

Satellite Training Center Balikpapan

Jl. Jend Sudirman No. 848
Balikpapan 76114 Kalimantan Timur
Tel. (62-542) 762 810
www.trakindo.co.id

Seat Confirmation Letter

Date : August 23, 2019

No. : 051/T&D NorthKal/VII/2018/LK3F
To : Lisensi K3 Forklift Training Participants
From : Learning & Development Senior Supervisor
Cc : General Operation Manager, Branch Manager, Departement Head, Human Resources Developmet.

We confirm seat for:

No	Name	SN	Branch	Position
1	Supriadi Friskila	00023232	Tarakan	Technician
2	Ade Putra Pohan	00023233	Tarakan	Technician
3	Muhammad Ilyas	00030861	Tarakan	Storeman
4	Abdul Gofur	00027008	Separi	Technician
5	Ibnu Kurniawan	00014679	Separi	Senior Technician
6	Muhamad Ramli	00027391	Separi	Technician
7	Wahyu Manik Goemilang	00050330	Balikpapan	Storeman
8	M Ali	10000097	SOS Lab	Lab Technician
9	Eddy Yuliyanto	00004635	Balikpapan	Foreman Service
10	Suyitno	00034558	EMP	Senior Technician
11	Yoce Terel Kala	00034563	EMP	Senior Technician
12	Agus Nugroho	00015495	EMP	Senior Analyst Parts
13	Diyat	00034532	EMP	Parts Analyst
14	Zainal Abidin	00006821	Samarinda	Storeman
15	Ahmad Pirlan	00019367	Samarinda	Warehouseman
16	Bayu Setyadi	00025737	Separi	Technician

To Attend:

Course Title : Lisensi K3 Forklift Training
Time : 08.00 – 17.00 Wita
Schedule : 28-30 August 2019
Location : Satellite Training Center Balikpapan
 Jl. Jendral Sudirman No. 848
Phone : +62 542 762810

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

- Participant from outside Balikpapan are required to stay at:

Hotel Quest Balikpapan
Jl. Jendral Sudirman
Balikpapan Super Block (BSB) Blok H 11
+62 542 7571881

- Check in : 27 August 2019
- Check out : 31 August 2019

- Participants have to check in at hotel a day prior training commencement and check out a day after training completed.
- Hotel will provide breakfast, dinner (Rp.130.000,-/Gross/Person/Day), Transportation and daily laundry (5 pieces/day/person {1 shirt, 1 pant, 1 underwear, 1undershirt, 1 pair of shocks}) for all participants during the training, under company GL.
- Other expenses not covered under company GL, will charge to Personal Account.
- Please bring your own personal protective equipment (PPE) Safety Shoes
- Coffee break and lunch are included during the training session.
- **Dress code during the training session is formal shirt (No Jeans).**

Yours sincerely,



Agus Hermanto
Learning & Development Senior Supervisor