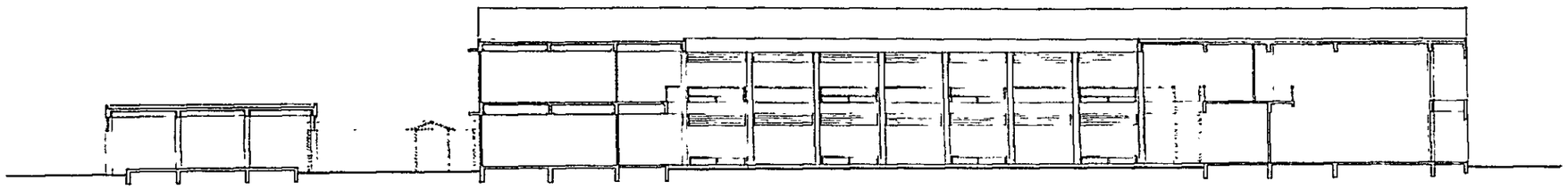
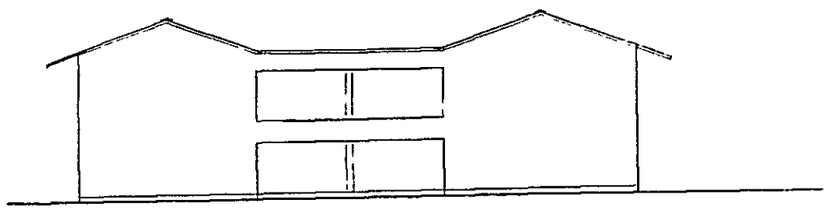
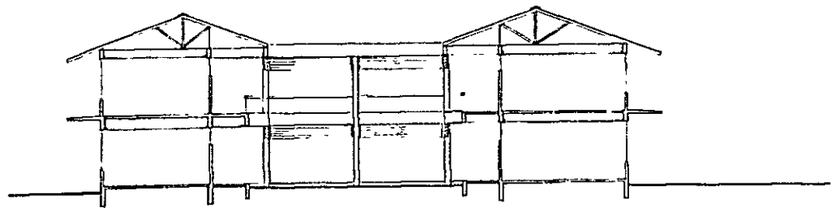
SOUTH ELEVATION





EAST ELEVATION

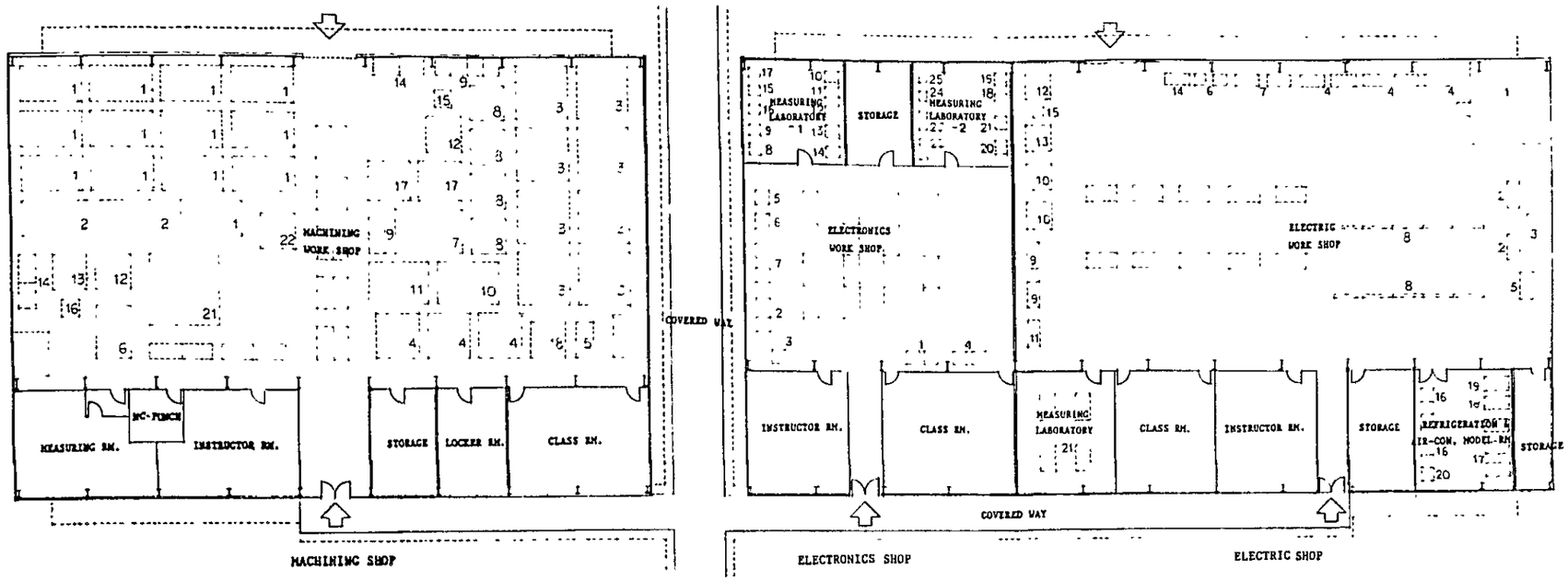
SECTION - A



SECTION - B

CEVEST PROJECT
EXTENSION SERVICE TRAINING DEPARTMENT BUILDING

10



MACHINING COURSE

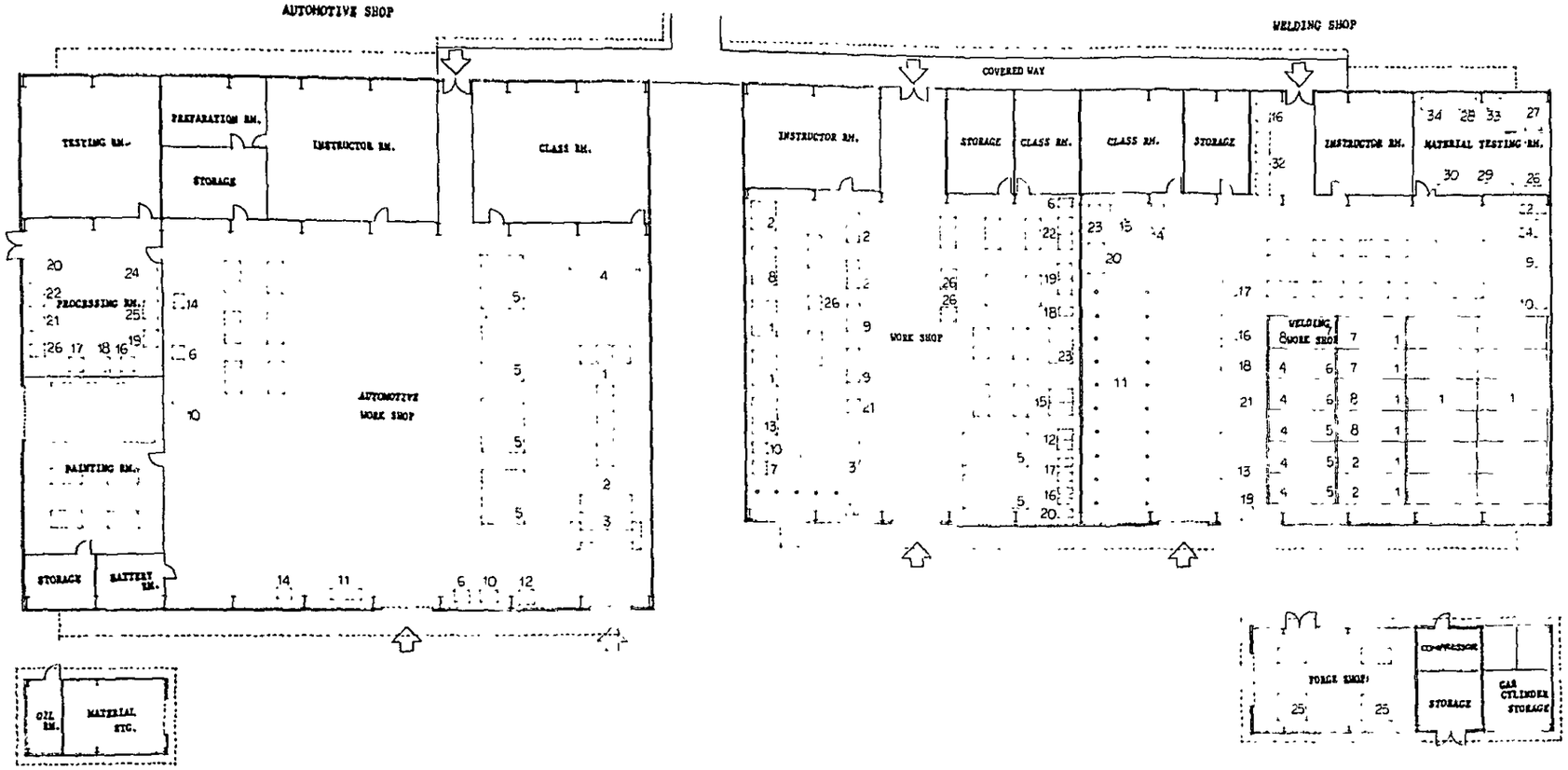
ITEM NO.	DESCRIPTION
M-1	LATHE
M-2	TURRET LATHE
M-3	MILLING MACHINE
M-4	SHAPING MACHINE
M-5	SLOTTER
M-6	HOBBING MACHINE
M-7	RADIAL DRILLING MACHINE
M-8	UPRIGHT DRILLING MACHINE
M-9	BENCH DRILLING MACHINE
M-10	SURFACE GRINDER
M-11	CYLINDRICAL GRINDING MACHINE
M-12	UNIVERSAL TOOL GRINDER
M-13	CEMENTED CARBIDE GRINDER
M-14	DOUBLE HEADED GRINDER
M-15	DRILL GRINDER
M-16	BRAZING MACHINE
M-17	HACK SAWING MACHINE
M-18	HEAT TREATMENT EQUIPMENT
M-19	ABRASIVE CUT-OFF MACHINE
M-20	ARBOR PRESS
M-21	NC LATHE
M-22	SURFACE PLATE
M-23	COMPRESSOR
M-24	SCREEN PROJECTOR
M-25	TOOL MAKERS MICROSCOPE
M-26	METAL GRINDER
M-27	GEAR TESTER
M-28	SURFACE MEASURING INSTRUMENT
M-29	AUTO-COLLIMETER
M-30	MEASURING MACHINE
M-31	HEIGHT MASTER

ELECTRONICS COURSE

ITEM NO.	DESCRIPTION
ER-1	ELECTRONIC CIRCUIT TRAINER
ER-2	MODULATOR-DEMODULATOR CIRCUIT TRAINER
ER-3	TRANSISTER CIRCUIT TRAINER
ER-4	DC CIRCUIT TRAINER
ER-5	A-D CONVERSION PANEL
ER-6	D-A CONVERSION PANEL
ER-7	BENCH DRILLING MACHINE
ER-8	
ER-9	
ER-10	OSCILLOSCOPE
ER-11	UNIVERSAL COUNTER
ER-12	X-Y RECORDER
ER-13	LCR BRIDGE
ER-14	SYNCHROSCOPE
ER-15	V.T.R
ER-16	WIRELESS AMP.
ER-17	MICRO COMPUTER
ER-18	AUTOMATIC VOLTAGE REGULATOR
ER-19	PULSE GENERATOR
ER-20	TRANSISTER CHECKER
ER-21	Q METER
ER-22	COLOR TV FOR TRAINING
ER-23	TV
ER-24	COLOR BAR GENERATOR
ER-25	PULSE CIRCUIT TRINER
ER-26	MEASURING TOOLS

ELECTRIC COURSE

ITEM NO	DESCRIPTION
E-1	HIGH & LOW VOLTAGE SWITCH BOARD
E-2	TESTING GENERATOR
E-3	RECTIFIER
E-4	COIL WINDING MACHINE
E-5	PIPE THREADING MACHINE
E-6	BENCH DRILLING MACHINE
E-7	DOUBLE HEADED GRINDER
E-8	TRAINING BOARD FOR WIRING
E-9	REFRIGERATOR (SMOLL)
E-10	REFRIGERATOR (MEDIUM)
E-11	REFRIGERATING SHOW CASE
E-12	CHILLING UNIT
E-13	COOLING TOWER
E-14	FANCOIL UNIT
E-15	ELECTRIC PUMP
E-16	PACKAGE TYPE AIR CONDITIONER
E-17	SIMULATOR (REFRIGERATING)
E-18	SIMULATOR (REFRIGERATING)
E-19	SIMULATOR (REFRIGERATING)
E-20	ROOM COOLER
E-21	SEQUENCE CONTROL TRAINER
E-22	THEORETICAL CIRCUIT TRAINER
E-23	MEASURING TOOLS



AUTOMOTIVE COURSE

ITEM NO.	DESCRIPTION
A-1	CHASSIS DYNAMO METER
A-2	BRAKE TESTER
A-3	SIDE SLIP TESTER
A-4	HEAD LIGHT TESTER
A-5	LIFT
A-6	HYDRAULIC PRESS
A-7	AIR LIFT
A-8	AUTO LIFT
A-9	TRANSMISSION JACK
A-10	PARTS CLEANER
A-11	TIRE CHANGER
A-12	WHEEL BALANCER
A-13	PORTABLE HYDRAULIC PRESS
A-14	DOUBLE HEADED GRINDER
A-15	PAINTING BOOTH
A-16	BRAKE DRUM LATHE
A-17	BRAKE LINING BONDING OVEN
A-18	BRAKE SHOE GRINDER
A-19	AC ARC WELDER
A-20	SURFACE GRINDER
A-21	VALVE REFACER
A-22	VALVE SEAT GRINDER
A-23	VALVE SPRING TESTER
A-24	BENCH DRILLING MACHINE
A-25	BENCH LATHE
A-26	PINHOLE HONING MACHINE
A-27	CAR WASHER
A-28	STEAM CLEANER
A-29	AIR COMPRESSOR
A-30	BATTERY QUICK CHARGER
A-31	VOLT & AMPERE TESTER
A-32	AUTO ANALYZER
A-33	SOUND METER
A-34	INJECTION PUMP TESTER
A-35	CAR FOR EDUCATING
A-36	ENGINE FOR EDUCATING
A-37	GARAGE JACK

SHEET METAL & PIPE FITTING

ITEM NO.	DESCRIPTION
S-1	PRESS BRAKE
S-2	POWER PRESS
S-3	FRAME REPAIR SYSTEM
S-4	PORTABLE SPOT WELDING MACHINE
S-5	LIFT
S-6	
S-7	SCREW PRESS
S-8	HYDRAULIC PRESS
S-9	PLATE BENDING ROLLS
S-10	VIBRO SHEAR
S-11	UNIVERSAL BENDING MACHINE
S-12	SPOT WELDER
S-13	ELECTRIC SHEAR
S-14	FOOT SHEAR
S-15	PIPE BENDER
S-16	AC ARC WELDER
S-17	CO_2 WELDER
S-18	UPRIGHT DRILLING MACHINE
S-19	BENCH DRILLING MACHINE
S-20	WELDING ROD DRYER
S-21	ABRASIVE CUT-OFF MACHINE
S-22	DOUBLE HEADED GRINDER
S-23	THREADING MACHINE
S-24	GAS WELDER
S-25	BENDING MACHINE
S-26	SURFACE PLATE
S-27	AIR COMPRESSOR
S-28	ULTRA RED DAY DRYER

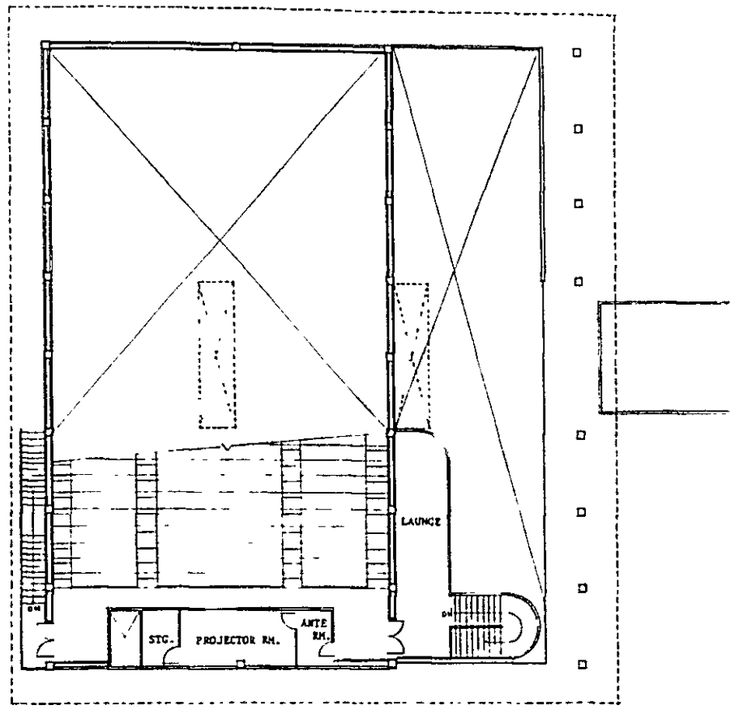
WELDING COURSE

ITEM NO.	DESCRIPTION
W-1	AC ARC WELDER
W-2	DC ARC WELDER
W-3	ENGINE WELDER
W-4	TIG WELDER
W-5	MIG AUTO-WELDER (FOR ALMINUM)
W-6	MAG WELDER
W-7	CO_2 WELDER
W-8	NON GAS ARC WELDER
W-9	PLASMA AUTO-CUTTING MACHINE
W-10	SUBMERSI-ARC WELDER
W-11	GAS WELDING
W-12	WELDING ROD DRYER
W-13	ELECTRIC SHEAR
W-14	UPRIGHT DRILLING MACHINE
W-15	BENCH DRILLING MACHINE
W-16	BAND SAWING MACHINE
W-17	AUTOMATIC GAS-CUTTING MACHINE
W-18	SCARF MACHINE
W-19	ABRASIVE CUT-OFF MACHINE
W-20	DOUBLE HEADED GRINDER
W-21	SHAPING MACHINE
W-22	WELDING POSITIONER
W-23	FOOT SHEAR
W-24	RESISTANCE WELDER
W-25	OIL FURNACE
W-26	TENSION TESTER
W-27	X-RAY TESTER
W-28	ULTRA-SONIC DETECTOR
W-29	HARDNESS TESTER
W-30	UNIVERSAL SCREEN PROJECTOR
W-31	
W-32	WELDING JOINT BENDING TESTER
W-33	BELT SURFACER
W-34	BAFF GRINDER

