**Pemerintah kabupaten pati**

**KECAMATAN WINONG**

**${desa}**

**${alamat}**

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|  |  |  |  | Winong, 14 Januari 2025 |
|  |  |  |  | Kepada : |
| No | : | ${no\_surat} | Yth. | ${block}  ${item}  ${/block}  di  Tempat |
| Sifat | : | ${sifat} |  |
| Lamp | : | 1 (satu) bendel |  |
| Hal | : | Permohonan Penyaluran Siltap, Tunjangan dan Iuran Jaminan Kesehatan dan ketenagakerjaan Tahun Anggaran 2025. |  |
|  |  |  |  |  |

Bersama ini kami mengajukan permohonan penyaluran Siltap Kepala Desa dan Perangkat Desa dan Tunjangan Bagi Kepala Desa dan Sekretaris Desa yang berstatus PNS, Iuran Jaminan Kesehatan sebesar 4%, dan Iuran ketenagakerjaan (JKK dan JKM) sebesar 0,54% dari Siltap dan Tunjangan Bagi Kepala Desa dan Sekretaris Desa yang berstatus PNS yang bersumber dari ADD Tahun Anggaran 2025 untuk Desa Padangan Kecamatan Winong Kabupaten Pati dengan rincian sebagai berikut :

Siltap sebesar Rp. 242.477.520,-

Tunjangan Bagi Kepala Desa dan Sekretaris Desa yang berstatus PNS sebesar Rp. 0,-

dengan No. Rekening Desa : **2-006-24760-4** Pada Bank Jateng Cabang Pati

Iuran Jaminan Kesehatan (4%) sebesar Rp. 10.237.380,-

Iuran Jaminan Ketenagakerjaan (JKK dan JKM) (0,54%) sebesar Rp. 1.079.772

Total Rp. 253.794.672,-

Sebagai pertimbangan bersama ini kami lampirkan :

1. Surat Kuasa Pemotongan Iuran Jaminan Kesehatan 4% dan Iuran Jaminan Ketenagakerjaan 0,54%,
2. SK Besaran Penghasilan Tetap;
3. SK Besaran Tunjangan Penghasilan Bagi Kepala Desa dan Sekretaris Desa yang berstatus PNS;
4. Rekapitulasi Kebutuhan Siltap riil Kepala Desa dan Perangkat Desa selama 1 tahun serta Kebutuhan Siltap Rencana Pengisian Perangkat Desa selama 8 bulan;
5. Rekapitulasi Iuran Jaminan Kesehatan 4% selama 1 tahun serta Kebutuhan Iuran Jaminan Kesehatan Rencana Pengisian Perangkat Desa selama 8 bulan;
6. Rekapitulasi Iuran Jaminan Ketenagakerjaan 0,54% (JKK,JKM) selama 1 tahun serta Kebutuhan Iuran Jaminan Kesehatan Rencana Pengisian Perangkat Desa selama 8 bulan;
7. Fc Perdes APBDesa Tahun Anggaran 2025.

Demikian untuk menjadikan periksa dan atas kerjasamanya di ucapkan terima kasih.

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|  | **${JABATAN}**  ${ttd}  **${NAMA\_PEJABAT}**  **${golongan\_pejabat}**  ${nip} |

