

VOL. 55 · MAY 2024

# CAPITAL PLACE NEWSLETTER

The Official Newsletter of Capital Place Jakarta

## OUR NEW SHUTTLE CAR SERVICE

As part of the Management continuous strive to improve services to Tenants, we have upgraded our Shuttle Car Service with 2 units of MPV (7 seaters) and 2 units of Minivan (14 seaters).

Capital Place Shuttle Car rotates every 15 - 20 minutes and our Shuttle Car serves between Capital Place and SCBD area, such as Ashta / Grand Lucky, Pacific Place / BEJ which would also makes it easier to connect with public transportation, because we drop passengers to the nearest MRT Station, Istora Mandiri.



Look out for the smiley on the windshield to find our car

### Hi-Ace

B 7101 PAA  
B 7102 PAA

### Avanza

B 1885 ROB  
B 1114 HKO

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# TIME TABLE

Morning Service	Pick Up	Time	Drop Off	Time
Shuttle 1	BEJ	07:00hrs	Capital Place	07:10hrs
Shuttle 2	BEJ	07:10hrs	Capital Place	07:20hrs
Shuttle 1	BEJ	07:20hrs	Capital Place	07:30hrs
Shuttle 2	BEJ	07:30hrs	Capital Place	07:40hrs
Shuttle 3	BEJ	07:40hrs	Capital Place	07:55hrs
Shuttle 4	BEJ	07:50hrs	Capital Place	08:05hrs
Shuttle 1	BEJ	08:00hrs	Capital Place	08:10hrs
Shuttle 2	BEJ	08:10hrs	Capital Place	08:20hrs
Shuttle 3	BEJ	08:20hrs	Capital Place	08:35hrs
Shuttle 4	BEJ	08:30hrs	Capital Place	08:45hrs
Shuttle 1	BEJ	08:40hrs	Capital Place	08:50hrs
Shuttle 2	BEJ	08:50hrs	Capital Place	09:00hrs
Shuttle 3	BEJ	09:00hrs	Capital Place	09:15hrs
Shuttle 4	BEJ	09:10hrs	Capital Place	09:25hrs
Shuttle 1	BEJ	09:20hrs	Capital Place	09:30hrs
Shuttle 2	BEJ	09:30hrs	Capital Place	09:40hrs

**No Service from 09:40hrs - 11:00hrs**

Lunch Time Service	Pick Up	Time	Drop Off	Time
Shuttle 1	Capital Place	11:00hrs	Pacific Place	11:10hrs
Shuttle 2	Capital Place	11:10hrs	Pacific Place	11:20hrs
Shuttle 3	Capital Place	11:20hrs	Pacific Place	11:35hrs
Shuttle 4	Capital Place	11:30hrs	Pacific Place	11:45hrs
Shuttle 1	Capital Place	11:40hrs	Pacific Place	11:50hrs
Shuttle 2	Capital Place	11:50hrs	Pacific Place	12:00hrs
Shuttle 3	Capital Place	12:00hrs	Pacific Place	12:15hrs
Shuttle 4	Capital Place	12:10hrs	Pacific Place	12:25hrs
Shuttle 1	Capital Place	12:20hrs	Pacific Place	12:30hrs
Shuttle 2	Capital Place	12:30hrs	Pacific Place	12:40hrs
Shuttle 3	Capital Place	12:40hrs	Pacific Place	12:55hrs
Shuttle 4	Capital Place	12:50hrs	Pacific Place	13:05hrs
Shuttle 1	Capital Place	13:00hrs	Pacific Place	13:10hrs
Shuttle 2	Capital Place	13:10hrs	Pacific Place	13:20hrs
Shuttle 3	Capital Place	13:20hrs	Pacific Place	13:35hrs
Shuttle 4	Capital Place	13:30hrs	Pacific Place	13:45hrs
Shuttle 1	Capital Place	13:40hrs	Pacific Place	13:50hrs
Shuttle 2	Capital Place	13:50hrs	Pacific Place	14:00hrs

# TIME TABLE

**No Service from 14:00hrs - 16:00hrs**

Evening Service	Pick Up	Time	Drop Off	Time
Shuttle 3	Capital Place	16:00hrs	BEJ	16:15hrs
Shuttle 4	Capital Place	16:10hrs	BEJ	16:25hrs
Shuttle 1	Capital Place	16:20hrs	BEJ	16:30hrs
Shuttle 2	Capital Place	16:30hrs	BEJ	16:40hrs
Shuttle 3	Capital Place	16:40hrs	BEJ	16:55hrs
Shuttle 4	Capital Place	16:50hrs	BEJ	17:05hrs
Shuttle 1	Capital Place	17:00hrs	BEJ	17:10hrs
Shuttle 2	Capital Place	17:10hrs	BEJ	17:20hrs
Shuttle 3	Capital Place	17:20hrs	BEJ	17:35hrs
Shuttle 4	Capital Place	17:30hrs	BEJ	17:45hrs
Shuttle 1	Capital Place	17:40hrs	BEJ	17:50hrs
Shuttle 2	Capital Place	17:50hrs	BEJ	18:00hrs
Shuttle 3	Capital Place	18:00hrs	BEJ	18:15hrs
Shuttle 4	Capital Place	18:10hrs	BEJ	18:25hrs
Shuttle 1	Capital Place	18:20hrs	BEJ	18:30hrs
Shuttle 2	Capital Place	18:30hrs	BEJ	18:40hrs
Shuttle 3	Capital Place	18:40hrs	BEJ	18:55hrs
Shuttle 4	Capital Place	18:50hrs	BEJ	19:05hrs
Shuttle 1	Capital Place	19:00hrs	BEJ	19:10hrs
Shuttle 2	Capital Place	19:10hrs	BEJ	19:20hrs
Shuttle 3	Capital Place	19:20hrs	BEJ	19:35hrs
Shuttle 4	Capital Place	19:30hrs	BEJ	19:45hrs