CEVEST PROJECT

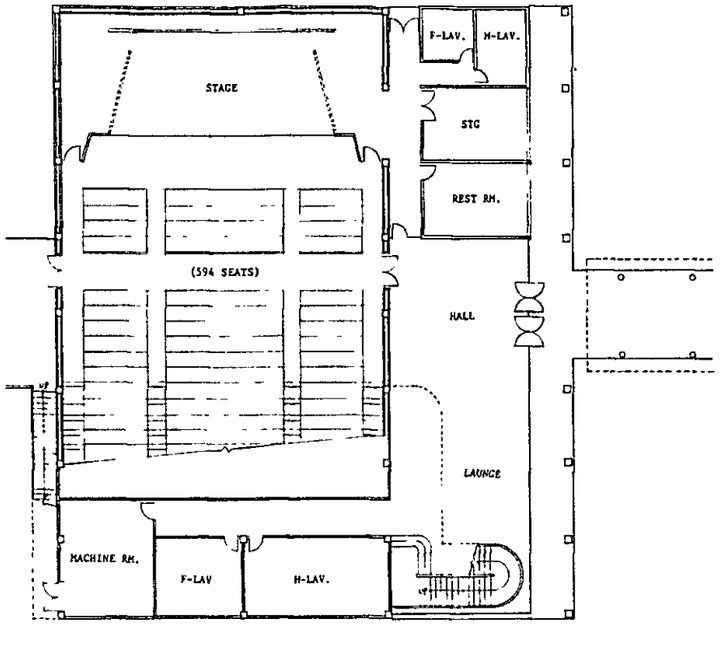
WORK SHOP TRAINING EQUIPMENT LIST 2

12

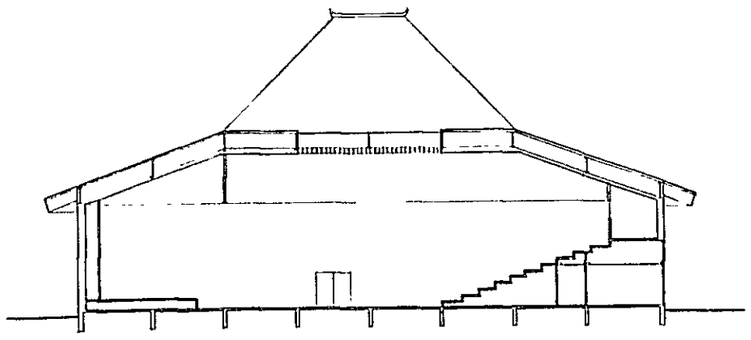


1ST FLOOR PLAN

SECTION - A



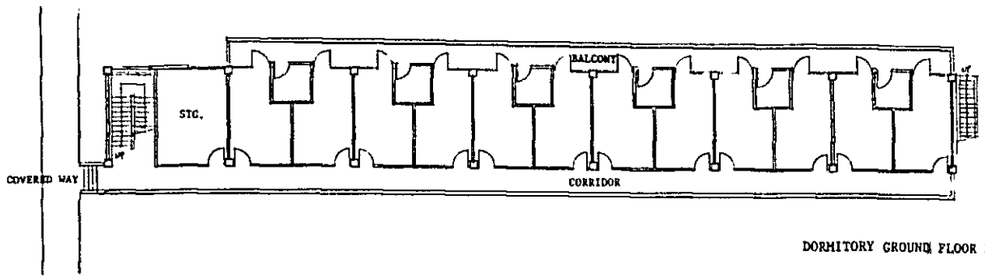
GROUND FLOOR PLAN



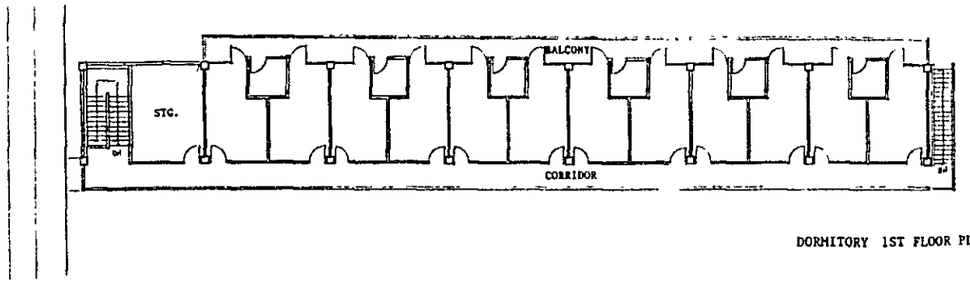
SECTION-B

CEVEST PROJECT
AUDITORIUM

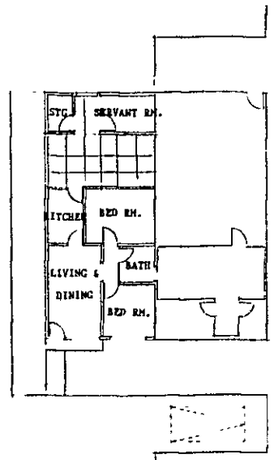
13



DORMITORY GROUND FLOOR PLAN



DORMITORY 1ST FLOOR PLAN

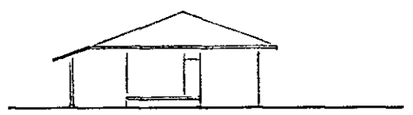


STAFF HOUSING C TYPE PLAN

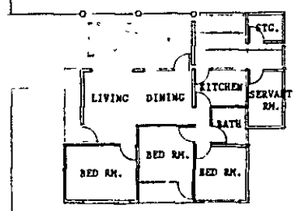
SOUTH ELEVATION

WEST ELEVATION

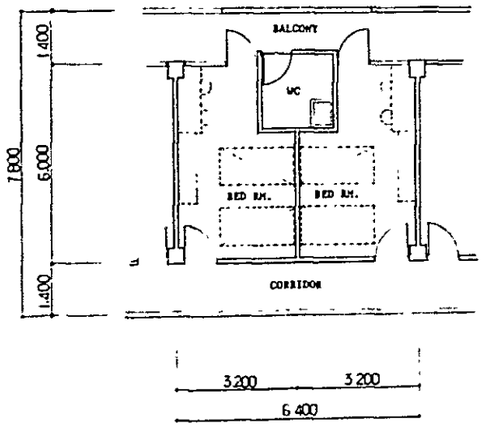
SOUTH ELEVATION



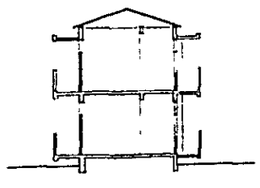
WEST ELEVATION



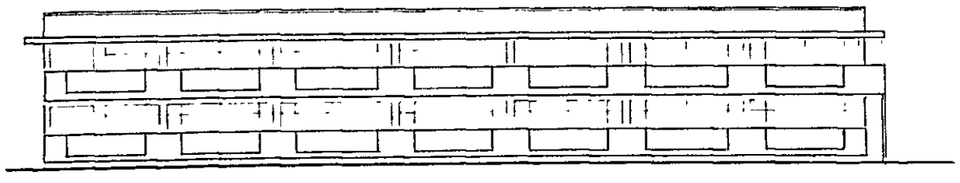
STAFF HOUSING B TYPE PLAN



UNIT PLAN



SECTION

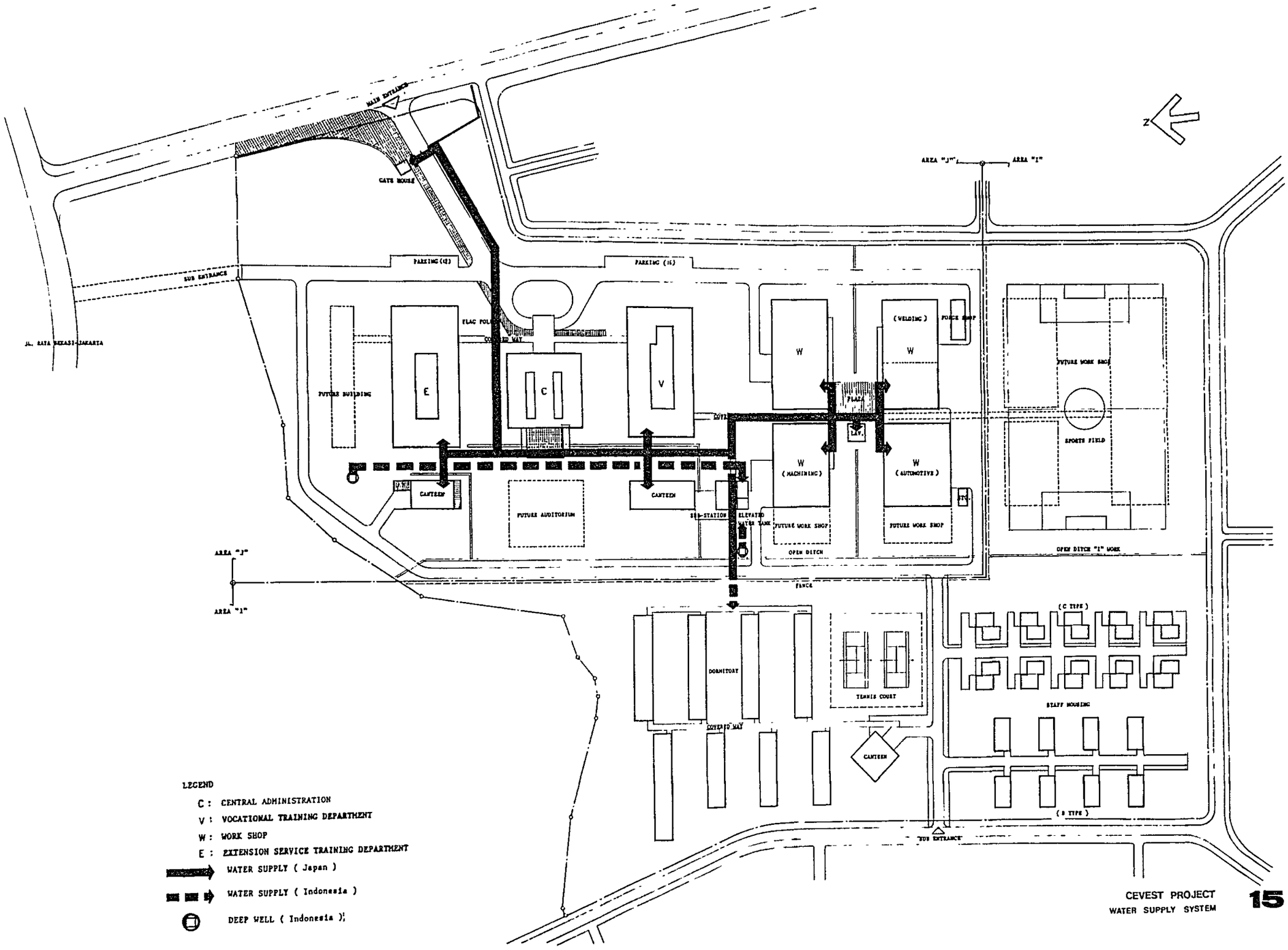


NORTH ELEVATION

0 2 4 8 M

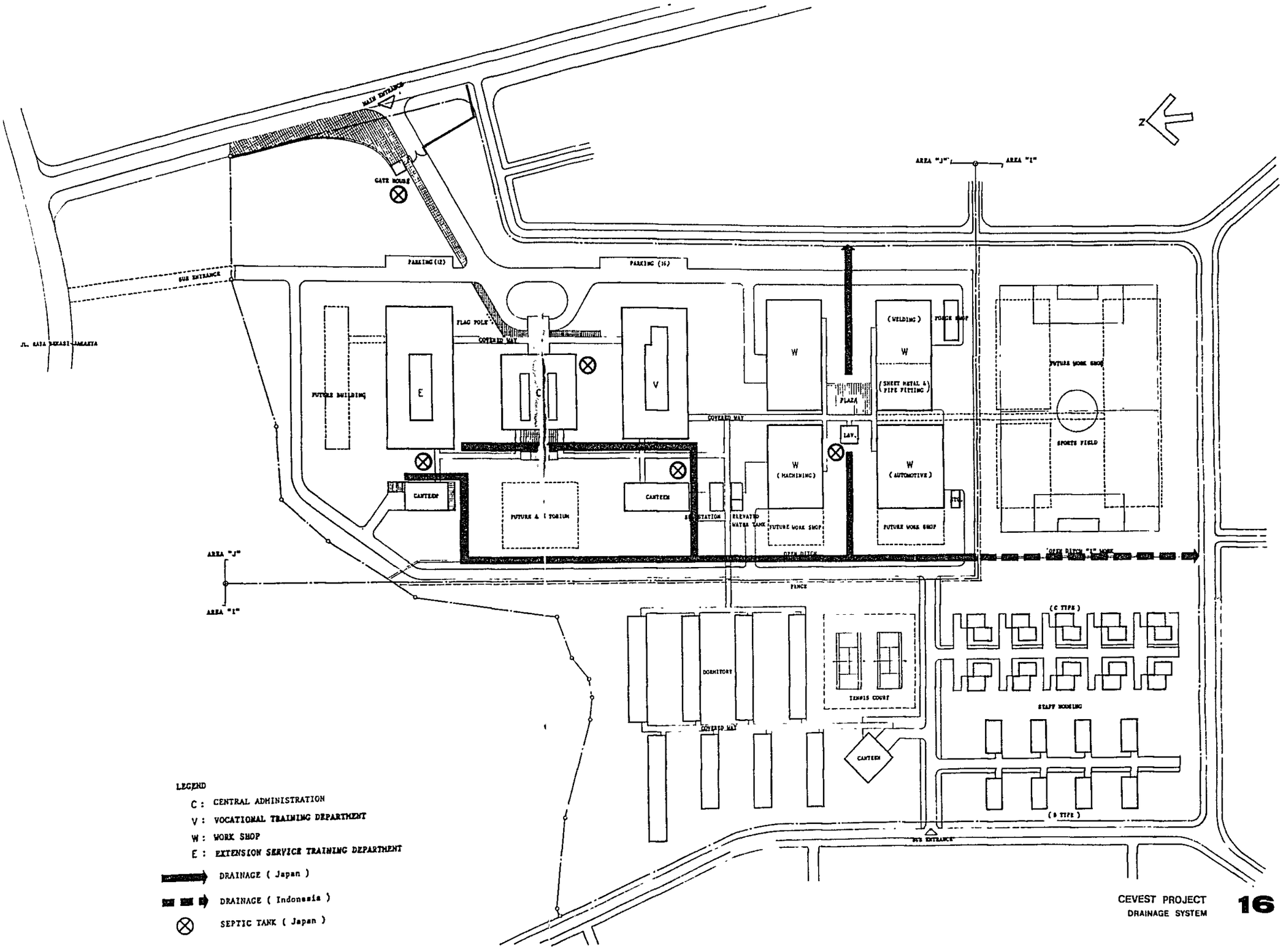
CEVEST PROJECT
DORMITORY & STAFF HOUSING

14



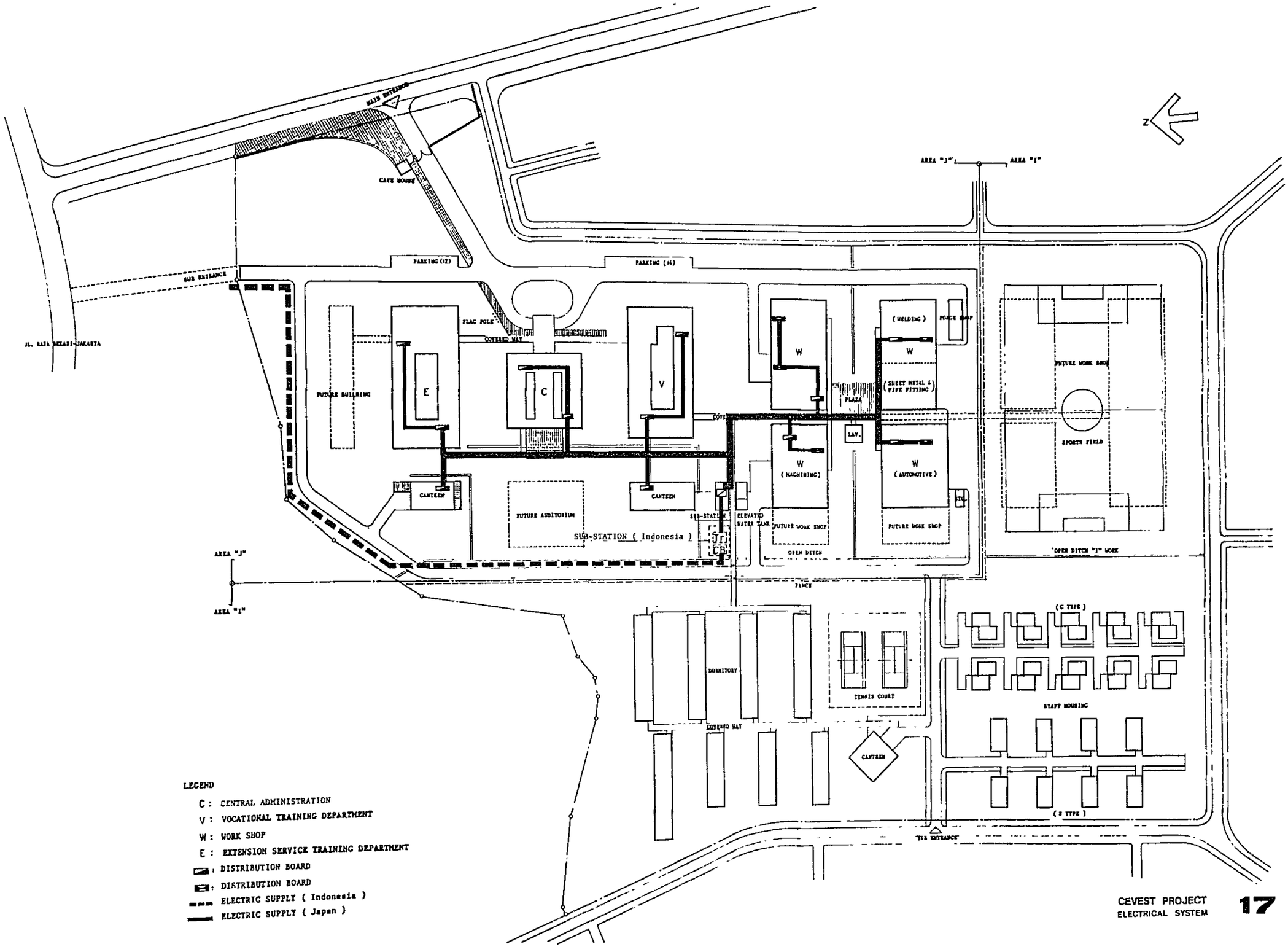
CEVEST PROJECT
WATER SUPPLY SYSTEM

15



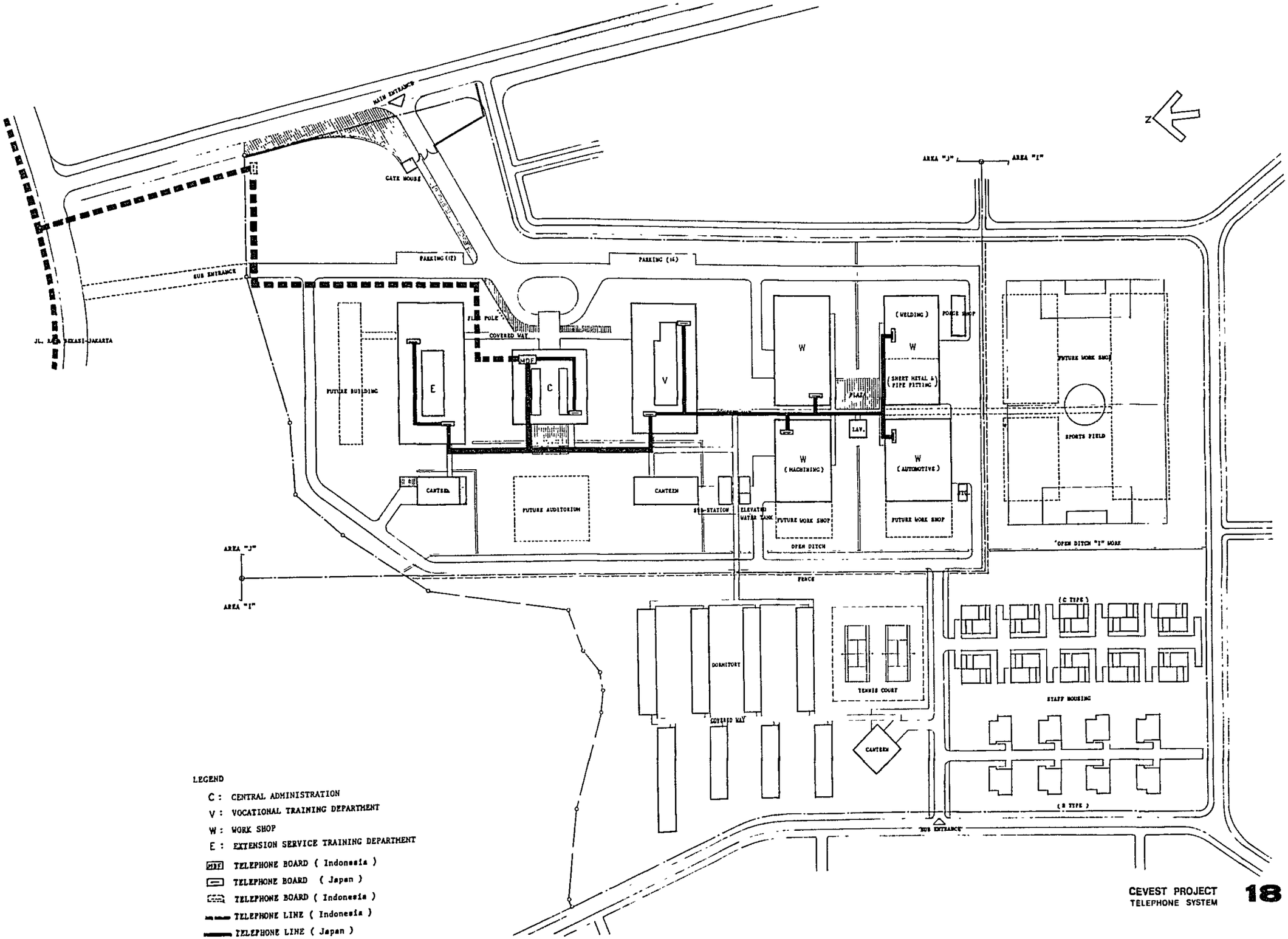
CEVEST PROJECT
DRAINAGE SYSTEM

16



CEVEST PROJECT
ELECTRICAL SYSTEM

17



LEGEND

C : CENTRAL ADMINISTRATION
V : VOCATIONAL TRAINING DEPARTMENT
W : WORK SHOP
E : EXTENSION SERVICE TRAINING DEPARTMENT
MDF TELEPHONE BOARD (Indonesia)
TELEPHONE BOARD (Japan)
TELEPHONE BOARD (Indonesia)
TELEPHONE LINE (Indonesia)
TELEPHONE LINE (Japan)

CEVEST PROJECT
TELEPHONE SYSTEM

18

CHAPTER 6. PROJECT EXECUTION

6-1. Execution System

For the planning and construction executing of the CEVEST project, the Execution Committee will be organized mainly from the Ministry of Manpower and Transmigration and the Ministry of Industry, the responsible government organization.
CIPTA KARYA, BAPPENAS and SEKNEG will also compose the Execution Committee.
The chairman of the Committee will be a responsible government official of the consultant agreement for architectural and supervision services, the contract agreement for construction of the building, however the contractual matters are subjected to be reviewed by SEKNEG. On the other hand, with regard to planning of the CEVEST facilities, the Direktorat Perumahan Rakayt, CIPTA KARYA will concern.

