

Satellite Training Center Balikpapan

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

Seat Confirmation Letter

Date : October 26, 2023

No. : 198/T&D NorthKal/X/2023/TSP
To : The Star Power Participants
From : Learning & Development Leader
Cc : General Operation Manager, Branch Manager, Departement Head, Human Resources Developmet.

We confirm seat for:

No	Name	SN	Branch	Position	IO Number
1	Yus Priyanto	00008474	Sangatta	Foreman Service	1B23O3101550
2	Yudi Hariadi	00004123	Sangatta	Sr. Analyst Cond. Monitoring	1B23O3103289
3	Teguh Suharianto	00003286	Bengalon	Sr. Analyst Service Support	1B23O3103264
4	Slamet Prayitno	00003178	Sangatta	Supervisor Service	1B23O3106709
5	Nanang Suprianto	00003781	Sangatta	Foreman Service	1B23O3105632
6	Muhammad Nadir	00003302	Sangatta	Supervisor Service	1B23O3106335
7	Juliati	00016457	Sangatta	Sr. Analyst Finance & Accounting	1B23O3104616
8	Ismadi	00031012	Tj. Redeb-Berau	Sr. Analyst SHE Operation	1B23O3105190
9	Iryawan	00006796	Samarinda	Supervisor Service	1B23O3105941
10	Budi Prakoso	00020970	Bengalon	Specialist EM Engineer	1N23O3101992
11	Ajiansyah	00026170	Samarinda	Analyst Finance & Accounting	1B23O3101582
12	Abdul Nasir	00016829	Samarinda	Analyst GA Services	1B23O3105735
13	M Annas Fatoni Hadi	00029299	Tabang	Sales Executive PS	1N23O3101421
14	Yenni	00012938	Balikpapan	Supervisor Training	1N23O3102135
15	Isti Ulfani Dwi Lestari	10001862	Samarinda	Analyst Finance & Accounting	1B23O3101561

To Attend:

Course Title : The Star Power
Time : 08.00 – 17.00 Wita
Schedule : 6-8 November 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:

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

- Check in : 05 November 2023
 - Check out : 09 November 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, 1undershirt, 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) “claim dinner in one bill only”
 - 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.

Yours sincerely,



Yenni

Training & Development Leader