



PT Trakindo Utama

TRAINING EVENT PROPOSAL

Division : Marketing

Date : 25/3/2019

Ref No : 107/TEP/150/14/19 (filled by L & TD - HO)

| | | | | | | |
|-----|-------------------------------------|--|------------------------|---|----------------|---------------------------|
| 1. | Training Title | CAT Integrated Procurement Training (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 checked="" 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 type="checkbox"/> Others : <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 | Absorbency | | | | |
| 4. | Training Goals | •To get in-depth understanding for prospecting and deployment Cat IP | | | | |
| 5. | Training Objectives | Best practice recommendations for identifying and engaging potential new customers • How Integrated Procurement works (transaction types, optional configurations) • The end to end implementation process to deploy a new Cat IP connection | | | | |
| 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 | 16 hours | | | | |
| 9. | Day/Date | 4 days | | | | |
| 10. | Target Participants | | | | | |
| 11. | Trainee | Name | SN SAP | Branch | Account Charge | Position |
| | | Sylvia Hilda | 10816 | Head Office | | Sr. Specialist E-commerce |
| | | | | | | |
| 12. | Trainee/Provider | Name | SN SAP | Division | Branch | Position |
| | | Jim Fehland | | Caterpillar eProcurement Technical Leader | | |
| | | | | | | |
| 13. | Training Location | Cat Minestar Office Brisbane | | | | |
| 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 | Rp | Free | | |
| | | b.Others (exp. Food & Beverages, Class Room) | USD | 265/night | | |
| | | Total Investment cost | approximately USD 1000 | | | |
| 18. | Training Event Management | | | | | |

| | | | |
|--|---|---|---|
| Proposed by, IKWAN [Date: 25/03/19] SPV Head / Manager | Approved by, [Date:] General Manager | Approved by, [Date:] HR HO Manager | Validated by, 1/4 '19 KEVIN [Date:] Learning & Talent Dev. Manager |
|--|---|---|---|

Note :

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

2 Budgetted Unbudgetted (please thick (√))