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| REKAPITULASI KEBUTUHAN SILTAP DAN TUNJANGAN BAGI KEPALA DESA DAN PERANGKAT DESA YANG BERSTATUS PNS | | | | | | | | | | | | | | | |
| TAHUN ANGGARAN 2025 | | | | | | | | | | | | | | | |
| DESA | | : PADANGAN |  |  |  |  |  |  |  |  |  |  |  |  |  |
| KECAMATAN | | : WINONG |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| NO | NAMA | JABATAN | BULAN (SATUAN) | | | | | | | | | | | | **JUMLAH/Thn** |
| JAN | FEB | MAR | APR | MEI | JUN | JUL | AGS | SEP | OKT | NOP | DES | **(Rp)** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | **16** |
| PENGHASILAN TETAP | | |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 | SUDARSONO | Kepala Desa | 2.626.640 | 2.626.640 | 2.626.640 | 2.626.640 | 2.626.640 | 2.626.640 | 2.626.640 | 2.626.640 | 2.626.640 | 2.626.640 | 2.626.640 | 2.626.640 | **31.519.680** |
| 2 | MAT JUDI | Sekretaris Desa | 2.374.420 | 2.374.420 | 2.374.420 | 2.374.420 | 2.374.420 | 2.374.420 | 2.374.420 | 2.374.420 | 2.374.420 | 2.374.420 | 2.374.420 | 2.374.420 | **28.493.040** |
| 3 | SITI WAHYUNI | Kaur Keuangan | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | **26.066.400** |
| 4 | KHOIRUL ANWAR | Kaur Perencanaan | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | **26.066.400** |
| 5 | SUWAJI | Kasi Pemerintahan | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | **26.066.400** |
| 6 | PARMIN | Kasi Kesejahteraan | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | **26.066.400** |
| 7 | ALIM SUDARSO | Kasi Pelayanan | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | **26.066.400** |
| 8 | SUYATMAN | Perades Lainnya | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | **26.066.400** |
| 9 | JONI IRAWAN | Perades Lainnya | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | 2.172.200 | **26.066.400** |
|  | **JUMLAH** | | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **242.477.520** |
| TUNJANGAN KEPALA DESA DAN PERANGKAT DESA YANG BERSTATUS SEBAGAI PNS | | | | | | | | | | | | | |  |  |
| 1 |  | SEKDES PNS |  |  |  |  |  |  |  |  |  |  |  |  | **0** |
|  | **JUMLAH** | | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
|  | **TOTAL PERBULAN** | | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **20.206.460** | **242.477.520** |
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|  | **${JABATAN}**  ${ttd}  **${NAMA\_PEJABAT}**  **${golongan\_pejabat}**  ${nip} |

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| REKAPITULASI KEBUTUHAN IURAN JAMINAN KESEHATAN (4%) | | | | | | | | | | | | | | | |
| TAHUN ANGGARAN 2025 | | | | | | | | | | | | | | | |
| DESA | | : PADANGAN |  |  |  |  |  |  |  |  |  |  |  |  |  |
| KECAMATAN | | : WINONG |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| NO | NAMA | JABATAN | BULAN (SATUAN) | | | | | | | | | | | | **JUMLAH/Thn** |
| JAN | FEB | MAR | APR | MEI | JUN | JUL | AGS | SEP | OKT | NOP | DES | **(Rp)** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | **16** |
| KEPALA DESA DAN PERANGKAT DESA NON PNS | | | | | | | | | | | | | | | |
| 1 | SUDARSONO | Kepala Desa | 105.066 | 105.066 | 105.066 | 105.066 | 105.066 | 105.066 | 105.066 | 105.066 | 105.066 | 105.066 | 105.066 | 105.066 | **1.260.792** |
| 2 | MAT JUDI | Sekretaris Desa | 94.977 | 94.977 | 94.977 | 94.977 | 94.977 | 94.977 | 94.977 | 94.977 | 94.977 | 94.977 | 94.977 | 94.977 | **1.139.724** |
| 3 | SITI WAHYUNI | Kaur Keuangan | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | **1.119.552** |
| 4 | KHOIRUL ANWAR | Kaur Perencanaan | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | **1.119.552** |
| 5 | SUWAJI | Kasi Pemerintahan | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | **1.119.552** |
| 6 | PARMIN | Kasi Kesejahteraan | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | **1.119.552** |
| 7 | ALIM SUDARSO | Kasi Pelayanan | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | **1.119.552** |
| 8 | SUYATMAN | Perades Lainnya | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | **1.119.552** |
| 9 | JONI IRAWAN | Perades Lainnya | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | 93.296 | **1.119.552** |
|  | **JUMLAH** | | **853.115** | **853.115** | **853.115** | **853.115** | **853.115** | **853.115** | **853.115** | **853.115** | **853.115** | **853.115** | **853.115** | **853.115** | **10.237.380** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | **${JABATAN}**  ${ttd}  **${NAMA\_PEJABAT}**  **${golongan\_pejabat}**  ${nip} |

