

PT. Trakindo Utama Training Center
Jl. Raya Narogong KM. 19, Cileungsi - Bogor 16820
West Java - INDONESIA
Phone: +62-21-8233361 (Hunting), Fax: +62-21-8233360

Seat Confirmation Letter

Ref No. : 1041/SCL/L&TD/I/19
Date : January 03rd, 2019
To : **Achmad Muzaki**
SN SAP : **13154**
From : Learning & Development Manager
CC : Service Operation Surabaya
Branch Manager Surabaya
Learning & Development Area JAVA-EAST JAVA

Dear All,

Aligned with corporate initiatives, Learning and Development - Head Office will conduct:

Class of : **988K WL & 834K WD NPI Service Training**
Date : 09 - 11 January 2019
Time : 07.00 - 16.00 WIB
Venue : PT. Trakindo Utama Training Center
Jl. Raya Narogong KM. 19, Cileungsi, Bogor.
Tel : (021) 8233361

Training Center will provide dormitory including meals and laundry for the participants who will attend the training.
All participants have to check-in at the dormitory before training started and check-out after the training finished.

- Check-in date : **08 January 2019**
- Check-out date : **12 January 2019**

Student must bring their own:

- Safety shoes
- Overall for all technical course

Training Center should be notified for attendees confirmation at least one week before the course commencement.

Should you need further assistance, please do not hesitate to contact us.

