

**PT Trakindo Utama**

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

**Seat Confirmation Letter**

No : 070 / MDP / L&TD / IV / 2018  
 To : **Participants Training of SERVICE MANAGEMENT DEVELOPMENT PROGRAM (BASIC) Batch 14**  
 From : Learning and Development Manager  
 Date : April 10, 2018  
 Re : SERVICE MANAGEMENT DEVELOPMENT PROGRAM (BASIC) Batch 14

Dear all,

Aligned with corporate initiatives, Learning & Talent Development - Head Office will conduct **Service Management Development Program (Basic) Batch 14**. Participants on the following schedule:

Class of : SERVICE MANAGEMENT DEVELOPMENT PROGRAM (BASIC)  
 Batch 14  
 Date : 23 – 27 April 2018  
 Time : 08:00 -17:00 WIB  
 Venue : Training Center Cileungsi  
 Jl. Raya Narogong Km. 19  
 Cileungsi – Bogor  
 Tel: (021) 8233361

| No. | SN SAP | Complete name    | Division       | Branch         |
|-----|--------|------------------|----------------|----------------|
| 1   | 8247   | SUBIYANTO        | NORTHERN KAL   | Samarinda      |
| 2   | 7080   | PURWADI          | NORTHERN KAL   | Separi         |
| 3   | 10875  | DAVID ARIJANTO   | NORTHERN KAL   | Sangatta       |
| 4   | 6504   | AGUS WIJAYA      | NORTHERN KAL   | Tarakan        |
| 5   | 7129   | JAINUL ARIFIN    | SOUTHERN KAL   | Batu Licin     |
| 6   | 6781   | DEDY SAPUTRA     | SOUTHERN KAL   | Batu Licin     |
| 7   | 7933   | MARSUDI          | SOUTHERN KAL   | Banjarmasin    |
| 8   | 6419   | ANDI FIRDAUS     | EAST INDONESIA | Soroako        |
| 9   | 7783   | ILHAM RAHMAN     | EAST INDONESIA | Soroako        |
| 10  | 9620   | ZETRISMAN        | SOUTHERN SUM   | Bengkulu       |
| 11  | 4452   | AGUS RIYANTO     | SOUTHERN SUM   | Tanjung Enim   |
| 12  | 11185  | ALMUKTIONO SALIM | CUST SUPPORT   | CRC Balikpapan |
| 13  | 9831   | RABITA ALAM      | CUST SUPPORT   | CRC Balikpapan |

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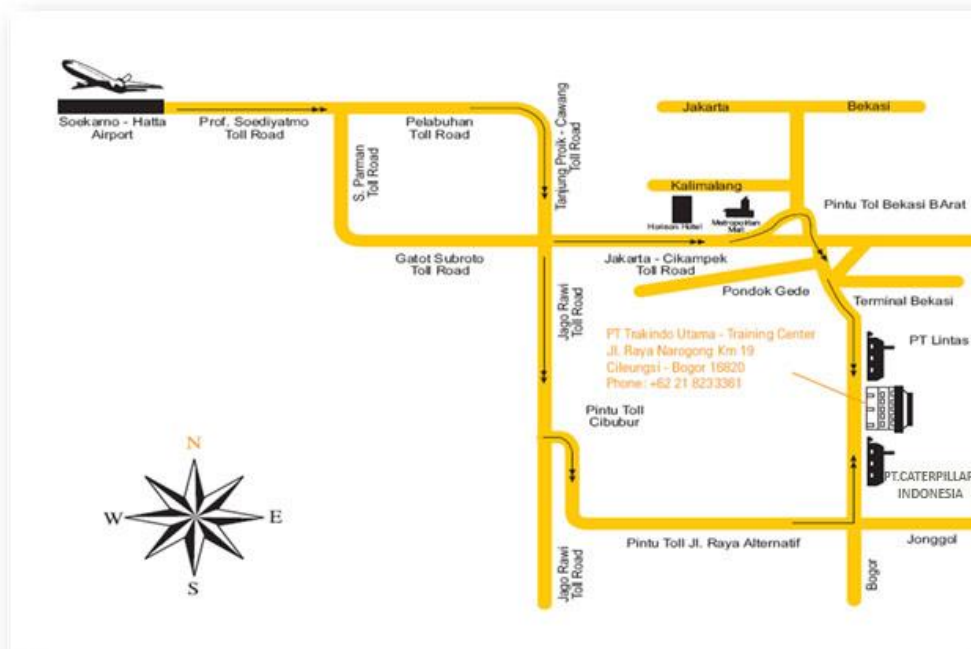
Training Center has provided a dormitory for the students, including meals and laundry, which will attend the training. Student has to check in at the dormitory before the training start and check out after the training finished.

- **Check in** : 22 April 2018
- **Check out** : 28 April 2018


**Note. All students must bring their own safety shoes.**

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

**Road Map to Training Center Cileungsi :**

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



Ira Dhamayanti Kamal

Learning & Talent Development Manager