

Andriansyah

From: Dwi Sulistiyono
Sent: 24 January 2023 11:04
To: Andriansyah; Moh. Mujtahid Ragil Haryadi
Cc: Ishak Murti Sofiana; I Nengah Sumantra; Endang Lestari; Suhardi Hendra; Danang Aji Suroso; Suparjan; Untung Pujiono; Budianto Pasapan; Andreas Mauludi; Saichu Anwar Ramadhan
Subject: FW: TKI - Visa requirements - Business Visa
Attachments: E-visa 211A Mr. Tugsan Altug berlaku s.d 17-04-2023 (Inggris).pdf; E-visa 211A Mr. Tugsan Altug berlaku s.d 17-04-2023 (Indonesia).pdf; E-visa 211A Mr. Hasan Huseyin Erdogan berlaku s.d 17-04-2023 (Indonesia).pdf; E-visa 211A Mr. Hasan Huseyin Erdogan berlaku s.d 17-04-2023 (Inggris).pdf; E-visa 211A Mr. Gurkan Colakoglu berlaku s.d 17-04-2023 (Indonesia).pdf; E-visa 211A Mr. Gurkan Colakoglu berlaku s.d 17-04-2023 (Inggris).pdf; E-visa 211A Mr. Husnu Erhan Ozhan berlaku s.d 17-04-2023 (Inggris).pdf; E-visa 211A Mr. Husnu Erhan Ozhan berlaku s.d 17-04-2023 (Indonesia).pdf; E-visa 211A Mr. Ismet Kirpi berlaku s.d 17-04-2023 (Inggris).pdf; E-visa 211A Mr. Ismet Kirpi berlaku s.d 17-04-2023 (Indonesia).pdf; E-visa 211A Mr. Ahmet Kale berlaku s.d 17-04-2023 (Indonesia).pdf; E-visa 211A Mr. Ahmet Kale berlaku s.d 17-04-2023 (Inggris).pdf; E-visa 211A Mr. Ayhan Kandemir berlaku s.d 17-04-2023 (Indonesia).pdf; E-visa 211A Mr. Ayhan Kandemir berlaku s.d 17-04-2023 (Inggris).pdf; E-visa 211A Mr. Ozer Sahin berlaku s.d 17-04-2023 (Inggris).pdf; E-visa 211A Mr. Ozer Sahin berlaku s.d 17-04-2023 (Indonesia).pdf; E-visa 211A Mr. Ersan Kayatekin berlaku s.d 17-04-2023 (Inggris).pdf; E-visa 211A Mr. Ersan Kayatekin berlaku s.d 17-04-2023 (Indonesia).pdf; SKJ Mr. Ahmet Kale berlaku s.d 05-03-2023.jpg; SKJ Mr. Ayhan Kandemir berlaku s.d 05-03-2023.jpg; SKJ Mr. Bahadir Uygur berlaku s.d 05-03-2023.jpg; SKJ Mr. Ersan Kayatekin berlaku s.d 05-03-2023.jpg; SKJ Mr. Gurkan Colakoglu berlaku s.d 05-03-2023.jpg; SKJ Mr. Hasan Huseyin Erdogan berlaku s.d 05-03-2023.jpg; SKJ Mr. Husnu Erhan Ozhan berlaku s.d 05-03-2023.jpg; SKJ Mr. Ismet Kirpi berlaku s.d 05-03-2023.jpg; SKJ Mr. Ozer Sahin berlaku s.d 05-03-2023.jpg; SKJ Mr. Tugsan Altug berlaku s.d 05-03-2023.jpg; SKJ Mr. Yerbol Akboltayev berlaku s.d 05-03-2023.jpg

Mas [@Andriansyah](#)

Sesuai komunikasi sebelumnya dengan Mba Endang bahwa akan ada tamu dari Turki yang di bawa Oleh team CAT untuk visit ke site operation Tanjung dan tujuan mereka melihat operation Mining dari tempat yang safe (view Point).

Berikut ini beberapa persyaratan Visa dan SKJ dan mohon dibantu untuk persyaratan lainnya

Mas [@Moh. Mujtahid Ragil Haryadi](#)

Mohon dibantu kirimkan linknya agar bisa saya masukkan beberapa attachment untuk persyaratan SIMT tersebut.

