

**APPRENTICESHIP REPORT  
PT. IMBANG TATA ALAM  
MERANTI-RIAU**

**NABILA  
5504201025**



**ENGLISH FOR BUSINESS AND PROFESSIONAL  
COMMUNICATION STUDY PROGRAM  
LANGUAGE DEPARTMENT  
STATE POLYTECHNIC OF BENGKALIS  
2024**

# APPROVAL SHEET

## APPRENTICESHIP REPORT PT. EMP MALACCA STRAIT S.A

Written as one of the requirements for completing Apprenticeship

**Nabila**  
**5504201025**

Meranti, January 1<sup>st</sup>, 2024

Receiving & Issuing


  
**Sugiarto**  
**NP. 1800116**

Advisor

  
**Rindilla Antika M.Pd**  
**NIP. 198811122022032004**

Approved by.

Head of English for Business and Professional Communication Study Program  
State Polytechnic of Bengkalis

  
**ASWANDI, M. Pd**  
**NIP. 198804122015041004**

# ACCEPTANCE SHEET

## ACCEPTANCE SHEET

This is to certify that we have examined the apprenticeship report of Nabila, Reg Number 5504201025 who did the apprenticeship at PT. EMP Malacca Strait S.A, started from September 1<sup>st</sup> 2023 to January 1<sup>st</sup> 2024. This report is used for partial fulfillment of the State Polytechnic of Bengkalis. This report is complete and satisfactory in all respects, and all revision required by the apprenticeship report examination committee have been made.

Bengkalis, May 15<sup>th</sup> 2024

Acceptance by:

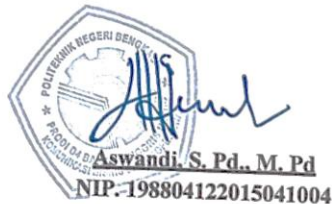
Advisor



Rindita Antika. M.Pd  
NIP. 198811122022032004

Approved by:

Head of English for Business and Professional Communication  
Study Program  
State Polytechnic of Bengkalis



Aswandi. S. Pd., M. Pd  
NIP. 198804122015041004

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In the implementation of this practical work the author seeks to gain knowledge, insight and skills regarding administration that has been obtained in collage and systems in the world of work as much as possible by utilizing the facilities provided by the company.

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With the limited time and ability, the authors realize that in writing this report there are still many shortcomings. Therefore, the authors highly expect all suggestions and constructive critics as lessons for the future, hopefully this report can be useful for readers.

Bengkalis, January 01<sup>st</sup>, 2024

**Nabila**  
**Reg. Number 5504201025**

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