

**Satellite Training Center Balikpapan**

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

## Seat Confirmation Letter

Date : April 10, 2018

No. : 033/T&D NorthKal/III/2018/SHEL  
To : SHE Leadership 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
<b>BATCH 1 (17 April 2018)</b>				
1	ARIE OCTAVIANUS HALAPIRY	00005263	Sanga-Sanga	Foreman Service
2	KHUDORI	00003036	Sanga-Sanga	Parts Operation Foreman
3	MUJALI	00003108	Sanga-Sanga	Senior Supervisor Service
4	SYAIFUL RAHMAN	00002886	Balikpapan	Manager Service Operations
5	NURKOLIS	00002572	Gunung Bayan	Senior Supervisor Site
6	AGUNG PRASETYO	00004424	Sanga-Sanga	EM Supervisor
7	ADRIAN	00026948	Samarinda	Sales Supervisor
8	RENNY DESYANI SUNDARA	00011808	Samarinda	Senior Supervisor Parts
9	I KETUT WINATA	00002889	Samarinda	Senior Supervisor Service
10	SURIANI	00026969	Gunung Bayan	Foreman Service
11	ANDRI SETIYAWAN	00030837	Sanga-Sanga	Sr Analyst Human Resources
12	AMIN WAHYUDIANTO	00003881	Sanga-Sanga	Foreman Service
<b>BATCH 2 (18 April 2018)</b>				
1	SUYONO	00002765	Samarinda	Sales Manager
2	RIZA FACHLEVI DJAUHARI	00004072	Sanga-Sanga	Project Manager
3	TEGUH PRIATNO	00012298	Sanga-Sanga	Foreman Service
4	ALVIN NURKHOLIS	00019624	Gunung Bayan	Parts Operation Supervisor
5	NANDA IRVANDY MALAU	00011841	Samarinda	Human Resources Manager
6	ENDANG HERMAWAN	00003309	Gunung Bayan	Supervisor Service
7	INDRASUARA LS SI'LANG	00003983	Separi	Project Manager
8	WAGIONO	00003168	Separi	Foreman Service
9	DARMIN ASMO	00003674	Separi	Master Technician
10	RUSDIANOOR	00004400	Separi	Foreman Service
11	SHODIQ ARHAMI	00007084	Separi	Supervisor Service
12	JEKKY DARNAS	00004094	Samarinda	Supervisor Service

**To Attend:**

**Course Title** : SHE Leadership  
**Time** : 08.00 – 17.00 Wita  
**Schedule** : Batch 1 : 17 April 2018  
Batch 2 : 18 April 2018  
**Location** : PT Trakindo Utama - STC Samarinda  
Jl. Cipto Mangunkusumo - Loajanan  
**Phone** : +62 541 260269

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

- Participant from outside Samarinda are required to stay at:

**Hotel Harris**  
**Jl Untung Surapati No.35 Karang Asam Ulu Sungai Kunjang**  
**Samarinda 75243**  
**+62 541 4112700**

- Check in : Batch 1 : 16 April 2018  
Batch 2 : 17 April 2018
- Check out : Batch 1 : 18 April 2018  
Batch 2 : 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