No	Name	Nation	Visit Date	ID / KTP	Vaksin Booster	/Salinan Paspor	Salinan visa/KITAS/KITAP	Salinan surat tanda melapor imigrasi	surat tanda melapor kepolisian setempat	Salinan surat keterangan jalan	Date Submit SIMT
1	Mr. Dwi Susilo	Indonesia	6-Feb-23	OK	OK						
2	Mr. Anton Tama	Indonesia	6-Feb-23	OK	OK						
3	Mr. Ahmet Kale	Turki	6-Feb-23		OK		OK			OK	
4	Mr. Ahyan Kandemir	Turki	6-Feb-23		OK		OK			OK	
5	Mr. Ersan Kaya Tekin	Turki	6-Feb-23		OK		OK			OK	
6	Mr. Gurkan Colakoglu	Turki	6-Feb-23		OK		OK			OK	
7	Mr. Hasan Huseyin Erdogan	Turki	6-Feb-23		OK		OK			OK	
8	Mr. Husnu Erhan Ozhan	Turki	6-Feb-23		OK		OK			OK	
9	Mr. Ismet Kirpi	Turki	6-Feb-23		OK		OK			OK	
10	Mr. Ozer Sahin	Turki	6-Feb-23		OK		OK			OK	
11	Mr. Tugsan Altug	Turki	6-Feb-23		OK		OK			OK	

Terimakasih atas bantuan dan supportnya.

Jazaakumullah Khoir

Dwi Sulistiyono

Technical Communicator

PT. Trakindo Utama

Tanjung Adaro Branch

Regional Integrated Support Area (RISA)

Hauling Paringin Road KM 68, Balangan,

South Kalimantan, Indonesia - 71662

Telp: +62526-2024273 Ext. 4047/4046 Mobile: +6282155407122

Fax: +62526-2022534

dwi.sulistiyono@trakindo.co.id

www.trakindo.co.id

Call Center 1500 228

Facebook • LinkedIn: PT Trakindo Utama

-
A member of  **Tiara Marga Trakindo Group**

From: Dwi Susilo <Dwi.Susilo@cat.com>
Sent: Tuesday, January 24, 2023 9:24 AM
To: Dwi Sulistiyono <dwi.sulistiyono@trakindo.co.id>
Subject: FW: TKI - Visa requirements - Business Visa

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mas Dwi...
Attached visa visitor customer Turki,
SKJ menyusul ya...
Thanks in advance for your help,
Regards,
Dwi.

Caterpillar: Confidential Green

From: Yanti Lingga <Lingga.Yanti@cat.com>
Sent: Tuesday, 24 January 2023 8:17 am
To: Dwi Susilo <Dwi.Susilo@cat.com>
Subject: RE: TKI - Visa requirements - Business Visa

Hi Mas Dwi,

Terlampir Business Visa mereka, SKJ akan saya kirim terpisah.

Best regards,
yanti

Caterpillar: Confidential Green

From: Dwi Susilo <Dwi.Susilo@cat.com>
Sent: Monday, 23 January 2023 3:14 pm

To: Yanti Lingga <Lingga_Yanti@cat.com>

Subject: RE: TKI - Visa requirements

Mba Yanti,

Boleh minta tolong dikirimkan visa dan SKJ visitor yang sudah ada, untuk keperluan membuat Surat Izin Masuk Tambang.

Thanks in advance fo your help,

Regards,

Dwi.

Caterpillar: Confidential Green

From: Yanti Lingga <Lingga_Yanti@cat.com>

Sent: Monday, 16 January 2023 9:28 am

To: ISMET KIRPI <ikirpi@borusan.com>; Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>

Cc: Ersan Kayatekin <EKAYATEKIN@borusan.com>; TUGSAN ALTUG <taltug@borusan.com>; Ozer Sahin <osahin@borusan.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>

Subject: RE: TKI - Visa requirements

Hi Ismet,

We can only find out within next week.

Best regards,

Yanti

Caterpillar: Confidential Green

From: Ismet KIRPI <ikirpi@borusan.com>

Sent: Friday, 13 January 2023 6:39 pm

To: Yanti Lingga <Lingga_Yanti@cat.com>; Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>

Cc: Ersan Kayatekin <EKAYATEKIN@borusan.com>; TUGSAN ALTUG <taltug@borusan.com>; Ozer Sahin <osahin@borusan.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>

Subject: RE: TKI - Visa requirements

CAUTION: EXTERNAL EMAIL

This is a message from ikirpi@borusan.com.

