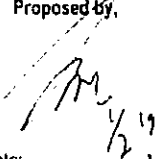
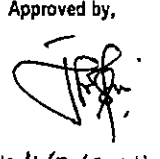


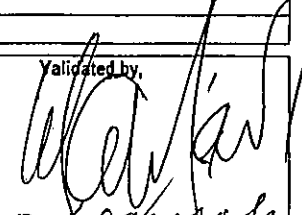
PT Trakindo Utama

**TRAINING EVENT PROPOSAL**

Division : CUSTOMER SUPPORT  
 Date : 14 Juni 2019  
 Ref No : 3411 (TEP/LSO (Jul 19)) (filled by L & TD - HO)

1.	Training Title	COOLANT LEVEL 1.0 ANALYSIS (please thick (✓)) <input checked="" type="checkbox"/> D (Domestic) <input type="checkbox"/> O (Overseas)																																		
2.	Classification (please thick (✓))	<input type="checkbox"/> 1. General Training <input type="checkbox"/> 2. Technician Trainee - OJT <input checked="" type="checkbox"/> 3. Technical / Functional Training <input type="checkbox"/> Sales/Marketing <input type="checkbox"/> Technical Servi <input type="checkbox"/> Parts Operation & Distribution <input type="checkbox"/> Equipment Managem <input type="checkbox"/> Human Capital <input type="checkbox"/> Safety, Health & Environment <input type="checkbox"/> Information Technolox <input type="checkbox"/> Finance <input checked="" type="checkbox"/> Otl :SOS <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	Teknisi Lab dapat melakukan analisa Coolant sehari - hari di SOS Laboratorium dengan benar.																																		
4.	Training Goals	Modul ini mengidentifikasi kompetensi yang dibutuhkan untuk memahami analisa pH, analisa Glycol, analisa Electrical Conductivity, analisa Nitrite serta analisa visual coolant (bau, warna, endapan pencemar)																																		
5.	Training Objectives	Partisipant memahami sistem coolant, memahami tentang coolant dan fungsi coolant, type coolant, additive coolant, parameter analisa coolant.																																		
6.	PMD Follow-Up	<input checked="" type="checkbox"/> Refers to PMD <input type="checkbox"/> Not Refers to PMD (please choose the right one)																																		
7.	Expected Competency to be developed	Core : - Managerial : - Functional : Mechanical Awareness, Process improvement, Fluids analysis Operation																																		
8.	Length/Duration	1 Days																																		
9.	Day/Date	24 Juli 2019																																		
10.	Target Participants	Technician Lab, Lab Supervisor (Non Oil)																																		
11.	Trainee	<table border="1"> <thead> <tr> <th>Name</th> <th>SN SAP</th> <th>Branch</th> <th>Account Charge</th> <th>Position</th> </tr> </thead> <tbody> <tr> <td>Muhammad Faisal Rinaldi</td> <td>26103</td> <td>Balikpapan</td> <td rowspan="7">7000001401-10W0260HF</td> <td>Technician SOS Lab</td> </tr> <tr> <td>Novita Praistia</td> <td>33653</td> <td>Balikpapan</td> <td>Technician SOS Lab</td> </tr> <tr> <td>Zaid Muhandian</td> <td>29402</td> <td>Balikpapan</td> <td>Technician SOS Lab</td> </tr> <tr> <td>Veryano</td> <td>27731</td> <td>Balikpapan</td> <td>Technician SOS Lab</td> </tr> <tr> <td>Siti Nurhidayati</td> <td>25036</td> <td>Balikpapan</td> <td>Technician SOS Lab</td> </tr> <tr> <td>Rukmi Tri Utami</td> <td>34792</td> <td>Balikpapan</td> <td>Technician SOS Lab</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Name	SN SAP	Branch	Account Charge	Position	Muhammad Faisal Rinaldi	26103	Balikpapan	7000001401-10W0260HF	Technician SOS Lab	Novita Praistia	33653	Balikpapan	Technician SOS Lab	Zaid Muhandian	29402	Balikpapan	Technician SOS Lab	Veryano	27731	Balikpapan	Technician SOS Lab	Siti Nurhidayati	25036	Balikpapan	Technician SOS Lab	Rukmi Tri Utami	34792	Balikpapan	Technician SOS Lab				
		Name	SN SAP	Branch	Account Charge	Position																														
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		Novita Praistia	33653	Balikpapan		Technician SOS Lab																														
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Rukmi Tri Utami	34792	Balikpapan	Technician SOS Lab																																	
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13.	Training Location	Training Center Cileungsi																																		
14.	Training Method	Class Room Training (Lecturing, Simulation, Role Play)																																		
15.	Impact & Evaluation	Satisfaction: Menggunakan formulir feedback untuk mengukur fasilitas, bahan dan kinerja trainer																																		
		Learning: Menggunakan pre-test dan post-test untuk mengukur pemahaman peserta training																																		
		Behavior: Disiplin mengikuti instruksi kerja penggunaan peralatan dan penggunaan formulir perawatan peralatan																																		
		Result: Meningkatnya pemahaman tentang analisa Coolant Level 1.0 secara benar dan akurat																																		
16.	Job Follow Up	Meningkatnya pemahaman tentang analisa Coolant Level 1.0 secara benar dan dapat menghasilkan data yang akurat																																		
17.	Investment Cost	a. Training fee Rp																																		
		b. Others (exp. Food & Beverages, Class Room) Rp																																		
		Total Investment cost Rp																																		
18.	Training Event Management																																			

