

CHECK LIST DOCUMENT PURCHASING

NO DOC: 08.22.04.2021 REV05

FILLED BY ADMIN

PR NO: 02FZ 2201 DATE RECEIVED FROM USER: 21.01.22 RECEIVED BY: GB
DATE SUBMITS PR TO BE APPROVED: _____ DATE RECEIVED PR APPROVED: _____
DATE INPUT TO REPORT: 21.01.22 DATE SUBMITS PR TO BUYER: 21.01.22 RECEIVED BY: MW
PR SAP NO: _____ EVI NO: _____ DATE APPROVED PR SAP: _____

FILLED BY BUYER & PUREPS

DATE PR CLEAR SPECIFICATION FROM USER: _____
DATE SUBMIT PR AND SUPPORT DOCUMENTS TO PUREPS: _____ RECEIVED BY: _____
DATE RAISE PO SAP/TRADE: _____ PO SAP/TRADE NO: _____ DATE APPROVED: _____
DATE SUBMITS PO SAP/TRADE TO ADMIN: _____ RECEIVED BY: _____
DATE SUBMITS PO TO SUPPLIER: _____ SUPPLIER NAME: _____
DATE SUBMITS PO TO USER: _____ RECEIVED OF USER BY: _____

FILLED BY EXPEDITOR & ADMIN

DATE RECEIVED GOODS FROM SUPPLIERS / PROVIDER: _____ RECEIVED BY: _____
DATE SUBMITS GOODS TO USER: _____ RECEIVED BY: _____
DATE GR PROCESS: _____ GR PROCESS BY: _____ GR NO: _____
DATE SUBMITS TA TO ADMIN: _____ DATE TA INPUT TO REPORT: _____

TO BE CHECKED BY ADMIN BEFORE FILING DOCUMENT

PR
PO/CASH *)
SUPPORT DOCUMENT (BIDDING, FOTO, EMAIL, DLL)
TRANSMITTAL ADVICE (TA) / BAST

Binder File Name (nama penyimpanan file di binder):

DATE SCAN DOC: _____

DATE FILING DOC: _____



PT Trakindo Utama

Purchase Request Manual Form

PR date : 2 1 / 0 1 / 2 0 2 2 PR 0 2 F Z 2 2 0 1 0 1

Requestor : Helena Parinussa PR Type OPEX

e-Mail : salesadminttd@trakindo.co.id If CAPEX, select type

Plant Code : 1C50 - TIMIKA Account. Assign. Cat.

Department : Business Dev & CS Reason of purchase (Include justification for replacement)

Division : Tembapapura For NPI Training 336 Pontoon Freeport (Operator Trainer)

Cost Center : 1 0 C 0 2 9 9 F Z Date : 26-27 January 2022 at TU KK

Required date : 2 6 / 0 1 / 2 0 2 2 Deliver to :

No.	Description	Material group	Qty	UoM	Cost Estimation	Category	Sub Category	GL Account / Fixed Asset No.
1	Snack box (3 kue & 1 soft drink)							7000003904
	tgl 26 January (Pagi 15 & Sore 15)		30		Rp 750,000			
	tgl 27 January (Pagi 15 & Sore 15)		30		Rp 750,000			
*) Pengambilan jam 7.30 pagi								

Additional notes:
Per Day (8-10 Peserta, 2 Instructor)

PURCHASING SECTION TTD

1. Completion

Association Existing Supplier

Existing Order New Supplier

Existing Change

CER/SEER

Approval / Signature

Attachment

Quotation

Existing

3rd Approval

Other

Remarks/Comment:

Purchasing Category: Buyer Officer

Employee Benefit Office Supplies

Information Equip. Supplies

Signature/Name/Date

Title:

Purchasing Category: Buyer Project

Consultant: Technical Assistant

RP Main and Engine And Maintenance

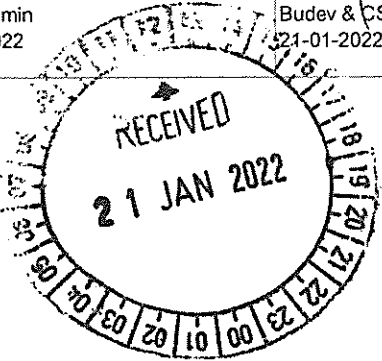
Facilities S&P.FRM:003.R02

Consumable Material Other

Requested By: Helena Parinussa, Sales Admin, 21-01-2022

1st Approval for: Alfonsus Manangkot, Budev & CS Dept. Manager / 21-01-2022

2nd Approval: Irwan Sihalo, Branch Manager KK / 21/1/22



Handwritten signature/initials

Handwritten signature/initials

Sales Admin TTD

From: Julius Johnny Taroreh
Sent: Thursday, January 20, 2022 3:40 PM
To: Alfonsus Manangkot; nfaizal
Cc: Swan, Darin; Irwan Sihaloho; Tri Prastiwo; Novry H Saliha; Sudrajat; Marthin; Muhammad Erysyad; Pamungkas Rachadiatmo; Bambang Raubun; Marland Sofyan Rante Rura; yyupi; Sales Admin TTD; Fahmi Ahnaf
Subject: RE: Work Plan Assemble 336 Pontoon


Pak Alfons and Pak Faizal

First, we will start conduct NPI for operator and need 2 day (off and on the job training) I will start 26 – 27 Jan, cause need to prepare paper work and room availability and for number of participant maximum 8 persons include operator trainer KPI so they will cascade after training

There is info from me Pak and Thanks.

Best Regards

Julius Taroreh
Buldev & CS Dip
P.T. Trakindo Utama | info@trakindo.co.id
Jln. Kuala Tembaga Lot E-3 LIP Kuala Kencana, Timika 99920, Indonesia
Mobile : +62811 5941621 Office : +62 901 - 438253
Email : julius.taroreh@trakindo.co.id

A member of  Tiara Marga Trakindo Group

Pak Marland,
Many thanks for your kind support for us.

Pak Alfons, Pak Brau,
Some of things need to be done as following :

1. New Product Training 336D for Operator and Mechanic because difference system than previous unit we have 336D at Road & Levee, there are hydraulic lock for deep loading and how to correct adjust what operator need or mechanic so need out Technical support aware for this things.
2. CAT Warranty Statement and IEK Pontoons.
3. Need Guard/Anti-theft for New model Display monitor and also ECM, because I saw that Display monitor very easy for remove and install without screw or bolt on it.

Best Regards,
Faizal

From: Marland Sofyan Rante Rura <marland.s.rura@trakindo.co.id>

Sent: Wednesday, January 19, 2022 5:56 PM

To: Faizal, Nur <nur@trakindo.co.id>

Cc: KPI, Markus <markus1@fmi.com>; KPI, Marthin <marthin@fmi.com>; Bambang Raubun <bambang.raubun@trakindo.co.id>; Tri Prastiwo <tri.prastiwo@trakindo.co.id>; Novry H Saliha <novry.saliha@trakindo.co.id>; Sudrajat <sudrajat@trakindo.co.id>; Hartanto <hartanto@fmi.com>; Yupi, Yusup <yupi@fmi.com>; Mh, Lutfi <lmh@fmi.com>; KPI, Markus <markus1@fmi.com>; Muhammad Ersyad <muhammad.ersyad@trakindo.co.id>

Subject: RE: Work Plan Assemble 336 Pontoon

Dear Pak Faizal,

Berikut progress up-date assembly 1 unit 336 Pontoon GDY20931 HM 7.8 Hrs, 18 - 19 Jan 2022

18 Jan 2021

- Torque bolt connection upper frame to lower frame unit pontoon 01
- Torque bolt connection upper frame to lower frame unit pontoon 02

19 Jan 2021

- Install swivel join to upper frame
- Connect lines swivel
- Connect travel motor LH & RH lines

Plan besok, kami akan lakukan running test pada unit pontoon 01 & 02.

Mohon kami bisa disupport lube truck untuk pengisian oil Hydraulic pada kedua unit tersebut.