6-2. Construction Planning

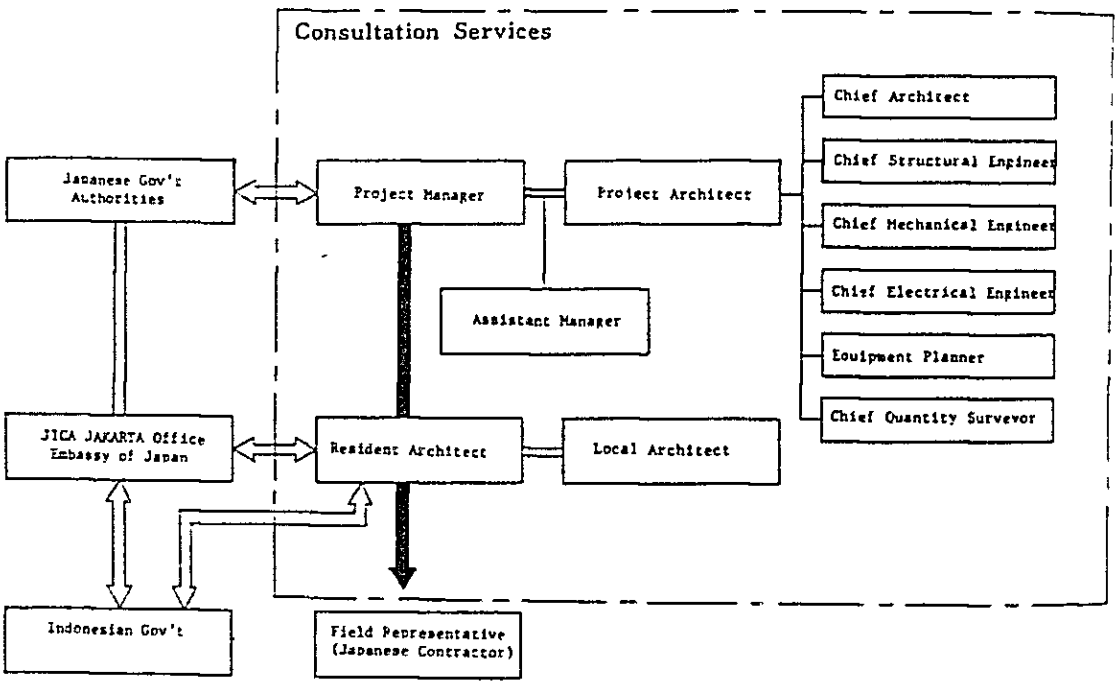
6-2-1. System

The establishment of the CEVEST is expected to be implemented under the Grant Aid Cooperation by the Government of Japan. After the decision of execution of the Project, the Indonesian Government shall make banking arrangement with one of foreign exchange banks in Indonesia for payments concerned to the establishment of the Project, then shall select a consultant for designing and supervisory services and a construction company from Japanese corporations.

6-2-2. Construction Planning

Following the establishment of the Execution Committee and the nomination of its member staffs mainly in the Ministry of Manpower and Transmigration, arrangement of opinions on detail drawings and practical business on

Fig. 6.2.3. Construction Administration System



business on tendering and contracting procedures, adjustment of internal census about, supply of information and issue of instruction to the Japanese counterparts.

As for the construction planning, the Execution Committee and the Japanese personnel incharge will carefully study the detail construction schedule, demarcation of works to be undertaken by both parties, and procurement and transportation of construction materials.

Due to the climatic conditions of Indonesia, piling work, foundation work, structural frame work, exterior wall finish work and outdoor work shall be planned to be constructed during dry season. During rainy season interior finish works and related equipment works should be executed.

However, since the commencement of construction works are scheduled in November to December, the beginning of rainy season, mobilization work and pile manufacturing work is recommended to be done during the evaluation of selected Contractor by SEKNEG. Prior adjustment must made to ensure good coordination between the timing for delivery to the site of materials and machineries to be procured from Japan and the timing for commencement of the work by use of materials locally available in Indonesia. Skilled workers must be assigned to the job site during the process of work progress, so that any loss of time by waiting for the turn to start the work or by going backward to the reversed sequence of construction can be eliminated.

6-2-3. Supervisory Planning

Under Japan's Grant aid cooperation, the construction supervision will be executed by the agreement for architectural and supervisory services between the Ministry of Manpower and Transmigration and Forests and a Japanese corporation consultant. The purposes of the supervision is to cooperate in fair contract agreement, in faithful realization of the design objectives, and in instruction to the contractor for its adequate execution of the construction.

The supervisory services are as follows;

1) Cooperation on contract agreement

Selection of construction companies, Preparation of contract documents, Assistance in letting construction contracts, Examination of cost breakdown for construction, Attendance on contract agreement.

2) Check and confirmation of shop drawings

Examination of shop drawings, materials, finish samples, and equipment submitted from contractor during construction.

3) Instruction of construction

Study of construction planning and schedule, Instruction to staffs of contractor, Presentation of supervision report for construction progress.

4) Cooperation of authorization to pay

Examination of contents of payment requests during and after construction and cooperation on payment procedure.

5) Inspection of construction

Inspections of construction on each completed amount of work during the construction term from commencement to completion.

The consultant will confirm the completion of construction and fulfillment of conditions of contract agreement. By the attendance on the delivery and acceptance of the Project, the consultant will complete its supervision services. Moreover, the Project will be reported its necessary and essential matters to the Government of Japan through consultant such as construction progress, payment procedure, and completion and delivery, etc.

6-3. Demarcation of Construction

The following items are summarized of the construction works and necessary undertakings to be taken by the both Governments.

6-3-1. Items to be borne by the Government of Japan

1). Facilities
   a) Administration & Common Bldg.
   b) Training Bldg. (Vocational Training Dept.)
   c) Training Bldg. (Extension Service Training Dept.)
   d) Workshops
   e) Canteens
   f) Utilities, other miscellaneous

2). Infrastructure Works
   a) Elevated water tank
   b) Water supply distribution (from the water tank to facilities)
   c) Hydrant
   d) Electricity receiving system
   e) Telephone exchange system

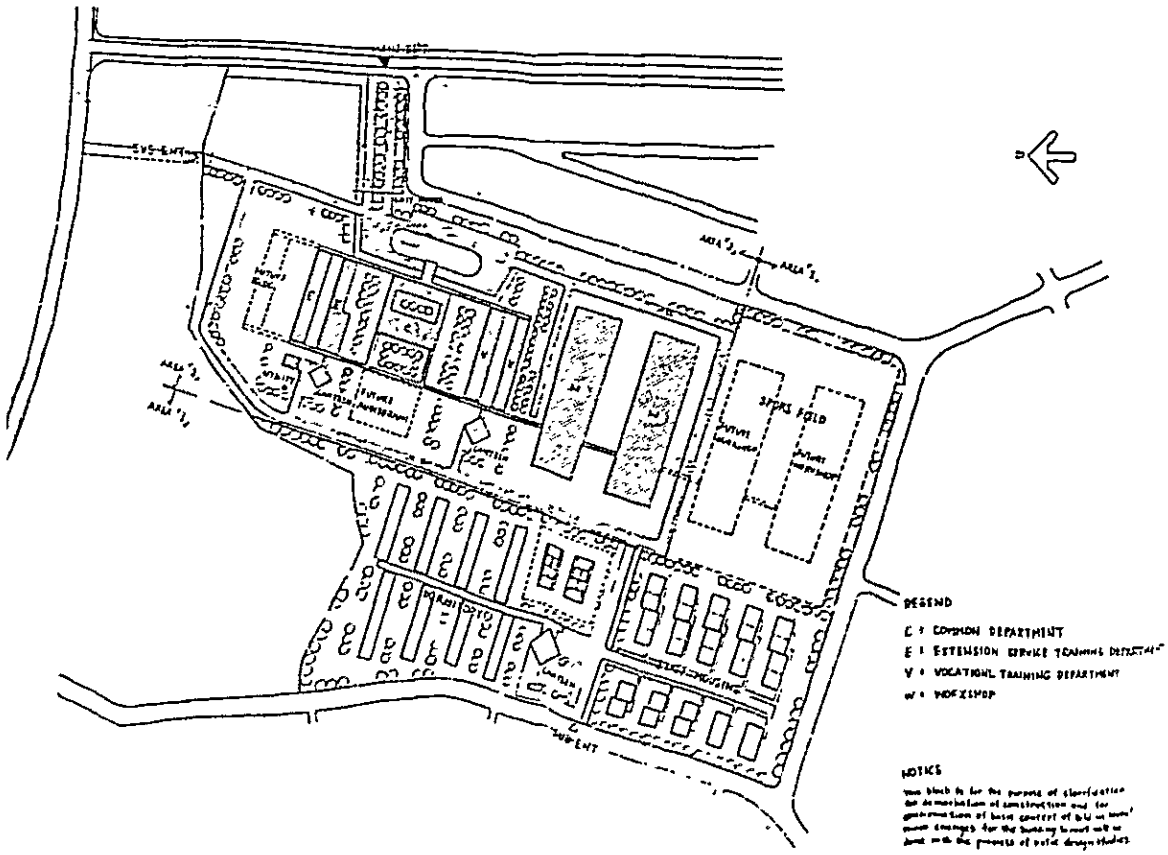
3). Outdoor Works
   a) Road & Parking pavement
   b) Architectural drainage
   c) Outdoor lighting
   d) Front fence and gate
   e) Other miscellaneous

4). Equipment Specified in Annex-5

6-3-2. Items to be borne by the Government of Indonesia

1). Construction Works
   a) Clearing fill and level the Project site with specification of 25 cm higher than the road level before the start of construction;

Fig. 6.3. Demarcation of Construction



b) Constructing the fence except the front gate in and around the site;

c) Constructing the road outside the site which is used for temporary construction purpose, and reinforce or reconstruct the access road to the site;

d) Constructing the road of Area "I" specified on the Block Plan

e) Facilities
   1. Dormitories
   2. Staff housing
   3. Garage
   4. Shed for substation
   5. Auditorium

f) Infrastructure Works
   1. Electricity
      a. The distribution line to the site.
      b. The main circuit breaker and transformer with capacity of approx. 1,000 KVA.
   2. Water Supply
      Well water drilling within the site with water supply capacity of 360 m^3/day including submerge pump.
   3. Drainage
      a. Drainage from the site to the canal.
      b. Storm reserver within the site.
   4. Telephone System
      a. Telephone trunk line to the terminal box in the site.
      b. All application procedures for telephone line connection and payment required for charge and construction cost.

g) Furnitures and Furnishings
   General furnitures (Carpet, curtain, table, chair and others)

h) Landscaping within the Site

i) Sports Facilities

V. Mechanism Of The Grant Aid Program
(After The Exchange Of Notes)

1 EXCHANGE OF NOTES (E/N)

Notes are exchanged between the two countries concerned on each project mutually agreed upon. The validity of the Grant Aid shown in the Notes is normally two years (short-term notes at the end of the Japanese fiscal year: end of March).

2 BANKING ARRANGEMENT (B/A)

An agreement between the Government of recipient country and a Japanese foreign exchange bank is concluded in accordance with the Notes.

- The commissions described below are to be paid to the Japanese foreign exchange bank by a recipient country for the banking services:
  (1) Advising Commission of Authorization to Pay (A/P) (about ¥3,300 for each A/P)
  (2) Payment commission (about 1/10% of each payment)
- A/P is issued by the Government of a recipient country to authorize the Japanese foreign exchange bank to pay in behalf of the Government of a recipient country.

3 CONCLUSION OF CONSULTANT CONTRACT

Consultant contract for the supervising and architectural designing services is concluded between the Government of recipient country and a Japanese consulting firm.

4 VERIFICATION OF THE CONSULTANT CONTRACT

The Government of Japan checks the consultant contract whether it is eligible under the Grant Aid and verifies.

5 ISSUANCE OF AUTHORIZATION TO PAY (A/P)

The Government of recipient country issues A/P to the Japanese foreign exchange bank in accordance with the consultant contract and B/A.

6. NOTIFICATION OF THE A/P

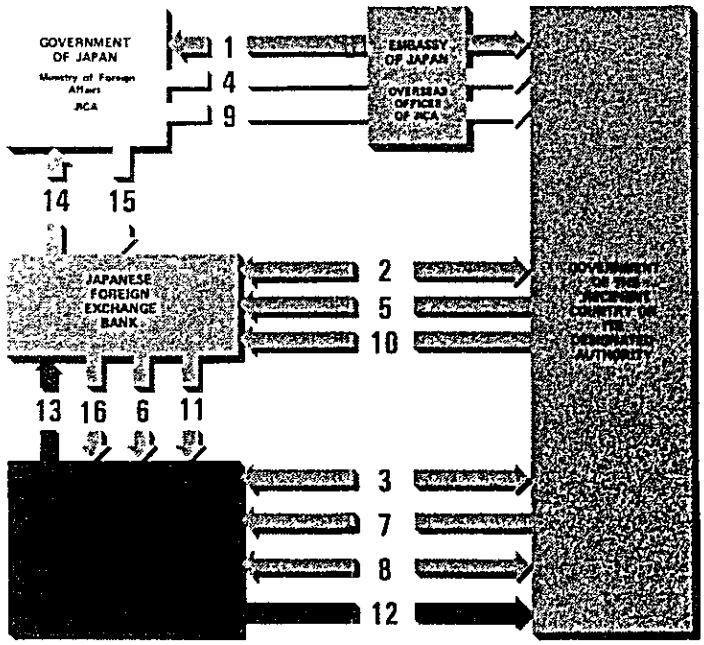
The Japanese foreign exchange bank notifies the consulting firm of the issuance of the A/P.

7 TENDER

The Government of recipient country selects a Japanese firm to implement the project through a tender.

8 CONCLUSION OF CONTRACT FOR IMPLEMENTATION OF THE PROJECT

The Government of recipient country concludes a contract for implementation of the project with a selected Japanese firm.



9 VERIFICATION OF THE CONTRACT FOR IMPLEMENTATION OF THE PROJECT:

The Government of Japan checks and verifies the contract for implementation of the project.

10 ISSUANCE OF A/P

The Government of recipient country issues A/P to the Japanese foreign exchange bank in accordance with the contract for implementation of the project etc.

11. NOTIFICATION OF THE A/P

The Japanese foreign exchange bank notifies the implementing firm of the issuance of the A/P.

12. EXECUTION OF THE CONTRACT

The consulting firm and the implementing firm execute their contracts.

13. PAYMENT REQUESTS TO THE BANK

The consulting firm and the implementing firm request the payments to Japanese foreign exchange bank in accordance with their contracts and A/P.

14. PAYMENT REQUESTS TO THE GOVERNMENT OF JAPAN

The Japanese foreign exchange bank requests payment to the Government of Japan.

15. PAYMENTS TO THE BANK

The Government of Japan pays into the prescribed account of the Government of recipient country at the Japanese foreign exchange bank.

16. PAYMENTS TO THE JAPANESE FIRM

The Japanese foreign exchange bank pays to the consulting firm and the implementing firm from the account of the Government of recipient country.

- JICA dispatches a survey team for investigation of the Project (i.e. to prepare a concrete agreement between Japanese firms and the recipient country) necessary after E/N.

2). Services and Undertakings

a) Providing data and information necessary for the design and construction;

b) Bearing the following commissions to the Japanese foreign exchange bank for the banking services based upon the Banking Arrangement.
   1. Advising commission of A/P
   2. Payment commission

c) Bearing the following commissions or charges to the Indonesia Government authorities concerned.
   1. Application charges for power supply authorities (PLN)
   2. Application charges for telephone connecting.
   3. Application charges for getting Building Permit.