Use caution when opening unexpected emails and do not click on links or attachments from unknown senders.

For more resources, visit security.cat.com/phishing.

Hello Yanti,

Please confirm the visa process so we can go ahead and purchase the plane tickets.

Best regards

Ismet KIRPI

RUN Sales Consultant



Borusan Makina ve Güç Sistemleri

/ Türkiye

www.borusanecat.com

A company of Borusan Holding.

Sınıflandırma: İş Ortaklarına Özel
Classification: Partner Confidential

From: Ismet KIRPI

Sent: Thursday, January 12, 2023 11:25 AM

To: Yanti Lingga <Lingga_Yanti@cat.com>; Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah

Siregar <Siregar_Robbiyansyah@cat.com>

Cc: Ersan KAYATEKIN <ekayatekin@borusan.com>; Tuğsan ALTUĞ <taltug@borusan.com>; Ozer SAHIN <osahin@borusan.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>

Subject: RE: TKI - Visa requirements

Hello Yanti,

That was a last minute intervention from ministry, further changes are highly unlikely. Thank you for your understanding.

Please confirm if the visa process is as scheduled and we may purchase the tickets.

[@Marcus Burkhardt](#) please confirm the tickets are aligned with the trip course and your own tickets so we may proceed purchasing.

Best regards

Ismet KIRPI

RUN Sales Consultant



Borusan Makina ve Güç Sistemleri

/ Türkiye

www.borusanecat.com

A company of Borusan Holding.

Sınıflandırma: İş Ortaklarına Özel
Classification: Partner Confidential

From: Yanti Lingga <Lingga_Yanti@cat.com>
Sent: Thursday, January 12, 2023 11:15 AM
To: Ismet KIRPI <ikirpi@borusan.com>; Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>
Cc: Ersan KAYATEKIN <ekayatekin@borusan.com>; Tuğşan ALTUĞ <taltug@borusan.com>; Ozer SAHIN <osahin@borusan.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>
Subject: RE: TKI - Visa requirements

Hello Ismet,

Okay, I hope no more changes because I have already applied the Business Visa and SKJ for Ahmet Kale, Ayhan Kandemir, Hasan Hüseyin Erdoğan, Hüsni Erhan Özhan and Gürkan Çolakoğlu.

Best regards,
Yanti

Caterpillar: Confidential Green

From: Ismet KIRPI <ikirpi@borusan.com>
Sent: Thursday, 12 January 2023 3:04 pm
To: Yanti Lingga <Lingga_Yanti@cat.com>; Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>
Cc: Ersan Kayatekin <EKAYATEKIN@borusan.com>; TUGSAN ALTUG <taltug@borusan.com>; Ozer Sahin <osahin@borusan.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>
Subject: RE: TKI - Visa requirements

CAUTION: EXTERNAL EMAIL
This is a message from ikirpi@borusan.com.
Use caution when opening unexpected emails and do not click on links or attachments from unknown senders.
For more resources, visit <http://security.cat.com/phishing>.

Hello All,

TKI diminished the list to 5 people with the request of ministry, names below are excluded from the list:

- Bahadır Uygur
- Mehmet Ali Güler
- Mustafa Mert Ayaz

The TKI team will consist of Ahmet Kale, Ayhan Kandemir, Hasan Hüseyin Erdoğan, Hüsnü Erhan Özhan and Gürkan Çolakoğlu.

Please make the visa applications and hotel reservations accordingly.

Best regards

Ismet KIRPI

RUN Sales Consultant



Borusan Makina ve Güç Sistemleri

/ Türkiye

www.borusanecat.com

A company of Borusan Holding.

Sınıflandırma: İş Ortaklarına Özel
Classification: Partner Confidential

From: Ismet KIRPI

Sent: Thursday, January 12, 2023 5:23 AM

To: Yanti Lingga <Lingga_Yanti@cat.com>; Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>

Cc: Ersan KAYATEKIN <ekayatekin@borusan.com>; Tugşan ALTUĞ <taltug@borusan.com>; Ozer SAHIN <osahin@borusan.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>

Subject: RE: TKI - Visa requirements

Hello Yanti,

Thanks for the feedback. Please try again with the link below:

[Indonesia field trip documents](#)

Best regards

Ismet KIRPI

RUN Sales Consultant



Borusan Makina ve Güç Sistemleri

/ Türkiye

www.borusanecat.com

A company of Borusan Holding.

