

**PT Trakindo Utama**

Training Center Department  
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## Seat Confirmation Letter

No : 080 / SHE / L&TD / V / 2019  
To : **Participants Training of CAT CC Auditor Training**  
From : Learning and Development Manager  
Date : 29th May, 2019  
Re : CAT CC Auditor Training

Dear all,

Aligned with corporate initiatives, Learning & Talent Development - Head Office will conduct **CAT CC Auditor Training**. Participants on the following schedule:

Class of : **CAT CC Auditor Training**  
Date : **17 – 21 June 2019**  
Time : 08:00 -17:00 WIB  
Venue : **STC Balikpapan**  
Jl. Jendral Sudirman No.848  
Balikpapan, 76114, East Kalimantan, Indonesia

NO	SN	NAME	DIVISION	BRANCH
1	00026340	ACHMAD SAIFUDDIN	SC SUPPORT	HEAD OFFICE
2	00023146	DANI RACHMAN	SOUTHERN KAL	BATU KAJANG
3	00039991	EDO IRNANDA	SHE	HEAD OFFICE
4	00026207	GIRI	JAVA-EAST JAVA	SURABAYA
5	00006801	HADI LOXMAN SAROFI	NORTHERN KAL	SAMARINDA
6	00031012	ISMADI	NORTHERN KAL	TJ. REDEB-BERAU
7	00032021	MADINAH	JAVA-WEST JAVA	BSD
8	00013552	MUHAMAD HAJAR MURDANA	HUMAN CAPITAL	CILEUNGS
9	00006479	MUHAMMAD NOOR WAHYUDHI	CUST SUPPORT	CRC
10	00030630	MUHAMMAD SURYANGGA	CUST SUPPORT	CRC BALIKPAPAN
11	00028830	MUKHAMAD IKSAN	NORTHERN KAL	LATI
12	00020969	MUNANDAR YUDIANTORO	CUST SUPPORT	CRC
13	00047051	RACHMALIA MARDIANI	CUST SUPPORT	EMP
14	00004293	ROHMAN ABIDIN	CUST SUPPORT	MRC BALIKPAPAN
15	00029887	SUPRIADI	CUST SUPPORT	CRC BALIKPAPAN
16	00020670	T S HASIA MAHRIFA	JAVA-WEST JAVA	BATAM
17	00026195	TAUFIK NUGRAHA	NORTHERN KAL	GUNUNG BAYAN
18	00024366	VALENTINO RATAG	NORTHERN KAL	TARAKAN

Head Office has provided a hotel for the participants, including meals, laundry and accommodation Hotel - Trakindo (PP), which will attend the training. Participants has to check in at the hotel before the training start and check out after the training finished.

- **Hotel Address** : **Hotel Grand Tjokro Balikpapan**  
Jl. Marsma R. Iswahyudi No. 21 – Balikpapan
- **Check in** : **16 June 2019**
- **Check out** : **22 June 2019**

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**Notes:**

- **Please Read the CC Compliance Guide for Dealer at portal Trakindo. Link below:**  
<http://portal.trakindo.co.id/layouts/15/AccessDenied.aspx?Source=http%3A%2F%2Fportal%2Etrakindo%2Eco%2Eid%2Fexternal%2F2%2E%20Administration%2FSHE%20%28Safety%2C%20Health%20And%20Environment%29%2F8%2FContamination%20Control%2FCC%20Compliance%20Guide%20for%20Dealer&Type=item&name=7a9fd858%2D01c7%2D467a%2Dbf89%2D1c153ad60811&listItemId=318245>
- **All participants must bring their own Laptop.**
- **All participants must bring their own Safety Shoes**
- **All participants must bring their own Camera/Smartphone.**
- **TCAR link will be sent separately from this email for each participant**

Emergency contact to:

1. Nanang Kurniawan                      HP 0812 1181 490;                      email : [nanang.kurniawan@trakindo.co.id](mailto:nanang.kurniawan@trakindo.co.id)
2. Yuni Aryani                              HP 0812 9721 9421;                      email : [training.support01@trakindo.co.id](mailto:training.support01@trakindo.co.id)

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

Yours sincerely,



**Ira Dhamayanti Kamal**

Learning & Development Manager