

## 10 展示研修コース

### 10-1 研修コースの概要

インドネシア側の要望は次のとおりである。

展示研修コースについて、インドネシア側は、展示会・見本市参加を輸出促進対策の一環としており、一般的な見本市参加のノウハウだけでなく、具体的に特定の展示会・見本市に参加するにはどうしたらよいか、どんな展示をしたら輸出に直結できるか、という現実的要請に基づいている。従って、研修の一環として上級コースでは、特に見本市小間の展示装飾を想定した模擬訓練の実施に大きな関心と期待を寄せている。

インドネシアでは、例年秋に展示会・見本市参加が集中するので、年度前半に研修を実施し、参加者の便宜を図りたいとの希望が強い。従って、研修実施の時期を設定する際には、この点を十分に考慮する必要がある。

これとは別に、センター内に特定製品の常設展示場を設け、展示品は年間2回入れ替える。また、他に催物用の会場（スペース）を設け農産品、工業製品、ギフト用品などの展示商談会を開催し、それぞれの出品者（輸出業者）の商談の場として活用したい、との意向も示された。

研 修 コ ー ス の 概 要

|          | 期 間   | 回 数 | 研 修 生 数 | 年間の研修生の合計 |
|----------|-------|-----|---------|-----------|
| 1. 基礎コース | 2 週 間 | 4 回 | 20～25人  | 80～100人   |
| 2. 上級コース | 2 〃   | 4 〃 | 10～15   | 40～60     |
|          |       | 8 回 | 30～40人  | 120～160人  |

### 10-2 技術移転の目的及び内容

内外の展示会や国際見本市の参加方法等、展示装飾に関する技術移転に重点をおくものの、最終的にはこの展示研修を受けたインドネシアの業者が、その知識と技術を活用して、それぞれの製品輸出を可能にすることにある。

### 10-3 カウンターパート

展示研修コースのカウンターパートとしては、商業省、NAFEDの外国見本市担当者を予定している模様であるが、実際に研修生を訓練するには、日本人専門家との十分な事前準備と協議が不可欠である。

| コース       | 人数 | 資格  |
|-----------|----|---|
| チーフ       | 1名 | 大学、アカデミー卒業者（建築、その他関連の技術分野の知識のある者）<br>見本市業務に3年以上の経験、もしくは政府の上級職員（商業省、NAFED、他） |
| (1) 基礎コース | 2  | 見本市業務に2～3年の経験   |
| (2) 上級コース | 2  | 他は上に同じ  |
|           | 5名 |   |

#### 10-4 研修内容及び方法

##### A 基礎コース

##### I 目的

輸出促進対策として展示会や見本市への参加に必要な基礎知識を与える。

##### II 研修内容

##### 1. 如何にして展示会や国際見本市に参加するか

- (1) 海外見本市リストの収集
- (2) 国内産業に関する情報収集
- (3) 輸出向け国内製品の選定
- (4) 海外見本市主催者の法規収集
- (5) 特定製品に関する海外市場の情報収集
- (6) 出品展示の目的設定
- (7) 展示会・見本市参加・主催の予算化
- (8) 参加予定見本市の法規の研究
- (9) 参加の諸準備
- (10) 見本市の広報宣伝の戦略

##### 2. 受講者の資格

- (1) 経験の有無を問わず、中小企業の職員
- (2) 工業会、組合、商工会議所のマネージャー、職員
- (3) 政府職員

##### 3. 参加人数

20～25人

##### 4. 研修期間

2週間（実質10日間）

## 5. 研修時間

1日に3.5時間(実質3時間)

08:30～10:00 または 14:00～15:30

10:30～12:00 16:00～17:30

## 6. 研修実施回数

4回/年

## 7. 年間受講者数

80～100人

## 8. 研修方法

講義、視聴覚(スライド、ビデオ、フィルムなど)、ケース、スタディ

## 9. 教材

テキスト、図、絵、視聴覚機器

## 10. 講師

(1) 資格: 大学、アカデミー卒業で建築その他関連の技術分野の知識のある者  
展示業務に数年間の経験のある者

(2) 人数: 2名  
他に、臨時講師

## B 上級コース

### I 目的

輸出マーケティング対策の効果的一環として、他の振興策とも対応して参加者に展示会・見本市を有効に利用するより、詳細な知識と技術的ノウハウを与える。これにより特定製品の輸出促進を意図している参加者に、一般展示会や専門見本市への参加方法を習得させ、ひいては個々の企業の業績増進を図ることとする。

