

Satellite Training Center Balikpapan

Jl. Jend Sudirman No. 848
Balikpapan 76114 Kalimantan Timur
Tel. (62-542) 762 810
www.trakindo.co.id

Seat Confirmation Letter

Date : March 28, 2018

No. : 028/T&D NorthKal/III/2018/CCW
To : Coaching & Conseling Workshop Participants
From : STC Head HO Northern
Cc : General Operation Manager, Branch Manager, Departement Head, Human Resources Developmet.

We confirm seat for:

No	Name	SN	Branch	Position
1	ARIE OCTAVIANUS HALAPIRY	00005263	Sanga-Sanga	Foreman Service
2	HERI PURWANTO	00004586	Balikpapan	Foreman Service
3	EKO SUJIANTO	00009230	Sanga-Sanga	Foreman Service
4	SUTIKNO	00003719	HO Northern	Senior Specialist Strategy
5	BILLIAN NOOR	00018526	Samarinda	Accounting Supervisor
6	ABDUL MUIS	00005127	Samarinda	Foreman Service
7	AHMADI	00005139	Samarinda	Foreman Service
8	ARIO LIBRIANT KUSEN	00007282	Samarinda	Foreman Service
9	KABIR AKKAS	00003957	Samarinda	SHE Senior Supervisor
10	SARNISAH H LUBIS	00011563	Sangatta	Senior Supervisor Finance
11	PARSAORAN SIAHAAN	00007218	Sangatta	Warehouse Foreman
12	GERSON KAMASE	00003172	Sangatta	Foreman Service
13	M.AGUS SUDARYANTO	00003349	Sangatta	Foreman Service
14	KUSDJATISARI	00007614	Sangatta	SHE Supervisor
15	NANANG KURNIAWAN	00022576	Balikpapan	SHE Senior Analyst
16	RAHMAT HIDAYATULLAH	00002931	Gunung Bayan	Foreman Service
17	WAGIONO	00003168	Separi	Foreman Service
18	HARI FEBRIANTO	00004407	Tarakan	Foreman Service
19	MASPUL	00003986	Tj. Redeb-Berau	Warehouse Coordinator
20	YERRY AA SUOTH	00003381	Tj. Redeb-Berau	Supervisor Service

To Attend:

Course Title : Coaching & Conseling Workshop
Time : 08.00 – 17.00 Wita
Schedule : 9-12 April 2018
Location : Satellite Training Center Balikpapan
Jl. Jendral Sudirman No. 848
Phone : +62 542 762810

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

- Participant from outside Balikpapan are required to stay at:

Hotel Grand Tjokro Balikpapan
Jln Marsma R Iswahyudi RT 03 No 21 Balikpapan, Kalimantan Timur
Balikpapan
+62 542 8521111

- Check in : 8 April 2018
- Check out : 13 April 2018

- Participants have to check in at hotel a day prior training commencement and check out a day after training completed.
- Hotel will provide breakfast, dinner (Rp.130.000,-/Gross/Person/Day), Transportation and daily laundry (5 pieces/day/person) for all participants during the training, under company GL.
- Other expenses not covered under company GL, will charge to Personal Account.
- Coffee break and lunch are included during the training session.
- **Dress code during the training session is formal shirt (No Jeans).**

Yours sincerely,



Agus Hermanto
STC Head HO Northern