

PT Trakindo Utama
Southern Sumatera Region
Jl. Kol H.Burlian KM.8,5
Palembang 30152, Indonesia
Sumatera Selatan
Tel. +62 711411633

Seat Confirmation Letter

Date : 10 December 2019

To : **Participants Technical Training & Assessment Method**

From : Satelite Training Center Southern Sumatera

Cc : Dept Heads, Tanjung Site support Head, HC Head, Region Manager Southern Sum

Subject : Seat Confirmation Letter – Technical Training & Assessment Method

Dear Sirs,

Aligned with corporate initiatives, Learning & Talent Development – Southern Sumatera will conduct Technical Training & Assessment Method on the following schedule :

Date : 16 – 20 December 2019
Time : 08:00 - 17:00 WIB
Facilitator : Mr. Wahid Abdurrahman & Mr. Sri Widodo
Venue : Meeting Room - PT.Trakindo Utama Palembang
Jl. Jl. Kol H.Burlian KM.8,5 Palembang 30152,
Sumatera Selatan - Indonesia

Herewith we inform you the seat confirmation for participants as listed below to attend this program

No	SN	Name	Branch
1	3980	S.L. Bontor Simanungkalit	Tanjung Enim
2	4449	Tri Suryadi	Palembang
3	4451	Ardianto	Jambi
4	4456	Rahmat Hidayat	Tanjung Enim
5	4455	Wahyu Setiono	Bandar Lampung
6	4778	Dwi Iwan Handoko	Tanjung Enim
7	7452	Ifit Wisnu Wardana	Tanjung Enim
8	14453	Fajriansyah	Bengkulu
9	3071	Sucandra Kusuma	Palembang
10	4094	Jekky Damas	Tanjung Enim

Please note:

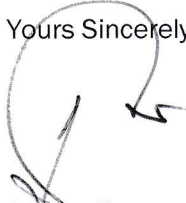
- Training Center - Southern Sumatera does not send seat confirmation in hard copy.
- Please pass this Seat Confirmation letter to your participant. He/she should hand it in before class commencement for administration purpose.
- Please note that the participant should bring his/her own PPE (safety shoes, vest, glasses and hard hat) otherwise he/she will not be allowed to attend the practical session.

For detail information you are pleased to contact:

1. M. Fakhris Huda : 08117898855
2. Gatot Supriyadi : 08117882831

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

Yours Sincerely,

A handwritten signature in black ink, appearing to be 'Arif Budiman', written over a circular scribble.

Arif Budiman
HR Manager