Sınıflandırma: İş Ortaklarına Özel
Classification: Partner Confidential

From: Yanti Lingga <Lingga_Yanti@cat.com>

Sent: Thursday, January 12, 2023 5:18 AM

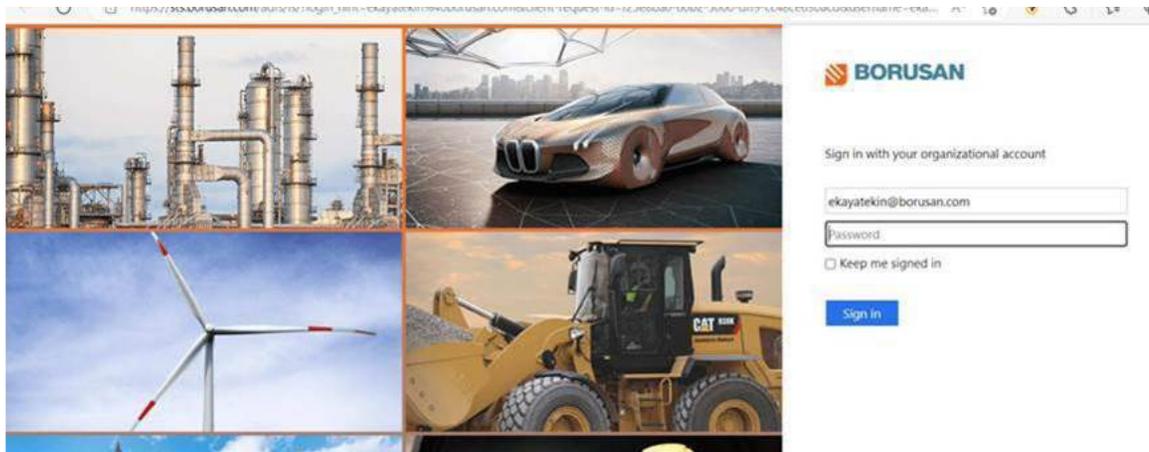
To: Ismet KIRPI <ikirpi@borusan.com>; Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>

Cc: Ersan KAYATEKIN <ekayatekin@borusan.com>; Tugşan ALTUĞ <taltug@borusan.com>; Ozer SAHIN <osahin@borusan.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>

Subject: RE: TKI - Visa requirements

Hi Pak Ismet,

I cannot open the folder, it required password:



Best regards,
Yanti

Caterpillar: Confidential Green

From: Ismet KIRPI <kirpi@borusan.com>

Sent: Wednesday, 11 January 2023 10:54 pm

To: Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>

Cc: Yanti Lingga <Lingga_Yanti@cat.com>; Ersan Kayatekin <EKAYATEKIN@borusan.com>; TUGSAN ALTUG <taltug@borusan.com>; Ozer Sahin <osahin@borusan.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>

Subject: RE: TKI - Visa requirements

CAUTION: EXTERNAL EMAIL

This is a message from ikirpi@borusan.com.

Use caution when opening unexpected emails and do not click on links or attachments from unknown senders.

For more resources, visit <http://security.cat.com/phishing>.

Hello all,

You may find all the required documents for 12 people in the sharepoint link below except hotel reservation:

<https://borusan-my.sharepoint.com/:f:/p/ikirpi/EvEHw9r28xZHh0ef55VATZgBIPH165bDmWkPW7gXssU38w?email=ekayatekin%40borusan.com&e=PFIYKJ>

Yerbol shall share his documents tomorrow with you.

Please confirm the documents and schedule until Friday so we can purchase the booked flight tickets.

Please give me a call anytime for any changes or in need of anything else. Cell: 00 90 549 832 83 54.

Thank you for your help in the process.

Best regards

Ismet KIRPI

RUN Sales Consultant



Borusan Makina ve Güç Sistemleri

/ Türkiye

www.borusanecat.com

A company of Borusan Holding.