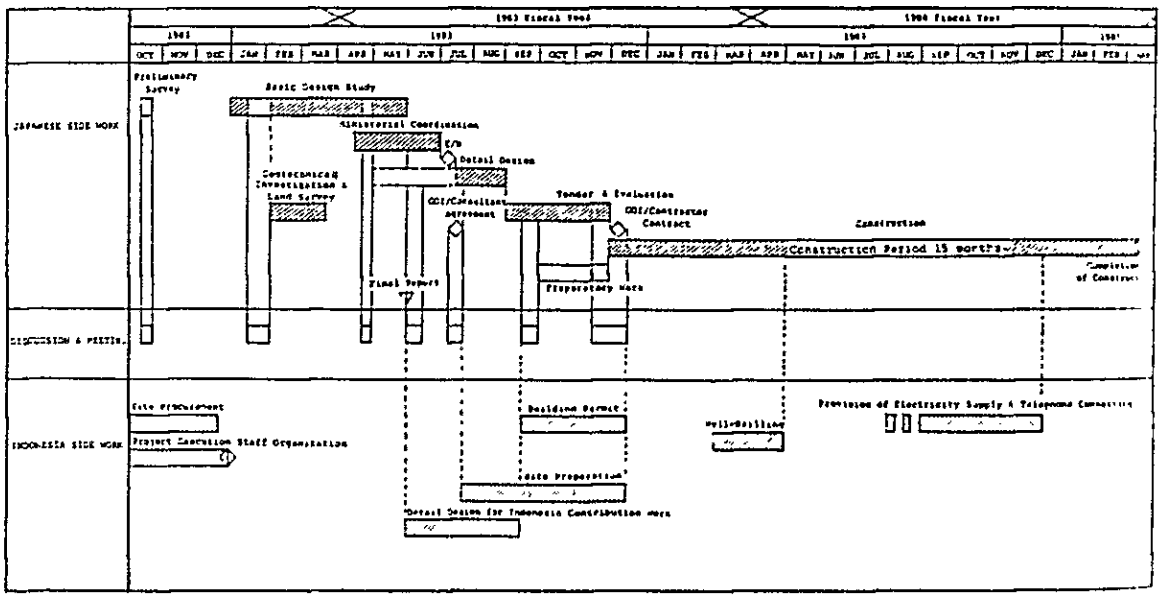
d) Ensuring prompt unloading and customs clearance in Indonesia of imported materials and equipment for the implementation of the Project and to expedite the internal transportation for them;

e) Exempting Japanese nationals concerned with the Project from customs duties, internal taxes and other fiscal levies which may be imposed in Indonesia on the occasion of the supply of materials and services for the Project;

f) Providing and accord necessary permissions, licenses and other authorization required to carry out the Project;

g) Maintaining and use properly and effectively the facilities constructed and equipment purchased under the grant.

Fig. 6.4. Execution Schedule



6-4. Execution Schedule

The preparation for working drawings for the CEVEST under the grant aid cooperation by the Government of Japan will start following the conclusion of the Exchange of Notes between the Government of Indonesia and Japanese Government.
The Schedule consists of three phases, detail design, tendering and construction.

Detail Design

About three months and half will be required for the Project. The tender documents will be prepared based on the Basic Design Report. During this phase confirmations will be made to the Indonesian side in three stages, preliminary, intermediary and final stage.

Tendering

About three months will be required for the tendering including the prequalification of tenderers, tendering and evaluation of the tenders and recommendation of contractors to the Indonesian Government.

Construction

The construction work will start after the verification of the agreement by the Japanese Government after signing of the contract. The total period of construction can be estimated at about 16 months, provided that the work will be ready to start immediately after the completion of tendering.

6-5. Procurement of Construction Materials

For the execution of the construction of the CEVEST, the procurement of construction materials and equipment shall be planned to be procured in large quantity in Indonesia considering construction method, maintenance ability and construction term.
As for the procurement of the labour force for construction and equipment installation, skilled labourers for concrete work, reinforced bar arrangement, metal work, metal fitting work, painting work and electrical work should be dispatched from Japan for the supervising local workers in the job performance.

1) Construction Materials to be procured in Indonesia

Cement and aggregate (sand, gravel)
Brick
Timber
Steel bars, steel, terrazo block, cement tile
Corrugated asbestos cement sheet
Various type of water proofing
Office furnitures and fittings
Glass, wooden fittings
Various type of painting materials, Interior materials

2) Construction materials to be procured from Japan

Metal plaque
Special partitions
Steel Shutter
Finishing Hardware
Temporary work materials
(generator, tables and tools)
Piping
Wiring, cable, conduit and panel
Lighting fixture, plug and switch
Transformer
Training laboratory equipment and materials
Pump and casing
Air conditioner

In procuring materials of local availability, lead time of a considerable length is required for pre-arrangement of supplies, because the total quantity of supplies is limited.

Besides that, because of diversity in the grade of quality, strict screening of grades is required after careful check of quantity for use and selection of place of application. This will bring about a great advantage in the maintenance of building after its completion.

Fig. 7.1.1. Organization Chart

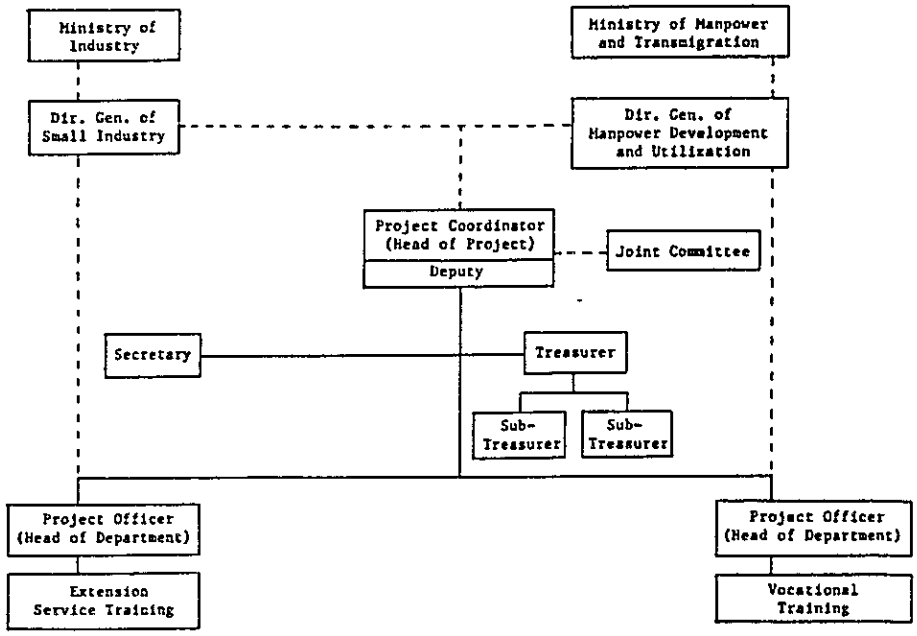


Fig. 7.1.1. Organization Chart (VTD)

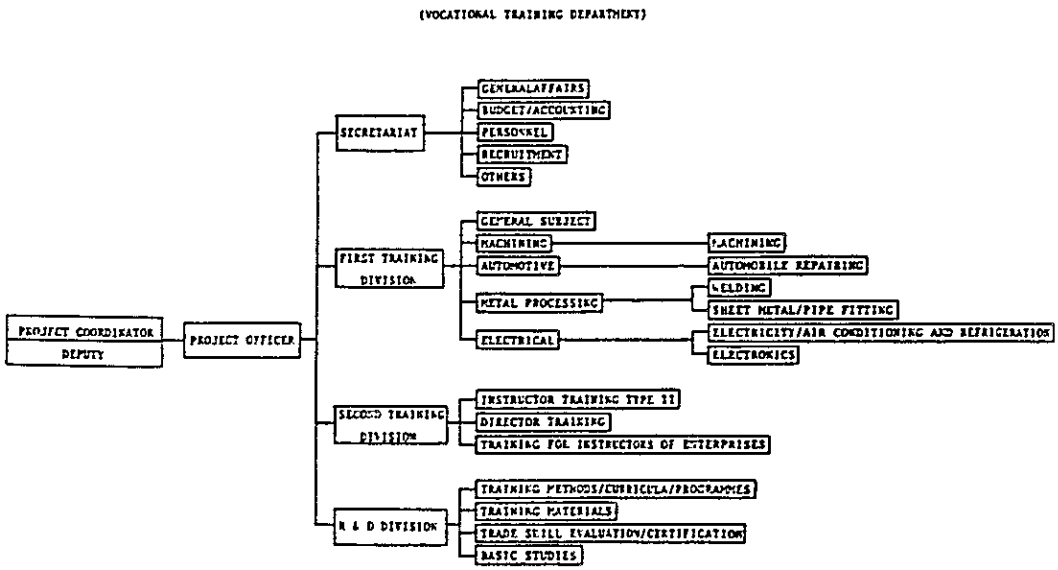
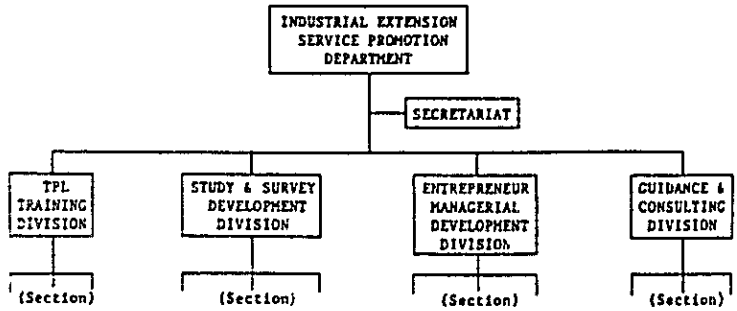


Fig. 7.1.2. Organization Chart (EST)



CHAPTER 7. OPERATION AND MAINTENANCE

7-1. Administration & Maintenance System

For the effective operations of the activities of the CEVEST, adequate administration and maintenance system should be established.
The CEVEST project comprises the Department in charge of Extension Service Training and the division in charge of Vocational Training. Accordingly, the project shall be implemented with close cooperation between the Ministry of Industry and the Ministry of Manpower and Transmigration, relevant authorities of the Indonesian Government.
The implementation of the CEVEST project shall be, accordingly, carried out by a Joint Committee with participation of representatives of both ministries. The said committee shall decide about matters related to the operation and administration of the center, exchange program with other ASEAN nations, adjustment of the Technical Cooperation schedule with Japanese authorities concerned.
One Project officer in charge of the Vocational Training Department and one in charge of the Extension Service Training Department will be nominated by the Ministry of Manpower and Transmigration and Ministry of Industry, respectively. The Project Coordinator (Director of the CEVEST) and the Joint Committee, will be in charge of the monitoring and administration of the two departments.
The experts dispatched from Japan, particularly the team leader, will act as a Chief Advisor that will give technical advice to the CEVEST Director. Japanese experts will work in close cooperation with the Indonesian counterparts to give technical advice in the respective fields of specialization.
The operation and administration system of the two departments of the CEVEST will be as follows.

1). Vocational Training Department (VTD)

The organization for operation and administration of the VTD of the CEVEST will consist of four divisions under the Project Officer (Division Head).

- Secretariat division

Fig. 7.2.1. Staff Allocation Schedule (VTD)

DIVISION			DIVISION CHIEF (III A)	FUNCTION		INDONESIA COUNTERPARTS			TOTAL
						CHIEF INSTRUCTOR	SENIOR INSTRUCTOR	INSTRUCTOR/ JUNIOR INSTRUCTOR	
PROJECT COORDINATOR	PROJECT OFFICER	SECRETARIAT	1	General Affairs		-	-	-	)
				Budget/Accounting		-	-	-	) 30
				Personnel		-	-	-	)
				Recruitment		-	-	-	)
				Others		-	-	-	25
		FIRST TRAINING DIVISION	1	General Subject		-	-	-	7
				Machining	Machining	1	2	3	6
				Automotive	Gas	1	2	4	13
					Diesel		2	4	
				Metal Processing	Welding	1	2	3	6
					Sheet Metal	1	2	2	5
					Pipe Fitting	1	2	2	5
				Electrical	Electrical Wiring/Appliances	1	2	2	5
					AC/Refrigeration	1	2	3	5
					Electronic Appliances	1	1	3	8
					Industrial Electronic			3	
		SECOND TRAINING DIVISION	1	Instructor Training Type II		1	2	2	5
				Director Training		1	2	-	5
				Training for Instructor of Interprises			2	-	
		RESEARCH AND DEVELOPMENT	1	Method/Curriculum/ Program		Chief Researcher 1	Researcher 2	-	3
				Training Materials		1	3	-	4
				Evaluation/Certification		1	2	-	3
				Basic Studies		1	2	-	3
2 (A)	1 (B)	TOTAL	4 (C)	-		14	32	30	138 (D)
								GRAND TOTAL (A+B+C+D)	145

Fig. 7.2.2. Staff Allocation Annual Plan (VTD)

		83/84	84/85	85/86	86/87	87/88
1.	PROJECT COORDINATOR/DEPUTY	2 (2)	2 (-)	2 (-)	2 (-)	2 (-)
2.	PROJECT OFFICER	1 (1)	1 (-)	1 (-)	1 (-)	1 (-)
3.	DIVISION CHIEF	-	4 (4)	4 (-)	4 (-)	4 (-)
4.	CHIEF INSTRUCTOR	8 (8)	8 (-)	9 (1)	10 (1)	10 (-)
5.	SENIOR INSTRUCTOR	-	9 (9)	21 (12)	23 (2)	23 (-)
6.	OTHER INSTRUCTOR	-	16 (16)	28 (12)	30 (2)	30 (-)
7.	GENERAL SUBJECT TEACHER	-	7 (7)	7 (-)	7 (-)	7 (-)
8.	CHIEF RESEARCHER	4 (4)	4 (-)	4 (-)	4 (-)	4 (-)
9.	RESEARCHER	-	4 (4)	9 (5)	9 (-)	9 (-)
10.	ADMINISTRATIVE PERSONNEL	8 (8)	30 (22)	30 (-)	30 (-)	30 (-)
11.	OTHERS (GUARD, GARDENER, STORAGE KEEPER, JANITOR, ETC.)	5 (5)	25 (20)	25 (-)	25 (-)	25 (-)
	TOTAL (NEW RECRUITS)	28 (28)	110 (82)	140 (30)	145 (5)	145 (-)

- First Training division
- Second Training division
- Research & Development division

The staff of the VTD will consist of 145 persons, with 55 persons allocated to the Secretariat division, 60 persons to the Secretariat division, 10 persons to the Second Training division and 13 persons to the Research and Development division. These staff will be recruited during the period of 5 years starting from 1983. The recruiting schedule is indicated in Fig.

2). Extension Service Training Department (EST)

The organization for operation and administration of the EST will consist of five divisions under the Project Officer (Division Head).

- Secretariat division
- TPL Training division
- Enterpreneur Managerial Development division
- Study & Survey Development division
- Guidance & Consulting division

The staff in charge of the operation and administration of the EST will consist of 65 persons that will allocated to the aforementioned sections.

Fig. 7.2.3. Staff Allocation (EST)

NO.	NAME OF POSITION	NUMBER OF OFFICIAL	NUMBER OF SUPPORTING STAFF
1.	Project Coordinator/Deputy	= 1 Person	3 P.M.
2.	Secretariat	= 3 Persons	5 *)
3.	Industrial Extension Service Promotion Dept.	= 4 Persons	
4.	Treasurer	= 3 Persons	9 **)
5.	Secretariat of Industrial Extension Service Promotion Dept.	= 4 Persons	
6.	TPL Training Div.	= 4 Persons	12 ***)
7.	Entrepreneur Managerial Development Div.	= 4 Persons	12 ***)
8.	Study & Survey Development Div.	= 4 Persons	12 ***)
9.	Guidance & Consulting Div.	= 4 Persons	12 ***)
		31 Persons	65 Persons (P.M.)

NOTE :

*) Staff 3 Persons
Service 2 Persons

**) Typist 3 Persons
Staff 6 Persons

***) Typist 3 Persons
Staff 8 Persons
Service 1 Person

7-2. Maintenance Planning

The planning of the facilities of the CEVEST shall be based on the easy maintenance and operation. On the occasion of the delivery of the buildings, maintenance and operation for the buildings and equipment will be instructed to the staffs of the CEVEST together with presentation of operation manuals and explanation notes.

The maintenance consists of usages and cleaning of buildings and equipment. The necessary information about reparing and spare parts will be also presented to the staff of the CEVEST.

For the operation and maintenance of the CEVEST facilities, effective measures for budget is indispensable and furthermore, the CEVEST should be backed up strongly by supplies of follow-up equipment and materials under the Technical Cooperation by the Government of Japan.

From the administrative point of view the CEVEST consists of the Vocational Training Department under the supervision of the Ministry of Labour and Immigration, the Extension Service Department under the supervision of the Ministry of Industry and the Administrative Department that will be in charge of the coordination of the first two divisions. Accordingly, the electric energy consumed by each division is planned to be measured separately.

7-3. Operation & Maintenance Costs

For the operation and maintenance of the CEVEST, the currency budgets will be covered by the following funds.

Currency budgets by Ministry of Manpower and Transmigration and Ministry of Industry

Japanese Technical Cooperation budgets for expenses of long-term & short-term experts, counterpart training expenses and expenses for provision of follow-up equipments.

Currency budget allocations for the CEVEST by Ministry of Manpower and Transmigration are estimated as follows.

Estimation of Staffing and Indonesian Budget Allocation for CEVEST

TITLES	1982/1983	1983/1984	1984/1985	1985/1986	1986/1987	EXPLANATION
I STAFFING PLAN						
1 DIRECTOR/DEPTY DIRECTOR	-	2	-	-	-	
2 DIVISION CHIEF	-	4	-	-	-	
3 ADMINISTRATION STAFF	-	5	6	10	-	
4 CHIEF INSTRUCTOR	-	8	2	-	-	
5 SENIOR INSTRUCTOR	-	-	1	-	-	
6 CHIEF RESEARCHER	-	-	7	-	-	
7 RESEARCHER	-	-	22	5	-	
8 OTHERS	-	7	2	15	-	
9 INSTRUCTOR	-	8	26	-	-	
TOTAL	-	34	68	30		
II BUDGETARY ALLOCATION						
1 LAND PURCHASER	-	-	-	-	-	
2 LAND CONSOLIDATION	200 000,0	200 000,0	200 000 0	-	-	1985/1986
3 FACILITY (INVENTARIS)	50 000,0	80 000,0	85 000,0	70 000,0	50 000,0	193 trainees
4 SALARY FOR STAFF & INSTRUCTION	10 000 0	43 600 0	118 800,0	225 000 0	225 000,0	1986/1987
5 ALLOWANCE FOR TRAINEES	-	-	-	425 000,0	600 000 0	182 trainees
6 MATERIALS	-	-	-	1,140 000 0	1 092 000,0	
7 UTILITY	-	-	-	20.000 0	23 000 0	Budget in a thousand rupiah
8 CONTIGENCY	32 000 0	25 000 0	33.000,0	80 000,0	100 000 0	
TOTAL	300 000,0	348.600,0	416 800,0	1 960 000 0	1 892 000 0	-

Based on the survey and collected data, the rough estimation of the operation and maintenance costs for the first year is tentatively calculated as follows.

Personnel Expenditures	74,282,000	RP/month
VTD	51,426,000	RP/month
EST	22,856,000	RP/month
Maintenance Expenses for facilities	2,200,000	RP/month
VTD	1,630,000	RP/month
EST	570,000	RP/month
Operating Expenses for Mechanical & Lighting facilities	12,570,000	RP/month
VTD	11,770,000	RP/month
EST	800,000	RP/month
Equipment's consumables and Supplies	320,000	RP/month
VTD	290,000	RP/month
EST	30,000	RP/month
Miscellaneous	1,715,000	RP/month
VTD	1,140,000	RP/month
EST	575,000	RP/month
Total	91,087,000	RP/month
VTD	66,256,000	RP/month
EST	24,831,000	RP/month

Above estimations do not include any expenses for training activities, such as trainee's expenses, lecturer's expenses and soon.

The operation costs necessary for the operation of equipment of the CEVEST are shown below. The calculation is conducted on the assumption of 100% operation of all the equipment at the same time. Nevertheless, it will be of very rare occurrence that all the facilities including training rooms and training hall are operating every day through out the month. Considering preparation terms of the rooms and equipment, the running costs of the equipment may be less than the 100% calculation.

The aforesaid calculation is estimated by the rate of average monthly usage as 60% of maximum operation.

