

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 : November 19, 2019

No. : 088/T&D NorthKal/XI/2019/BEI
To : BEHAVIORAL EVENT INTERVIEW 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	Kumara Ardhika	00019629	Gunung Bayan	Sales Supervisor
2	Nadira Quamila	00050058	HO Northern	Analyst Human Resources
3	Suriani	00026969	Melak	Foreman Service
4	Ahmadi	00005139	Samarinda	Foreman Service
5	Agus Sulistiyo	00007920	Samarinda	Supervisor Service
6	Kabir Akkas	00003957	Samarinda	SHE Senior Supervisor
7	Muhammad Zulfikar	00029295	Sangatta	Senior Analyst Human Resources
8	Muhammad Nadir	00003302	Sangatta	Supervisor Service
9	Shodiq Arhami	00007084	Separi	Supervisor Service
10	Ade Hamka	00008819	Separi	Foreman Service
11	Eko Sujianto	00009230	Tarakan	Supervisor Service
12	Ichsan Manzali	00030507	Tj. Redeb-Berau	HR & GA Supervisor
13	Miftahul Asror	00019632	Tj. Redeb-Berau	Sales Supervisor
14	Asjhari Heru Pujianto	00004102	MRC Balikpapan	Supervisor Service
15	Deska Harsela Haris	00033984	CRC Balikpapan	Analyst Human Resources
16	Enrico Michael Maweikere	00034536	EMP	Specialist Service Operations
17	Robby Afandy Nugroho	00012314	CRC Balikpapan	Foreman Service
18	Roji Basuki Saputra	000034510	CRC Balikpapan	Specialist - Component Management
19	Septo Anugrah Murdianto	000019024	CRC Balikpapan	Senior Analyst - Component Management
20	Taufan Ajiwibowo	000040312	CRC Balikpapan	CRC Production Manager

To Attend:

Course Title : BEHAVIORAL EVENT INTERVIEW
Time : 08.00 – 17.00 Wita
Schedule : 25-27 November 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 Grand Tjokro Balikpapan
Jln Marsma R Iswahyudi RT 03 No 21 Balikpapan, Kalimantan Timur
Balikpapan
+62 542 8521111

- Check in : 24 November 2019
- Check out : 28 November 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.
- Coffee break and lunch are included during the training session.
- Dress code during the training session is formal shirt.

Yours sincerely,



Agus Hermanto
Learning & Development Senior Supervisor