

**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 : August 25, 2023

No. : 175/T&D NorthKal/VIII/2023/EPA  
To : ENGINE PERFORMANCE ANALYSIS 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	Heru Fitriyanto	00019560	Balikpapan	Senior Technician	1B2303106868
2	Syarifudin	00022382	Balikpapan	Senior Technician	1B2303107160
3	Irawan Sukawinarta	00016791	Balikpapan	Senior Technician	1B2303102272
4	M Rahman Santoso	00024659	Bontang	Technician	1B2303106984
5	Nikmatullah	00022377	Lati	Senior Technician	1B2303103619
6	Martin Ricardo Sidabutar	00021462	Bontang	Senior Technician	1B2303103643
7	Heru Sulistiono	00024743	Lati	Senior Technician	1B2303106900
8	Imam Santoso	00030860	Tarakan	Technician	1B2303106900
9	Ahmat Bajuri	00016638	Tj. Redeb-Berau	Senior Technician	1B2303103842
10	Jaenal	00018479	Tj. Redeb-Berau	Senior Technician	1B2303103604
11	Hidayatullah Khumaidie	00022319	Tj. Redeb-Berau	Senior Technician	1B2303103810
12	Abdul Hamid	00023208	Samarinda	Senior Technician	1B2303106652

**To Attend:**

**Course Title** : ENGINE PERFORMANCE ANALYSIS  
**Time** : 08.00 – 17.00 Wita  
**Schedule** : 28 August - 01 September 2023  
**Location** : PT Trakindo Utama - Satellite Training Center Balikpapan  
Jl. Jendral Sudirman No. 848  
**Phone** : +62 542 762810

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

- Participant from outside Balikpapan are required to stay at:

**Swiss-Belinn Balikpapan**  
**Jl. Jendral Sudirman No. 345**  
**Balikpapan**  
**+62 542 746180**

- Check in : 27 August 2023
  - Check out : 02 September 2023
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- Participants have to check in at hotel a day prior training commencement and check out a day after training completed.
  - Hotel will provide Breakfast, transportation (Hotel-Office PP), 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.
  - Dinner provide by participant with detail non supervisory RP. 100.000 include tax & Supervisory level up RP.175.000 include tax (Charge by ECV & not provide by 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