Proposed by,  (Date: 14/6/19) Dani Ismail	Approved by,  (Date: 4/7/2019) Mukhisin	Approved by,  (Date: ) HR HO Manager/HCBP
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Validated by,  
  
 (Date: 14/6/19)  
 Learning & Talent Dev. Manager

Note :  
 1 External Training should be completed with PR ( for payment by invoicing)  
 2  Budgetted   
 Unbudgetted  ( please thick ( ✓ ))

PT Trakindo Utama

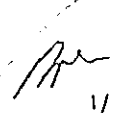
**TRAINING EVENT PROPOSAL**


Division : CUSTOMER SUPPORT

Date : 14 Juni 2019

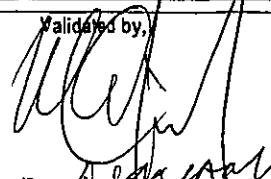
Ref No : 339 (TERLEP/VI/19) (filled by L & TD - HO)

1	Training Title	Coolant Analysis Level 1.0 Method (please thick (✓)) <input checked="" type="checkbox"/> D (Domestic) <input type="checkbox"/> O (Overseas)				
2	Classification (please thick (✓))	<input type="checkbox"/> 1. General Training <input type="checkbox"/> 2. Technician Trainee - OJT <input checked="" type="checkbox"/> 3. Technical / Functional Training <input 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 checked="" type="checkbox"/> Oth. SOS <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	Teknisi Lab dapat memahami metode - metode uji yang digunakan dalam analisa Coolant level 1.0 dengan Benar				
4	Training Goals	Modul ini mengidentifikasi kompetensi yang dibutuhkan untuk memahami metode-metode uji yang digunakan dalam analisa Coolant Level 1.0				
5	Training Objectives	Partisipan memahami tentang metode - metode uji yang digunakan dalam analisa Colant Level 1.0				
6	PMD Follow Up	<del>Refers to PMD</del> / Not Refers to PMD (please choose the right one)				
7	Expected Competency to be developed	Core : -				
		Managerial : -				
		Functional : Mechanical Awareness, Process improvement, Fluids analysis Operation				
8	Length/Duration	1 Days				
9	Day/Date	25 Juli 2019				
10	Target Participants	Technician Lab, Lab Supervisor (Non Oil)				
11	Trainee	Name	SN SAP	Branch	Account Charge	Position
		Novita Prastia	33653	Balikipapan	7000001401-10W0260HF	Technician SOS Lab
		Zaid Muhardian	29402	Balikipapan		Technician SOS Lab
		Vervano	27731	Balikipapan		Technician SOS Lab
		Rukmi Tri Utami	34792	Balikipapan		Technician SOS Lab
12	Trainee/Provider	Name	SN SAP	Division	Branch	Position
		Siti Yuniarti	12424	Customer Support	HO Jakarta	Sr Supervisor Lab Quality
13	Training Location	Training Center Cileungsi				
14	Training Method	Class Room Training (Lecturing, Simulation, Role Play)				
15	Impact & Evaluation	Satisfaction	Menggunakan formulir feedback untuk mengukur fasilitas, bahan dan kinerja trainer			
		Learning	Menggunakan pre-test dan post-test untuk mengukur pemahaman peserta training			
		Behavior	Disiplin mengikuti metode uji ASTM yang diacu dan instruksi kerja penggunaan peralatan			
		Result	Meningkatnya pemahaman mengenai metode-metode uji yang digunakan dalam analisa Coolant Level 1.0 secara baik dan benar			
16	Job Follow Up	Meningkatnya pemahaman mengenai metode-metode uji yang digunakan dalam analisa Coolant Level 1.0 secara baik dan benar				
17	Investment Cost	a. Training fee				Rp
		b. Others (exp. Food & Beverages, Class Room)				Rp
		Total Investment cost				Rp
18	Training Event Management					