Sınıflandırma: İş Ortaklarına Özel
Classification: Partner Confidential

From: Ismet KIRPI

Sent: Wednesday, January 11, 2023 4:03 PM

To: Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>

Cc: Yanti Lingga <Lingga_Yanti@cat.com>; Ersan KAYATEKIN <ekayatekin@borusan.com>; Tuğsan ALTUĞ <taltug@borusan.com>; Ozer SAHIN <osahin@borusan.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>

Subject: RE: TKI - Visa requirements

Hello Dzaki and Robbi,

You may find all the related documents for TKI members, Ozer Sahin, Ersan Kayatekin, Tugsan Altuğ and myself except few additions to make in the link below:

<https://borusan-my.sharepoint.com/:f:/p/ikirpi/EvEHw9r28xZHh0ef55VATZgBIPH165bDmWkPW7gXssU38w?email=ekayatekin%40borusan.com&e=PFIYKJ>

We shall collect few pieces until tomorrow's work hours of Indonesia. Please let me know if there is anything to be added.

@Marcus Burkhardt you may find the flight reservations in attached. As we spoke, we left 10th of February vacant for city tour and/or any other events. Rest of the flights are aligned with the schedule. We can buy the tickets until Saturday, please let me know your thoughts.

Best regards

Ismet KIRPI

RUN Sales Consultant



Borusan Makina ve Güç Sistemleri

/ Türkiye

www.borusanecat.com

A company of Borusan Holding.

From: Ismet KIRPI

Sent: Wednesday, January 11, 2023 2:46 PM

To: Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yerbol AKBOLTAYEV <yakboltayev@borusan.com>

Cc: Yanti Lingga <Lingga_Yanti@cat.com>; Ersan KAYATEKIN <ekayatekin@borusan.com>; Tugşan ALTUĞ <taltug@borusan.com>; Ozer SAHİN <osahin@borusan.com>

Subject: RE: TKI - Visa requirements

Hello Everyone,

The documents are going to be sent for 12 people in total (8 TKI, 4 borusan personnel) within today, excluding the hotel reservations which we require your help as we spoke in the meeting. [@Dwi Susilo](#) [@Dzaki Muthalib](#) [@Robbiyansyah Siregar](#)

[@Yerbol AKBOLTAYEV](#) is going to send you his files tomorrow separately.

Here is the confirmed plan by the TKI down below:

- Sunday, 05 February 2023
TK 056, 02:40 Istanbul, (Istanbul Airport) - 18:00 Jakarta, (Soekarno Hatta Intl)
(Travel request, copy of entry stamp)
- Monday, 06 February 2023
GA 530, 11:30 Jakarta, (Soekarno Hatta Intl) - 14:20 Banjarmasin, (Syamsudin Noor)
- Tuesday, 07 February 2023
Mine Site Visits (full day)
- Wednesday, 08 February 2023
Mine Site Visit (early morning)
GA 535, 15:05 Banjarmasin, (Syamsudin Noor) - 15:55 Jakarta, (Soekarno Hatta Intl)
- Thursday, 09 February 2023
GA 152, 09:35 Jakarta, (Soekarno Hatta Intl) - 11:35 Batam, (Hang Nadim)
Cat Factory Tour, Ferry to Singapore

- Friday, 10 February 2023
Vacant day for events
- Saturday, 11 February 2023
Flight back to Turkey

When I receive the plane booking, I shall update you on flights and send the all necessary documents.

Best regards

Ismet KIRPI

RUN Sales Consultant



Borusan Makina ve Güç Sistemleri

/ Türkiye

www.borusanecat.com

A company of Borusan Holding.

Sınıflandırma: İş Ortaklarına Özel
Classification: Partner Confidential

From: Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>

Sent: Tuesday, January 10, 2023 6:50 AM

To: Marcus Burkhardt <Burkhardt_Marcus@cat.com>

Cc: Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Ismet KIRPI <ikirpi@borusan.com>; Yanti Lingga <Lingga_Yanti@cat.com>

Subject: RE: TKI - Visa requirements

Hi Pak Marcus,

Sorry for the late reply,

Just to be clear, the point is to have any health insurance (whether it is personal or company provided) not a travel insurance. And by the mean of statement letter that we mentioned on previous email, is a statement letter from the sponsoring company to create which in this case is Caterpillar Indonesia – Jakarta. Understand that the travellers are not Caterpillar employee, so we could not provide such statement letter. So the TKI travellers should have a health insurance to apply their visa.

