

Muhamad Hajar Murdana

From: Ridwan Undru
Sent: Monday, December 17, 2018 5:57 PM
To: Muhamad Hajar Murdana
Subject: FW: List request for Customer Training Schedule
Attachments: FRK Tamu Rimau Rev.3.pdf

Importance: High

Pak Don,

Mohon bantuan persiapan untuk sesi ini ya Pak.
Paket penjualan, sesi 2 hari di site.

Mohon dilengkapi persyaratan yang diminta dan diisi form terlampir.
Informasi unit sbb:

No	Customer - End User	Model	
1	Budi Arta Sakti - Medco Energi	Gas Genset G3516 & Diesel Genset 3412	Stan

Informasi silabus training sbb

LEARNING OUTCOMES

Upon completion of this course, participants should be able to have a better understanding of Basic Engine Concept and System and will be able to perform the following tasks:

Engine D3412 & G3516

- Explain specification of D3412 & G3516 Engine
- Explain basic engine of D3412 & G3516 Engine

Generator D3412 & G3516

- Explain specification generator of GEP165 & G3406 Engine
- Explain basic generator of GEP165 & G3406 Engine

Maintenance Procedure of D3412 & G3516 Engine

- Identify and explain safety symbol while perform maintenance on D3412 & G3516 Genset
- Explain procedure before start the engine
- Explain procedure to start the engine
- Explain procedure to operate the engine
- Explain procedure to warm up the engine
- Explain procedure to operate the engine
- Explain procedure about emergency stopping
- Explain procedure about manual stop
- Explain procedure after stop the engine
- Explain maintenance interval schedule

PROGRAM AGENDA

DAY 1

- Introduction & Registration
- Pre test (If applicable)
- Engine D3412
- Maintenance Procedure of D3412 Engine
- Using Lubrication & Maintenance Guide or Operation & Maintenance Manual D3412 Engine

DAY 2

- Engine G3516
- Maintenance Procedure of G3516 Engine
- Using Lubrication & Maintenance Guide or Operation & Maintenance Manual G3516 Engine

Lab:

Perform operation & maintenance on D3412 & G3516 Engine

- Wrap up and Post Test (If applicable)
- Closing

Terimakasih

Ridwan Undru

Learning & Talent Development Department

PT Trakindo Utama

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A member of **Tiara Marga Trakindo Group**

From: Eko Aditiya

Sent: Monday, December 17, 2018 5:07 PM

To: Ridwan Undru <ridwan.undru@trakindo.co.id>

Cc: Iwan Pramono <iwan.pramono@trakindo.co.id>; Wahid Abdurakhman <wahid.abdurakhman@trakindo.co.id>; Ems Yusfi <eyusfi@trakindo.co.id>; Joko Susilo <joko.susilo@trakindo.co.id>; Tondy Liandro Siagian <tondy.siagian@trakindo.co.id>; Rina Astriana <rina.astriana@trakindo.co.id>; Dewi Rahayu <dewi.rahayu@trakindo.co.id>; Nasir Sali <nsali@tusspl.com>; Tay Mee <taypm@tusspl.com>; Zhang Zheng <zhangzheng@tusspl.com>; Faudzila Adnan <fadnan@tusspl.com>

Subject: RE: List request for Customer Training Schedule

Dear Pak Ridwan,

Continue our conversation regarding training arrangement at Medco site, please fill form attached for trainer permit Training at Medco Site. Local transportation (Palembang-Site and return) will be provided by contractor and Dormitory for 1 night 3-Jan-2019 will be provided by Medco.

Terimakasih.