Calculation of Electrical Charges

(1) Conditions of Calculation

a. One month usage of electricity by maximum loading

b. Operating hours of equipment: 8 hours a day and 25 days per month

(2) Loading capacity

	Power:KW	Equipment Lighting:KW	Power:KW
a. Administration Common	30	-	25
Tranformer substation	-	-	2
Gate house & utility	15	-	3
b. Extension Service Training Dept.			
Training building	20	-	60
Canteen	5	-	3
c. Vocational Training Dept.			
Training building	30	-	45
Workshop	-	1,500	70
Canteen	5	-	5
d. Covered Way	-	-	7
Total	105	1,500	220
Grand Total		1,825 KW	

(3) Usage of Total Electric Power (per month)

Total Capacity

= (105KW x 0.7 + 1,500KW x 0.6 + 220KW x 0.8) x 8 hrs. x 25 days

= 1,150KW x 8 hrs x 25 days = 230,000 KWH per month

(4) Electrical Charges per month

Electrical charges per month

= Basic Charges + Usage Charge

= (1,500 RP/KVA x 1,150 KW) + (47 RP/KWH x 230,000 KWH)

= 12,535,000 RP. per month

(5) Departmental Charges calculation

VTD: 11,755,650 RP. per month

EST: 779,350 RP. per month

Basis of calculation

Loading capacity of EST : 88 KW

Loading capacity of VTD : 1,655 KW

Loading capacity of Common : 82 KW

Loading capacity will be separated into;

$$\text{EST: } \frac{88}{1{,}655 + 88} \times 82 = 4 \text{ KW}$$

$$\text{VTD: } \frac{1{,}655}{1{,}655 + 88} \times 82 = 78 \text{ KW}$$

Therefore:

EST: 92 KW

VTD: 1,733 KW

Electrical Charges

EST:

((25KW + 45KW x 0.05) x 0.7 + (64KW + 37KW x 0.05) x 0.8) x 8 hrs. x 25 days

= 14,300 KWH per month

VTD:

((35KW + 45KW x 0.95) x 0.7 + 1,500KW x 0.6 + (120KW + 37KW x 0.95) x 0.8) x 8 hrs. x 25 days

= 215,700 KWH per month

Therefore:

EST:

(1,500RP/KVA x 71.5KW) + 47RP/KWH x 14,300KWH

= 779,350RP

VTD:

(1,500RP/KVA x 1,078.5KW) + 47RP/KWH x 215,700KWH

= 11,755.650RP

CHAPTER 8. EVALUATION OF THE PROJECT

The social and economic evaluation of the implementation for the establishment project of the CEVEST in the Republic of Indonesia is in the following.

1). Socio-Economic Evaluation

The same as in other ASEAN countries, Indonesia has been promoting industrialization of mainly heavy and chemical industries of large enterprises for quick achievement, and small scale and regional industries, which occupy the majority of the economic activities in Indonesia, have not overcome the problems of labor shortage and lower quality labor, causing distortions of the national economy in recent years. Therefore, the Government of Republic of Indonesia is promoting various development programs in many regions under the Third Economy Development Plan (PELITA III), in succession to the First and Second Plans, taking up the policies of employment enlargement and growth of small scale industries as the basic strategy.

Implementation of the CEVEST project exactly is responding this national economic plans. The CEVEST project aims at promotion of the employment and level up of the labor quality to be achieved by training and guidance activities by instructors and extension service workers developed through various CEVEST training courses and enhancement of management abilities of small scale industries. Great contribution to development of the Indonesian economy through development of the Indonesian economy through development of the industries can be expected and this will lead to stabilization and prosperity of the country.

Since increase of the productivity and advancement of the technical level is closely related with grading up the conventional small scale enterprise systems, to which adaptation of themselves to the regional environmental conditions is strongly required, in almost the same extent as increased investment of capital, the most effective policy for their development is propagation of the software that efficiently utilizes

various conditions that are helpful to increase the productivity and enhance the technical level.
The software means application of technological production method and scientific management system to the production activities. It is a technique that deals with subjects related to designs and improvement steps of an integrated system on human being, raw materials and machinery and facilities.

The CEVEST projects aims at levelling-up of the conventional production, sales and management systems, and it is planned to provide a function of scientific and systematic management to all these operations. Also, trainers and instructors cultivated by CEVEST are to work on dissemination and guidance of industrial and management skills in a wide range utilizing various facilities available in national scale. Therefore, the CEVEST project can be evaluated to be a well balanced and very useful project that can greatly contribute to cultivation of talents in Indonesia.

The concept of Human Resources Development is evaluated in all ASEAN countries as one that is very important not only to development of the economic society but also to stabilization and prosperity of each country. In other words, Human Resources Development is an important and indispensable part of "national development plan" of each country and this particular Human Resources Development project in Indonesia can be evaluated to be a strengthening factor of the same effort being made by other ASEAN countries.

For Human Resources Development project, all ASEAN countries agreed to establish a center each country. All these centers are open to other ASEAN countries and the fact that each center has the two functions of cultivating its own people and other country people is very beneficial.
Based on these views, we evaluate that the CEVEST project, which truly stands on the Indonesian development plan, is justified and conclude that the plans established in relation with CEVEST are exactly responding the project requirements and that the effect of talent cultivation through the CEVEST activities is extremely great and wide.

Also, the significance of the Japanese government rendering assistance and following up the project in the two aspects of grant fund and technical cooperation is extremely great, and much can be expected from such assistance for creation of a space of true human communication.

2). Financial Evaluation

The following describes the evaluation on the construction expenses and running expenses related to this CEVEST project.

Capital Costs

The scope of work to be carried out by the Indonesian government is as outlined in the Demarkation of Construction of 6-3 of chapter 6, and the total expenses for the construction is estimated at ¥1,137 million, according to the estimation of the Basic Design Survey Team. Therefore, should the scope of estimated construction satisfy the function of the CEVEST, the capital budgets would be enough to cover the construction costs for the Indonesian contribution.

Operation Costs

As for the facility planning of the CEVEST, full consideration to the natural climatic conditions is taken into architectural and mechanical planning to save energy and reduce expense of utilities by the adequate operation and maintenance. The annual operation and maintenance costs for the CEVEST is estimated at 91,087 thousand Rupia per month, 74,282 thousand RP. for personnel expenditures, 2,200 thousand RP. for maintenance expenses for facilities, 12,570 thousand RP for operating expenses for mechanical & lighting facilities, 320 thousand RP. for equipment's consumables and supplies and so on. Out of such costs, the costs of some spare parts and consumables will be expected to be followed up by Japanese technical cooperation.

However, at this moment, it is clear that once the CEVEST activities start in the full scale, the operation budget that the Indonesian side plans now is not sufficient and the fund will become short.

Therefore, it is strongly desired that first priority should be given to the CEVEST's budgetary deficit to cover the shortage.

3). Operational and Institutional Evaluation

Since CEVEST has two departments of vocational training department cultivation and extension service training dept. dissemination , it has a Joint Committee consisting of representatives of the Japanese and Indonesian sides, with the Center Manager (Project coordinator) acting as the core.
The operation and maintenance organization for the CEVEST should be able to sufficiently conduct and manage the relation with other governmental offices and research institures, communication with other ASEAN countries and schedule adjustment with Japanese technical cooperation programs.

As the actual responsible parties of CEVEST, a project officer from the Ministry of Manpower and Transmigration and Ministry of Industry is in charge for each department the Labor and Immigration. In addition, there are a committee which acts on overall adjustment of CEVEST activities, chief advisor (specialists team leader) from Japan, and project investigators from JICA, and their contribution to CEVEST is greatly expected.

The employment plan of the staff for this CEVEST Project is described in Clause 7.2.

Since full operations of the CEVEST is planned spread in 5 years of technical cooperation from Japan, the 5-year staff recruitment plan is reasonable, but if the training plan is to be implemented successfully, reviews should be made on the subjects of increasing the number of training staff from the current level and increase of the training project expenses.

The Centre needs earliest implementation of Japan's project-type technical cooperation. In the future by the time of scheduled opening the plan to accept into Japan administrative and training staff from Indonesia or to dispatch from Japan training experts to Indonesia to provide guidance on the lecturers' course will certainly contribute much toward the management of the CEVEST.

CHAPTER 9. CONCLUSIONS AND RECOMMENDATIONS

The Project is concluded with sufficient effect by the previous social, institutional, operational and financial evaluations of the Project requested by the Government of Republic of Indonesia. The grant aid and technical cooperation by the Government of Japan for the establishment project of the CEVEST aiming at achieving the national target of Human Resources development by way of training or extension has a great significance to contribute the Project and economic growth in Indonesia.

We also conclude that the effect of the Japanese help on grant fund and technical cooperation related to the CEVEST facilities, machinery and materials is extremely great, and such assistance will greatly contribute to the industry development and enlargement of employment in Indonesia, eventually to the growth of the Indonesian economy and stabilization of the Indonesian people. A facility like CEVEST is what the Indonesia government is most eager to have.

In the recognition that Human resources development is in dispensable to economic growth of Indonesia, much can be expected from future establishment of the CEVEST with the object to establish the centre for Vocational and Extension Service Training system under the grant aid and technical cooperation by the Japanese Government. At the same time, however, the achievement of economic development by effective operation and activity of the CEVEST will largely depend on the self-supporting effort to achieve the target on the Government of the Republic of Indonesia.

1) The staff recruitment plan of the CEVEST is to recruit necessary number of administrative and training staff for a period of five years from the Ministry of Manpower and Transmigration and the Ministry of Industry and other related organs. However, full preparation must be made with considerable lead time by selecting the staff at the earliest stage and decision of the detailed training programme, so that they can be fully familiarized with details of facility design and can take over smooth operation of the CEVEST immediately after its completion.

2) In order to ensure maximum effect from the training in the CEVEST in a short time, the trainees' dormitory must be designed

neatly in a better condition and incorporated into the training programme.
Besides, same consideration must be given to any other living quarters and environment for accommodation of administrative/training staff and visiting lecturers.
These facilities should be completed considering the function of the CEVEST, however, these facilities should be built in accordance with the implementation schedule of the CEVEST and also in accordance with the staff allocation schedule.

3) The adequate execution system of the CEVEST Project is highly requested to be established to Indonesian Government authorities concerned to secure adequate connection of infrastructure, prompt procedure for customs clearance of imported materials and equipment according to the construction schedule.
Furthermore, land reclamation work with specivication of 25 cm higher than the road level and drilling well in the project site is strongly requested to be done by Indonesian Government.

4) Engineers qualified to handle various equipment as well as skilled in the building and utilities maintenance should be appointed during the construction period, so that they may get fully familiarized with the method of maintenance and control of equipment to be installed in the CEVEST, thus encauraging establishment of the periodic inspection system of equipment and the regular supply system of consumables.
It is therefore strongly recommended that technical cooperation should be extended by the Japanese Government to train some Indonesian counterparts in this field.

5) The Indonesian consultants will be appointed to assist the Indonesian side work in close cooperation with Japanese consulting firm to be appointed under the Grant aid project.

6) The project type technical cooperation is implemented by the Japanese Government in an attempt to ensure smooth activities of the CEVEST. The earliest implementation of the project is desired, in the expectation that the CEVEST could display its performance of high efficiency by assignment of training experts from Japan to Indonesia who would provide assistance in the formulation of the training

curriculum and guidance over local training staffs after the establishment of the CEVEST.

7) Much problems will be anticipated in actually implementing the CEVEST training programs which are established from the needs of the Indonesian background. In other words, to execute as planned, many manpower are required, the training schedules is expected to be very hard, and the training expenses be larger.

To overcome these problems, the training program should be conducted rationally and the training facilities should be efficiently utilized in a flexible way.

The Indonesian government will be earnestly desired to handle this project in full consideration of all these points.

APPENDIX

1. Dispatch of the Survey Team
2. Minutes of Discussions
3. Location and Conditions of the Site
4. Related Information for the CADTC
5. Equipment List

APPENDIX 1. Dispatch of the Survey Team

For the planning and design of the CEVEST concerned, survey teams have been dispatched.

1). Members of the Survey Team

Preliminary Survey Team (Oct. 11 '82 - Oct. 20 '82)

Team Leader	Mr. Takeshi Imazu	Deputy Head, Basic Design Div., Grant Aid Dept., JICA
Architect	Mr. Toshio Nagano	Kume Architects-Engineers

Basic Design Survey Team (Jan. 16 '83 - Feb. 8 '83)

Team Leader	Mr. Tadashi Shinoura	Head, Basic Design Div., Grant Aid Dept., JICA
Project Manager	Mr. Toshio Nagano	Kume Architects-Engineers
Architect	Mr. Akitada Yanagisawa	"
Mechanical Eng.	Mr. Nobuo Horie	"
Quantity Surveyor	Mr. Kiyoshi Yoshida	"
Equip. Planner	Mr. Shunji Nagata	"

Final Survey Team (Apr. 18 '83 - Apr. 27 '83)

Team Leader	Mr. Tadashi Shinoura	Head, Basic Design Div., Grant Aid Dept., JICA
Project Manager	Mr. Toshio Nagano	Kume Architects-Engineers
Equip. Planner	Mr. Shunji Nagata	"

2). Cooperative Officials in the Survey

EMBASSY OF JAPAN IN INDONESIA

H.E. Yamazaki	Ambassador Extraordinary and Plenipotentiary
Mr. Yabunaka	First Secreatry
Mr. Tanaka	First Secreatry
Mr. Kimura	First Secreatry

JICA JAKARTA OFFICE

Mr. Miyamoto	Director
Mr. Sugihara	Officer
Mr. Inomata	Officer

INDONESIAN AUTHORITIES CONCERNED

Ministry of Manpower

1. Mr. Danang D. Joedonagoro	: Director General for Manpower Development & Utilization
2. Mr. H. Aburisman	: Head, Sub-Directorate of Training System
3. Mr. Afandi Ismail	: Head, Sub-Directorate of Training Materials Development & Control
4. Mr. Djoko Oetoyo	: Chief, International Technical Cooperation Division
5. Mr. Koesmartono	: Staff of D.G. of Manpower Development & Utilization
6. Mr. Sjamsuddin	: Staff of Bureau of Technical Cooperation

Ministry of Industry

1. Mr. Gitosewojo	: Director General of Small Industry
2. Mr. Djoko Mulyanto	: Director of Enterpreneur Development, DGSI
3. Mr. Sjafiuddin Sjarief	: International Relation Div.

Bappenas

1. Mr. A.A. Machrany

Bekasi Kantor Bupati

1. Mr. Warsito

Bekasi Kantor Telepon

1. Mr. S.F. Sulardjo

Perumnas

1. Mr. Gatot I.S.

Direktorat Jenderal Cipta Karya

1. Ir. Harjo Sabrang MA : Director, Kepala Directorate Tata Bangunan
2. Mr. Machdi Ichsani

PLN

1. Mr. Ban Bang Iman
2. Mr. Gesit Riota Arifianto

APPENDIX 2. Minutes of Discussions

MINUTES OF DISCUSSIONS

BETWEEN

THE JAPANESE BASIC DESIGN SURVEY TEAM

AND

THE INDONESIAN AUTHORITIES CONCERNED

ON THE ESTABLISHMENT

OF THE CENTER FOR VOCATIONAL AND

EXTENSION SERVICE TRAINING

(C E V E S T)

JANUARY 31, 1983

JAKARTA, INDONESIA

MINUTES OF DISCUSSIONS BETWEEN
THE JAPANESE BASIC DESIGN SURVEY TEAM
AND THE INDONESIAN AUTHORITIES CONCERNED
ON THE ESTABLISHMENT OF THE CENTER FOR
VOCATIONAL AND EXTENSION SERVICE TRAINING
(C E V E S T)

In response to a request by the Government of the Republic of Indonesia, The Government of Japan has sent, through the Japan International Cooperation Agency (JICA) which is an official agency implementing the technical cooperation of the Government of Japan, a team headed by Mr. Tadashi SHINOURA, Head of Basic Design Division, Grant Aid Department, JICA, to conduct a basic design survey on the Establishment Project of the Center for Vocational and Extension Service Training (hereinafter referred to as "the Project") for 20 days from January 16 to February 4, 1983.

The Team had a series of discussion and exchanged views with the officials concerned of the Government of Indonesia.

Both parties have agreed to recommend to their respective Governments and the authorities concerned to examine the results of the survey attached herewith toward the realization of the Project.

January 31, 1983
Jakarta, Indonesia

Signed:
TADASHI SHINOURA
Chief Negotiator
for Japan
International
Cooperation Agency

Signed:
DANANG D. JOEDONAGORO
Chief Negotiator
for the Ministry of
Manpower and
Transmigration,
Indonesia

Signed:
for GITOSEWOJO
Chief Negotiator
for the Ministry
of Industry,
Indonesia

ATTACHMENT

1. The objective of the Project is to provide necessary buildings, facilities and equipment for the Project which will be composed of two training activities.

2. The component of training activities of the CEVEST are:

   (1) Vocational Training for Instructors
   (2) Extension Service Training for the development of small industry

3. The Agencies of the Government of Indonesia concerned with the Project are:

   (1) Ministry of Manpower and Transmigration is concerned with the Vocational Training.

   (2) Ministry of Industry is concerned with the Extension Service Training.

4. The Executing Agency for the implementation of construction of buildings and procurement of equipment is a Committee where the members are of the above two ministries and other government agencies concerned.

5. The Japanese Survey Team will convey the desire of the Government of Indonesia to the Government of Japan that Japanese Government will take necessary measure to cooperate in implementing the Project and will provide the buildings and other items as listed in Annex I within the scope of Japanese economic cooperation in grant form.

6. The detail of space specifications of the proposed center will be discussed during the Basic Design study phase.

7. The Government of Indonesia will take the following necessary measures on condition that the grant assistance by the Government of Japan is extended to the Project:

(1) to provide data and information necessary for the design and construction;

(2) to secure the land site necessary for the Project;

(3) to clear, fill and level the Project site with specificat of 25 cm. higher than the road level before the start of construction;

(4) to construct the fence except the front gate in and around the site;

(5) to construct the road outside the site which is used for temporary construction purpose, and reinforce or reconstr the access road to the site;

(6) to construct the road of Area "I" specified on the Block Plan of Annex IV.

(7) to provide other items listed in Annex II;

(8) to ensure prompt unloading and customs clearance in Indonesia of imported materials and equipment for the implementation of the Project and to expedite the interna transportation for them;

(9) to exempt Japanese nationals concerned with the Project from customs duties, internal taxes and other fiscal levies which may be imposed in Indonesia on the occasion of the supply of materials and services for the Project;

(10) to provide and accord necessary permissions, licenses and other authorization required to carry out the Project;

(11) to maintain and use properly and effectively the facilities constructed and equipment purchased under the grant.

156 8. The proposed site for the Project is shown on the map of Annex III.

Annex I

The items requested by the Government of Indonesia for the Project of which costs will be covered by the Government of Japan in Grant form are shown as follows:

1. Buildings

(Common)

(1) Offices
(2) Meeting Rooms
(3) Library
(4) Audio-Visual Room
(5) Audio-Visual Material Preparation Room
(6) Printing Room
(7) Health Nurse Room
(8) Others

2. (Extension Service Training)

(1) Offices
(2) Meeting Rooms
(3) Visiting Lecturers Room
(4) Reception Room
(5) Guidance/Consultation Room
(6) Research and Development Rooms
(7) Multi Purpose Room
(8) Class Rooms
(9) Canteen
(10) Others

(Vocational Training)

(1) Offices
(2) Meeting Room
(3) Reception Room
(4) Research and Development Rooms
(5) Class Rooms
(6) Drafting Room
(7) Workshops
(8) Canteen
(9) Others

2. Equipment

(Common)

(1) Equipment for Audio-Visual Room and Audio-Visual Material Preparation Room

(2) Copying Machine and Printing Machine for Production of Training Materials

(Extension Service Training)

(1) Equipment for Research and Development (incl. Personnel Computer)

(2) Audio-Visual Training Equipment

(3) Low Cost Automation Machinery System

(4) Cutting Models and Assembled Parts

(5) Measuring Apparatus

(6) Vehicle(s)

(7) Others

(Vocational Training)

(1) Machinery and Equipment for the following training courses;

a. Machining
b. Welding
c. Sheet Metal/Pipe Fitting
d. Automobile Repairing
e. Electricity
f. Electronics

(2) Equipment for Research and Development

(3) Vehicle(s)

(4) Others

Annex II

Items of which the costs will be covered by the Government of Indonesia for the Project are as follows:

(1) to construct the buildings other than those to be provided by the Japanese side.

