

## Sri Widodo

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**From:** Sri Widodo  
**Sent:** 05 August 2022 14:41  
**To:** Yudi Adrian  
**Subject:** RE: FGD Day #3 PSC Summit

Pak Yudi,

Siap Pak, terimakasih.

Best Regards,

**Sri Widodo**  
L&D/Human Capital

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**Training Center Cileungsi**  
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**From:** Yudi Adrian <yudi.adrian@trakindo.co.id>  
**Sent:** 05 August 2022 14:29  
**To:** Sri Widodo <sri.widodo@trakindo.co.id>  
**Subject:** RE: FGD Day #3 PSC Summit

Mas Dodok,  
Approve, tolong tetap jaga proses ya

Best Regards,

**Yudi Adrian**  
Learning & Development Manager

**PT Trakindo Utama**

**Head Office**

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**From:** Sri Widodo <[sri.widodo@trakindo.co.id](mailto:sri.widodo@trakindo.co.id)>

**Sent:** 05 August 2022 14:19

**To:** Yudi Adrian <[yudi.adrian@trakindo.co.id](mailto:yudi.adrian@trakindo.co.id)>

**Subject:** FGD Day #3 PSC Summit

**Dear Pak Yudi,**

Mohon ijin saya bisa hadir pada sesi FGD Day#3 (10 Agustus 2022) pada sesi Parts Summit yang dilakukan secara Offline di Hotel Swiss-Bellin Simatupang. Saya dan Mas Andri tergabung di grup People & Organization yang menjadi salah satu issue di PS Summit point 5c.

<b>5. People and organization</b>	5a) Existing guidelines for branch staff configuration is not clearly understood and practiced (e.g., number of analyst, foreman, supervisor role varies), resulting in varying levels of capacity and across branches	5a-1) Conduct resocialization to all HO, area & branch teams on the standardized organization design guidelines aligned with business expectation. Guidelines should include branch staff configuration for different branch types. SOP should be in place for branches justify their configuration if they deviate away from standardized guidelines <b>(Quick Win)</b>
	5b) Limited understanding regarding segregation of duty in parts inventory management (HO, area, region, branches/site), resulting in confusion around accountability of each step in the inventory management process	5b-1) Align with SOP and demand planning - solution 1a-1  Develop and resocialize the RACI of various roles on annual basis across all area, region & branch/site in executing parts inventory management activities <b>(Quick Win)</b>
	5c) Limited development program to enhance branch capabilities for parts teams (e.g., countertermen currently only receive safety and 1 operational training session), resulting in varying performance level of our staff	5c-1) Collaborate with LND team to review current development program and build more robust program (classroom and OJT, e.g., shadowing) for Parts team, parts counter, front-liners and operations team <b>(Quick Win) (High Impact)</b> 5c-2) Develop proper succession plan at branch for parts and operation team <b>(Quick Win)</b>

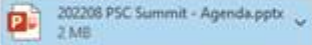
**PSC Summit 8 - 10 Aug 2022**

Organizer: Ibnu Faisal Abdullah

Time: 08 August 2022 08:00 to 10 August 2022 17:00

Location: Makmur#4 Meeting Room – Swiss-BelInn Simatupang

Respond:



Dear All,

You are cordially invited to PSC Summit 2022. With details as follows:

Date: 8 – 10 Aug 2022  
Time: 08:00 – 17:00  
Venue: Makmur#4 Meeting Room – Swiss-BelInn Simatupang  
Agenda: Please refer to attachment, including attendance list for each day.

NB:

- For Participants from outer Jakarta, suggest to make hotel room reservation at Swiss-BelInn Simatupang.
- This invitation is to lock your Calendar during the event and kindly notice that this is **not** an on line / MS Teams meeting.

Terimakasih.

Best Regards,

**Sri Widodo**  
L&D/Human Capital

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