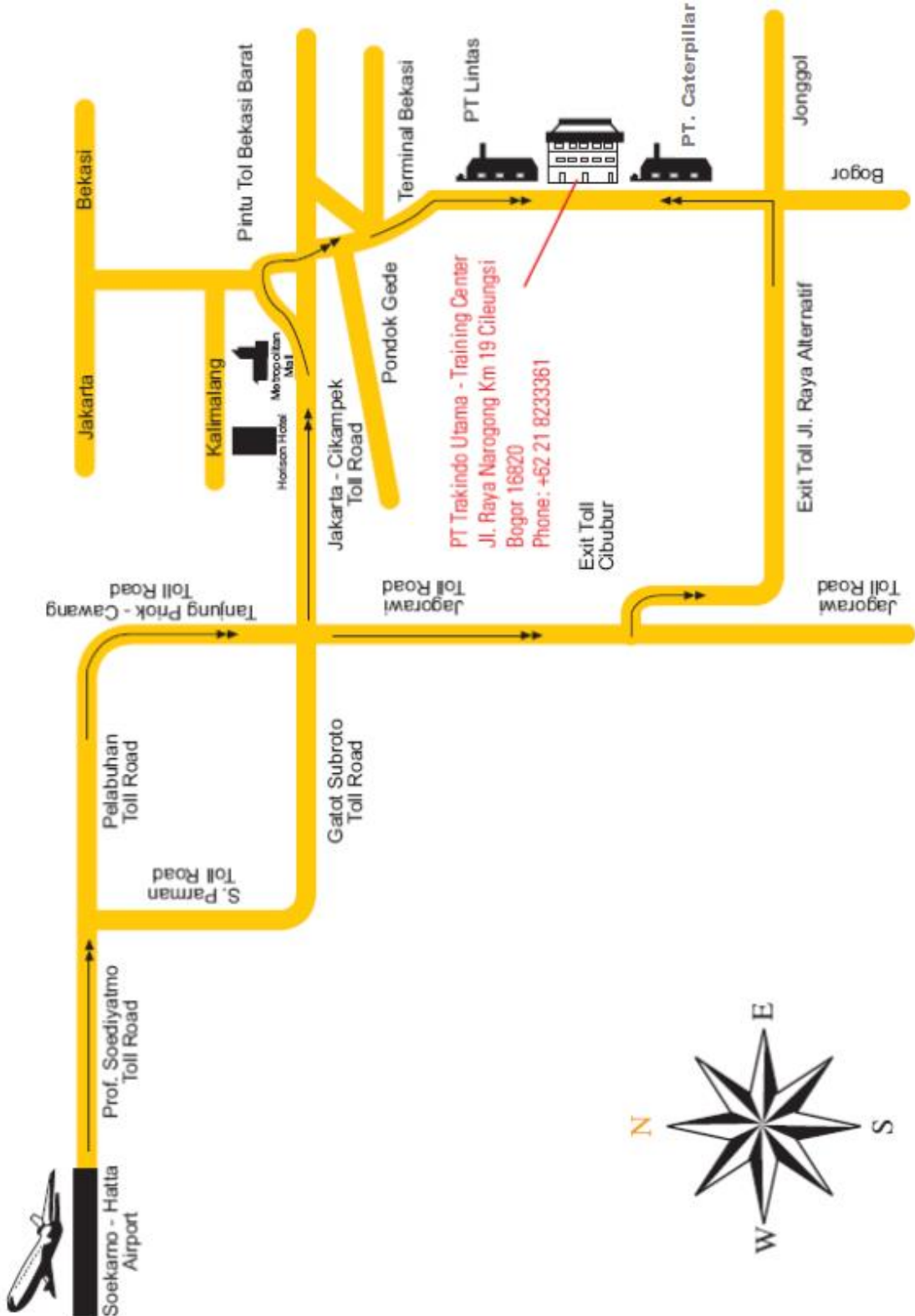
Yours sincerely,



Sumardi
Learning & Development Manager

Attached road map to Training Center Cileungsi

Road Map to PT. Trakindo Utama Training Center



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Seat Confirmation Letter

Ref No. : 1041/SCL/L&TD/I/19
Date : January 03rd, 2019
To : **Aulia Rahman Almughaffary**
SN SAP : **7073**
From : Learning & Development Manager
CC : Service Operation Surabaya
Branch Manager Surabaya
Learning & Development Area JAVA-EAST JAVA

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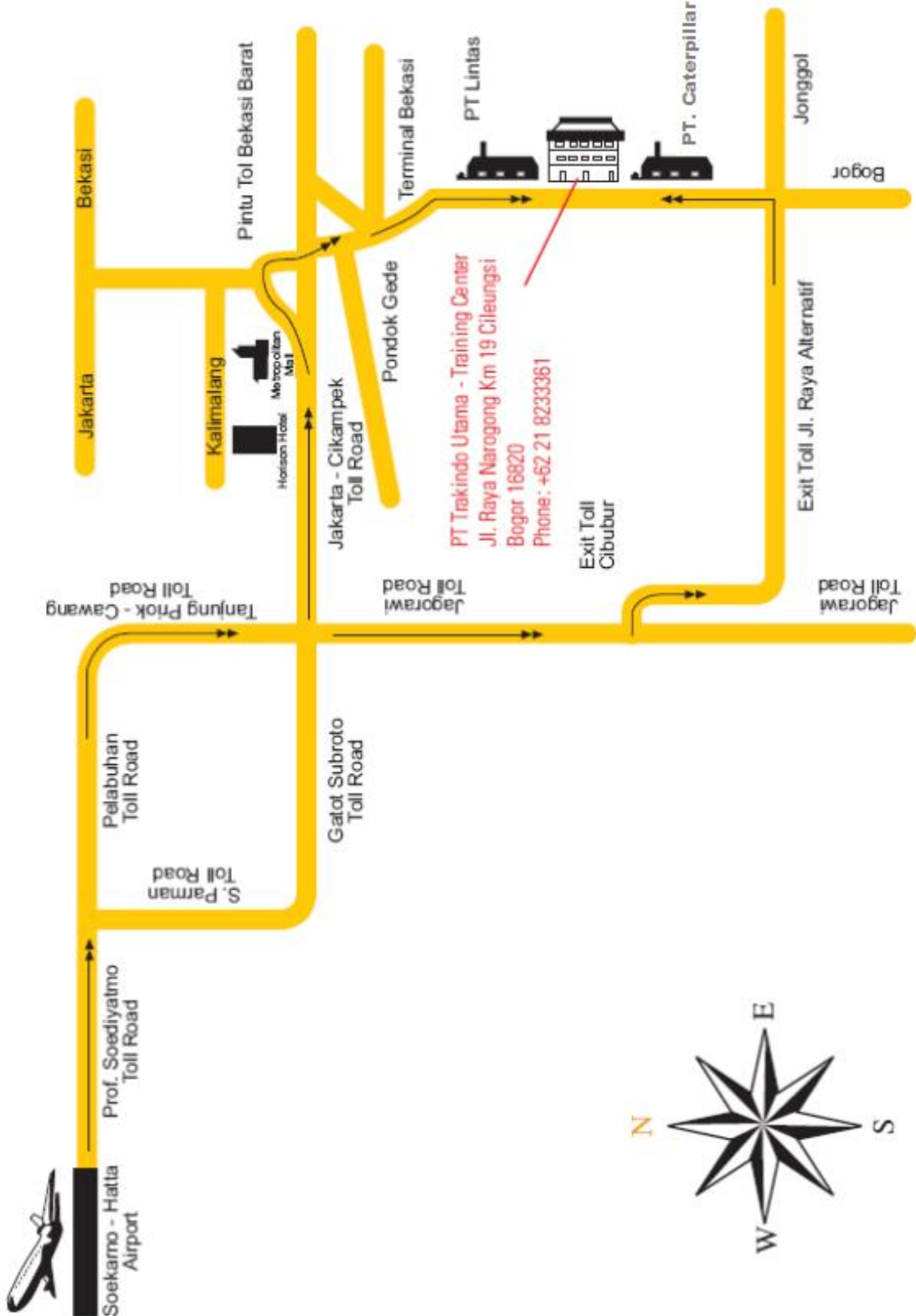
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Learning & Development Manager

