal terbang
- (9) Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.
 What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.
Hotel
- (10) Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.
 Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.
Internet
- (11) Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.
 What are the method used for booking of accomodation reservation? Please refer to Appendix 3.
Trivago

Tarikh perbelanjaan <i>Date of expenditure</i>	Keterangan perbelanjaan <i>Description of expenditure</i>	Jenis pembayaran * <i>Type of payment</i>	Perbelanjaan / <i>Expenditure</i>	
			Dibayar oleh isi rumah <i>Paid by household</i> (RM) <i>(14)</i>	Dibayar oleh majikan <i>Paid by employer</i> (RM) <i>(15)</i>
(11)	(12)	(13)	(14)	(15)
1/5/2020	Tambang teksi ke lapangan terbang	Tunai		100.00
hingga	Tambang kapal terbang (pergi balik)	Tunai		2100.00
4/5/2020	Bayaran hotel (3 malam)	Tunai		900.00
	Bayaran pendaftaran persidangan	Tunai		400.00
	Bayaran pengangkutan awam (teksi)	Tunai		200.00
	Makan minum	Tunai	500.00	
	Membeli-belah	Tunai	2000.00	
4/5/2020	Tambang teksi balik ke rumah	Tunai		100.00
	Membeli-belah di lapangan terbang	Tunai	200.00	

* Jenis pembayaran / *Type of payment:* 1 Tunai/kredit / *Cash/credit,* 2 Hadiah/percuma / *Gift/free*

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) Nama ahli isi rumah: Siva
Name of household member :
- (2) Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)
 Harian Bermalam Luar negara
 Day trip Overnight trip Overseas Trip /
- (3) (i) Tarikh perjalanan / Date of trip: 30/5/2020 hingga / to 1/6/2020
 (ii) Tarikh sebenar perjalanan ke luar negara : 30/5/2020 hingga / to 1/6/2020
 Actual date of overseas trip:
- (4) Jenis perjalanan / Type of travel
 Sila tandakan (/) satu sahaja / Please tick(/) one only
 (i) Individu (ii) Bersama keluarga Bil. ahli (iii) Bersama IR TK lain
 Individual With family No. of member With HH(s) from other LQ(s)
 (Senarai ahli isi rumah terlibat / List of household member):

Mageswary, Vidya

 Bil. ahli
 No. of member
- (5) Tujuan utama perjalanan / Main purpose of trip: Percutian
- (6) Aktiviti utama / Main activity: (i) Membeli-belah (ii) Bersiar-siar
 (iii) Makan (iv) _____
- (7) Destinasi / Destination
 Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
 Nama tempat / Name of places Negeri/Negara / State/Country Masa yang diambil / Time spent
- | (i) _____ | Thailand | 3 hari (hari/jam / days/hours) |
|-------------|----------|--------------------------------|
| (ii) _____ | _____ | (hari/jam / days/hours) |
| (iii) _____ | _____ | (hari/jam / days/hours) |
| (iv) _____ | _____ | (hari/jam / days/hours) |
| (v) _____ | _____ | (hari/jam / days/hours) |
- (8) Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.
 What was the main mode of transport(s) to your destination? Please refer to Appendix 3.
Kapal terbang
- (9) Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.
 What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.
Hotel
- (10) Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.
 Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.
Internet
- (11) Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.
 What are the method used for booking of accomodation reservation? Please refer to Appendix 3.
Internet - Agoda

Tarikh perbelanjaan <i>Date of expenditure</i>	Keterangan perbelanjaan <i>Description of expenditure</i>	Jenis pembayaran * <i>Type of payment</i>	Perbelanjaan / <i>Expenditure</i>	
			Dibayar oleh isi rumah <i>Paid by household</i> (RM) (14)	Dibayar oleh majikan <i>Paid by employer</i> (RM) (15)
(11)	(12)	(13)		
30/5/2020	Tambang Grab ke Klia2	Tunai	80.00	
hingga	Makan dan minum di kedai	Tunai	50.00	
1/6/2020	Tambang kapal terbang (pergi balik)	Kredit	1550.00	
(Luar Negara)	Hotel (2 malam)	Kredit	500.00	
	Teksi	Tunai	100.00	
	Bas	Tunai	50.00	
	Bayaran masuk (Pusat Rekreasi)	Tunai	330.00	
	Makan dan minum di kedai	Kredit	500.00	
	Membeli belah	Kredit	2000.00	
	Tambang Grab ke rumah	Tunai	90.00	

* Jenis pembayaran / *Type of payment*: **1 Tunai/kredit / Cash/credit, 2 Hadiah/percuma / Gift/free**