Proposed by,  
  
 (Date: 1/7/19)  
 Dani Ismail

Approved by,  
  
 (Date: 4/7/2019)  
 Mukhlisin

Approved by,  
 (Date: )  
 HR HO Manager/HCBP

Validated by,  
  
 (Date: )  
 Learning & Talent Dev. Manager

Note :

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

2 Budgetted   
 Unbudgetted  (please thick (✓))

PT Trakindo Utama

**TRAINING EVENT PROPOSAL**

Division : CUSTOMER SUPPORT

Date : 14 Juni 2019

Ref No : 336 (TEP/CSD/VI/19) (filled by L & TD - HO)

1.	Training Title	Coolant Fundamentals (please thick (√)) <input checked="" type="checkbox"/> D (Domestic) <input type="checkbox"/> O (Overseas)																		
2.	Classification (please thick (√))	<input type="checkbox"/> 1. General Training <input type="checkbox"/> 2. Technician Trainee - OJT <input checked="" type="checkbox"/> 3. Technical / Functional Training <input type="checkbox"/> Sales/Marketing <input type="checkbox"/> Technical Servis <input type="checkbox"/> Parts Operation & Distribution <input type="checkbox"/> Equipment Managemen <input type="checkbox"/> Human Capital <input type="checkbox"/> Safety, Health & Environment <input type="checkbox"/> Information Technolog <input type="checkbox"/> Finance <input checked="" type="checkbox"/> Oth :SOS <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	Teknisi Lab memahami dasar - dasar coolant																		
4.	Training Goals	Modul ini mengidentifikasi kompetensi yang dibutuhkan untuk memahami dasar-dasar coolant, fungsi coolant, klasifikasi coolant, aditif-adilif coolant, mengapa analisa coolant sangat penting dan teknik pengambilan sample coolant.																		
5.	Training Objectives	Partisipan memahami sistem coolant, memahami tentang coolant dan fungsi coolant, type coolant, additive coolant, parameter analisa coolant.																		
6.	PMD Follow-Up	<input checked="" type="checkbox"/> Refers to PMD / <input type="checkbox"/> Not Refers to PMD (please choose the right one)																		
7.	Expected Competency to be developed	Core : -																		
		Managerial : -																		
		Functional : Mechanical Awareness, Process improvement, Fluids analysis Operation																		
8.	Length/Duration	1 Days																		
9.	Day/Date	23 Juli 2019																		
10.	Target Participants	Technician Lab, Lab Supervisor (Non Oil)																		
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Training Location: Training Center Cileungsi																				
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		Learning: Menggunakan pre-test dan post-test untuk mengukur pemahaman peserta training																		
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		Result: Meningkatnya pemahaman tentang Coolant secara benar dan akurat																		
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17.	Investment Cost	a. Training fee Rp																		
		b. Others (exp. Food & Beverages, Class Room) Rp																		
		Total Investment cost Rp																		
18.	Training Event Management																			

Proposed by,  (Date: 14/6/2019) Dani Ismail	Approved by,  (Date: 17/6/2019) Mukhlisin	Approved by,  (Date: ) HR HO Manager/HCBP	Validated by,  (Date: ) Learning & Talent Dev. Manager
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Note :

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

2 Budgetted  Unbudgetted  ( please thick (√))