

## Adi Surahman

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**From:** Riklah Mentayani  
**Sent:** Friday, April 27, 2018 6:07 PM  
**To:** Adi Surahman; Anang Arif Firdaus; Andi Alfian; Arief Runadi; Danang Windianto; Dwi Sulistiyono; Irmansyah; Michael Freddy Kurniawan; Nor Hadi; Nur Hidayat; Tetuko Firmansyah; Tri Adhi Nugroho; Adi Yudho Lestanto; Andi Sulistiono Miswanto; Novi Hary Sudananto; Dheni Agus Purwoko; Habibi Bachtiar; Hendro Cahyono; Herwiandono Budi Wiyarso; Made I Sujana; Luveannoor Akbar; Noor Hidayat; Ony Febrianto Cahyadi; Ratih Megantari; Yuwita Pratiwi; Deni H Muliawan; Ade Satria Pratama; Afri Bamas Raka Tri Putra; Lutfi Afan Kuncoro; Nurzaman; Arifuddin Rumallang; Bara Ori Umbara; Bayu Anshori; Enricko Luthfan Praditha; Erwin Cahyadi; Hary Soegijanto; Henry J Sidauruk; Ina Damayanti; Irwan Sampe Tua Nainggolan; Kristian Hendra Lukmana; Agus Arian Noor; Muammar Yakub; Muh Asril; Muhammad Yusuf Azhari; Arief Hari Adhi; Rahmad Diana Laily; Shadrah Walagri; Syahrul Fihri; Wahyu Raharjo; Zulkarnaen Wahyuni; Andri Susilo; Dona Adila; Fahriadi; Mitri Yanor Silvia; Muhammad Kamaluddin; Nor Jamilul Fazri; Rizal Fradika; Siti Maghfiro; Suryo Sudiartono; Dony Eko Purnomo; Yeri Roni Tua Siahaan; Abdul Rajab; Aris Sugianto; Bambang Marcones; Basyirun; Cahyo Siswoyo; Daniel Karrang; Denny Sriwiyanto; Fuad Hidayat; Gupri; Joko Susanto; Kodiran; M Rusdiansyah; Mahfuddin; Muhammad Arief Firdaus; Mury Irsandi; Nor Ipansyah; Sugito; Suhardi Hendra; Supriyanto Kabul; Suryadi Joko Suroso; Tedy Setiadi; Teguh Dwi Hartono; Teguh Setiawan; Yogo Sutirto; Yon Kurniawan; Budiyo; Marihot Simamora; Muhammad Hisyam; Immawan Priyambudi; Adi Sasono; Andreas Sugi Duli; Djuwito; I Nyoman Agus Sucipta; Iwan H Sulistio; Prasetyo H Kurniawan; Sarwono; Wahyu Setiabroto; Muhammad Hilal; Akbar Saleh  
**Cc:** Rizaly Hady; Erie Hazard; Doddy Agung Cahyono; Uli Maryana; Sri Martinah; Setyono Maruwi; Putra Ariyadi; Akhmad Ridhany; Yudi Iskandar Dinata; Zulfiadi Susanto; Nia Kaniawati; marjuang.sinaga@accenture.com; 'Ali, Zulfikar' (zulfikar.ali@accenture.com); nisma.mediyanti@accenture.com  
**Subject:** Invitation End User Training ITR3A \_ Banjarmasin  
**Attachments:** Training Schedule EUT SKAL.xlsx

Dear **All Key User**,

Berikut schedule Key User untuk EUT yang akan kita laksanakan nanti di Banjarmasin.

Mohon dipastikan untuk peserta training dari luar Banjarmasin, untuk pembuatan TCAR ataupun proses settlement ECV diharapkan memakai format berikut agar tidak terjadi kesalahan untuk charge biaya yang nanti digunakan. Terutama untuk Purpose of Travel, jangan sampai menggunakan Training sehingga nanti malah di charge ke L&D bukan ke BRAVE.

<b>Purpose of Travel</b>	<b>: BUSINESS TRAVEL</b>
<b>Deskripsi</b>	<b>: End User Training ITR3A BRAVE</b>
<b>Hotel Reservation Purpose</b>	<b>: 700002001 Overhead Travel Expenses Domestic</b>
<b>Charge Account</b>	<b>: 10Z0299TP</b>

Jika ada pertanyaan lebih lanjut mengenai kegiatan ini, dapat menghubungi:

1. Terkait jadwal pelatihan :
  - Riklah Mentayani ([riklah.mentayani@trakindo.co.id](mailto:riklah.mentayani@trakindo.co.id))
2. Terkait akomodasi :
  - Uli Maryana ([uli.maryana@trakindo.co.id](mailto:uli.maryana@trakindo.co.id))

- Sri Martinah ([sri.martinah@trakindo.co.id](mailto:sri.martinah@trakindo.co.id))

Notes :

Keterangan Ruangan :

1. R1 → Training Room A ( Annex Building Lantai 2 )
2. R2 → Ruang Multimedia ( Main Office Lantai 1 )
3. R3 → Ruang SCC ( Main Office Lantai 1 )

Atas perhatian dan kerjasamanya, diucapkan terima kasih.

**“Bersama ITR3A Lampau Hari Ini, Jadilah Juara Transformasi”**

Best Regards,

**Riklah Mentayani**  
Part Department

PT. Trakindo Utama  
Southern Kalimantan  
Jl. A. Yani KM 16 Gambut Kab Banjar 67025 Indonesia  
Tel +62 511 6747991 - 97 Ext 6829 Hp +62 811 502 2955  
Email Address : [riklah.mentayani@trakindo.co.id](mailto:riklah.mentayani@trakindo.co.id)  
[www.trakindo.co.id](http://www.trakindo.co.id)

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