

Siba Waihi

From: Nunung (Siti Nur Hidajati)
Sent: Tuesday, 22 August 2023 19:58
To: Ade Dwi Purnomo; Almuktiono Salim; Amir Jakfar Al Ashari; Anjar Husaini; Anton Wijaya; Aries Setiawan; Ario Libriant Kusen; Bambang Sri Utomo; Hari Febrianto; Herwin; Irmansyah; Jefri; Kukuh Siwi Kuncoro; Muhammad Nur Sultan; Posma Hotman Sirait; Rahmat Hidayatullah; Rochman Widodo; Siba Waihi; Syarizal; Wari
Cc: Victor Agni Herlambang; Nissa Fatharani Kautsar; Dedy Susanto; Erni Yulianita Carolina; Eveline Novianty; Admin GA Medan; Nurul Aisyah Astuti; Syarifah Maulina
Subject: RE: Seat Confirmation SERVICE MANAGEMENT DEVELOPMENT PROGRAM INTERMEDIATE Batch 16 Phase 1 - INFO TAMBAHAN

Follow Up Flag: Follow up
Flag Status: Flagged

Dear all,

Berikut info tambahan terkait akomodasi :

1. Memastikan saat create TCAR menggunakan **Link TCAR yg dapat di akses via LMS**.
2. Mengirimkan copy TCAR agar kamar bisa segera di booking oleh team GA Head Office.
3. **GL terkait akomodasi hanya meng-cover kamar dan breakfast**, diluar 2 poin tsb silahkan charge personal yg nantinya dapat di claim via ECV di cabang masing2.

Terima kasih.

Siti Nur Hidajati (Nunung)

Learning & Development

PT Trakindo Utama

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

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-----Original Appointment-----

From: Nunung (Siti Nur Hidajati)

Sent: Tuesday, August 22, 2023 6:33 PM

To: Ade Dwi Purnomo; Almuktiono Salim; Amir Jakfar Al Ashari; Anjar Husaini; Anton Wijaya; Aries Setiawan; Ario Libriant Kusen; Bambang Sri Utomo; Hari Febrianto; Herwin; Irmansyah; Jefri; Kukuh Siwi Kuncoro; Muhammad Nur Sultan; Posma Hotman Sirait; Rahmat Hidayatullah; Rochman Widodo; Siba Waihi; Syarizal; Wari

Cc: Sumardi; Victor Agni Herlambang; Agus Setyawan; Suwarno Warni; Asep Koswara; Diah Indriyani; Nissa Fatharani Kautsar; Trinova Trinova; Dedy Susanto; Erni Yulianita Carolina; Eve Megarani; Eveline Novianty; Febrina Vience; Admin GA Medan; Yenni Yohanes; Agus Setiawan; Nurul Aisyah Astuti; Syarifah Maulina; Danar Ajie Prabowo

Subject: Seat Confirmation SERVICE MANAGEMENT DEVELOPMENT PROGRAM INTERMEDIATE Batch 16 Phase 1

When: 18 September 2023 08:00 to 22 September 2023 17:00 (UTC+07:00) Bangkok, Hanoi, Jakarta.

Where: Tiara 2 & 3

Dear all,

Kindly lock your schedule for on the following :

Training Title : **SERVICE MANAGEMENT DEVELOPMENT PROGRAM INTERMEDIATE Batch 16 Phase 1**
Date : 18 – 22 September 2023
Time : 08:00 -17:00 WIB
Location : **TMT 1 Ruangan Tiara 2 & 3**
Jl. Raya Cilandak KKO Cilandak - Jakarta

Additional information for your reference:

Participants from outside **Jakarta** are required to stay at:

ibis Styles Jakarta Simatupang

Jl. Cilandak Tengah Raya No.23, Cilandak Barat

Kec. Cilandak, Jakarta Selatan

Check In : 17 September 2023

Check Out : 23 September 2023

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

Thank you.

Siti Nur Hidajati (Nunung)

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