

PT Trakindo Utama


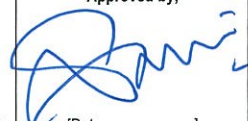
**TRAINING EVENT PROPOSAL**

Division : Marketing

Date : 31/7/2018

Ref No : .....(filled by L & TD - HO)

1.	Training Title	<b>2018 APD Dealer eCommerce Training</b> (please thick (✓)) <input type="checkbox"/> D (Domestic) <input checked="" type="checkbox"/> O (Overseas)			
2.	Classification (please thick (✓))	<input type="checkbox"/> 1. General Training <input type="checkbox"/> 2. Technician Trainee - OJT <input type="checkbox"/> 3. Technical / Functional Training <input type="checkbox"/> Sales/Marketing <input type="checkbox"/> Technical Service <input type="checkbox"/> Parts Operation & Distribution <input type="checkbox"/> Equipment Management <input type="checkbox"/> Human Capital <input type="checkbox"/> Safety, Health & Environment <input type="checkbox"/> Information Technology <input type="checkbox"/> Finance <input checked="" type="checkbox"/> Others                    Ecommerce <input type="checkbox"/> 4. Talent Management Trainee (MT) <input type="checkbox"/> 5. Talent Management Development Program (MDP) <input type="checkbox"/> 6. Talent Management Black Belt (BB) <input type="checkbox"/> 7. Talent Management Executive Development Program (EDP) <input type="checkbox"/> 8. Talent Management Leadership Development Program (LDP)			
3.	Need Analysis	<b>Absorbency</b>			
4.	Training Goals	Improve employee's Capability and Achievement			
5.	Training Objectives	<ul style="list-style-type: none"> <li>• Cat's eCommerce strategy</li> <li>• Parts.cat.com functional training</li> <li>• PCC DMT training</li> <li>• PCC Marketing</li> <li>• PCC Google Analytics &amp; Tableau</li> <li>• Cat IP Overview &amp; PAID deployment process</li> <li>• myParts.Cat.Com and Machine Online</li> <li>• SIS 2.0</li> </ul>			
6.	PMD Follow-Up	Refers to PMD / Not Refers to PMD — (please choose the right one)			
7.	Expected Competency to be developed	Core : _____ Managerial : _____ Functional : _____			
8.	Length/Duration	<b>16 Hours</b>			
9.	Day/Date	<b>4 days</b>			
10.	Target Participants	<b>Ecommerce Specialist</b>			
11.	Trainee	Name	SN SAP	Branch	Account Charge
		Sylvia Hilda	10816	Head Office	
	As Attached				Position <b>Ecommerce Sr.Specialist</b>
12.	Trainee/Provider	Caterpillar Ebusiness team			
		Name	SN SAP	Division	Branch
13.	Training Location	<b>Cat Singapore Office, Tractor Road</b>			
14.	Training Method	Class Room Training (Lecturing, Simulation, Role Play)			
15.	Impact & Evaluation	Satisfaction Learning Behavior Result	_____		
			_____		
16.	Job Follow Up	_____			
17.	Investment Cost	a.Training fee	Free		
		b.Others (exp. Food & Beverages, Class Room)	\$220/night		
		Total Investment cost	<b>approximately \$900</b>		
18.	Training Event Management	_____			

<p>Proposed by,</p>  <p>[Date: .....]   SPV Head / Manager</p>	<p>Approved by,</p>  <p>[Date: .....]   General Manager</p>	<p>Approved by,</p> <p>Reni Mailinar Azhar [Date: .....]   HRBP</p>	<p>Validated by,</p> <p><b>IRA DHAMAYANTI</b> [Date: .....]   Learning &amp; Talent Dev. Manager</p>
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Note :

1 External Training should be completed with PR ( for payment by invoicing)

2 Budgetted    
 Unbudgetted  ( please thick (✓))