Units	Vehicle Type
Shuttle 1	MPV (7-seaters)
Shuttle 2	MPV (7-seaters)
Shuttle 3	Minivan (14-seaters)
Shuttle 4	Minivan (14-seaters)



1. Schedule is based on estimated time only
2. This service will only pick up and drop off at the nominated locations
3. Please be at pick up point ahead of scheduled time, there will be no waiting
4. This service only available to employees of companies residing at Capital Place



# 6 TIPS FOR GOING BACK TO WORK AFTER A HOLIDAY

Vacations are wonderful. You get to relax, unwind and escape from your daily routine. However, returning to work after a long holiday can be a bit of a challenge. You may feel a little disorientated, overwhelmed and exhausted.

Here are 6 effective tips that will help you transit smoothly and make your return to work a little less stressful:

## 1. MAKE A LIST OF ONGOING TASKS BEFORE YOU LEAVE

Before you leave for your vacation, take the time to plan ahead. Make a list of the tasks you need to complete when you return, and prioritize them according to their importance. This way, you can hit the ground running when you get back to work without feeling overwhelmed.

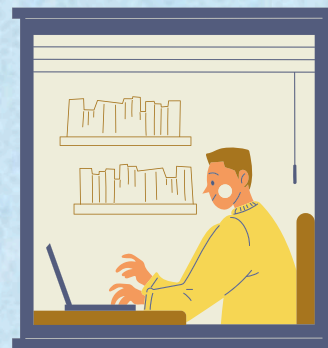


## 2. DELEGATE URGENT TASKS

You don't have to go through the transition of going back to work alone. If you have urgent tasks on hand, delegate some of them to your colleagues. This also helps you build trust and strengthen your relationships with your team members.

## 3. TAKE A BUFFER DAY (OR TWO!)

Don't try to jump right back into work mode immediately. If you can, give yourself a buffer day to rest and recharge. You can even use the extra day off to catch up with things at home.



## 4. GET ORGANIZED

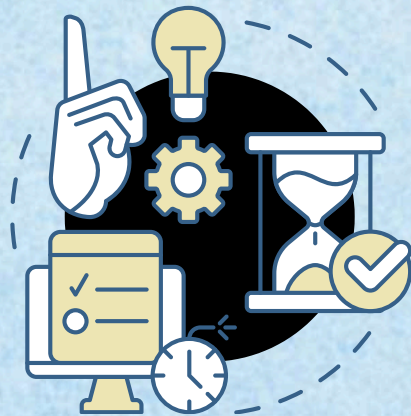
A surefire way to a successful transition back to work is to stay organized. This means making sure your workstation is tidy and that you have everything you need to get started. It also means checking your emails and taking note of any changes in the office since you were last there.



# 6 TIPS FOR GOING BACK TO WORK AFTER A HOLIDAY

## 5. CHECK YOUR WORK CALENDAR

Go through your work calendar the day before going back to work to help you keep track of your upcoming schedules. This will help you stay focused and ensure that you don't miss any important deadlines.



## 6. TAKE IT SLOW

It is normal to feel overwhelmed and stressed as you start your return to work. To ease the transition, it is important to take it slow and not try to do too much too soon. Start with small tasks, and gradually build up to bigger ones.

Source: [https://voi.id/en/lifestyle/30461#google\\_vignette](https://voi.id/en/lifestyle/30461#google_vignette)

# Happy LABOUR DAY



"ALL LABOR THAT UPLIFTS HUMANITY HAS DIGNITY AND IMPORTANCE AND SHOULD BE UNDERTAKEN WITH PAINSTAKING EXCELLENCE."

- MARTIN LUTHER KING JR -

# EASY TIPS FOR OFFICE ELECTRICAL SAFETY

By Riska Oktaviana - Chief HSE



Ensuring a safe working environment is essential in any office setting. One crucial aspect of workplace safety is proper handling of electrical devices. By following some simple tips, you can minimize the risk of accidents and keep everyone safe. Let's explore some easy-to-implement measures for electrical safety in the office!

## 1. CHECK YOUR DEVICES

Regularly inspect any sign of damage and wear to your electrical device. If you see something wrong, report it.

## 3. SPREAD OUT PLUGS

Avoid plugging too many devices into one outlet. Spread them out or use a power extension with surge protection.

