

**RE: SEAT CONFIRMATION_APPLIED FAILURES ANALYSIS I_TC CILEUNGSI_04 – 08
September 2023**

Tri Setyo Adi <tri.adi@trakindo.co.id>

Kam 31/08/2023 18.25

Kepada: Yuga Andrianto <yuga.andrianto@trakindo.co.id>; Suwarno Warni <suwarno.warni@trakindo.co.id>; Desita Setiawan <Desita.Setiawan@trakindo.co.id>; Jefri Samaa <Jefri.Samaa@trakindo.co.id>; Ekal Rahmat Kurnia Hasibuan <ekal.hasibuan@trakindo.co.id>; Ahmad Alhafi <Ahmad.Alhafi@trakindo.co.id>; Sigit Surya Jayanto <Sigit.S.Jayanto@trakindo.co.id>; Nanang Saputra <Nanang.Saputra@trakindo.co.id>; Aji Rais <Aji.Rais@trakindo.co.id>; Syarifudin <S.Syarifudin@trakindo.co.id>; Handre Didesli <Handre.Didesli@trakindo.co.id>

Cc: Sumardi <sumardi@trakindo.co.id>; Triwantoro <triwantoro@trakindo.co.id>; Apriyadi <A.Apriyadi@trakindo.co.id>; Ridwan Undru <ridwan.undru@trakindo.co.id>; Reynaldi Praditha <reynaldi.praditha@trakindo.co.id>; Imam Noviantoro <Imam.Noviantoro@trakindo.co.id>; Sutimin <Sutimin@trakindo.co.id>; Teguh Setiawan <teguh.setiawan@trakindo.co.id>; David Arijanto <david.arijanto@trakindo.co.id>; Zufriadi <zufriadi@trakindo.co.id>; Much Sigit Djoko <much.djoko@trakindo.co.id>; Bagus Ahmad Gozali <bagus.gozali@trakindo.co.id>; Hendra Manjaya <Hendra.Manjaya@trakindo.co.id>; Ridwan Undru <ridwan.undru@trakindo.co.id>; Apriyadi <A.Apriyadi@trakindo.co.id>; Yenni Yohanes <yenni.yohanes@trakindo.co.id>; Nurul Aisyah Astuti <nurul.astuti@trakindo.co.id>; Agus Setiawan <agus.setiawan@trakindo.co.id>; Eveline Novianty <Eveline.Novianty@trakindo.co.id>; Eve Megarani <Eve.Megarani@trakindo.co.id>

Dear Team,

Sehubungan dengan Down dan tidak stabilnya LMS. kami mohon maaf atas ketidaknyamanan ini.

Atas kejadian diatas terkendalanya proses approval lms dan penerbitan confirmation link TCAR, sampai dengan saat ini. Sebagai mitigasi sementara untuk training ini yang akan running di 04 September 2023 tinggal beberapa hari lagi dan diperlukan TCAR sebagai kelengkapan administrasi perjalanan training dari lokasi ke TC Cileungsi, kita diberikan diskresi untuk menggunakan travel business namun tetap paralel setelah lms membaik dan kembali normal maka kita akan lakukan reclass cost yang muncul tersebut kedalam IO dimaksud..

Silahkan membuat TCAR travel business untuk peserta yang training.

Demikian yang dapat kami sampaikan..

Terima kasih

Tri Setyo Adi

Learning & Development Department

PT Trakindo Utama – TC Cileungsi

Jl. Raya Narogong KM. 19 Cileungsi, Bogor 16820, Indonesia

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[Instagram](#): @trakindoutama

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From: Tri Setyo Adi <tri.adi@trakindo.co.id>

Sent: Wednesday, August 30, 2023 8:41:39 AM

To: Yuga Andrianto <yuga.andrianto@trakindo.co.id>; Suwarno Warni <suwarno.warni@trakindo.co.id>; Desita Setiawan <Desita.Setiawan@trakindo.co.id>; Jefri Samaa <Jefri.Samaa@trakindo.co.id>; Ekal Rahmat Kurnia Hasibuan <ekal.hasibuan@trakindo.co.id>; Ahmad Alhafi <Ahmad.Alhafi@trakindo.co.id>; Sigit Surya Jayanto <Sigit.S.Jayanto@trakindo.co.id>; Nanang Saputra <Nanang.Saputra@trakindo.co.id>; Aji Rais <Aji.Rais@trakindo.co.id>; Syarifudin <S.Syarifudin@trakindo.co.id>; Handre Didesli <Handre.Didesli@trakindo.co.id>

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Subject: SEAT CONFIRMATION_APPLIED FAILURES ANALYSIS I_TC CILEUNGSI_

Dear Team,

Kindly lock your schedule for the following :

Training Title : **APPLIED FAILURES ANALYSIS I_ILT**
Date : 04 – 08 September 2023
Duration : 08.00 – 16.00 WIB
Location : **Training Center Cileungsi**

Jl. Raya Narogong No.32, Limus

Nunggal, Kec. Cileungsi, Kabupaten Bogor, Jawa Barat 16820

Room : Class Room H & I (Lab)

Facilitator : Mr. Aldino Surya Kamal

List Participant :

SN	Employee Name	Division	Branch	Position
10000453	Yuga Andrianto	NORTHERN KAL	Sangatta	Jr. Instructor
31744	Suwarno	HR	Cileungsi	Instructor
14800	Desita Setiawan	BATU HIJAU	Batu Hijau	Technician
9055	Jefri Samaa	TEMBAGAPURA	Kuala Kencana	Senior Technician
16770	Ekal Rahmat Kurnia Hasibuan	TEMBAGAPURA	Kuala Kencana	Foreman Rebuild Component
48101	Ahmad Alhafi	SOUTHERN KAL	Banjarmasin	Technician
20835	Sigit Surya Jayanto	NORTHERN KAL	Sangatta	Senior Technician

21060	Nanang Saputra	NORTHERN KAL	Sangatta	Senior Technician
50307	Aji Rais	JAVA	BSD	Technician
22382	Syarifudin	NORTHERN KAL	Balikpapan	Senior Technician
22353	Handre Didesli	SUMATERA	Meulaboh	Senior Technician

Training Center will provide dormitory including meals & laundry for the participants who will attend the training. All participant have to check-in at the dormitory before training started and Check out after training finished.

Check In : 03 September 2023

Check Out : 08 September 2023

Should you need further information please don't hesitate to contact us.

Note :

- **Participants have and are confirmed to have received the third vaccine (booster).**
- **No medical complaints or complaints (especially related to Covid-19)**
- **The participants' return home is arranged by following the requirements of the area to be addressed and the transportation provider to be used.**
- **Behave in compliance with all applicable rules at the TC location.**
- **Not wearing jeans during class.**

Terima kasih

Tri Setyo Adi

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