Salam,

Eko Aditiya

Oil & Gas – Power Systems Business

PT Trakindo Utama

TMT 1 Building, 12th Floor

Jalan Cilandak KKO No.1, Jakarta 12560, Indonesia Tel : +62 21 7822 373, 2997 6620 Ext. 1594

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A member of Tiara Marga Trakindo Group

From: Eko Aditiya

Sent: 12 December 2018 7:25

To: Ridwan Undru <ridwan.undru@trakindo.co.id>; Faudzila Adnan <fadnan@tusspl.com>

Cc: Iwan Pramono <iwan.pramono@trakindo.co.id>; Wahid Abdurakhman <wahid.abdurakhman@trakindo.co.id>; Ems Yusfi <eyusfi@trakindo.co.id>; Joko Susilo <joko.susilo@trakindo.co.id>; Tondy Liandro Siagian <tondy.siagian@trakindo.co.id>; Rina Astriana <rina.astriana@trakindo.co.id>; Dewi Rahayu <dewi.rahayu@trakindo.co.id>; Nasir Sali <nsali@tusspl.com>; Tay Mee <taypm@tusspl.com>; Zhang Zheng <zhangzheng@tusspl.com>

Subject: RE: List request for Customer Training Schedule

Dear Pak Ridwan,

Terimakasih untuk silabusnya.

1. D3412 & G3516 Engine Operation & Maintenance (in house)
 - a. Charge account please info, untuk kita mulai saja prosesnya.
TUS will inform.
 - b. Arrangement transport (Palembang – Site Kaji pp) dan akomodasi di site
I will confirm to you soon.
 - c. Apakah ada dari team TU yang join di sesi ini
No one.
 - d. Merchandise (jika ada), apakah disediakan oleh PSB
No. Can TC Team provide it?
2. C13 Engine Operation & Maintenance (TC Cileungsi)

- a. Charge account masih diklarifikasi oleh finance (in progress)

Ok

- b. Peserta apakah menginap di dormitory kami?

No

Dear Bu Faudzila,

Please help to fill charge account in excel (Yellow cell) as attached for Customer Training purposes.

Terimakasih.

Salam,

Eko Aditiya

Oil & Gas – Power Systems Business

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From: Ridwan Undru

Sent: 11 December 2018 16:42

To: Eko Aditiya <eko.aditiya@trakindo.co.id>

Cc: Iwan Pramono <iwan.pramono@trakindo.co.id>; Wahid Abdurakhman <wahid.abdurakhman@trakindo.co.id>; Ems Yusfi <eyusfi@trakindo.co.id>; Joko Susilo <joko.susilo@trakindo.co.id>; Tondy Liandro Siagian <tondy.siagian@trakindo.co.id>; Rina Astriana <rina.astriana@trakindo.co.id>; Dewi Rahayu <dewi.rahayu@trakindo.co.id>; Faudzila Adnan <fadnan@tusspl.com>; Nasir Sali <nsali@tusspl.com>; Tay Mee <taypm@tusspl.com>

Subject: RE: List request for Customer Training Schedule

Dear Pak Eko,

Terlampir silabus training yang dimaksud.

Please info:

1. D3412 & G3516 Engine Operation & Maintenance (in house)
 - a. Charge account please info, untuk kita mulai saja prosesnya.
 - b. Arrangement transport (Palembang – Site Kaji pp) dan akomodasi di site
 - c. Apakah ada dari team TU yang join di sesi ini
 - d. Merchandise (jika ada), apakah disediakan oleh PSB
2. C13 Engine Operation & Maintenance (TC Cileungsi)
 - a. Charge account masih diklarifikasi oleh finance (in progress)
 - b. Peserta apakah menginap di dormitory kami?

Terimakasih

Ridwan Undru

Learning & Talent Development Department

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From: Eko Aditiya**Sent:** Monday, December 10, 2018 2:48 PM**To:** Ridwan Undru <ridwan.undru@trakindo.co.id>

Cc: Iwan Pramono <iwan.pramono@trakindo.co.id>; Wahid Abdurakhman <wahid.abdurakhman@trakindo.co.id>; Ems Yusfi <eyusfi@trakindo.co.id>; Joko Susilo <joko.susilo@trakindo.co.id>; Tondy Liandro Siagian <tondy.siagian@trakindo.co.id>; Rina Astriana <rina.astriana@trakindo.co.id>; Dewi Rahayu <dewi.rahayu@trakindo.co.id>; Faudzila Adnan <fadnan@tusspl.com>; Nasir Sali <nsali@tusspl.com>; Tay Mee <taypm@tusspl.com>

Subject: RE: List request for Customer Training Schedule

Dear Pak Ridwan,

Berikut ini list yang telah saya update.

