

## Assessment Invitation Letter

Date : 22 Mei 2023  
To : Technician  
From : Satellite Training Center Sumatera  
Cc : Dept Heads, Branch Head, HC Head, L&D Head  
Subject : Assessment Invitation Letter

---

Dear Participant,  
Refer to Competency Assessment Request from your Superior and approval by all related person, herewith we invite you to attend Assessment process:

Pers.No.	Complete Name	Branch	Category	Schedule
10001618	Ilham Fakhru Raazy	Tanjung Enim	Technician	23 -24 Mei 2023
10001654	Roji Syahrul	Tanjung Enim	Technician	25 -26 Mei 2023

Event Title : Competency Assessment Time : 08:00 - 17:00 WIB  
Location : PT. Trakindo Utama - Palembang Branch  
Map : [https://maps.app.goo.gl/me3tAuvP5ZGQpiiY7?g\\_st=ig](https://maps.app.goo.gl/me3tAuvP5ZGQpiiY7?g_st=ig)

You must bring your own:

1. APD for all activity during Assessment process
2. Serviceman Proficiency Book

You should communicate to Mr. Gatot Supriyadi & Mr. Jekky Darnas as the person in charge who will lead this process.

Yours Sincerely,



**Budi Setya Ningtyas**  
*Human Resources*