<yuyupi@fmi.com>; Mh, Lutfi <lmh@fmi.com>; KPI, Markus <markus1@fmi.com>; Muhammad Ersyad <muhammad.ersyad@trakindo.co.id>

Subject: RE: Work Plan Assemble 336 Pontoon

Pak Faizal,


Berikut progress up-date assembly 1 unit 336 Pontoon GDY20931 HM 7.8 Hrs, 17 Jan 2022

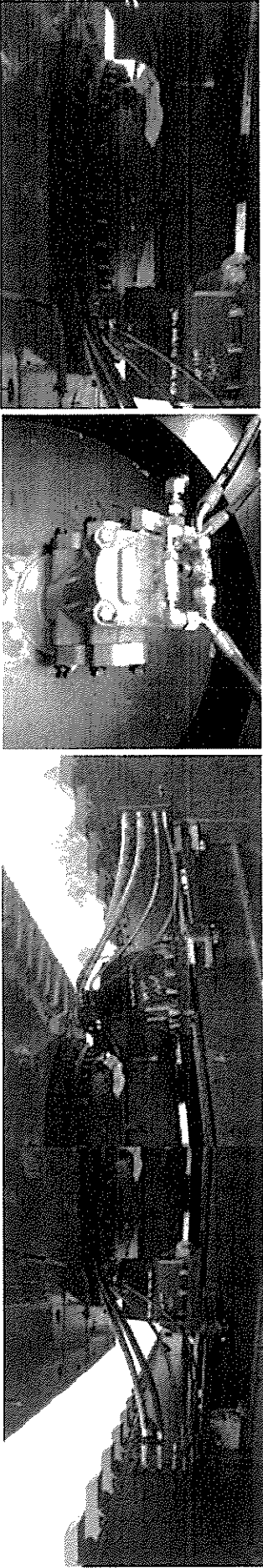
- Prepare tools
- Disconnect lines swivel
- Remove all bold connection upper to lower frame
- Disconnect upper frame and lower frame
- Install upper frame to pontoon gp (continue torque bolt)



Best Regards,

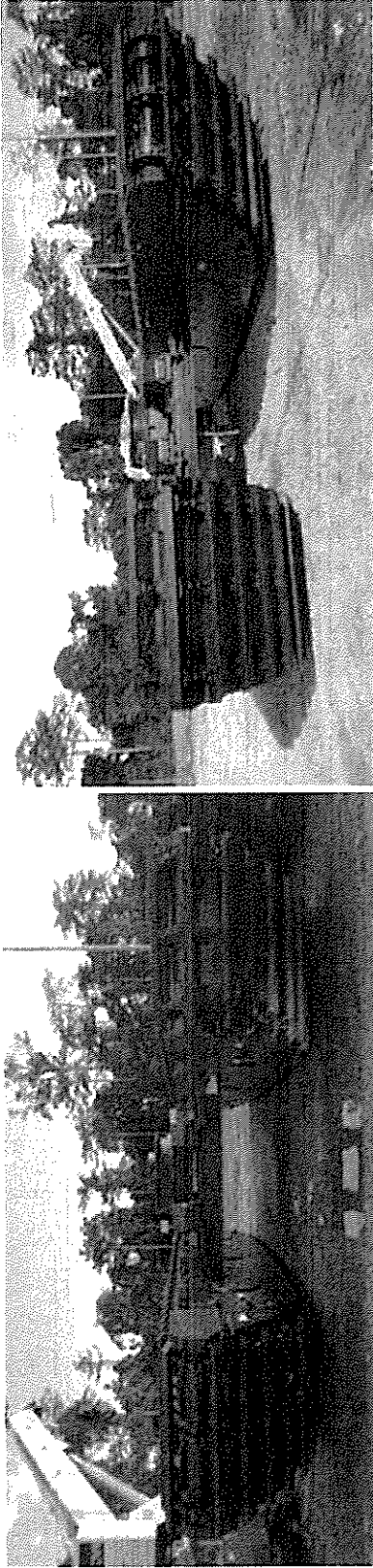
MARLAND S.R.RURA
SERVICE PSO

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Tembagapura Division
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mrura1@fmi.com / Marland.s.rura@trakindo.co.id
www.trakindo.co.id
Call Center 1500 228
Facebook * LinkedIn : PT Trakindo Utama
A member of  **Tiara Marga Trakindo Group**



15 Jan 2021 (GDY20930 & GDY20931)

- Prepare 2 set beam and pontoon
- Connect 2x beam front & rear to center platform
- Connect 2x center platform Gp to pontoon RH
- Connect 2x pontoon LH to platform Gp
- Torque all bolt 2x center platform Gp.



Best Regards,

MARLAND S.R.RURA
SERVICE PSO

PT Trakindo Utama
Tembagapura Division
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