

## Seat Confirmation Letter

**Date** : 23 August 2018  
**To** : TBHD Service & Part Operation Manager and Service & Part Manager  
**From** : Training Center Batu Hijau  
**Cc** : TBHD General Manager and Dept. Heads.  
**Subject** : Seat Confirmation – Technical Training and Assessment Method ( 03 – 07 Sept 2018 )

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Dear Sirs,

We are delighted to confirm seats for:

No.	SN.	Name	Section	Crew
1	00021299	NANANG MAULANA	TRAINING	STD
2	00016461	HERU CHANDRA	PART	STD
3	00007613	PAJIMAN	PART	STD
4	00016247	YAYAN ERDIYANSYAH	PART	A
5	00004439	IRWANSYAH HALIL	PART	B
6	00006626	AGUS MULYANTO	FIELD SERVICE	A
7	00004593	IRMANSYAH	HSE	A
8	00004194	ABDUL MUTHALIB	OHT	C
9	00003893	KUSSASONO	HSE	B
10	00003825	MAHFUD JUMAINI	HSE	C

To attend:

Training : Technical Training and Assessment Method  
Date : 03 – 07 September 2018  
Time : 07:30 - 16:30  
Instructor : Rony Anas (From TC Cileungsi)  
Venue : Trakindo MRC – Class Room II

Please note:

- Training Center – Batu Hijau does not send seat confirmation in hard copy.
- Please pass this Seat Confirmation letter to your participant. He/she should hand it in before class commencement for administration purpose.
- **Please note that the participant should bring his/her own PPE (safety shoes, vest, glasses, padlock and hard hat) otherwise he/she will not be allowed to attend the practical session.**

Yours Sincerely,



**Eddy Rizaldi Pamuntjak**  
Human Resources Manager