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

KEGUNAAN PEJABAT

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) **Nama ahli isi rumah:** _____
Name of household member :
- (2) **Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)**
Harian **Bermalam** **Luar negara**
Day trip Overnight trip Overseas Trip
- (3) (i) **Tarikh perjalanan / Date of trip:** _____ **hingga / to** _____
(ii) **Tarikh sebenar perjalanan ke luar negara :** _____ **hingga / to** _____
Actual date of overseas trip:
- (4) **Jenis perjalanan / Type of travel**
Sila tandakan (/) satu sahaja / Please tick(/) one only
(i) **Individu** (ii) **Bersama keluarga** **Bil. ahli** (iii) **Bersama IR TK lain**
Individual With family No. of member With HH(s) from other LQ(s)
(Senarai ahli isi rumah terlibat / List of household member):
Bil. ahli
No. of member
- (5) **Tujuan utama perjalanan / Main purpose of trip:** _____
- (6) **Aktiviti utama / Main activity:** (i) _____ (ii) _____
(iii) _____ (iv) _____
- (7) **Destinasi / Destination**
Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
Nama tempat / Name of places **Negeri/Negara / State/Country** **Masa yang diambil / Time spent**
(i) _____ (hari/jam / days/hours)
(ii) _____ (hari/jam / days/hours)
(iii) _____ (hari/jam / days/hours)
(iv) _____ (hari/jam / days/hours)
(v) _____ (hari/jam / days/hours)
- (8) **Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.**
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.

- (9) **Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.**
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

- (10) **Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.**
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

- (11) **Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.**
What are the method used for booking of accomodation reservation? Please refer to Appendix 3.

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

KEGUNAAN PEJABAT

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) **Nama ahli isi rumah:** _____
Name of household member :
- (2) **Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)**
Harian **Bermalam** **Luar negara**
Day trip *Overnight trip* *Overseas Trip*
- (3) (i) **Tarikh perjalanan / Date of trip:** _____ **hingga / to** _____
(ii) **Tarikh sebenar perjalanan ke luar negara :** _____ **hingga / to** _____
Actual date of overseas trip:
- (4) **Jenis perjalanan / Type of travel**
Sila tandakan (/) satu sahaja / Please tick(/) one only
(i) **Individu** (ii) **Bersama keluarga** **Bil. ahli** (iii) **Bersama IR TK lain**
Individual *With family* *No. of member* *With HH(s) from other LQ(s)*
(Senarai ahli isi rumah terlibat / List of household member):
Bil. ahli
No. of member
- (5) **Tujuan utama perjalanan / Main purpose of trip:** _____
- (6) **Aktiviti utama / Main activity:** (i) _____ (ii) _____
(iii) _____ (iv) _____
- (7) **Destinasi / Destination**
Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
Nama tempat / Name of places **Negeri/Negara / State/Country** **Masa yang diambil / Time spent**
(i) _____ _____ _____ **(hari/jam / days/hours)**
(ii) _____ _____ _____ **(hari/jam / days/hours)**
(iii) _____ _____ _____ **(hari/jam / days/hours)**
(iv) _____ _____ _____ **(hari/jam / days/hours)**
(v) _____ _____ _____ **(hari/jam / days/hours)**
- (8) **Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.**
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.

- (9) **Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.**
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

- (10) **Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.**
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

- (11) **Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.**
What are the method used for booking of accomodation reservation? Please refer to Appendix 3.

Tarikh perbelanjaan <i>Date of expenditure</i> (11)	Keterangan perbelanjaan <i>Description of expenditure</i> (12)	Jenis pembayaran * <i>Type of payment</i> (13)	Perbelanjaan / <i>Expenditure</i>	
			Dibayar oleh isi rumah <i>Paid by household</i> (RM) (14)	Dibayar oleh majikan <i>Paid by employer</i> (RM) (15)

* Jenis pembayaran / *Type of payment*: 1 Tunai/kredit / *Cash/credit*, 2 Hadiah/percuma / *Gift/free*

