

CERTIFICATE OF COMPLETION

This is to certify
Louis David Suryadi

Has Successfully Attended and Completed
**Training of Trainer
Methodology KKNi Level 3
BNSP Certification**

Fatma Kurnia Sari, SKM.
Systems & Operation Manager
Fleetnix



Fleetnix
PT TOTAL RAYA ENERGI

Sisti Digita
Training Instructor
Fleetnix



Training Date : 12th – 14th December 2023
Training Number : 1151281223
Certificate Number : TOT3-002151223



002151223

The following topics were covered in this program:

- **Implement the Principles of Health, Safety and Security Work Procedures**
Menerapkan Prinsip Kesehatan Kerja untuk Mengendalikan Risiko K3
- **Applying Basic Communication Skill**
Mengaplikasikan Keterampilan Dasar Komunikasi
- **Performing Presentation**
Melakukan Presentasi
- **Designing Presentation of Training Materials**
Merencanakan Penyajian Materi Pelatihan
- **Conduct Face to Face Training**
Melaksanakan Pelatihan Tatap Muka
- **Operate Computer Basic**
Mengoperasikan Komputer Tingkat Dasar
- **Perform Recruitment Human Resource for training**
Melakukan Recruitment Calon SDM Pelatihan
- **Manage Training Materials**
Mengelola Bahan Pelatihan
- **Manage Training Equipment**
Mengelola Peralatan Pelatihan
- **Guide the Application of Productivity Improvement Techniques and Equipment Tools**
Membimbing Peralatan Tools dan Teknik Peningkatan Produktivitas

Fatma Kurnia Sari, SKM
System & Operation Manager
Fleetnix

Date: 14th December 2023

 **Fleetnix**
PT TOTAL RAYA ENERGI