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Seat Confirmation Letter

Ref No. : 1041/SCL/L&TD/I/19
Date : January 03rd, 2019
To : **Deny Sulistyawan**
SN SAP : **27007**
From : Learning & Development Manager
CC : Service Operation Gunung Bayan
Branch Manager Gunung Bayan
Learning & Development Area NORTHERN KAL

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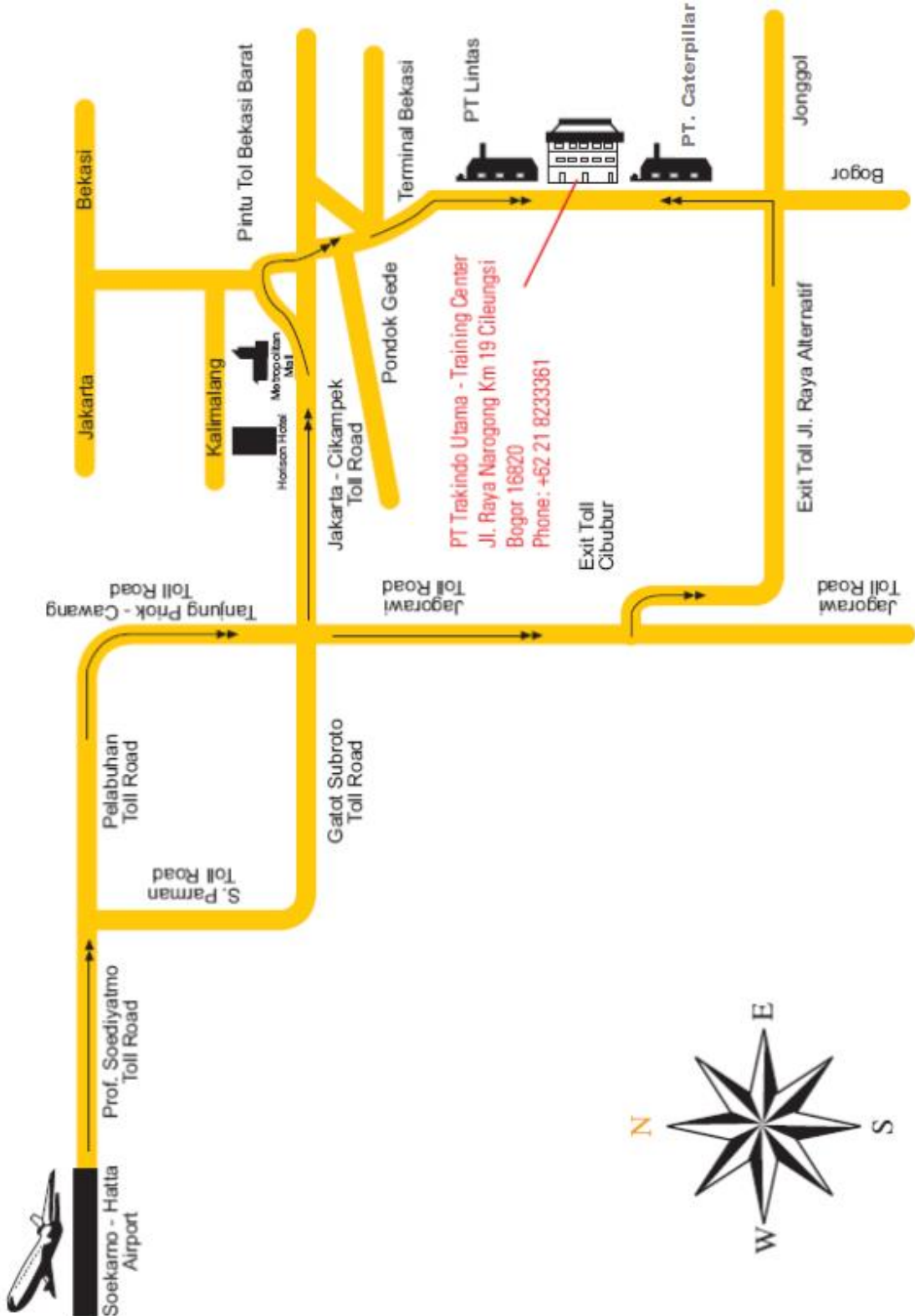
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Learning & Development Manager

