

PT Trakindo Utama

Training Center Department
Jl. Raya Narogong Km 19 Cileungsi
Bogor 16820, West Java - Indonesia
Tel. +62-21 823 3361 (Hunting)
Fax. +62-21 823 3360

Seat Confirmation Letter

No : 016 / MDP / L&TD / III / 2020
To : **Participants Training of Service Management Development Program Basic Batch 17**
From : Learning and Development Manager
Date : Mar 6th, 2020
Re : Service Management Development Program Basic Batch 17 Phase 2

Dear all,

Aligned with corporate initiatives, Learning & Talent Development - Head Office will conduct **Service Management Development Program Basic Batch 17 Phase 2 Training**. Participants on the following schedule:

Class of : **Service Management Development Program Basic Batch 17 Phase 2 Training**
Date : 16 – 20 March 2020
Time : 08:00 -17:00 WIB
Venue : Training Center Cileungsi
Jl. Raya Narogong Km. 19
Cileungsi – Bogor
Tel: (021) 8233361

| NO | SN | NAME | DIVISION | BRANCH |
|----|----------|--------------------------|----------------|----------------|
| 1 | 00029978 | ANJAR HUSAINI | JAVA-WEST JAVA | BSD |
| 2 | 00017033 | GAGUK WIBOWO | CUST SUPPORT | CRC BALIKPAPAN |
| 3 | 00017032 | MARTHEN LIMBONGAN | CUST SUPPORT | CRC BALIKPAPAN |
| 4 | 00029974 | MUHAMMAD HELMI KURNIAWAN | JAVA-WEST JAVA | BSD |
| 5 | 00011430 | RIKI MEISA KENEDY | CUST SUPPORT | CRC BALIKPAPAN |
| 6 | 00009591 | SUKATMO MANALU | CUST SUPPORT | CRC BALIKPAPAN |
| 7 | 00009078 | WANTO SISWOYO | JAVA-WEST JAVA | BSD |
| 8 | 00004103 | RADEN WAHYU PERMANA | CUST SUPPORT | CRC BALIKPAPAN |
| 9 | 00011196 | HUSAIN MAULANA | CUST SUPPORT | CRC BALIKPAPAN |
| 10 | 00011824 | HENDRA SISWANTO | NORTHERN KAL | SAMARINDA |

Training Center has provided a dormitory for the participants, including meals and laundry, which will attend the training. Participant has to check in at the dormitory before the training start and check out after the training finished.

- **Check in : 15 March 2020**
- **Check out : 21 March 2020**

Note :

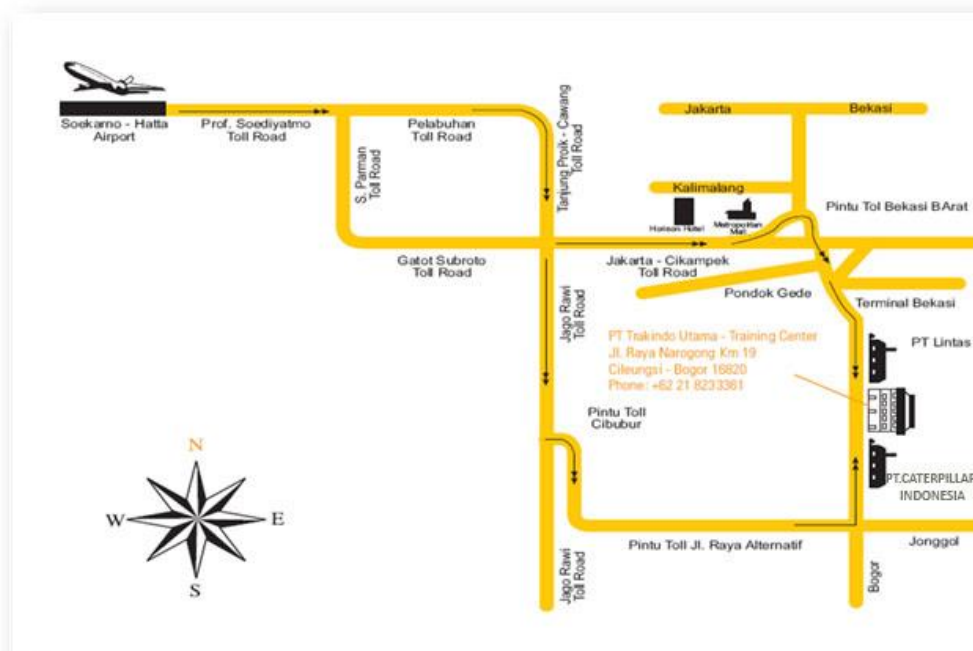
- **TCAR Link will be sent separately from this email to each participant**

Emergency contact to:

1. Victor Agni Herlambang HP 0811 9108496; email : victor.herlambang@trakindo.co.id
2. Yuni Aryani HP 0812 9721 9421; email : training.support01@trakindo.co.id

PT Trakindo Utama

Road Map to Training Center Cileungsi :



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

Yours sincerely,

Ira Dhamayanti Kamal
Learning & Development Manager