Hope this can clarify Pak,

Thank you,

Regards,

Ahmad Dzaki Muthalib

HR Representative, Human Resources

PT. Caterpillar Indonesia | Beltway Office Park Building C Level 5 unit 503-504, Jl. TB. Simatupang No 41 | Jakarta | Indonesia | 12550

Tel: +62 21 2939 2900 | Mobile: +62 811 1380 9796 | Tie: 7-376-2932

Email: muthalib_dzaki_d@cat.com

Web: <http://www.caterpillar.com/> | Follow Caterpillar on: [Twitter](#) | [LinkedIn](#) | [Facebook](#) | [You Tube](#)

How would you rate your experience with our service? Click [here](#) for a quick survey

Caterpillar: Confidential Green

From: Marcus Burkhardt <Burkhardt_Marcus@cat.com>

Sent: Monday, 9 January 2023 5:16 PM

To: Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>

Cc: Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>; Dwi Susilo <Dwi.Susilo@cat.com>; ISMET KIRPI <ikirpi@borusan.com>; Yanti Lingga <Lingga_Yanti@cat.com>

Subject: RE: TKI - Visa requirements

Dear Dzaki,

Ismet is in close contact with the travelers from TKI.

They do not have a company travel insurance and are therefore looking to provide the statement, willing to pay independently.

I am referring to:

5. Any health insurance of the travelers (or can be replaced with a statement that is willing to pay independently)

Do you have a draft letter/statement, which they could use for this purpose?

Thank you very much for your support.

Best regards,
Marcus

Caterpillar: Confidential Green

From: Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>

Sent: Friday, January 6, 2023 4:43 AM

To: Marcus Burkhardt <Burkhardt_Marcus@cat.com>

Cc: Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Ersan Kayatekin <EKAYATEKIN@borusan.com>; ISMET KIRPI <ikirpi@borusan.com>; Yanti Lingga <Lingga_Yanti@cat.com>

Subject: RE: TKI - Visa requirements

Hi Pak [@Marcus Burkhardt](#),

Due to Moslem Friday Prayer today, I'm afraid that we cannot meet the proposed meeting time on 01.00 PM (JKT).

We propose new meeting time around 02.00 -03.30 PM (JKT) if this suitable,

In addition, please also include Bu [@Yanti Lingga](#) in the meeting as she already back from her leave. Mostly Bu Yanti also supports visa matters in Jakarta office.

Thank you!

Regards,

Ahmad Dzaki Muthalib

HR Representative, Human Resources

PT. Caterpillar Indonesia | Beltway Office Park Building C Level 5 unit 503-504, Jl. TB. Simatupang No 41 | Jakarta | Indonesia | 12550

Tel: +62 21 2939 2900 | Mobile: +62 811 1380 9796 | Tie: 7-376-2932

Email: muthalib_dzaki_d@cat.com

Web: <http://www.caterpillar.com/> | Follow Caterpillar on: [Twitter](#) | [LinkedIn](#) | [Facebook](#) | [You Tube](#)

How would you rate your experience with our service? Click [here](#) for a quick survey

From: Ismet KIRPI <ikirpi@borusan.com>

Sent: Thursday, 5 January 2023 9:09 PM

To: Marcus Burkhardt <Burkhardt_Marcus@cat.com>; Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>

Cc: Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yanti Lingga <Lingga_Yanti@cat.com>; Ersan Kayatekin <EKAYATEKIN@borusan.com>

Subject: RE: TKI - Visa requirements

CAUTION: EXTERNAL EMAIL

This is a message from ikirpi@borusan.com.

Use caution when opening unexpected emails and do not click on links or attachments from unknown senders.

For more resources, visit <http://security.cat.com/phishing>.

Dear All,

Ersan Kayatekin is added the conversation.

Looking forward for the meeting.

Best regards.

