

PT Trakindo Utama

Training Center Department
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Seat Confirmation Letter

No : 217 / SOS / L&TD / XI / 2019
To : **Participants Training of Kalibrasi, Suhu, Masa dan Volume**
From : Learning and Development Manager
Date : November 19th, 2019
Re : **Kalibrasi, Suhu, Masa dan Volume Training**

Dear all,

Aligned with corporate initiatives, **Badan Besar Industri Argo (BBIA)** will conduct **Kalibrasi, Suhu, Masa dan Volume Training**. Participants on the following schedule:

Class of : **Kalibrasi, Suhu, Masa dan Volume Training**
Date : 25-29 November 2019
Time : 08:00 -17:00 WIB
Venue : **Badan Besar Industri Argo (BBIA)**
Jl. Ir. H. Juanda No. 11, Bogor 16122 tlp (0251) 8324068

| NO | SN | NAME | DIVISION | BRANCH |
|----|----------|-------------------------|--------------|----------------|
| 1 | 00037958 | PARAMA SATYA MAHARDHIKA | CUST SUPPORT | HEAD OFFICE |
| 2 | 00030872 | ARTIN DWI HARTONO | CUST SUPPORT | SOS BALIKPAPAN |

Head Office has provided a hotel for the participants **including Room & Breakfast** 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 Royal Bogor**
Jl. Ir. H. Juanda No.16, RT.01/RW.07, Paledang, Kecamatan Bogor Tengah,
Kota Bogor, Jawa Barat 16610
- **Check in** : **24 November 2019**
- **Check out** : **30 November 2019**

- **Note: 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
2. Yuni Aryani HP 0812 9721 9421; email : 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