### II 研修内容

#### 1. 見本市運営の技術的指導

- (1) 参加申込みと主催者との契約
- (2) 展示装飾機材の調達
- (3) 展示デザインの研究
- (4) 展示費用の概算
- (5) 装飾業者との契約
- (6) 出品参加者に対する指導
- (7) 輸送、発送、通関手続き
- (8) 小間の設営

(9) アテンダントや出品者の指導

(10) 広報活動

(11) 参加の効果判断

(12) 引合、照会の処理

必要設備

①常設展示場、地場産品の展示商談会場

②設計室

③展示装飾品などの倉庫

④書庫と作業場

2. 受講者の資格

基礎コースを終了した者

3. 参加人数

10～15人

4. 研修期間

2週間(実質10日間)

5. 研修時間

1日に3.5時間(実質3時間)

08:30～10:00 または 14:00～15:30

10:30～12:00 16:00～17:30

6. 研修実施回数

4回/年

7. 年間受講者数

40～60人

8. 研修方法

講義、展示の模擬実習、展示会等の見学

9. 教材

展示資機材、視聴覚機器、その他開発教材

10. 講師

(1) 資格：大学、アカデミー卒業で、建築その他関連の技術分野の知識のある者

数年間の展示業務の経験者

(2) 人数：3名

他に臨時講師

## 10-5 必要施設及び機材

### 研修室用

- (1) 35ミリ フィルム・プロジェクター（サウンド付き）
- (2) 35ミリ スライド・プロジェクター（プログラマー付き）
- (3) オーバーヘッド・プロジェクター
- (4) スクリーン
- (5) テープレコーダー・システム
- (6) ビデオ（モニター、再生、編集機器付き）
- (7) ビデオ、カセット・レコーダー
- (8) マイクロフォン・システム
- (9) 家具
- (10) 製図機器

### 展示用資機材

- (1) モジュール、展示
- (2) 照明機器
- (3) マネキン、ドレス・ラック
- (4) カーペット・ラグ
- (5) 引合照会用テーブルと椅子
- (6) 組立式ステージ、ランプ
- (7) カーゴキャリアー
- (8) 家具
- (9) 写真カメラ

## 10-6 その他参考事項

展示参加実績と参加予定（P. 119～122）

PARTICIPATING IN THE TRADE FAIR

| NO. | INDONESIAN FISCAL YEAR                                 | 1986 / 1987 |   |   |   |   |   |    |    |    |   |   |   | 1987/1988 |   |   |   |   |   |    |    |    |   |   |   |
|-----|--|-------------|---|---|---|---|---|----|----|----|---|---|---|-----------|---|---|---|---|---|----|----|----|---|---|---|
|     |  | 4           | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1 | 2 | 3 | 4         | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1 | 2 | 3 |
| 1.  | Islamic Trade Fair, Maroko April, 1986                 | v           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 2.  | Izmir International Fair, Turkey September, 1986       |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 3.  | Semaine du Cuir, France September, 1986                |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 4.  | Leipzig Autumn Fair, RDC September, 1986               |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 5.  | Berlin Fair, R.F.J. September, 1986                    |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 6.  | Igodo Fair, R.F.J. September, 1986                     |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 7.  | International Trade Fair, Bari Italy, September, 1986  |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 8.  | The New York Pret, U.S.A. September, 1986              |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 9.  | Budapest International Fair September, 1986            |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 10. | Salon du Pret A Porter Feminin France, September, 1986 |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 11. | Solo Exhibition, Japan Oktober, 1986                   |             |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 12. | Home Furnishing Market, Dallas January, 1987           |             |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |

PARTICIPATING IN THE TRADE FAIR

| NO. | TRADE FAIR  | 1986/1987 |   |   |   |   |   |    |    |    |   |   |   | 1987/1988 |   |   |   |   |   |    |    |    |   |   |   |
|-----|---|-----------|---|---|---|---|---|----|----|----|---|---|---|-----------|---|---|---|---|---|----|----|----|---|---|---|
|     |   | 4         | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1 | 2 | 3 | 4         | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1 | 2 | 3 |
|     | CALENDAR YEAR   |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
|     | INDONESIAN FISCAL YEAR                                |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
|     | 1988/   |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 13  | International Furniture Fair<br>Koin, January, 1987   |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 14  | International Spring Fair<br>England, February, 1987  |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 15  | Food Exhibition, Japan<br>March, 1987                 |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 16  | International Trade Fair<br>Dubai, March, 1987        |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 17  | Plovdiv Int'l Fair<br>Bulgary, May, 1987              |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 18  | Igedo Fair, Dusseldorf<br>September, 1987             |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 19  | The New York Pret, U.S.A.<br>September, 1987          |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 20  | Pret A Porter Feminin, Paris<br>September, 1987       |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 21  | Overseas Import Fair, Partner<br>for Progress, Berlin |           |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |

PARTICIPATING IN THE TRADE FAIR

| NO. | TRADE FAIR   | 1987/988 |   |   |   |   |   |    |    |    |   |   |   | 1988/1989 |   |   |   |   |   |    |    |    |   |   |   |
|-----|--|----------|---|---|---|---|---|----|----|----|---|---|---|-----------|---|---|---|---|---|----|----|----|---|---|---|
|     |  | 4        | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1 | 2 | 3 | 4         | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1 | 2 | 3 |
| 23. | Modam Fair, Amsterdam<br>Netherland  |          |   |   |   | v |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 24. | Anuga Fair, Dusseldorf<br>F.R.G. '87/ '88.                                   |          |   |   |   |   |   | v  |    |    |   |   |   |           |   |   |   | v |   |    |    |    |   |   |   |
| 25. | International Furniture Fair<br>Tokyo, Japan                                 |          |   |   |   |   |   |    |    | v  |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 26. | International Goods Fair Inter-<br>moda Fashion, Brno,<br>Checkoslovakia     |          |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 27. | Ascan Pacific Trade & Industry<br>Fair, Sydney, Australia                    |          |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 28. | Food Pacific<br>Van Couver, Canada   |          |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 29. | International Pavillion of Neocón<br>Furniture Exhibition<br>Chicago, U.S.A. |          |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 30. | Jakarta Fair<br>Jakarta, June 1987   |          |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 31. | Pameran Produk Ekspor 1987<br>Jakarta, Sept., '87 / '88                      |          |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |
| 32. | ASEAN Trade Fair '88<br>Jakarta October 1988                                 |          |   |   |   |   |   |    |    |    |   |   |   |           |   |   |   |   |   |    |    |    |   |   |   |



PARTICIPATING IN THE TRADE FAIR

| NO. | TRADE FAIR  | 1987 / 1988 |   |   |   |   |   |    |    |    |   |   |   | 1988 / 1989 |   |   |   |   |   |    |    |    |   |   |   |  |  |
|-----|---|-------------|---|---|---|---|---|----|----|----|---|---|---|-------------|---|---|---|---|---|----|----|----|---|---|---|--|--|
|     |   | 4           | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1 | 2 | 3 | 4           | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1 | 2 | 3 |  |  |
|     | CALENDAR YEAR   |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |
|     | INDONESIAN FISCAL YEAR  |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |
| 33. | Roka Fair, Netherland<br>February, 1988                                       |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |
| 34. | Gulf Furniture Show II, Dubai<br>March, 1988                                  |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |
| 35. | First Exhibition of International Fashion and Clothing Hong Kong, April, 1988 |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |
| 36. | Toronto Int'l Fall Sift Show<br>Canada, September 1988                        |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |
| 37. | Frankfurt Int'l Trade Fair<br>FRG, Februari 1989                              |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |
| 38. | S I A L '88<br>France, Oktober 1988   |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |
| 39. | Australia Bicentennial Trade Fair<br>Australia, 1988                          |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |
| 40. | E X P O '88<br>Brisbane, Australia<br>April - Oktober 1988                    |             |   |   |   |   |   |    |    |    |   |   |   |             |   |   |   |   |   |    |    |    |   |   |   |  |  |

## 1 1 TQC センターの輸出検査における役割

検査・品質管理訓練の各品目に共通して重要な関連を有するTQCセンター（Center for Testing and Quality Control, Pusat Pengendalian Mutu Barang, 略称PPMB）について調査結果をまとめた。

### 1 1 - 1 TQCセンターの概要

#### (1) 沿革

TQCセンターは1977年の省令によって商業省内のInstitutionとして設立された。

#### (2) 任務

TQCセンターの主たる任務は、商品を公認の試験所で試験し、品質認証することによって、商品が定常的（どの出荷ロットも）に規格に適合していることを保証するように、品質管理体系を運用することにある。