1-1 Dormitories
1-2 Staff housing
1-3 Garage
1-4 Shed for substation
1-5 Auditorium

(2) to provide facilities for distribution of electricity, water supply, drainage and other incidental facilities.

2-1 Electricity

a. The distribution line to the site.
b. The main circuit breaker and transformer with capacity of approx. 1000 KVA

2-2 Water Supply
Well water drilling within the site with water supply capacity of 360 m3/day including submerge pump.

2-3 Drainage
a. Drainage from the site to the canal.
b. Storm reserver within the site.

2-4 Telephone system
a. Telephone trunk line to the terminal box in the site.
b. All application procedures for telephone line connection and payment required for charge and construction cost.

2-5 Furnitures and Furnishings
a. General furnitures (Carpet, curtain, table, chair and others)

2-6 Landscaping within the site.

2-7 Sports facilities

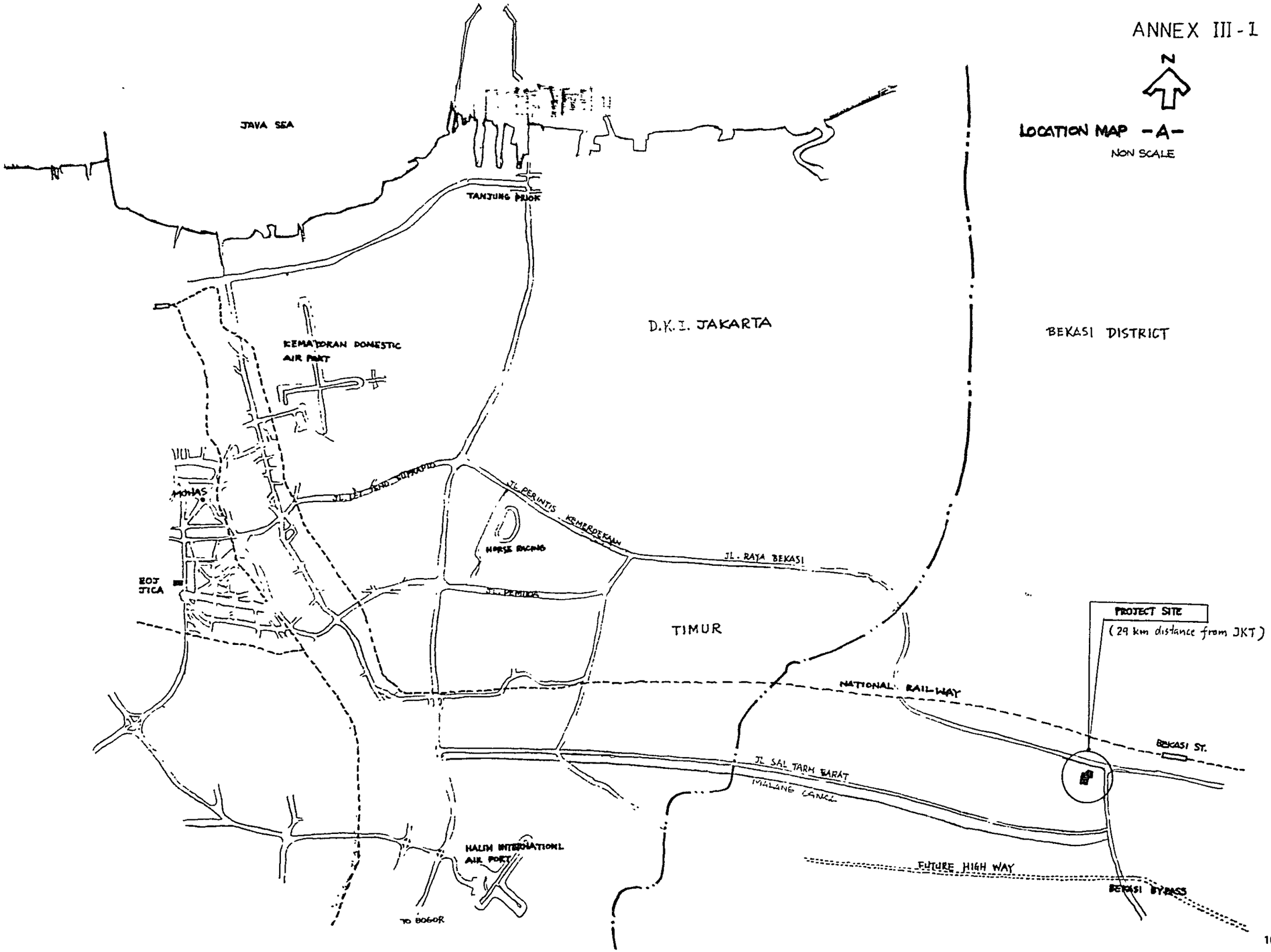
(3) to bear the following commissions to the Japanese foreign exchange bank for the banking services based upon the Banking Arrangement.

3-1 Advising commission of A/P
3-2 Payment commission.

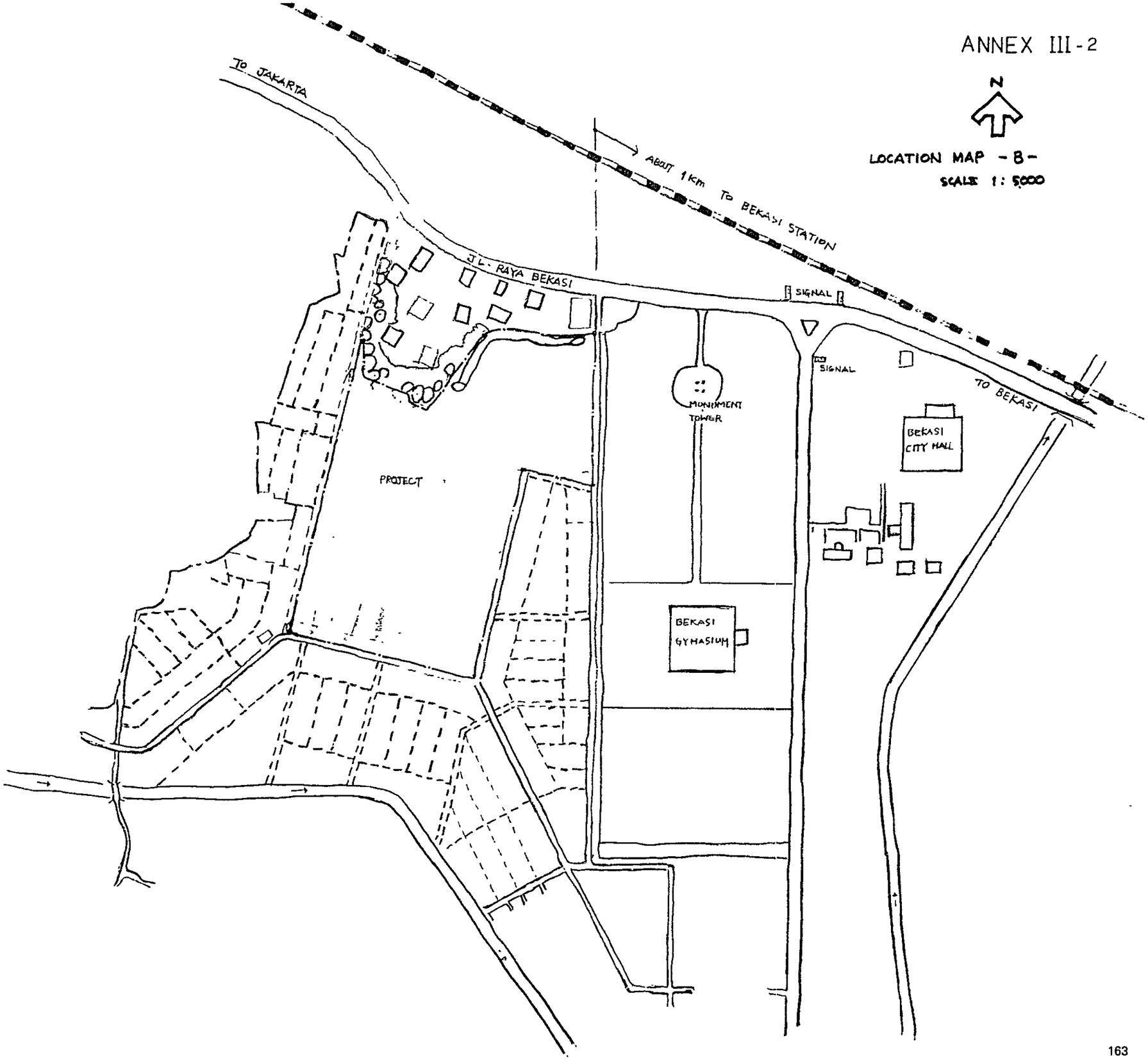
(4) to bear the following commissions or charges to the Indonesian Government authorities concerned.

4-1 Application charges for power supply authorities (PLN)
4-2 Application charges for telephone connecting.
4-3 Application charges for getting Building Permit.

ANNEX III - 1

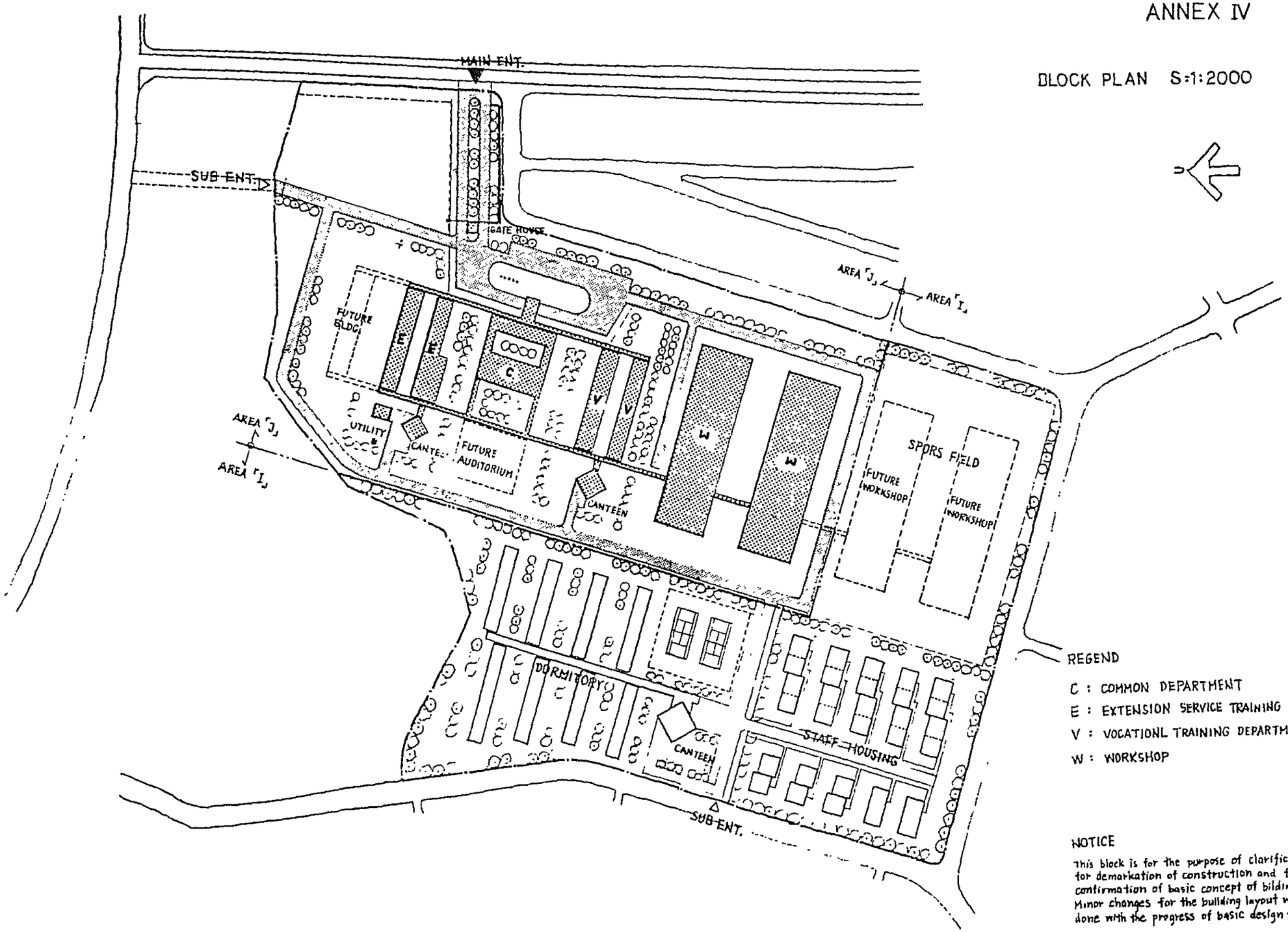

N
LOCATION MAP -A-
NON SCALE
JAVA SEA
TANJUNG PRIOK
KEMAYORAN DOMESTIC AIR PORT
D.K.I. JAKARTA
BEKASI DISTRICT
MONAS
JL. JEND SUDIRMAN
JL. PERINTIS KEMERDEKAAN
HORSE RACING
JL. RAYA BEKASI
JL. PEMUDA
EOJ JICA
TIMUR
PROJECT SITE
(29 km distance from JKT)
NATIONAL RAILWAY
BEKASI ST.
JL. SAL TARM BARAT
MALANG CANAL
HALIM INTERNATIONL AIR PORT
FUTURE HIGH WAY
BEKASI BYPASS
TO BOGOR

ANNEX III-2


N
LOCATION MAP -B-
SCALE 1:5000
TO JAKARTA
ABOUT 1km TO BEKASI STATION
JL. RAYA BEKASI
SIGNAL
SIGNAL
TO BEKASI
MONUMENT TOWER
BEKASI CITY HALL
PROJECT
BEKASI GYMASIUM

ANNEX IV

BLOCK PLAN S:1:2000



REGEND

C : COMMON DEPARTMENT

E : EXTENSION SERVICE TRAINING DEPARTMENT

V : VOCATIONL TRAINING DEPARTMENT

W : WORKSHOP

NOTICE

This block is for the purpose of clarification for demarkation of construction and for confirmation of basic concept of bilding layout. Minor changes for the building layout will be done with the progress of basic design studies.

MINUTES OF DISCUSSIONS

ON

THE DRAFT REPORT OF THE BASIC DESIGN STUDY

ON

THE ESTABLISHMENT

OF THE CENTER FOR VOCATIONAL AND

EXTENSION SERVICE TRAINING

(C E V E S T)

APRIL 26, 1983

JAKARTA, INDONESIA

MINUTES OF DISCUSSIONS

ON

THE DRAFT REPORT OF THE BASIC DESIGN STUDY

ON

THE ESTABLISHMENT

OF THE CENTER FOR VOCATIONAL AND

EXTENSION SERVICE TRAINING

(C E V E S T)

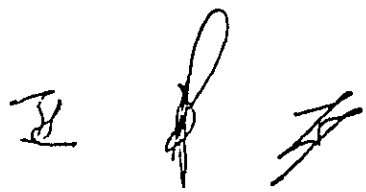
The Government of Japan has sent, through the Japan International Cooperation Agency (JICA), a Basic Design Survey Team to Indonesia from 18th April to 27th April, 1983 for the purpose of presenting and explaining the Draft Final Report of the Basic Design Study (the Report) on the Establishment Project of the Center for Vocational and Extension Service Training (CEVEST)

The team had a series of discussion and exchanged views on the Report with the officials concerned of the Government of Indonesia.

The main items which were discussed and understood by both parties at the meetings are as follows :

1. The Indonesian side principally approved the Report and appropriate alterations in design agreed during the discussions will be incorporated in the Final Report.

2. The Final Report (10 copies in English) on the CEVEST will be submitted to the Government of the Republic of Indonesia by middle of June, 1983.



.../2

3. Both sides understood to take necessary measures specified on the Minutes of Discussions of the CEVEST dated January 31, 1983.

April 26, 1983
Jakarta, Indonesia

Signed:

TADASHI SHINOURA
Chief Negotiator
for Japan
International
Cooperation Agency

Signed:

H. ABURISMAN
Chief Negotiator
for the Ministry
of Manpower,
Indonesia.

Signed:

ZABIDIN YAKUB S.H.
Chief Negotiator
for the Ministry
of Industry,
Indonesia.

THE RECORD OF DISCUSSIONS BETWEEN THE JAPANESE IMPLEMENTATION SURVEY TEAM AND THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE REPUBLIC OF INDONESIA ON THE JAPANESE TECHNICAL COOPERATION FOR THE CENTER FOR VOCATIONAL AND EXTENSION SERVICE TRAINING (CEVEST)

The Japanese Implementation Survey Team (hereinafter referred to as "the Team") organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Shigeru Eda, Director-General, Statistics and Information Department, Ministry of Labour, visited the Republic of Indonesia from February 8 to February 17, 1983 for the purpose of working out the details of the technical cooperation programme concerning the project on the Center for Vocational and Extension Service Training (hereinafter referred to as "the Project"), the ASEAN Human Resources Development Project in the Republic of Indonesia.

During its stay in the Republic of Indonesia, the Team exchanged views and had a series of discussions with the Indonesian authorities concerned in respect of the desirable measures to be taken by both Governments for the successful implementation of the Project.

As a result of the discussions, the Team and the Indonesian authorities concerned agreed, with reference to the Minutes of the Second ASEAN-Japan Meeting on the ASEAN Human Resources

Development

Development Project, Jakarta, 6-7 October 1981, to recommend to their respective Governments the matters referred to in the document attached hereto.

February 16, 1983
Jakarta

SHIGERU EDA Leader Implementation Survey Team, Japan International Cooperation Agency, Japan	DANANG D. JOEDONAGORO Director General of Manpower Development and Utilization, Ministry of Manpower and Transmigration, The Republic of Indonesia	SITOSEMOJO Director General of Small Industry, Ministry of Industry, The Republic of Indonesia

THE ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The Government of Japan and the Government of the Republic of Indonesia will cooperate with each other in implementing the Project on the Center for Vocational and Extension Service Training (hereinafter referred to as "CEVEST") for the purpose of developing human resources necessary for the expansion and improvement of the vocational training system and small industries extension service system. Furthermore, as a part of the ASEAN Human Resources Development Project, it is anticipated that the Project will strengthen and accelerate the cooperation among ASEAN countries through the dissemination of training methods for vocational training and small industries extension service in the region.

2. The Project will be implemented in accordance with the Master Plan which is attached as Annex I.

II. DISPATCH OF JAPANESE EXPERTS

1. In accordance with the laws and regulations in force in Japan, the Government of Japan will take necessary measures through JICA to provide at its own expense services of the Japanese experts as listed in Annex II through the normal procedures under the Colombo Plan Technical Cooperation Scheme.

2.

2. Privileges, exemptions and benefits to be granted by the Government of the Republic of Indonesia to the Japanese experts referred to in 1. above and their families in the Republic of Indonesia will be no less favourable than those granted to experts and their families of third countries or of international organizations performing similar missions, and will include the followings:

(1) Exemption from income tax and charges of any kind imposed on or in connection with the living allowances remitted from abroad in relation with the implementation of the Project;

(2) Exemption from import and export duties and any other charges imposed in respect of personal and household effects which may be brought into from abroad or taken out of the Republic of Indonesia;

(3) Exemption from import tax, import sales tax, sales tax, and other taxes and charges of any kind imposed on or in connection with the purchase in the Republic of Indonesia by the Japanese experts of one motor vehicle per each expert;

(4) Free local medical services and facilities to the Japanese experts and their families.

III.