Jadwal training terdekat adalah :

No	Customer - End User	Model	Train
1	Budi Arta Sakti - Medco Energi	Gas Genset G3516 & Diesel Genset 3412	Standard Oper
3	Multikarya Asia Pasific Raya - PDSI	Industrial Engine C13	Standard Oper

Mohon bantuannya untuk mengirimkan silabusnya

Terimakasih.

Salam,

Eko Aditiya

Oil & Gas – Power Systems Business

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From: Ridwan Undru**Sent:** 08 November 2018 10:23**To:** Eko Aditiya <eko.aditiya@trakindo.co.id>

Cc: Iwan Pramono <iwan.pramono@trakindo.co.id>; Wahid Abdurakhman <wahid.abdurakhman@trakindo.co.id>; Ems Yusfi <eyusfi@trakindo.co.id>; Joko Susilo <joko.susilo@trakindo.co.id>; Tondy Liandro Siagian <tondy.siagian@trakindo.co.id>; Rina Astriana <rina.astriana@trakindo.co.id>; Dewi Rahayu <dewi.rahayu@trakindo.co.id>

Subject: RE: List request for Customer Training Schedule

Dear Pak Eko,

Noted Pak.

Biaya di absorb by internal, dengan demikian back charge menggunakan skema IDDA.

Mohon dimulai saja untuk info account charge per tiap sesi agar memudahkan request kami ke training admin dalam hal arrangement training. Sekaligus mohon info jumlah peserta per tiap sesi-nya.

Terimakasih

Ridwan Undru

Learning & Talent Development Department

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From: Eko Aditiya

Sent: Thursday, November 8, 2018 10:06 AM

To: Ridwan Undru <ridwan.undru@trakindo.co.id>

Cc: Iwan Pramono <iwan.pramono@trakindo.co.id>; Wahid Abdurakhman <wahid.abdurakhman@trakindo.co.id>; Ems Yusfi <eyusfi@trakindo.co.id>; Joko Susilo <joko.susilo@trakindo.co.id>; Tondy Liandro Siagian <tondy.siagian@trakindo.co.id>; Rina Astriana <rina.astriana@trakindo.co.id>; Dewi Rahayu <dewi.rahayu@trakindo.co.id>

Subject: RE: List request for Customer Training Schedule

Dear Pak Ridwan,

Terimakasih atas penjadwalannya.

Berikut ini terlampir Excel yang telah saya isikan S/N unitnya. Sementara untuk biaya training dibebankan ke Internal karena Transaksi unitnya sudah include dengan Job Training.

Terimakasih.

Salam,

Eko Aditiya

Oil & Gas – Power Systems Business

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From: Ridwan Undru
Sent: 07 November 2018 17:26
To: Eko Aditiya <eko.aditiya@trakindo.co.id>
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Subject: RE: List request for Customer Training Schedule

Pak Eko,

Terlampir jadwal yang kami propose.

Mohon informasi:

1. SN dari list produk terlampir
2. Untuk biaya training yang ditimbulkan, apakah nantinya dibebankan ke customer atau internal

Terimakasih

Ridwan Undru

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From: Eko Aditiya
Sent: Wednesday, November 7, 2018 2:16 PM
To: Ridwan Undru <ridwan.undru@trakindo.co.id>
Cc: Iwan Pramono <iwan.pramono@trakindo.co.id>; Wahid Abdurakhman <wahid.abdurakhman@trakindo.co.id>; Ems Yusfi <eyusfi@trakindo.co.id>; Joko Susilo <joko.susilo@trakindo.co.id>; Tondy Liandro Siagian <tondy.siagian@trakindo.co.id>; Rina Astriana <rina.astriana@trakindo.co.id>; Dewi Rahayu <dewi.rahayu@trakindo.co.id>
Subject: List request for Customer Training Schedule

Dear Pak Ridwan,

Menyambung pembicaraan kemarin, berikut ini saya sampaikan list permintaan Jadwal Training Customer.
Mohon bantuannya untuk dapat dijadwalkan Trainingnya.

Terimakasih atas perhatian dan kerjasamanya, saya tunggu informasi lebih lanjut.

Salam,

Eko Aditiya

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