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) **Nama ahli isi rumah:** _____
Name of household member :
- (2) **Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)**
Harian **Bermalam** **Luar negara**
Day trip *Overnight trip* *Overseas Trip*
- (3) (i) **Tarikh perjalanan / Date of trip:** _____ **hingga / to** _____
(ii) **Tarikh sebenar perjalanan ke luar negara :** _____ **hingga / to** _____
Actual date of overseas trip:
- (4) **Jenis perjalanan / Type of travel**
Sila tandakan (/) satu sahaja / Please tick(/) one only
(i) **Individu** (ii) **Bersama keluarga** **Bil. ahli** (iii) **Bersama IR TK lain**
Individual *With family* *No. of member* *With HH(s) from other LQ(s)*
(Senarai ahli isi rumah terlibat / List of household member):
Bil. ahli
No. of member
- (5) **Tujuan utama perjalanan / Main purpose of trip:** _____
- (6) **Aktiviti utama / Main activity:** (i) _____ (ii) _____
(iii) _____ (iv) _____
- (7) **Destinasi / Destination**
Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
Nama tempat / Name of places **Negeri/Negara / State/Country** **Masa yang diambil / Time spent**
(i) _____ (hari/jam / days/hours)
(ii) _____ (hari/jam / days/hours)
(iii) _____ (hari/jam / days/hours)
(iv) _____ (hari/jam / days/hours)
(v) _____ (hari/jam / days/hours)
- (8) **Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.**
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.

- (9) **Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.**
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

- (10) **Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.**
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

- (11) **Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.**
What are the method used for booking of accomodation reservation? Please refer to Appendix 3.

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

KEGUNAAN PEJABAT

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) **Nama ahli isi rumah:** _____
Name of household member :
- (2) **Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)**
Harian **Bermalam** **Luar negara**
Day trip *Overnight trip* *Overseas Trip*
- (3) (i) **Tarikh perjalanan / Date of trip:** _____ **hingga / to** _____
(ii) **Tarikh sebenar perjalanan ke luar negara :** _____ **hingga / to** _____
Actual date of overseas trip:
- (4) **Jenis perjalanan / Type of travel**
Sila tandakan (/) satu sahaja / Please tick(/) one only
(i) **Individu** (ii) **Bersama keluarga** **Bil. ahli** (iii) **Bersama IR TK lain**
Individual *With family* *No. of member* *With HH(s) from other LQ(s)*
(Senarai ahli isi rumah terlibat / List of household member):
Bil. ahli
No. of member
- (5) **Tujuan utama perjalanan / Main purpose of trip:** _____
- (6) **Aktiviti utama / Main activity:** (i) _____ (ii) _____
(iii) _____ (iv) _____
- (7) **Destinasi / Destination**
Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
Nama tempat / Name of places **Negeri/Negara / State/Country** **Masa yang diambil / Time spent**
(i) _____ _____ _____ **(hari/jam / days/hours)**
(ii) _____ _____ _____ **(hari/jam / days/hours)**
(iii) _____ _____ _____ **(hari/jam / days/hours)**
(iv) _____ _____ _____ **(hari/jam / days/hours)**
(v) _____ _____ _____ **(hari/jam / days/hours)**
- (8) **Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.**
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.

- (9) **Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.**
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

- (10) **Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.**
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

- (11) **Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.**
What are the method used for booking of accomodation reservation? Please refer to Appendix 3.

Tarikh perbelanjaan <i>Date of expenditure</i> (11)	Keterangan perbelanjaan <i>Description of expenditure</i> (12)	Jenis pembayaran * <i>Type of payment</i> (13)	Perbelanjaan / <i>Expenditure</i>	
			Dibayar oleh isi rumah <i>Paid by household</i> (RM) (14)	Dibayar oleh majikan <i>Paid by employer</i> (RM) (15)

* Jenis pembayaran / Type of payment: **1 Tunai/kredit** / Cash/credit, **2 Hadiah/percuma** / Gift/free

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) **Nama ahli isi rumah:** _____
Name of household member :
- (2) **Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)**
Harian **Bermalam** **Luar negara**
Day trip *Overnight trip* *Overseas Trip*
- (3) (i) **Tarikh perjalanan / Date of trip:** _____ **hingga / to** _____
(ii) **Tarikh sebenar perjalanan ke luar negara :** _____ **hingga / to** _____
Actual date of overseas trip:
- (4) **Jenis perjalanan / Type of travel**
Sila tandakan (/) satu sahaja / Please tick(/) one only
(i) **Individu** (ii) **Bersama keluarga** **Bil. ahli** (iii) **Bersama IR TK lain**
Individual *With family* *No. of member* *With HH(s) from other LQ(s)*
(Senarai ahli isi rumah terlibat / List of household member):
Bil. ahli
No. of member
- (5) **Tujuan utama perjalanan / Main purpose of trip:** _____
- (6) **Aktiviti utama / Main activity:** (i) _____ (ii) _____
(iii) _____ (iv) _____
- (7) **Destinasi / Destination**
Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
Nama tempat / Name of places **Negeri/Negara / State/Country** **Masa yang diambil / Time spent**
(i) _____ (hari/jam / days/hours)
(ii) _____ (hari/jam / days/hours)
(iii) _____ (hari/jam / days/hours)
(iv) _____ (hari/jam / days/hours)
(v) _____ (hari/jam / days/hours)
- (8) **Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.**
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.