III. PROVISIONS OF MACHINERY AND EQUIPMENT

1. In accordance with the laws and regulations in force in Japan, the Government of Japan will take necessary measures to provide at its own expense such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in Annex III.

The major portion of the Equipment will be provided under the grant aid scheme of the Government of Japan and, as supplement, a small portion of the Equipment will be provided through the normal procedures under the Colombo Plan Technical Cooperation Scheme.

2. The Equipment to be provided under the Colombo Plan Technical Cooperation Scheme will become the property of the Government of the Republic of Indonesia upon being delivered c.i.f. to the Indonesian authorities concerned at the ports and/or airports of disembarkation, and will be utilized exclusively for the implementation of the Project in consultation with the Japanese experts referred to in Annex II.

IV. TRAINING OF INDONESIAN PERSONNEL IN JAPAN

1. In accordance with the laws and regulations in force in Japan, the Government of Japan will take necessary measures through JICA to receive at its own expense the Indonesian

Indonesian personnel connected with the Project for technical training in Japan through the normal procedures under the Colombo Plan Technical Cooperation Scheme.

2. The Government of the Republic of Indonesia will take necessary measures to ensure that the knowledge and experience acquired by the Indonesian personnel from technical training in Japan will be utilized effectively for the implementation of the Project.

V. SERVICES OF THE INDONESIAN COUNTERPART PERSONNEL AND ADMINISTRATIVE PERSONNEL

1. In accordance with the laws and regulations in force in the Republic of Indonesia, the Government of the Republic of Indonesia will take necessary measures to secure at its own expense the necessary services of Indonesian counterpart personnel and administrative personnel as listed in Annex IV.

2. The Government of the Republic of Indonesia will allocate the necessary number of suitably qualified personnel corresponding to each Japanese expert to be dispatched by the Government of Japan as specified in Annex II for the effective and successful transfer of technology under the Project.

VI. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE REPUBLIC OF INDONESIA

1. In accordance with the laws and regulations in force in the Republic of Indonesia, the Government of the Republic

of

of Indonesia will take necessary measures to provide at its own expense:

(1) Land, buildings and facilities as listed in Annex V;

(2) Supply or replacement of machinery, equipment, instrument, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than those provided by the Government of Japan under III. above;

(3) Transportation facilities and travel allowance for the Japanese experts for the official travel within the Republic of Indonesia;

(4) Suitably furnished accommodations for the Japanese experts and their families.

2. As for the Equipment to be supplied under the Colombo Plan Technical Cooperation Scheme, the Government of the Republic of Indonesia will take, in accordance with the laws and regulations in force in the Republic of Indonesia, necessary measures to meet:

(1) Expenses necessary for the transportation within the Republic of Indonesia as well as for the installation, operation and maintenance thereof;

(2) Customs duties, internal taxes and any other charges imposed in the Republic of Indonesia.

3.

3. In accordance with the laws and regulations in force in the Republic of Indonesia, the Government of the Republic of Indonesia will take necessary measures to meet all operating expenses necessary for the implementation of the Project.

VII. ADMINISTRATION OF THE PROJECT

1. The Ministry of Manpower and Transmigration, represented by the Director General of Manpower Development and Utilization, and the Ministry of Industry, represented by the Director General of Small Industry, will bear overall responsibility for the implementation of the Project.

2. For the smooth and effective implementation of the Project, the Joint Committee with the function and composition as referred to in Annex VI will be established.

3. The Project Coordinator of CEVEST, as the Head of the Project, will be responsible for the administrative and managerial matters of the Project. The Project Officer, as the Head of Department, will deal with training programmes and technical matters of respective Department.

4. The Japanese Chief Advisor will provide necessary recommendation and advise on technical and administrative matters concerning the implementation of the Project to the Project Coordinator of CEVEST in close consultation with the representative of Japanese experts of each Department. The representative

of

of Japanese experts of each Department will coordinate the Japanese experts assigned to respective Department and advise the Project Officer concerning training programmes and technical matters of respective Department.

5. The organizational chart of CEVEST Project is as referred to in Annex VII.

VIII. INTERNATIONAL CHARACTERISTICS OF CEVEST AS A PART OF THE ASEAN HUMAN RESOURCES DEVELOPMENT PROJECT

1. While the content of the programme is to be decided jointly by JICA and CEVEST, with due consideration to the development of adequate capacity for its purpose, CEVEST is to be opened to nationals of all ASEAN member countries through regional training programmes to be formulated in the future.

The Government of Japan, through JICA, is ready to cooperate in the implementation of such regional programmes.

2. Due consideration will be paid to appropriate linkage at the programme level between CEVEST and the International Center (tentatively named) in Okinawa, which is to perform the function of liaison and back-up services to National Centers.

IX. CLAIMS AGAINST JAPANESE EXPERTS

The Government of the Republic of Indonesia undertakes to bear claims, if any arises, against the Japanese experts engaged in the Project resulting from, occurring in the course of.

of, or otherwise connected with the discharge of their official functions in the Republic of Indonesia except for those arising from the wilful misconduct or gross negligence of the Japanese experts.

X. MUTUAL CONSULTATION

There will be mutual consultation between the two Governments on any major issues arising from, or in connection with this Attached Document.

XI. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be five (5) years from the date of the signing of this Record of Discussions. However, there will be a general review by the Joint Committee on the progress of the implementation of the Project during the second year of the cooperation period in order to assess whether the term of cooperation should be modified for the successful implementation of the Project.

ANNEX I Master Plan

1. Objectives of the Project

(1) CEVEST, to be established under the ASEAN Human Resources Development Project, will be the national institution for the training of vocational training instructors and extension service workers destined to teach at training institutions and small and middle enterprises throughout the country.

(2) CEVEST, as the ASEAN Human Resources Development Project in Indonesia, is hoped to strengthen and accelerate cooperation among ASEAN countries through the diffusion of innovative and appropriate technology for vocational and extension service training in the region.

(3) CEVEST shall be composed of two Departments:

(i) Vocational Training Department

(ii) Extension Service Training Department

2. Objectives of the Technical Cooperation Programme

The objectives of the Japanese technical cooperation programme during the term of cooperation are:

(1)

(1) Vocational Training Department

(i) To provide and conduct training courses for fostering qualified assistant instructors for public vocational training facilities. (Instructor Training Type I and Type II)

(ii) To provide and conduct training courses for upgrading/retraining incumbent instructors of public vocational training facilities according to their levels of expertise. (Upgrading/ Retraining)

(iii) To provide and conduct training courses for training potential and incumbent directors of vocational training facilities. (Director Training)

(iv) To provide and conduct training courses for training vocational instructors, training officers, and training managers of enterprises including private vocational training institutions. (Training for Instructors of Enterprises)

(v) To conduct research and development essential for establishing an effective national vocational training system and policies.

(2) Extension Service Training Department

(i) To provide and conduct training courses for extension service workers, entrepreneurs and government officials.

(ii)

(ii) To enhance surveys on small industries development activity in selected areas.

(iii) To enhance guidance, consultation and advisory service activities for small industries.

3. Framework of the activities of CEVEST

The framework of the activities of CEVEST to be covered by the technical cooperation of the Government of Japan is as shown in the following tables.

(1) VOCATIONAL TRAINING DEPARTMENT

(1) Training courses

FIELD / TRADE / COURSE		INSTRUCTOR TRAINING		UPGRADING / RETRAINING			DIRECTOR TRAINING	TRAINING FOR INSTRUCTORS OF ENTERPRISES
		TYPE I	TYPE II	ASSISTANT INSTRUCTOR ↓ JUNIOR INSTRUCTOR	JUNIOR INSTRUCTOR ↓ INSTRUCTOR	INSTRUCTOR ↓ SENIOR INSTRUCTOR		
Machining	Machining	20		15	11	8		
Metal Processing	Welding	20		15	11	8		
	Sheet Metal	10		7	5	4		
Automotive	Automobile Reparing	45		33	24	18		
Electric Work	Electricity	20		15	11	8		
	Electronics	30		22	16	12		
Total,		145	230	107	78	58	120	400
Remarks	Duration	2 years	4 months	3 months	3 months	3 months	2 months	1-2 weeks or more
	Frequency of Recruitment	once a year	3 times a year	once a year	once a year	once a year	several times a year	about 20 times a year
	Entrance Requirements	High school education with at least two years of related experience or academy education	enough skills and knowledge on the trade	over 5 years of experience as an assistant instructor	over 5 years of experience as a junior instructor	over 5 years of experience as an instructor	incumbent or potential directors of a vocational training facility	instructor, training officer, or training manager of a enterprise
	Others		Lectures on training methodology and teaching practice only					

(ii) Research and Development

Subjects of research and development activities			
a. Training methods and standardization of training curricula and facilities for vocational training	b. Training materials including audio-visual aids	c. Evaluation and certification of trade skill standards	d. Basic studies with a view to providing necessary information for national policy making on vocational training

(2) EXTENSION SERVICE TRAINING DEPARTMENT

(i) Training Course

Courses	Enrollment	Duration	Annual number of courses	Qualification of trainees	Contents
1. TPL Generalist	30 - 35 persons	2 months	3 courses	Those who have graduated from high school, Academy and University or with equivalent ability.	(1) Duty of extension service worker (2 days) (2) Basic knowledge of extension service worker (9 days) (3) Accounting business and personnel management of small industries (29 days) (4) Field study (10 days) (5) others
2. TPL Specialist (Functional)	30 - 35 persons	3 months	10 - 12 courses	Those personnel who have about two years experiences as TPL or with equivalent experience and ability.	(1) Methodology of finding the actual situation of the mangement of small industries (20 days) (2) Financing of small industries (35 days) (3) Management of quality control and process control (including field study) (20 days)
3. Trainer	30 - 35 persons	4 months	3 - 4 courses	Those personnel who have more than two years experiences as TPLS or with equivalent experience and ability.	(1) Management planning and utilization of related information (42 days) (2) Essential points necessary for the guidance of industries (30 days) (3) Marketing strategy (13 days) (4) Teaching method and field training (15 days)
4. Entrepreneur	30 persons	3 - 4 weeks	20 courses	Entrepreneurs from the priority sub-sectors of small industries	(1) Achievement motivation training (2) Socio-economic situation of industries concerned (sector-wise) (3) Basic and practical knowledge required of entrepreneurs (4) Management of stocking, inventory and sales (5) Marketing (6) Personnel management and leadership
5. Officials	Necessary training courses will be organized as necessity arises.				

(With respect to the contents of training programme, some minor modification may be made in the course of the preparation and implementation of the Project.)

Extension service workers

(ii) Surveys

Subjects of survey on small industries development activities			
a. Statistical survey on small industries	b. Production process development of small industries	c. Marketing system of small industry products	d. Trend of consumption of small industry products

(iii) Guidance, Consultation and Advisory Service Activity

Activity	Objective
a. Diagnosis conducted by extension service workers	To solve the problems with respect to management and production process of clusters and individual small industries.
b. Seminars and symposia	To develop entrepreneurship of small industries.
c. Updating and publication of necessary instruction manuals	To improve the activity of extension service workers.
d. Consultancy and advisory services	To solve the problem of the regional small industry development centers (PPIK) by sending roving teams from CEVEST and to cover problems such as the promotion of subcontracting system of small industries.

ANNEX II Japanese Experts

1. Chief Advisor

2. Coordinator

3. Experts in the fields of:

(1) Vocational Training Department

(i) Materials/Curricula/Methods/Programmes

(ii) Skill Evaluation/Certification

(iii) Machining

(iv) Welding

(v) Sheet Metal

(vi) Pipe Fitting

(vii) Automobile Repairing

(viii) Electricity

(ix) Airconditioning/Refrigeration

(x) Electronics

(2) Extension Service Training Department

(i) Planning and Management of Training

(ii) Development of Teaching Materials

(iii) Surveys and Analyses

(iv) Planning and Management of Guidance and Consultation

(v) Promotion of Subcontracting in Small Industries

Note: Short-term experts may be dispatched when necessity arises, for the smooth implementation of the Project.

ANNEX III

ANNEX III List of Equipment

List of main articles to be provided by the Government of Japan will be as follows:

1. Vocational Training Department
   (1) machining equipment
   (2) welding equipment
   (3) sheet metal equipment/pipe fitting equipment
   (4) automobile repairing equipment
   (5) electricity equipment
   (6) electronics equipment
   (7) equipment for research and development
   (8) audio-visual equipment
   (9) others
2. Extension Service Training Department
   (1) equipment for surveys and development
   (2) audio-visual equipment
   (3) equipment for practical training
   (including low cost automation machinery set)
   (4) vehicles
   (5) others

ANNEX IV List of Indonesian Counterpart Personnel and Administrative Personnel

1. Project Coordinator
2. Deputy
3. Project Officers
4. Counterpart Personnel
   (1) Vocational Training Department
      (i) Methods/Curricula/Programmes
      (ii) Training Materials
      (iii) Skill Evaluation/Certification
      (iv) Basic Studies
      (v) Machining
      (vi) Welding
      (vii) Sheet Metal
      (viii) Pipe Fitting
      (ix) Automobile Repairing
      (x) Electricity
      (xi) Airconditioning/Refrigeration
      (xii) Electronics
      (xiii) Instructor Training Type II
      (xiv) Director Training
      (xv) Training for Instructors of Enterprises

(2) Extension Service Training Department

(i) Division Chief and Section Chieves of Extension Service Training

(ii) Division Chief and Section Chieves of Study and Survey Development

(iii) Division Chief and Section Chieves of Entrepreneur Managerial Development

(iv) Division Chief and Section Chieves of Guidance and Consulting

5. Administrative Personnel

(i) Administration

(ii) Accounting

(iii) Clerical work

6. Other necessary personnel

ANNEX V

ANNEX V List of Land, Building and Facilities

1. Land

Bekasi, JAWA

2. Building

Buildings necessary for the implementation of the Project other than those provided under the grant aid scheme of the Government of Japan.

3. Facilities

Facilities necessary for the Project, such as supply of electricity, water, etc.

ANNEX VI Joint Committee

1. Functions

The Joint Committee will meet at least once a year and whenever necessity arises, and work:

(1) To formulate the annual operational plan of the Project in line with the Tentative Schedule of Implementation set up under the framework of this Record of Discussions;

(2) To review the overall progress of the technical cooperation programme set out in this Record of Discussions as well as the achievements of the above-mentioned annual operational plan;

(3) To review and exchange views on major issues arising from, or in connection with the technical cooperation programme.

2. Composition

(1) Indonesian Side:

(a) Director General of Manpower Development and Utilization;

(b) Director General of Small Industry;

(c) Project Coordinator;

(d) Representatives of Indonesian authorities concerned.

(2)

(2) Japanese Side:

(a) Chief Advisor;

(b) Representative of each Department;

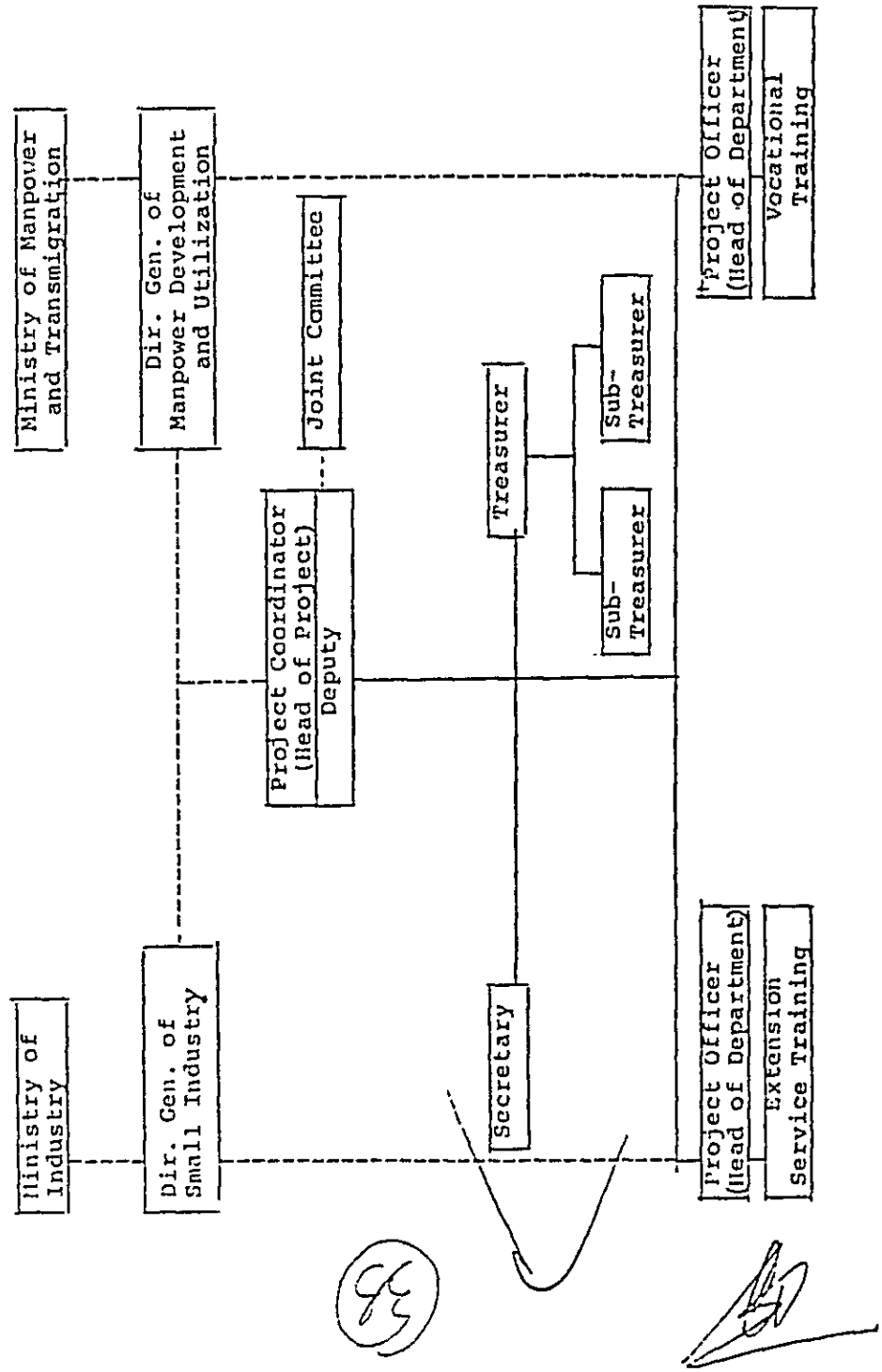
(c) Representative of JICA in Indonesia;

(d) Coordinator;

(e) Personnel concerned to be dispatched by JICA if necessary.

Note: Officials of the Embassy of Japan may attend the Joint Committee as observers.

ANNEX VII THE ORGANIZATION CHART OF CEVEST PROJECT



APPENDIX 3. Site Investigation Report

SOILTEST & FOUNDATIONS

JL. PAKUBUWONO VI/6A, JAKARTA SELATAN, PHONE 710324 – 715943 TELEX 47447, INDONESIA

REPORT SOIL INVESTIGATION FOR CEVEST PROJECT, BEKASI, W E S T J A V A.

INTRODUCTION :

Kume Architects & Engineers as a Consultant of this project has appointed P.T. SOILTEST & FOUNDATIONS to carry out a preliminary soil investigations at the proposed Cevest project site, Bekasi, West Java.

The purpose of this investigation is to explore the subsurface condition to evaluate its characteristics and shearing strength for foundation design.

The field work has been carried out from February 3, 1983 to February 23, 1983.

SCOPE OF INVESTIGATION :

- Site Investigation.

The proposed Cevest project is located in open area adjacent to the Perumnas Bekasi.

At the time of our field work, the area is flat and is covered with grass and bushes.

In an area of approximately 250M X 400M, four borings has been carried out to a depth of 30.00 meter.

