

## Adi Prasetyo

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**From:** Dodiek Y Kurniawan  
**Sent:** 23 April 2019 08:23  
**To:** Riza Fachlevi Djauhari; Sinta Maria Fitriana Karundeng  
**Cc:** Suramto; Djahrani; Adi Prasetyo; Muhammad Bayu Efendi; Mega Nila Yustira; Jati Nugroho; Khaidir Idris; Miftahul Asror  
**Subject:** RE: Service Process Review post SAP go live di Tanjungredeb ( Service end to end process )

**Pak Riza,**

Terima kasih atas Ijin dan Support-nya

Mohon dapat dibantu di-booking-kan akomodasi Check In 25 April dan Check Out 26 April

**Mas Djaja, Mas Adi, Mas Bayu,**

Silakan dibuatkan TCAR

**Mbak Sinta,**

Mohon bantuan dibookingkan tiket sesuai email sebelumnya untuk mas Djahrani, mas Adi dan mas Bayu

- BPN – Berau : 25 April 2019 – first flight → GA 08.50 - 09.45
- Berau – BPN : 26 April 2019 – last flight → SJ 16.20 - 17.15

TCAR segera disusulkan

Terima kasih

Best Regards,

**Dodiek Y Kurniawan**

Service Dept. Northern Kalimantan Division

**PT Trakindo Utama**

Stalkuda Office 2<sup>nd</sup> Floor

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A member of **Tiara Marga Trakindo Group**

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**From:** Riza Fachlevi Djauhari

**Sent:** 22 April 2019 18:13

**To:** Dodiek Y Kurniawan <dodiek.kurniawan@trakindo.co.id>

**Cc:** Suramto <suramto@trakindo.co.id>; Djahrani <djahrani@trakindo.co.id>; Adi Prasetyo <adi.prasetyo@trakindo.co.id>; Muhammad Bayu Efendi <muhhammad.efendi@trakindo.co.id>; Mega Nila Yustira <mega.yustira@trakindo.co.id>; Jati Nugroho <jati.nugroho@trakindo.co.id>; Khaidir Idris <khaidir.idris@trakindo.co.id>; Miftahul Asror <miftahul.asror@trakindo.co.id>

**Subject:** Re: Service Process Review post SAP go live di Tanjungredeb ( Service end to end process )

Pak Dodiek,

Dipersilakan dengan senang hati.

Riza F Djauhari  
Branch Manager

PT Trakindo Utama  
Tanjung Redeb Branch  
Mobile : [+62 811 542 7996](tel:+628115427996)  
[riza.djauhari@trakindo.co.id](mailto:riza.djauhari@trakindo.co.id)  
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Sent from my mobile device

On Apr 22, 2019 5:28 PM, Dodiek Y Kurniawan <[dodiek.kurniawan@trakindo.co.id](mailto:dodiek.kurniawan@trakindo.co.id)> wrote:  
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Pak Riza Selamat Sore,

Kami bermaksud melakukan : **Service Process Review post SAP go live** di Tanjungredeb ( Lati akan dilakukan di waktu terpisah )

Untuk itu kami Mohon Ijin dan Approval untuk melakukan review tsb sebagai berikut :

- Service Process Review : **Kamis 25 April 2019 jam 10.00 – Selesai** → tidak mengganggu daily activities , berupa diskusi & interview : Svc Support, Foreman, Supervisor, Part Leader, PSSR/PSSE
- Presentation & Discussion : **Jum'at 26 April 2019 jam 09.30 – 12.00** → Presentasi Finding, Suggestion - Recommendation, Discussion  
dihadiri: BM, Service Head, Service Support, Foreman, Supervisor, Part Head, Sales
- Team Reviewer : mas Djahrani, mas Adi Prasetyo, mas Muhammad Bayu Efendi

Terima kasih atas Bantuan dan Support-nya

Best Regards,

**Dodiek Y Kurniawan**  
Service Dept. Northern Kalimantan Division

**PT Trakindo Utama**  
Stalkuda Office 2<sup>nd</sup> Floor  
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