- (9) **Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.**
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

- (10) **Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.**
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

- (11) **Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.**
What are the method used for booking of accomodation reservation? Please refer to Appendix 3.

Tarikh perbelanjaan <i>Date of expenditure</i>	Keterangan perbelanjaan <i>Description of expenditure</i>	Jenis pembayaran * <i>Type of payment</i>	Perbelanjaan / <i>Expenditure</i>	
			Dibayar oleh isi rumah <i>Paid by household</i> (RM) (14)	Dibayar oleh majikan <i>Paid by employer</i> (RM) (15)
(11)	(12)	(13)		

* Jenis pembayaran / Type of payment: 1 Tunai/kredit / Cash/credit, 2 Hadiah/percuma / Gift/free

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) **Nama ahli isi rumah:** _____
Name of household member :
- (2) **Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)**
Harian **Bermalam** **Luar negara**
Day trip *Overnight trip* *Overseas Trip*
- (3) (i) **Tarikh perjalanan / Date of trip:** _____ **hingga / to** _____
(ii) **Tarikh sebenar perjalanan ke luar negara :** _____ **hingga / to** _____
Actual date of overseas trip:
- (4) **Jenis perjalanan / Type of travel**
Sila tandakan (/) satu sahaja / Please tick(/) one only
(i) **Individu** (ii) **Bersama keluarga** **Bil. ahli** (iii) **Bersama IR TK lain**
Individual *With family* *No. of member* *With HH(s) from other LQ(s)*
(Senarai ahli isi rumah terlibat / List of household member):
Bil. ahli
No. of member
- (5) **Tujuan utama perjalanan / Main purpose of trip:** _____
- (6) **Aktiviti utama / Main activity:** (i) _____ (ii) _____
(iii) _____ (iv) _____
- (7) **Destinasi / Destination**
Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
Nama tempat / Name of places **Negeri/Negara / State/Country** **Masa yang diambil / Time spent**
(i) _____ (hari/jam / days/hours)
(ii) _____ (hari/jam / days/hours)
(iii) _____ (hari/jam / days/hours)
(iv) _____ (hari/jam / days/hours)
(v) _____ (hari/jam / days/hours)
- (8) **Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.**
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.

- (9) **Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.**
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

- (10) **Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.**
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

- (11) **Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.**
What are the method used for booking of accommodation reservation? Please refer to Appendix 3.

Tarikh perbelanjaan <i>Date of expenditure</i>	Keterangan perbelanjaan <i>Description of expenditure</i>	Jenis pembayaran * <i>Type of payment</i>	Perbelanjaan / <i>Expenditure</i>	
			Dibayar oleh isi rumah <i>Paid by household</i> (RM) (14)	Dibayar oleh majikan <i>Paid by employer</i> (RM) (15)
(11)	(12)	(13)		

* Jenis pembayaran / Type of payment: 1 Tunai/kredit / Cash/credit, 2 Hadiah/percuma / Gift/free

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

KEGUNAAN PEJABAT

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) **Nama ahli isi rumah:** _____
Name of household member :
- (2) **Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)**
Harian **Bermalam** **Luar negara**
Day trip *Overnight trip* *Overseas Trip*
- (3) (i) **Tarikh perjalanan / Date of trip:** _____ **hingga / to** _____
(ii) **Tarikh sebenar perjalanan ke luar negara :** _____ **hingga / to** _____
Actual date of overseas trip:
- (4) **Jenis perjalanan / Type of travel**
Sila tandakan (/) satu sahaja / Please tick(/) one only
(i) **Individu** (ii) **Bersama keluarga** **Bil. ahli** (iii) **Bersama IR TK lain**
Individual *With family* *No. of member* *With HH(s) from other LQ(s)*
(Senarai ahli isi rumah terlibat / List of household member):
Bil. ahli
No. of member
- (5) **Tujuan utama perjalanan / Main purpose of trip:** _____
- (6) **Aktiviti utama / Main activity:** (i) _____ (ii) _____
(iii) _____ (iv) _____
- (7) **Destinasi / Destination**
Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
Nama tempat / Name of places **Negeri/Negara / State/Country** **Masa yang diambil / Time spent**
(i) _____ _____ _____ **(hari/jam / days/hours)**
(ii) _____ _____ _____ **(hari/jam / days/hours)**
(iii) _____ _____ _____ **(hari/jam / days/hours)**
(iv) _____ _____ _____ **(hari/jam / days/hours)**
(v) _____ _____ _____ **(hari/jam / days/hours)**
- (8) **Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.**
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.

