

PT Trakindo Utama

Training Center Department
 Jl. Raya Narogong Km 19 Cileungsi
 Bogor 16820, West Java - Indonesia
 Tel. +62-21 823 3361 (Hunting)
 Fax. +62-21 823 3360

Seat Confirmation Letter

No : 127 / EM / L&TD / XI / 2017
 To : **Participants of Contract Management Life Cycle**
 From : Learning and Development Manager
 Date : November 03, 2017
 Re : Contract Management Life Cycle Participants

Dear all,

Aligned with corporate initiatives, Learning & Talent Development - Head Office will conduct **Contract Management Life Cycle**. Participants on the following schedule:

Class of : Contract Management Life Cycle
 Date : 14 – 15 November 2017
 Time : 08:00 -17:00 WIB
 Venue : PT Trakindo Utama
 TMT 1 Building, Ground Floor (Tiara 5)
 Jalan Cilandak KKO No.1, Jakarta 12560
 Tel. +62 21 7822 373, 2997 6620

No	SN SAP	Name	Division	Branch
1	34331	RIZKI WIDYAYANTI	CUST SUPPORT	Head Office
2	16241	DWIYO NUGROHO	CUST SUPPORT	Head Office
3	2984	AGUS SETIONO	CUST SUPPORT	Head Office
4	12983	CANDRA PUROWENANG	CUST SUPPORT	Head Office
5	2594	HENDRI ARIFIN	CUST SUPPORT	Head Office
6	12410	IKE ANGGA	SOUTHERN KAL	Batu Kajang
7	22864	ANDI SULISTIONO MISWANTO	SOUTHERN KAL	Tanjung
8	2652	MUHAMMAD ASRIN	EAST INDONESIA	Soroako
9	4696	A.A GDE BAGUS INDRAYANA	BATU HIJAU	Batu Hijau
10	21260	LARA OCTORA	JAVA	BSD
11	12143	ELISA GRANDHI GUNAWAN	CUST SUPPORT	Head Office
12	27384	PRADIANTO RAHMAN	CUST SUPPORT	Head Office
13	19580	YOVINUS PABENDON	TEMBAGAPURA	CSU Grassberg
14	17063	SILVANUS SANNU	TEMBAGAPURA	CSU Grassberg
15	15194	MUHAMMAD NURFENDI MA'RUF	TEMBAGAPURA	CSU Underground
16	26618	DENI PRASETIA	NORTHERN KAL	Tj. Redeb-Berau
17	3719	SUTIKNO	NORTHERN KAL	HO Northern

Head office has provided a hotel for the participant, including meals and laundry, which will attend the training. Participant has to check in at the hotel before the training start and check out after the training finished.

Hotel address : **Swiss-Belinn hotel Simatupang Jakarta**
Jalan R. A. Kartini No. 32, Simatupang,
Lebak Bulus, RT.9/RW.7, Lb. Bulus, Cilandak,
Kota Jakarta Selatan, Daerah Khusus Ibukota Jakarta 12440
Telepon:(021) 27650100

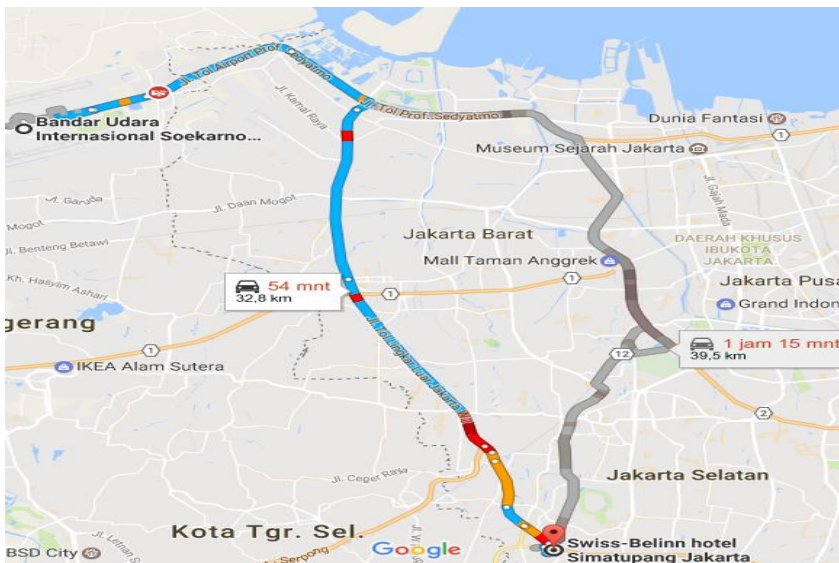
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- **Check in** : 13 November 2017
- **check out** : 16 November 2017
- **Note** : Training participant must bring their own laptop for exercise

Emergency contact to:

1. Victor Agni Herlambang HP 0811 9108496 ; email : victor.herlambang@trakindo.co.id
2. Avanty Widias Mahar HP 0812 83082741 ; email : learning.support@trakindo.co.id

Map from Bandara Soekarno Hatta Cengkareng to Swiss-Belinn Hotel :



Should you need further information, please do not hesitate to contact us.

Yours sincerely,



Ira Dhamayanti Kamal

Learning & Talent Development Manager