

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 : April 11, 2018

No. : 035/T&D NorthKal/III/2018/BFA
To : Basic First Aid 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	MUHAMMAD ISMAIL TOU	00028692	Tarakan	Sr Analyst Human Resources
2	TAUFIK NUGRAHA	00026195	Balikpapan	SHE Analyst
3	ARDI SUROTO	00014440	Balikpapan	Analyst TechCom
4	SUGENG ARIANTO	00012301	Balikpapan	Senior Technician
5	WAHYU HANANTO	00014450	Sanga-Sanga	Technician
6	AGUNG NUGROHO	00017287	Sanga-Sanga	Technician
7	MUHAMMAD ARIF	00034489	Gunung Bayan	SHE Analyst
8	MECKY DANIEL	00015797	Samarinda	Senior Technician
9	CANDRA SAPUTRA	00045828	Samarinda	Technician
10	RHEZA ANGGUN FERMANA	00027485	Samarinda	Warehouseman
11	ISROIL	00006804	Samarinda	Senior Analyst Warranty
12	HENDRA	00029270	Samarinda	Assistant Service Accounts
13	IBNU MAULUDIN	00030363	Samarinda	Analyst TechCom
14	MARTHINUS RANGGA SANAPANG	00020105	Separi	Analyst Service Operations
15	ARIS PUTRA PRATAMA	00017397	Sanga-Sanga	Technician
16	ALPIAN NURSYAHRONI	00029775	Samarinda	Technician
17	DIDIT MARDI	00030356	Separi	Technician
18	HIDAYAT ARISTA NUR	00016434	Separi	Technician
19	JOKO SULISTYO	00016827	Tarakan	Parts Analyst
20	DEKA IVAN SASMITA	00033670	Tarakan	Analyst Service Operations
21	ADITIA MEIRWANTO	00034520	EMP	Parts Analyst
22	AGUNG WIJAYANTO	00029312	MRC Balikpapan	Analyst Project
23	M RUDI KELANA PUJALAKSANA	00042765	MRC Balikpapan	Machinist 1

To Attend:

Course Title : Basic First Aid
Time : 08.00 – 17.00 Wita
Schedule : 16-18 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 : 15 April 2018
- Check out : 19 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