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Seat Confirmation Letter

Ref No. : 1041/SCL/L&TD/I/19
Date : January 03rd, 2019
To : **Rahmanto**
SN SAP : **13684**
From : Learning & Development Manager
CC : Service Operation Cileungsi
Branch Manager Cileungsi
Learning & Development Area HUMAN CAPITAL

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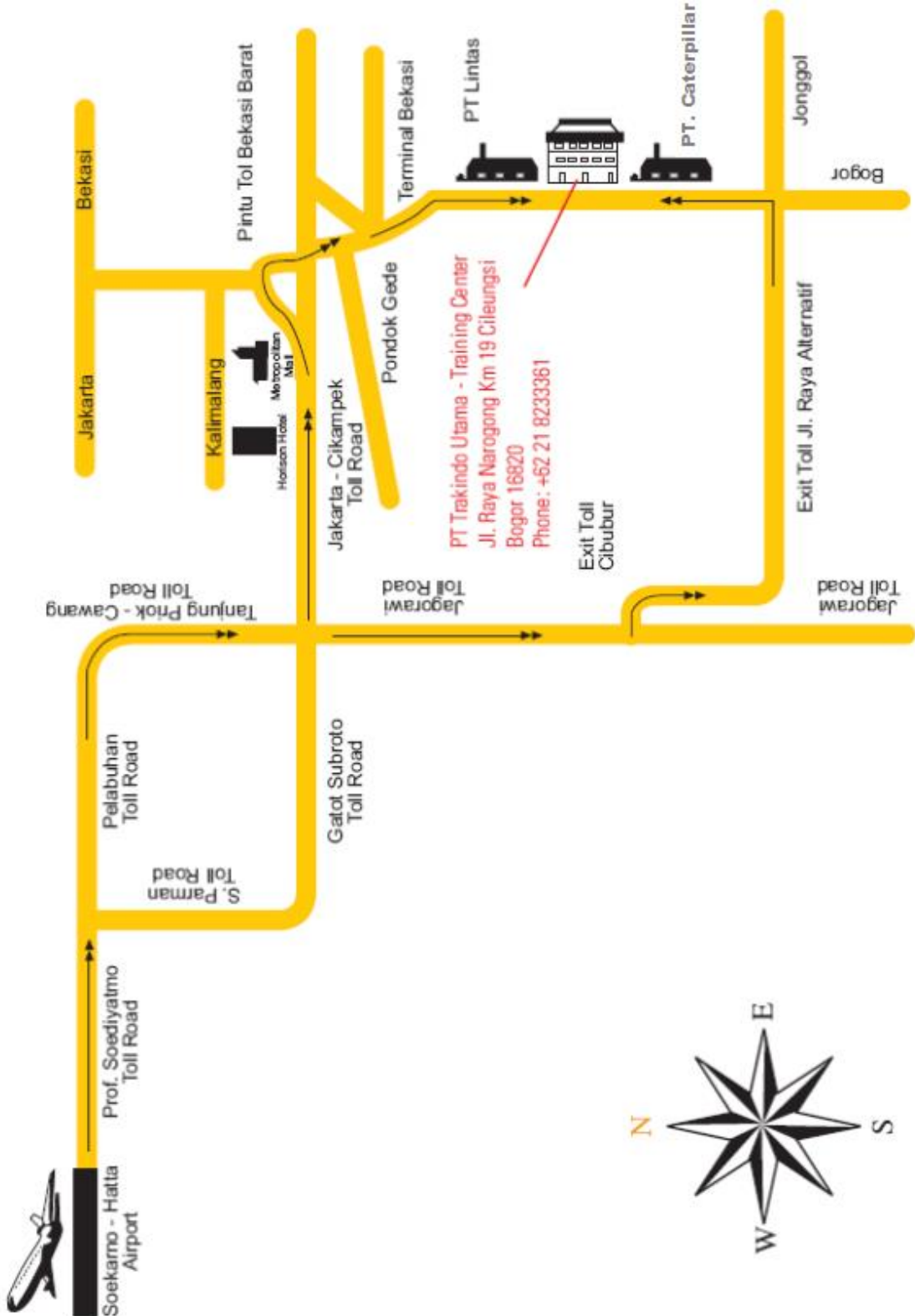


Sumardi

Learning & Development Manager

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Seat Confirmation Letter

Ref No. : 1041/SCL/L&TD/I/19
Date : January 03rd, 2019
To : **Xanon Steven Lahipe**
SN SAP : **3303**
From : Learning & Development Manager
CC : Service Operation Soroako
Branch Manager Soroako
Learning & Development Area EAST INDONESIA

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Sumardi
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