## 5. BE CAUTIONS WITH CORDS

Use extension cords only when necessary and ensure they are in good condition.

## 7. USE MICROWAVE OR HEATER SAFELY

Follow the manufacturer's instructions for use of microwaves or heater. Never use metal objects in the microwave, and avoid leaving food unattended while heating.

## 9. LEARN SAFETY BASICS

Take time to learn how to safely use electrical devices and what to do in case of emergencies.

## 2. UNPLUG WHEN DONE

Remember to unplug devices when you finish using them. It is a simple way to save energy and prevent accidents.

## 4. CHECK THE WIRING

Make sure all devices are properly wired and grounded. Faulty wiring can be dangerous.

## 6. KEEP AWAY FROM WATER

Keep electrical devices away from water sources to avoid accidents.

## 8. STORE SAFELY

Store electrical devices in cool, dry places and away from direct sunlight.

## 10. KNOW EMERGENCY STEPS

Understand how to turn off power and administer basic first aid in emergencies



By following these easy tips, you can promote a safer workplace environment for everyone. If you are unsure about anything, do not hesitate to ask for help.

# WHATS HAPPENING IN JAKARTA ?

IN MAY 2024



## JAVA JAZZ FESTIVAL

Welcome to the 19th edition of the Jakarta International Java Jazz Festival in 2024! The festival will be held from May 24 to May 26, at JIExpo-Kemayoran in Jakarta, Indonesia. As always, this festival promises to continue its tradition of leaving a significant mark on the national event calendar. The festival will showcase performances by some of the world's top musicians on over ten stages at one of the largest music festivals across the globe.

For more informations and tickets please check on [JJF2024](https://www.jjf2024.com)



## AVENGED SEVENFOLD

One of the successful metalcores of the early 21st century is Avenged Sevenfold (abbreviated as A7X), an American heavy metal band from Huntington Beach, California. With their most popular song, "Dear God," Avenged Sevenfold—a metalcore band hailed as one of the finest bands of all time—has the largest fan following in Asia and Indonesia. Even though it came out in 2007, this song remains one of Avenged Sevenfold's best hits.

This year, Avenged Sevenfold WILL ONLY MAKE ONE STOP IN ASIA—IN INDONESIA and the band will return to greet their Indonesian fans for the first time in eight years.



WITH THE USED



Promoted by Akselerasi Entertainment and Midas Promotions, Avenged Sevenfold will be performing in Jakarta at the Gelora Bung Karno Madya Stadium on Saturday, 25 May 2024.

for Tickets and more informations [www.a7xjakarta.com](https://www.a7xjakarta.com)

Stadion Madya Gelora Bung Karno

Jl. Asia Afrika, RT.1/RW.3, Gelora, Kecamatan Tanah Abang, Kota Jakarta Selatan, Daerah Khusus Ibukota Jakarta 10270

Source: <https://whatsnewindonesia.com/>





FOUR SEASONS  
HOTEL  
JAKARTA

# WHAT'S HAPPENING THIS MAY



MARCO  
VIOLANO

ALESSANDRO  
BELLINGERI

LORENZO  
SOLLECITO

## ITALIAN AFFAIR AT ALTO

### Guest Chef Alessandro Bellingeri, 17-18 May

Experience the fusion of culinary brilliance as Alto welcomes Michelin-starred Chef Alessandro for an exclusive six-hands dinner with Executive Chef Marco Violano and Executive Pastry Chef Lorenzo Sollecito from Four Seasons Hotel Jakarta.

Starts from IDR 1,818,000++ per person

### White Asparagus, 1 May - 30 June

Available in à la carte options and 5-course set menu with additional wine pairings.

Starts from IDR 1,688,000++

## NAUTILUS FRIENDSHIP SERIES

### Bar Takeover by G.O.D BKK Bar, 9 May

Niks Anuman-Rajadhon, the great-grandson of the scholar Phraya-Anuman and founder of several renowned cocktail bars in Thailand, will take over Nautilus Bar with his signature creations!

Starts from IDR 175,000++

### Bar Takeover by Bar Trigona, 24 May

Experience an unforgettable evening filled with joy and clinking glasses as the #36 Best Bar in Asia by 50 Best Bars 2023 takes over Nautilus Bar with their masters, Rohan and Michelle!

Starts from IDR 175,000++



NIKS  
ANUMAN

ROHAN  
MATMARY



## PARISIAN TEATIME SOIRÉE

### La Pâtisserie, 1 May - 30 June

Bonjour! Indulge in the enchanting flavors of Paris with a delightful array of French-inspired delicacies at La Pâtisserie. Elevate the experience with Strawberry French 75, curated to transport you to the streets of Paris.

Champagne available for an additional charge.

Champagne Afternoon Tea at IDR 688,000++ per set

## SWEET TREATS AT DOLCETTO

### Special Menu of the Month, 1 - 31 May

Grab the Vanilla Salted Caramel Affogato! The perfect way to add sweetness to your mornings and joy to your afternoons. Dolcetto Affogato is also available in a bundling package with Bombolone.

Starts from IDR 46,000++