Sınıflandırma: İş Ortaklarına Özel
Classification: Partner Confidential

From: Marcus Burkhardt <Burkhardt_Marcus@cat.com>

Sent: Thursday, January 5, 2023 5:06 PM

To: Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>; Ismet KIRPI <ikirpi@borusan.com>

Cc: Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yanti Lingga <Lingga_Yanti@cat.com>

Subject: TKI - Visa requirements

Dear Pak Dzaki,

Thank you very much for the below confirmation of required documents for business Visa application.

Please allow me to arrange for another quick call with you and the colleague from Borusan Turkey, who is helping to get all documents from TKI participants.

This is to confirm that we require the travelers to have business visa for entry to the mine site, to avoid the risk that local police rejects the travel permit from Java to Kalimantan.

Ideally we will include a visit to the factory in Batam on our way back through Singapore. Please consider this as well. Thank you.

The potential schedule is:

Sunday, arrival in Jakarta around 18:00.

Monday, early morning departure from Jakarta to Banjarmasin and travel to Tanjung Adaro, maybe with visit of CK Rantau on the way, or with safety induction at Tanjung Adaro in the afternoon.

Tuesday, site visit PT Tanjung Adaro and maybe second visit in the afternoon, Batu Kajang, 2hr north of Adaro?

Wednesday, CK Rantau site visit on the way back to Banjarmasin (if not on Monday) and flight to Jakarta (early afternoon)

Thursday, morning flight from Jakarta to Batam with factory visit and ferry to Singapore to catch the late flight to Istanbul

Friday, arrival in Istanbul

I will send a calendar invite for a teams meeting, including Ismet from Borusan (in cc).

Best regards,

Marcus

Caterpillar: Confidential Green

From: Dzaki Muthalib <Muthalib_Dzaki_D@cat.com>

Sent: Thursday, January 5, 2023 10:06 AM

To: Marcus Burkhardt <Burkhardt_Marcus@cat.com>

Cc: Robbiyansyah Siregar <Siregar_Robbiyansyah@cat.com>; Dwi Susilo <Dwi.Susilo@cat.com>; Yanti Lingga <Lingga_Yanti@cat.com>

Subject: FW: TKI - Request for suggested travel dates

Hi Pak [@Marcus Burkhardt](#),

As discussed on Teams earlier,

Please find below required documents to apply single entry business Visa for the travellers:

1. Colored copy of passport with a minimum validity of 12 months
2. Copy of colored passport cover
3. A passport photo with a red background
3. Tickets in and out of Indonesia (a booked ticket allowed)
4. Proof of having received the complete vaccine
5. Any health insurance of the travelers (or can be replaced with a statement that is willing to pay independently)
6. Address of residence/stay in Indonesia.

7. Statement letter willing to follow the health protocol in force in Indonesia. (draft attached)

Thank you!

Regards,

Ahmad Dzaki Muthalib

HR Representative, Human Resources

PT. Caterpillar Indonesia | Beltway Office Park Building C Level 5 unit 503-504, Jl. TB. Simatupang No 41 | Jakarta | Indonesia | 12550

Tel: +62 21 2939 2900 | Mobile: +62 811 1380 9796 | Tie: 7-376-2932

Email: muthalib_dzaki_d@cat.com

Web: <http://www.caterpillar.com/> | Follow Caterpillar on: [Twitter](#) | [LinkedIn](#) | [Facebook](#) | [You Tube](#)

How would you rate your experience with our service? Click [here](#) for a quick survey

UYARI/NOTIFICATION:

Bu e-posta ve ekleri sadece gönderilen adres sahiplerine aittir. Bu mesajın yanlışlıkla tarafınıza ulaşmış olması halinde, lütfen göndericiye derhal bilgi veriniz ve mesajı sisteminizden siliniz. BORUSAN bu mesajın içeriği ve ekleri ile ilgili olarak hukuksal hiçbir sorumluluk kabul etmez. İnternet iletişiminde zamanında, güvenli, hatasız ya da virüssüz gönderim garanti edilemez. Gönderen taraf hata veya unutmaldardan sorumluluk kabul etmez.

The information contained in this e-mail and any files transmitted with it are intended solely for the use of the individual or entity to whom they are addressed. If you received this message in error, please immediately notify the sender and delete it from your system. BORUSAN doesn't accept any legal responsibility for the contents and attachments of this message. Internet communications cannot be guaranteed to be timely, secure, error or virus-free. The sender does not accept liability for any errors or omissions.