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| REKAPITULASI KEBUTUHAN IURAN KETENAGAKERJAAN (JKK DAN JKM) (0,54%) | | | | | | | | | | | | | | | |
| TAHUN ANGGARAN 2025 | | | | | | | | | | | | | | | |
| DESA | | : PADANGAN |  |  |  |  |  |  |  |  |  |  | |  |  |
| KECAMATAN | | : WINONG |  |  |  |  |  |  |  |  |  |  | |  |  |
| NO | NAMA | JABATAN | BULAN (SATUAN) | | | | | | | | | | | | **JUMLAH/Thn** |
| JAN | FEB | MAR | APR | MEI | JUN | JUL | AGS | SEP | OKT | NOP | DES | **(Rp)** |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | **16** |
| **A.   KEPALA DESA DAN PERANGKAT DESA NON PNS   (IKUT 2 PROGRAM JKK DAN JKM) dibayarkan oleh BPKAD Kab Pati** | | | | | | | | | | | | | | | |
| 1 | SUDARSONO | Kepala Desa | 14.184 | 14.184 | 14.184 | 14.184 | 14.184 | 14.184 | 14.184 | 14.184 | 14.184 | 14.184 | 14.184 | 14.184 | **170.208** |
| 2 | MAT JUDI | Sekretaris Desa | 12.822 | 12.822 | 12.822 | 12.822 | 12.822 | 12.822 | 12.822 | 12.822 | 12.822 | 12.822 | 12.822 | 12.822 | **153.864** |
| 3 | SITI WAHYUNI | Kaur Keuangan | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | **151.140** |
| 4 | KHOIRUL ANWAR | Kaur Perencanaan | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | **151.140** |
| 5 | ALIM SUDARSO | Kasi Pelayanan | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | **151.140** |
| 6 | SUYATMAN | Perades Lainnya | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | **151.140** |
| 7 | JONI IRAWAN | Perades Lainnya | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | **151.140** |
|  | **JUMLAH A** | | 89.981 | 89.981 | 89.981 | 89.981 | 89.981 | 89.981 | 89.981 | 89.981 | 89.981 | 89.981 | 89.981 | 89.981 | **1.079.772** |
| **B.      KEPALA DESA DAN PERANGKAT DESA NON PNS   (IKUT 4 PROGRAM JKK, JKM, JHT dan JP)** | | | | | | | | | | | | | | | |
| -            **Untuk JKK dan JKM dibayarkan dari ADD** | | | | | | | | | | | | | | | |
| -            **Untuk JHT dan JP dibayarkan dari masing-masing perangkat Desa yg mengikuti 4 program** | | | | | | | | | | | | | | | |
| -            **Pembayaran JKK, JKM, JHT dan JP dilakukan oleh Pemerintah Desa.** | | | | | | | | | | | | | | | |
| 1 | SUWAJI | Kasi Pemerintahan | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | **151.140** |
| 2 | PARMIN | Kasi Kesejahteraan | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | 12.595 | **151.140** |
|  | **JUMLAH B** | | 25.190 | 25.190 | 25.190 | 25.190 | 25.190 | 25.190 | 25.190 | 25.190 | 25.190 | 25.190 | 25.190 | 25.190 | **302.280** |
|  | **TOTAL A DAN B** | | **115.171** | **115.171** | **115.171** | **115.171** | **115.171** | **115.171** | **115.171** | **115.171** | **115.171** | **115.171** | **115.171** | **115.171** | **1.382.052** |
|  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |
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|  | **${JABATAN}**  ${ttd}  **${NAMA\_PEJABAT}**  **${golongan\_pejabat}**  ${nip} |