



## PT. "K" LINE (INDONESIA)

4<sup>th</sup> Floor, Summitmas II, Jl. Jend. Sudirman Kav. 61-62 Jakarta 12190 - Indonesia  
Phone : (62-21) 5220808 (Hunting) Fax : (62-21) 5220775 / 5226584 / 5226785  
http : //www.kline.co.id  
INSA No : 1026/INSA/XI/1998

Jakarta, 01<sup>st</sup> February 2021.

### **Notice of Working From Home on February 02 to February 05, 2021**

Dear Valued Customers,

In connection with the current pandemic, The Management of PT. "K" Line (Indonesia) has decided to take following actions:

**1). To Close Summitmas Office on:**

**Tuesday, February 02, 2021 to Friday, February 05, 2021.**

Our staff will conduct Working From Home during this period. However, to serve our customers who would like to pick up documents such as Bill of Lading and Invoice, skeleton staff will standby at our Port Office.

The address and contact number of Port Office are as follows:

**Port Office:**

Jl. Kebon Bawang 5, No. 24  
RT 011 / RW 008  
Tj. Priok - Jakarta Utara 14320.

Telp : (62 21) - 43932904  
Fax : (62 21) - 43921976

Person in Charge for Bill of Lading : Sonny  
Person in Charge for Invoice : Nani Royani

**2). To resume the opening of our Summitmas Office effective on Monday, February 08, 2021 by still applying Working From Home as refer to Government policy.**

Should you require assistance from our staff, please kindly find the Flow Communication Chart as attached.

We really appreciate your kind understanding and we are looking forward to your continuous support. Thank you.

Best Regards,



Management of PT. "K" Line (Indonesia)

# FLOW COMMUNICATION CHART PT. "K" LINE (INDONESIA)

## BULK/LNG/LOGISTICS

PIC :

- WIRA WIJAYA  
0811 869 842
- ZEFANYA SENDJOJO  
0822 1317 7087

## JAPAN DESK

PIC :

- RISA OISHI  
0815 1146 7994  
0856 9275 4517

## MANAGEMENT

### PCC

PIC :

- IVAN KARYADI  
0815 9810 448  
0816 112 6562
- NISSA ARDIANA  
0815 9810 454  
0812 802 8862
- RAHMAWATI  
0815 609 5673  
0815 8534 0399
- SONNY LIUS  
0856 9739 2228
- EVELYN REGINA ODYLIA  
0813 1349 8439
- MUHAMMAD RIDHO  
0812 8382 0813

### OPERATION

PIC

- KUSHARJO WANGSADIJAYA  
0815 162 1060  
0815 992 3100
- Yolando Mahreza Nanlohy  
0812 3070 6704
- EDDY  
0815 9810 461  
0852 1566 9288
- YULIAN PERDANA ANDRIANTO  
0815 1092 6971
- ADE NURHIDAYAT  
0857 8000 9805
- WAHYU TRI SUTEJO  
0857 8008 8135
- FITRIA SARI  
0815 7487 8114

## FINANCE & ACCOUNTING

PIC :

- VERONICA CYNTHIA  
WIYONO  
0815 1621 070
- THANZA GRANA WINATA  
0812 9376 841
- ANA SEFTIANA  
0815 8501 9544
- REZA YULIANSYAH  
0857 7710 5366
- ERNISA  
0857 1949 0481
- NANI ROYANI  
0813 8190 7189