

**Satellite Training Center Balikpapan**

Jl. Jend Sudirman No. 848  
Balikpapan 76114 Kalimantan Timur  
Tel. (62-542) 762 810  
[www.trakindo.co.id](http://www.trakindo.co.id)

## Seat Confirmation Letter

Date : July 20, 2023

No. : 052/T&D NorthKal/VI/2023/LK3C  
To : Lisensi Operator Alat Angkat Angkut (Forklift) Participants  
From : Learning & Development Leader  
Cc : General Operation Manager, Branch Manager, Departement Head, Human Resources Developmet.

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**We confirm seat for:**

No	Name	SN	Branch	Position	IO Number
1	Muh Nurdin Pramono	00023732	Lati Site	Senior Technician	1B23O3201000
2	Billy Suharto	00026915	Lati Site	Senior Technician	1B23O3200997
3	Mulyadi	00022066	Separi Site	Senior Technician	1B23O3200983
4	Aris	10001014	Samarinda	Warehouseman	1B23O3200995
5	Parlan	00003027	Samarinda	Warehouseman	1B23O3200991
6	Arsani	00029770	Samarinda	Warehouseman	1B23O3200993
7	Riduan	00015108	Lati Site	Senior Technician	1B23O3201184
8	Novyan Sony Pratama	00021949	Lati Site	Senior Technician	1B23O3201167
9	Dedy Purnama	00030835	Lati Site	Technician	1B23O3201178
10	Dedi Putra Pratama	10001936	Melak	Warehouseman	1N23O3200239
11	Bayu Novianto	00029773	Melak	Warehouseman	1N23O3200743
12	Agus Supriyono	00019067	Samarinda	Warehouseman	1N23O3200134
13	Setya Budi	10001916	Samarinda	Warehouseman	1N23O3200135
14	Muhammad Noor Wahyudhi	00006479	Samarinda Site	Foreman Service	1N23O3200526
15	Taufik Norohman	00025186	Samarinda Site	Technician	1N23O3200527
16	Abi Arwoto	00015463	Samarinda Site	Senior Technician	1N23O3200529
17	Muhammad Ikhsan Ramadhan	10002539	Samarinda Site	Warehouseman	1N23O3200623

**To Attend:**

**Course Title** : Lisensi Operator Alat Angkat Angkut (Forklift)  
**Time** : 08.00 – 17.00 Wita  
**Schedule** : 31 July - 2 Aug 2023  
**Location** : Satellite Training Center Balikpapan  
JI. Jendral Sudirman No. 848  
**Phone** : +62 542 762810

Following the above confirmation, please find below additional information for your reference:

- Participant are required to stay at:

**Hotel Quest Balikpapan**  
**Jl. Jendral Sudirman**  
**Balikpapan Super Block (BSB) Blok H 11**  
**+62 542 7571881**

- Check in : 29 July 2023
- Check out : 3 Aug 2023

- 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, transportation, and daily laundry (5 pieces/day/person {1 shirt, 1 pant, 1 underwear, 1 undershirt, 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.
- Always wear a mask when Training

Yours sincerely,



Yenni

Training & Development Leader