

PT Trakindo Utama

Jl. Racing Center No. 2, Panaikang
Makassar 90231, Sulawesi Selatan - INDONESIA
PO BOX 1121
Telp. (62-411) 449127, 449600
Fax. (62-411) 449658
www.trakindo.co.id

Date : 28 September 2017
To : Change Management Training
From : HR Manager EI
Cc : Branch Manager, Branch Supervisor, General Manager

Dear Participants,
Herewith, we would like to inform you the Seat Confirmation for the names listed below:

No	Name	SN	Branch	Position
1	GERZON ALLOLINGGI	2695	Sorong	Senior Spv. Service
2	HENDRIK RUITAN	3388	Makassar	Spv. Service
3	SYAHRUL BASRI	3570	HO East Ind.	Area Parts Manager
4	SAMMY VICKTOR MANOREK	4441	Manado	Foreman Service
5	WENDI KURNIAWAN	6493	HO East Ind.	Manager Service
6	ADVENCIA J. C. LOUPATY	7045	Soroako	HR. Senior Spv.
7	ZULKARNAIN K	7784	Soroako	Master Technician
8	AGUSTINUS P ROMBE	7845	HO East Ind.	SHE Spv.
9	SITTI MERINA ANDINI	8639	HO East Ind.	Snr.Analyst Serv. Operations
10	MUHAMMAD MUNAWIR	13253	Sorong	SHE Analyst
11	FERGI KARL T. KALESARAN	18973	Manado	Senior Analyst Planning
12	YUDI SYARIF	34274	Makassar	Parts Operation Supervisor

To attend:

Program Title : **Change Management Training**
Schedule : **3-4 October 2017**
Time : **08.00 – 17.00 WITA**
Location : **PT. Trakindo Utama HOEI - Makassar**

Following the above confirmation, please find below additional information for your reference:

- Participants have to check in at hotel a day prior training commencement and check out a day after training completed.
- Hotel will provide meals (breakfast and dinner) and laundry for all participants during follow the training under company GL.
- Participants must bring their own personal medicine

Yours sincerely,



Yusuf Tenang
HR Manager EIA