

Satellite Training Center Banjarmasin

Jl. A. Yani Km. 16.4 Banjarmasin 70235
South Kalimantan - INDONESIA
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Seat Confirmation Letter

No. : 37 / V / 2019 Date : May 6, 2019
To : Participants of Trakindo Supervisory Skills
From : People Development Supervisor
Cc : General Manager, Branch Manager, Human Resources Manager, Department Head,
TC Cileungsi, STC Banjarmasin

We confirm seat for :

| NO | BRANCH | NAME | SN |
|----|-------------|-----------------------|-------|
| 1 | HO Southern | Tedy Supriadi | 25207 |
| 2 | Banjarmasin | Elisdayani Nainggolan | 20113 |
| 3 | Batu Kajang | Dani Rachman | 23146 |
| 4 | Tanjung | Mury Irsandi | 10169 |
| 5 | Tanjung | Ferry Susilo | 11250 |
| 6 | Tanjung | Moch Khoiron | 16443 |
| 7 | Muara Teweh | Sigit Purwanto | 11248 |

To Attend:

Course Title : Trakindo Supervisory Skills
Schedule : 13 – 15 May 2019
Time : 06.30 - 15.30 Wita
Location : STC Tanjung
Regional Integrated Support Area (RISA), Hauling Paringin
KM 68, Desa Lesung Batu, Kec. Paringin, Kab. Balangan

Following the above confirmation, please find below additional information for your reference:

- Participants from outside Tanjung are required to stay at:

“Mess Trakindo Maburai”

Jl. A. Yani km.11,3 Maburai Kec. Tanjung Kab. Tabalong Kal – Sel Phone

081287996299 (Up. Basuki)

- Check in on 12 May 2019
- Check out 16 May 2019
- Participants have to check in at mess a day before training commencement and check out a day after training completed
- STC Tanjung will arrange transportation from mess to office. Therefore, we need participants to stand by at 05.45 Wita to be pick up by company bus.
- Mess will provide meals and daily laundry Max. 6 Pcs for all participants during follow the training under company GL.
- **Dress code during the training session is formal shirt / Uniform (No Jeans).**

Yours sincerely,

Fuad Rahman

People Development Supervisor