

PT Trakindo Utama

Training Center Department
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Seat Confirmation Letter

No : 175 / EM / L&TD / IX / 2018
To : **Participants of Planning and Scheduling Training**
From : Learning and Development
Date : September 24, 2018
Re : Planning and Scheduling Training

Dear all,

Aligned with corporate initiatives, Learning & Talent Development Head Office will conduct **Planning and Scheduling Training** Participants on the following schedule:

Class of : **Planning and Scheduling Training**
Date : **11-12 October 2018**
Time : 08:00 -17:00 WIB
Venue : **TMT Building – GF Floor**
Tiara 7 Meeting Room
Jl. Cilandak KKO No. 1 – Jakarta Selatan

No	SN SAP	NAME	DIVISION	BRANCH
1	19039	ALIP NUR FAJAR	CUST SUPPORT	HEAD OFFICE
2	18236	ARIEF RACHMAN	NORTHERN KAL	SANGATTA
3	3695	BASUKI RACHMAT	CUST SUPPORT	HEAD OFFICE
4	26618	DENI PRASETIA	NORTHERN KAL	TJ. REDEB-BERAU
5	19649	EMILIA YENNI LOBORAN	CUST SUPPORT	HEAD OFFICE
6	3228	GUNAWAN WIDODO	SOUTHERN KAL	BATU KAJANG
7	17010	HERWIANDONO BUDI WIYARSO	SOUTHERN KAL	PANGKALAN BUN
8	12933	JUNAEDI	CUST SUPPORT	HEAD OFFICE
9	5252	RAMSES MANURUNG	SOUTHERN KAL	BATU KAJANG
10	3011	RUSTAM	SOUTHERN KAL	BATU KAJANG
11	15580	SAMUEL FERNANDO	CUST SUPPORT	HEAD OFFICE
12	9855	SUHARTAJI	CUST SUPPORT	HEAD OFFICE
13	17022	WAHYU HARI PRASETYO	NORTHERN KAL	SANGA-SANGA
14	29933	SETYONO AJI W	SOUTHERN KAL	TANJUNG
15	26624	TETUKO FIRMANSYAH	SOUTHERN KAL	TANJUNG
16	30304	ADE CANDRA	NORTHERN SUM	PEKANBARU
17	4082	ANTON PARMONO	JAVA	MATARAM
18	11728	IRWAN ENDRIARNO	JAVA	CILACAP
19	25128	MUHAMMAD AFFANDI	NORTHERN SUM	PEKANBARU
20	8644	NOVI HARY SUDANANTO	SOUTHERN KAL	BATU KAJANG
21	11931	NUR HIDAYAT	SOUTHERN KAL	BATU KAJANG

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22	22425	REZA BASTIAN	JAVA	SURABAYA
23	8109	YAN YAN GURTIKA	JAVA	SURABAYA
24	21713	MIFTAHUL ROHMAN	SOUTHERN KAL	BATU KAJANG
25	22698	FERRY IRJAYANTO LIU	EAST INDONESIA	SORONG

Head office has provided a hotel for the participant from Area, including meals and laundry, which will attend the training. Participant has to check in at the hotel before the training start and check out after the training finished.

- **Hotel address** : **Swiss Belinn Simatupang**
Jl. RA Kartini No.32, Lebak Bulus, Jakarta 12440
- **Check In** : **10 October 2018**
- **Check Out** : **13 October 2018**

Emergency contact to:

1. Victor Agni Herlambang HP 0811 9108 496 ; email : victor.herlambang@trakindo.co.id
2. Yuni Aryani HP 0812 9721 9421 ; email : training.support01@trakindo.co.id

Should you need further information, please do not hesitate to contact us.

Yours sincerely,



Ferry M. Butarbutar

Human Capital Head