

Suwandi Susmoro

From: Ridwan Undru
Sent: 18 September 2018 16:09
To: Admin PPD Admo; Dian Sari; Suwandi Susmoro
Cc: Sutardi; Restu Sri Rahayu
Subject: RE: Request Training to Trakindo (SIS ADMO)
Attachments: 2334_PMAD_EXT_IX_2018.pdf

Dear Bu Yunita,
Well received & noted.

Dear Pak Suwandi,
FYI & for your preparation.

Terimakasih banyak atas bantuannya.

Ridwan Undru
Learning & Talent Development Department

PT Trakindo Utama
Jl. Raya Narogong KM. 19 Cileungsi, Bogor 16820, Indonesia
Telp. +62 21 823 3361 • IP Phone: (821) 3677 • Mobile: +62 811 8040 129
ridwan.undru@trakindo.co.id
<http://www.trakindo.co.id>
Call Center 1500 228
Facebook • LinkedIn: PT Trakindo Utama

A member of **Tiara Marga Trakindo Group**

From: Admin PPD Admo [mailto:admin_ppd.admo@saptaindra.co.id]
Sent: Friday, September 14, 2018 4:15 PM
To: Dian Sari <Dian.Sari@saptaindra.co.id>
Cc: Sutardi <Sutardi@saptaindra.co.id>; Restu Sri Rahayu <Restu.Rahayu@saptaindra.co.id>; Ridwan Undru <ridwan.undru@trakindo.co.id>
Subject: RE: Request Training to Trakindo (SIS ADMO)

Dh,

Berikut informasi untuk :

1. SIM-T terlampir
2. Akomodasi di Mess Maburai PT.SIS
3. Daily Transport menggunakan S-201 bersama Bpk. Darwin Mane (0811-518-234)

Demikian, atas perhatian dan kerja sama yang baik kami ucapkan terima kasih.

Salam,

Yunita
PPD ADMO
PT.Saptaindra Sejati

From: Dian Sari
Sent: Wednesday, September 12, 2018 11:21 AM
To: Admin PPD Admo
Cc: Sutardi; Restu Sri Rahayu; Ridwan Undru
Subject: FW: Request Training to Trakindo (SIS ADMO)

Dh,

Mba Nita, terlampir IKS dan scan KTP Pak Suwandi.
Mohon dibantu kebutuhan berikut ini ya.

1. Mine permit (SIMT)
2. Akomodasi penginapan (Mess)
3. Daily transport mess – lokasi training (PP)

Atas perhatian dan kerjasamanya diucapkan terima kasih.

Salam,
Dian

From: Ridwan Undru [<mailto:ridwan.undru@trakindo.co.id>]
Sent: 12 September 2018 7:24
To: Dian Sari
Cc: Restu Sri Rahayu; Sutardi; Admin PPD Admo
Subject: RE: Request Training to Trakindo (SIS ADMO)

Dear Bu Dian,

Terimakasih atas konfirmasi nya.

Mohon diinfokan update tambahan peserta (jika ada) sebelum sesi berlangsung.

Dengan demikian untuk sesi ini confirm, seperti sebelumnya mohon bantuan untuk arrangement:

1. Mine permit (SIMT)
2. Akomodasi penginapan (Mess)
3. Daily transport mess – lokasi training (PP)

Terlampir scan KTP untuk instructor (Pak Suwandi).

Terimakasih

Ridwan Undru
Learning & Talent Development Department

PT Trakindo Utama

Jl. Raya Narogong KM. 19 Cileungsi, Bogor 16820, Indonesia
Telp. +62 21 823 3361 • IP Phone: (821) 3677 • Mobile: +62 811 8040 129
ridwan.undru@trakindo.co.id
<http://www.trakindo.co.id>
Call Center 1500 228
Facebook • LinkedIn: PT Trakindo Utama

A member of **Tiara Marga Trakindo Group**

From: Dian Sari [<mailto:Dian.Sari@saptaindra.co.id>]
Sent: Monday, September 10, 2018 5:03 PM
To: Ridwan Undru <ridwan.undru@trakindo.co.id>
Cc: Restu Sri Rahayu <Restu.Rahayu@saptaindra.co.id>; Sutardi <Sutardi@saptaindra.co.id>; Admin PPD Admo <admin_ppd.admo@saptaindra.co.id>
Subject: RE: Request Training to Trakindo (SIS ADMO)

Dh,

Confirm Pak. Berikut list pesertanya.

Jika ada tambahan akan kami informasikan segera.

Mohon dikirimkan juga scan KTP instruktur yang akan mengajar.

NO	NRP	NAMA	SITE	JUDUL TRAINING	INSTRUKTUR	START	
1	0112961	A'AN GUNAWAN	ADMO TUTUPAN	PRD+PM GENSET OLIMPIAN GEP110-4	TRAKINDO	2-Oct-18	4
2	02111145	JERI RIAWAN	ADMO TUTUPAN	PRD+PM GENSET OLIMPIAN GEP110-4	TRAKINDO	2-Oct-18	4
3	0115160	MIFTAKHUL KHOERI	ADMO TUTUPAN	PRD+PM GENSET OLIMPIAN GEP110-4	TRAKINDO	2-Oct-18	4
4	0211712	RIFKI MIFTAHUL HUDA	ADMO TUTUPAN	PRD+PM GENSET OLIMPIAN GEP110-4	TRAKINDO	2-Oct-18	4
5	0206301	SUPIANI	ADMO TUTUPAN	PRD+PM GENSET OLIMPIAN GEP110-4	TRAKINDO	2-Oct-18	4
6	0205605	YULI RAHMAN	ADMO TUTUPAN	PRD+PM GENSET OLIMPIAN GEP110-4	TRAKINDO	2-Oct-18	4