- (9) **Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.**
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

- (10) **Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.**
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

- (11) **Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.**
What are the method used for booking of accomodation reservation? Please refer to Appendix 3.

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) **Nama ahli isi rumah:** _____
Name of household member :
- (2) **Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)**
Harian **Bermalam** **Luar negara**
Day trip *Overnight trip* *Overseas Trip*
- (3) (i) **Tarikh perjalanan / Date of trip:** _____ **hingga / to** _____
(ii) **Tarikh sebenar perjalanan ke luar negara :** _____ **hingga / to** _____
Actual date of overseas trip:
- (4) **Jenis perjalanan / Type of travel**
Sila tandakan (/) satu sahaja / Please tick(/) one only
(i) **Individu** (ii) **Bersama keluarga** **Bil. ahli** (iii) **Bersama IR TK lain**
Individual *With family* *No. of member* *With HH(s) from other LQ(s)*
(Senarai ahli isi rumah terlibat / List of household member):
Bil. ahli
No. of member
- (5) **Tujuan utama perjalanan / Main purpose of trip:** _____
- (6) **Aktiviti utama / Main activity:** (i) _____ (ii) _____
(iii) _____ (iv) _____
- (7) **Destinasi / Destination**
Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
Nama tempat / Name of places **Negeri/Negara / State/Country** **Masa yang diambil / Time spent**
(i) _____ (hari/jam / days/hours)
(ii) _____ (hari/jam / days/hours)
(iii) _____ (hari/jam / days/hours)
(iv) _____ (hari/jam / days/hours)
(v) _____ (hari/jam / days/hours)
- (8) **Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.**
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.

- (9) **Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.**
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

- (10) **Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.**
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

- (11) **Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.**
What are the method used for booking of accomodation reservation? Please refer to Appendix 3.

REKOD PERJALANAN DAN PERBELANJAAN
RECORD ON TRIP AND EXPENDITURE

No. AIR

--	--

Bil. Perjalanan

--	--

- (1) **Nama ahli isi rumah:** _____
Name of household member :
- (2) **Butiran perjalanan / Particulars trips: (Sila tandakan (/) satu sahaja / Please tick (/) one only)**
Harian **Bermalam** **Luar negara**
Day trip *Overnight trip* *Overseas Trip*
- (3) (i) **Tarikh perjalanan / Date of trip:** _____ **hingga / to** _____
(ii) **Tarikh sebenar perjalanan ke luar negara :** _____ **hingga / to** _____
Actual date of overseas trip:
- (4) **Jenis perjalanan / Type of travel**
Sila tandakan (/) satu sahaja / Please tick(/) one only
(i) **Individu** (ii) **Bersama keluarga** **Bil. ahli** (iii) **Bersama IR TK lain**
Individual *With family* *No. of member* *With HH(s) from other LQ(s)*
(Senarai ahli isi rumah terlibat / List of household member):
Bil. ahli
No. of member
- (5) **Tujuan utama perjalanan / Main purpose of trip:** _____
- (6) **Aktiviti utama / Main activity:** (i) _____ (ii) _____
(iii) _____ (iv) _____
- (7) **Destinasi / Destination**
Sila catatkan lima destinasi utama perjalanan anda dan masa yang diambil /
Nama tempat / Name of places **Negeri/Negara / State/Country** **Masa yang diambil / Time spent**
(i) _____ (hari/jam / days/hours)
(ii) _____ (hari/jam / days/hours)
(iii) _____ (hari/jam / days/hours)
(iv) _____ (hari/jam / days/hours)
(v) _____ (hari/jam / days/hours)
- (8) **Apakah mod pengangkutan utama ke destinasi anda? Sila rujuk Lampiran 3.**
What was the main mode of transport(s) to your destination? Please refer to Appendix 3.

- (9) **Apakah jenis penginapan bagi perjalanan bermalam anda? Sila rujuk Lampiran 3.**
What was the type of accomodation(s) for your overnight trip(s)? Please refer to Appendix 3.

- (10) **Dari mana anda mendapatkan maklumat mengenai destinasi perjalanan bermalam tersebut? Sila rujuk Lampiran 3.**
Where did you get the information about the destination for overnight trip? Please refer to Appendix 3.

- (11) **Apakah kaedah tempahan penginapan yang digunakan? Sila rujuk Lampiran 3.**
What are the method used for booking of accomodation reservation? Please refer to Appendix 3.