Some undisturbed samples were taken at the upper layer and

also Standard Penetration Test were performed at 1.50 meter intervals.

By this way, the bearing capacity of this upper layer can be obtained. From the results of Standard Penetration Test, the depth and the thickness of hard layer can be known.

- Laboratory test.

Both undisturbed and disturbed samples (taken by S.P.T.) were sent to our laboratory for further testing to obtain the soil properties.

The laboratory tests comprise the natural water content, unit weight, specific gravity, atterberg limits, grainsize analysis and shearing strength (by Triaxial test or Unconfined Compressive Strength).

- Results of the site investigation.

As can be seen from the cross sectional profile, the soil layer encountered is rather unhomogenous.

The upper layer , from the surface to 16.50 meter depth, consist of light greyish brown silty clay soft to stiff and becoming deeper to the shoutern part. The N-values of this layer varies from 5 to 32.

Beneath this layer, the soil changed alternately between cohesive soil and sandy soils.

The hard layers with the N-value of >50 was encountered at a depth between 16.50 meter to 20.50 meter and mostly consist of cemented clayey silt or silty fine sand/sandstone.

- 3 -

DISCUSSION AND RECOMMENDATIONS :

Based on the field work and laboratory test, it can be concluded that the upper layer is fairly good and can be expexted as a bearing layer for light structure.
For foundation design, the shallow foundation such as continuous footing can be founded at a depth between 1.50 meter to 2.00 meter.
The allowable bearing pressure is not to exceed more than 9 Ton/M^2.
For the heavier structure, deep foundations such as pile foundation is recommended to be used in this project.
The pile foundation should be founded at the hard layer at a depth of 16.50 meter to 20.50 meter.

For design purposes the used of precast concrete piles with the following characteristics can be used :

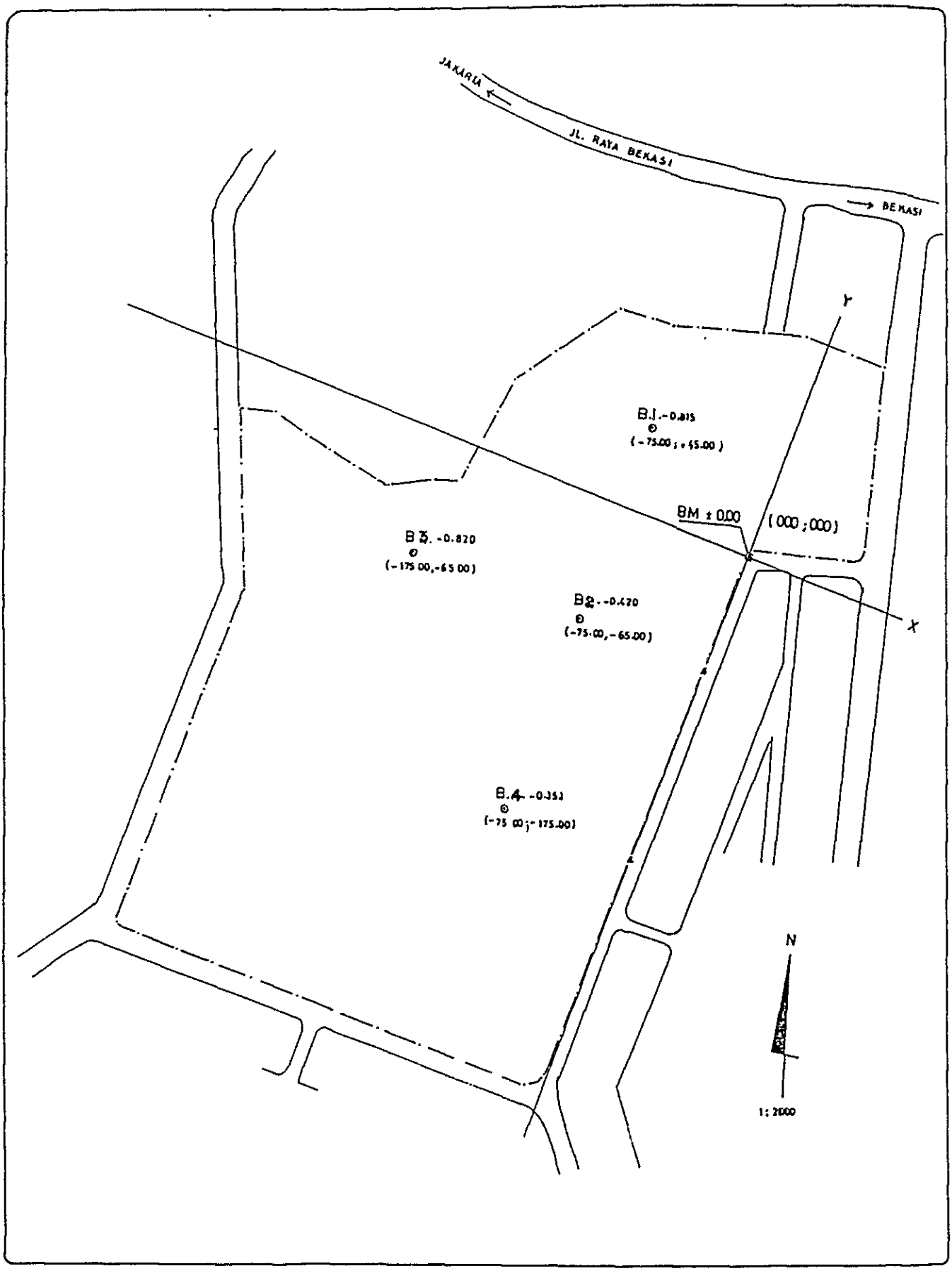
Dimension :	Allowable pile capacity:
30 X 30	45 Ton.
40 X 40	80 Ton.

As mentioned before, this investigation is only preliminary investigation. So, for the detailed design, a detailed investigation is needed in order to obtain more accurate data.

Jakarta, March 7, 1983.

P.T. SOILTEST & FOUNDATIONS
JAKARTA

ir. P.B. KUMARA


JAKARTA
JL. RAYA BEKASI
BEKASI
Y
X
B.1. -0.815
(-75.00 ; +65.00)
BM ± 0.00
(000 ; 000)
B 3. -0.820
(-175.00, -65.00)
B2. -0.420
(-75.00, -65.00)
B.4. -0.351
(-75.00 ; -175.00)
N
1 : 2000

BORING PROFILE

PROJECT : CEVEST

LOCATION : Bekasi, West Java

BORING No. : B 1 ELEVATION : - 0.815 M

GROUND WATER LEVEL : 0.00 M

SCALE (M)	DIA-GRAM	DEPTH & SYMBOL	SOIL DESCRIPTION	SAMPLING & DEPTH	STANDARD PENETRATION TEST	
					DEPTH	N
		0.00				
0		CH	Greyish brown silty clay, soft to medium stiff.			
			colouring brownish grey, grades stiff.	1.50 / 1.95	2.00 / 2.45	12
			colouring yellowish brown and light grey, grades medium stiff.	3.50 / 3.95	4.00 / 4.45	7
5		5.50				
		MH	Greyish brown clayey silt, very soft.	5.50 / 5.95 (Missed)	6.00 / 6.45	2
		7.50				
		SM	Grey silty fine sand, loose with occasionally of decayed wood.	7.50 / 7.95 (Missed)		
			colouring greyish brown, grades medium dense.	8.00 / 8.60	8.60 / 9.05	13
		10.00				
10		MH	Light grey and yellowish brown clayey silt with trace of fine sand and decayed of plan root, medium stiff.		10.00 / 10.45	6
		11.30				
		CH	Light grey and yellowish brown silty clay, medium stiff.	11.50 / 11.95		
		13.00				
		MH	Greyish brown clayey silt, medium stiff.		13.00 / 13.45	7
15			grades stiff.		14.50 / 14.95	18
			colouring light brown, grades medium stiff.		16.00 / 16.45	7
			colouring dark brown, grades with trace of cementation, very stiff.		17.50 / 17.95	21
		19.00				
		ML	Greyish brown fine sandy clayey silt with trace of cementation, very stiff.		19.00 / 19.45	31
20		20.00				

SCALE (M)	DIA-GRAM	DEPTH & SYMBOL	SOIL DESCRIPTION	SAMPLING &. DEPTH	STANDARD PENETRATION TEST DEPTH	N
		20.00				
20		ML	Greyish brown fine sandy clayey silt with trace of cementation, hard.		20.50 / 20.95	46
					22.00 / 22.45	50
		23.40			23.50 / 23.67	74 / 17
		SM	Grey cemented silty fine sand, very dense.			
25			colouring dark grey.		25.00 / 25.18	60 / 18
					26.50 / 26.71	60 / 21
		28.00			28.00 / 28.30	60 / 30
		ML	Dark grey fine sandy clayey silt with trace of cementation, very hard.			
					29.50 / 29.89	53 / 24
30		29.89	Boring terminated at a depth of 29.89 M, on February 6, 1983.			
35						
40						

BORING PROFILE

PROJECT : CEVEST
LOCATION : Bekasi, West Java
BORING No. : B 2 ELEVATION : - 0.420 M
GROUND WATER LEVEL : - 0.35 M

SCALE (M)	DIA-GRAM	DEPTH & SYMBOL	SOIL DESCRIPTION	SAMPLING & DEPTH	STANDARD PENETRATION TEST DEPTH	N
		0.00				
0		CH	Light brown silty clay, soft.			
			colouring light grey.	1.50 / 1.95	2.00 / 2.45	5
			grades very stiff.	3.50 / 3.95	4.00 / 4.45	20
5			colouring grey, grades stiff.	5.50 / 5.95		
		6.50				
		SM	Light grey silty fine sand, medium dense.		7.00 / 7.45	18
					8.50 / 8.95	15
10					10.00 / 10.45	23
			grades with more silt.		11.50 / 11.95	20
			grades with some gravel.			
		13.00			13.00 / 13.45	22
		CH	Brownish light grey silty clay, very stiff.			
					14.50 / 14.95	21
15					16.00 / 16.45	25
			colouring light brown and light grey.			
			grades hard.		17.50 / 17.95	40
			grades very stiff.		19.00 / 19.45	24
20		20.00				

SCALE (M)	DIA-GRAM	DEPTH & SYMBOL	SOIL DESCRIPTION	SAMPLING & DEPTH	STANDARD PENETRATION TEST DEPTH	N
		20.00				
20		CH	Light brown and light grey silty clay, very stiff.		20.50 / 20.95	32
		22.00			22.00 / 22.30	45 / 15
		MH	Mottled, bluish grey and light brown clayey silt with trace of fine sand, hard.		23.00 / 23.07	61 / 7
		23.00			24.00 / 24.15	56 / 15
		ML	Dark grey very fine sandy silt with trace of cementation, very hard.		25.00 / 25.45	48
25			grades hard.		26.00 / 26.15	53 / 15
			grades very hard.		27.00 / 27.27	74 / 27
		28.50			28.50 / 28.65	58 / 15
		SM	Dark grey silty very fine sand, very dense.		30.00 / 30.30	54 / 30
		30.00				
30		ML	Grey clayey silt with trace of cementation.			
		30.30	Boring terminated at a depth of 30.30 M, on February 11, 1983.			
35						
40						

BORING PROFILE

PROJECT : CEVEST
LOCATION : Bekasi, West Java
BORING No. : B 3 ELEVATION : - 0.820 M
GROUND WATER LEVEL : - 0.25 M

SCALE (M)	DIA-GRAM	DEPTH & SYMBOL	SOIL DESCRIPTION	SAMPLING & DEPTH	STANDARD PENETRATION TEST DEPTH	N
		0.00				
0		CH	Light brown silty clay, soft to medium stiff.			
			colouring brownish grey, grades stiff.	1.50 / 1.95	2.00 / 2.45	10
			colouring light brown and light grey, grades very stiff.	3.50 / 3.95	4.00 / 4.45	32
5				5.50 / 5.95	6.00 / 6.45	26
					7.50 / 7.95	22
			colouring light grey and yellowish brown.		9.00 / 9.45	25
10			grades stiff.		10.50 / 10.95	14
					12.00 / 12.45	9
		13.50			13.50 / 13.95	15
		MH	Greyish light brown clayey silt with trace of very fine sand, stiff.			
15		15.00			15.00 / 15.45	26
		ML	Greyish brown sandy silt with trace of clay, very stiff.			
			colouring brownish light grey, grades with cementation, hard.		16.50 / 16.95	55
		17.50			17.50 / 17.75	65 / 25
		SW	Light brown and light grey silty gravelly fine to coarse sand, very dense.		18.50 / 18.95	47
			colouring brownish grey, grades dense.			
20		20.00				

SCALE (M)	DIA-GRAM	DEPTH & SYMBOL	SOIL DESCRIPTION	SAMPLING & DEPTH	STANDARD PENETRATION TEST DEPTH	N
		20.00				
20		SW	Brownish grey gravelly fine to coarse sand, medium dense.		20.00 / 20.45	22
		21.50			21.50 / 21.95	65
		ML	Light grey cemented clayey silt, very hard			
		23.00			23.00 / 23.07	55 / 7
		23.40	Grey sandstone, very dense.			
			Greenish grey siltstone, very hard.			
		24.50			24.50 / 24.55	55 / 5
25			Grey very fine sandstone, very dense.			
					26.00 / 26.12	55 / 12
			colouring light brown.		27.50 / 27.70	60 / 20
		29.00			29.00 / 29.28	81 / 28
		ML	Light brown and light grey very fine sandy silt, very hard.		30.00 / 30.11	63 / 11
30		30.11				
			Boring terminated at a depth of 30.11 M, on February 18, 1983.			
35						
40						

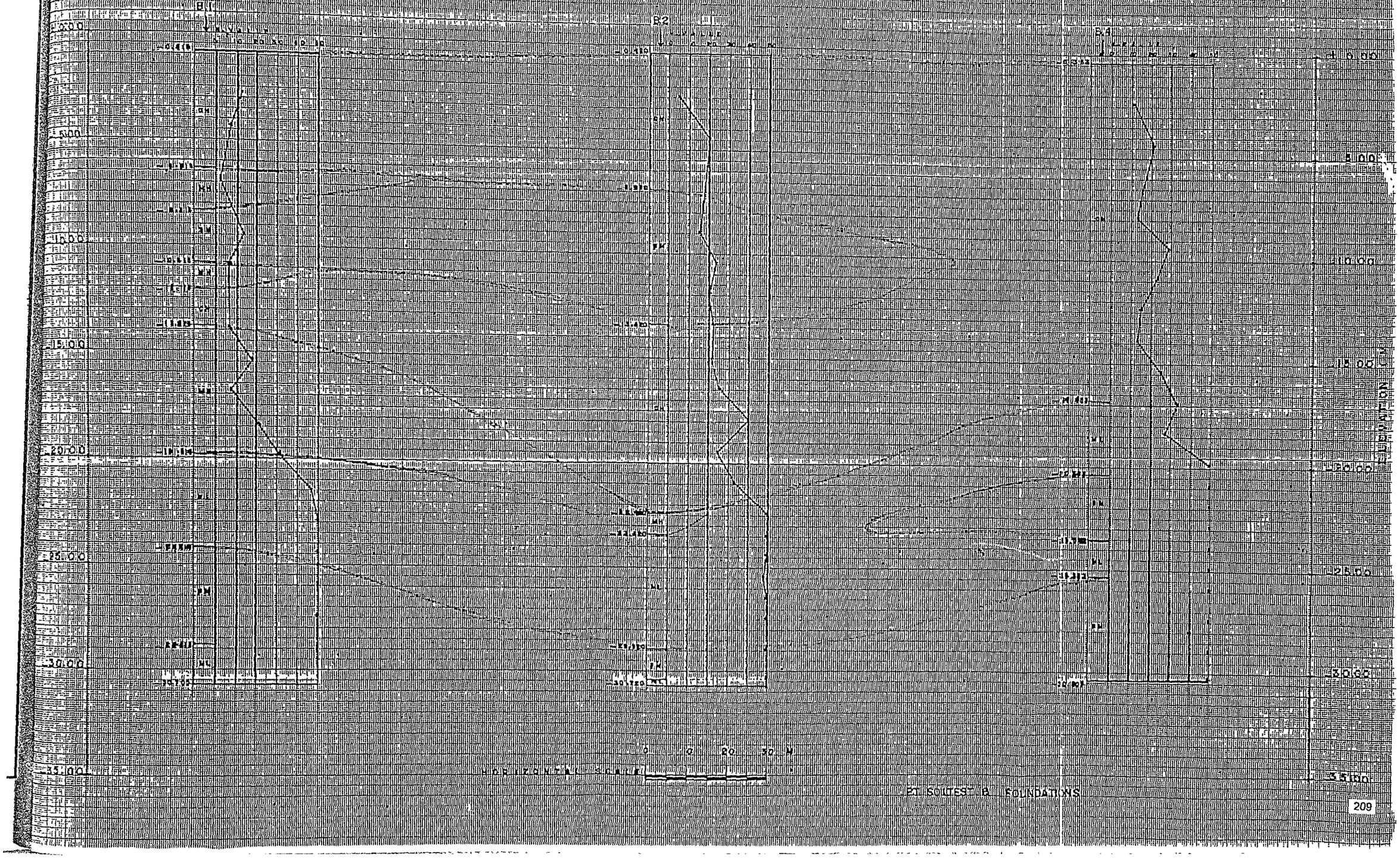
BORING PROFILE

PROJECT : CEVEST
LOCATION : Bekasi, West Java
BORING No. : B 4 ELEVATION : - 0.353 M
GROUND WATER LEVEL : - 0.50 M

SCALE (M)	DIA-GRAM	DEPTH & SYMBOL	SOIL DESCRIPTION	SAMPLING & DEPTH	STANDARD PENETRATION TEST DEPTH	N
		0.00				
0		CH	Light brown silty clay, medium stiff.			
			colouring brownish grey, grades stiff.	1.50 / 1.95	2.00 / 2.45	11
			grades very stiff.	3.50 / 3.95	4.00 / 4.45	21
5			colouring light brown and light grey, grades stiff.	5.50 / 5.95	6.00 / 6.45	16
					7.50 / 7.95	13
			colouring yellowish light grey, grades very stiff.		9.00 / 9.45	29
10			grades with trace of gravel.		10.50 / 10.95	23
			grades stiff.		12.00 / 12.45	15
			colouring brownish light grey, grades with trace of cementation.		13.50 / 13.95	13
15			colouring greyish brown, grades very stiff.		15.00 / 15.45	25
		16.50				
		ML	Greyish brown clayey silt with trace of cementation, very stiff.		16.50 / 16.95	33
			colouring dark brown.		18.00 / 18.45	27
			grades very hard.		19.50 / 19.85	50 / 20
20		20.00				

SCALE (M)	DIA-GRAM	DEPTH & SYMBOL	SOIL DESCRIPTION	SAMPLING & DEPTH	STANDARD PENETRATION TEST DEPTH	N
		20.00				
20		SM	Light brown silty fine sand, very dense.		20.00 / 20.25	58 / 25
					21.50 / 21.75	62 / 25
			colouring brownish grey.		22.50 / 22.75	70 / 25
		23.20			23.50 / 23.72	70 / 22
		ML	Brownish grey clayey silt with cementation, very hard.		24.50 / 24.80	63 / 30
		25.00			25.50 / 25.80	65 / 30
25		SM	Dark grey silty fine sand with trace of cementation, very dense.		27.00 / 27.30	73 / 30
					28.50 / 28.78	65 / 28
30		30.15			30.00 / 30.15	55 / 15
			Boring terminated at a depth of 30.15 M, on February 23, 1983.			

CROSS SECTIONAL PROFILE B1, B2 AND B4



PT SOLOTEST B FOUNDATIONS

CROSS SECTIONAL PROFILE B.3 AND B.4

WEST PROJECT