この国家的品質管理体系は、発行された品質認証状を最終検査結果として、国際的にも受け入れ可能なように設計されている。

#### (3) 組織

上記の品質管理体系を具現化する組織としては、1969年に標準インドネシアゴム(Standard Indonesian Rubber, SIR)の管理のために開発されたパターンをフォローして

- ① 標準試験室(Standard Labo) : 規格に必要な試験方法の開発
- ② 管理試験室(Control Labo) : 全ラボ群の管理
- ③ 品質試験室(Testing Labos) : 試験実施・品質認証状発行
- ④ 工場試験室(Factory Labos) : 生産工場の試験室

からなるラボ群(Laboratory Network System)で構成される。このうち①と②はTQCセンターのそれぞれ1部門であり、③は②が公認するもので現在全国で33(TQCセンター自身、TQC地方ラボ15、TQCミニラボ4、農業省2、工業省7、私立試験所4)ある。工場試験室で公認された所は自工場製品に限り品質認証状の発行ができる。

TQCセンターは標準試験室、4種の管理試験室(物理・化学品、生物品、機械製品、電気製品)とこれを支援する行政管理部及び技術管理部の7部242名からなる。傘下に15の地方ラボ(Regional Laboratories for Testing and Quality Control)と4のミニラボ(Mini-Laboratories for Testing and Quality Control)517名があり、センターと地方合せて759名が上記の任務に従事している。

#### (4) 品質試験室及び工場試験室の承認

品質認証状を発行する品質試験室の承認(Accreditation)はTQCセンターの一部門であ

る管理試験室が商品ごとに実施する。判定のための一般的な基準は

- ① 人材
- ② 試験の実施状況
- ③ 物理的なインフラストラクチャー
- ④ 計測管理
- ⑤ 安全

等である。

工場試験室の承認(License)は管理試験室が商品ごと、生産工場試験室ごとに、上記同様な基準で承認されるが、商品によっては業界団体の協会員であることや、業界団体の推薦が必要になる。承認された工場試験室のある工場の生産品については自主検査力のある業者(Capable Exporter)として品質認証状の発行ができる。

#### (5) 品質管理体系の維持管理

品質管理体系の維持管理は、TQCセンター管理試験室が、①日常的なクロスチェック、②試験室間併行テスト、③立会い検査、④定期訓練を通じて実施する。

### 11-2 輸出品検査とTQCセンター

#### (1) 輸出品の品質規格

品質規格は商業省から発行される通商規格(Trade Standard)だけでなく、工業省や農業省からも発行される。これらの規格は発行の目的が異なるため、通商規格と喰い違いが出るケースもある。したがって、準備段階ではこれらの規格を参考として用い、通商上のニーズに適合することが判明した段階で正式に通商規格として採用されることになっている。

通商規格は性格上最低限を決めることになる。即ち、規格作成時には、

- ① 国際的に消費者に受け入れられる限度
- ② 生産者が達成できる限度

の2条件を満たすように品質仕様を検討するが、原材料生産者の80%が経済的にも、技術的にも弱いスモールホルダーであることを十分考慮し、当初はむしろ②を重点に設定し、徐々に国際規格に適合するよう改善を進めることになっている。

#### (2) 輸出品検査

通商規格が設定されている商品は現在181品目あり、このうち検査が実施され品質認証が義務づけられているのは、1969年にスタートした標準インドネシアゴム(SIR)を皮切りに、現在までに48品目に達している。本来なら、181品目全部が検査されるべきであるが、人も設備も不十分なため、まだ全部は実施されていない。これを推進するのが、TQCセンターの重要な役割になっている。

TQCセンターは15の地方ラボと4のミニラボを持っているが、これを1-labo/province : 27まで増加させたい希望を持っている。又、他省の地方ラボが全国には39あるので、この活用を図り品質試験室のネットワークを充実させようとしている。自主検査力を有する業者のラボの承認を推進して処理能力をアップしようとしている。一方設備的な増強は1979~81の英国の援助、1985~87のフランスの借款(後述)で大きく前進しようとしている。

### (3) 輸出品品質管理体系

輸出業者は商品品質に対して全責任がある。輸出業者は輸出したい時に輸出文書(Notification of Export, SPM)に添付する文書として品質宣言書(Statement of Quality, SPM)を発行しなければならない。SPMを発行したら商品の発送はなされてよい。

SPMの発行に先立ち、輸出準備の整った商品からサンプルが採られるが、この目的のためのサンプリングはTQCセンターの承認(appointment)したサンプリング機関(sampling agency)によってなされる。サンプルとサンプリングレポート(Report of Sampling, LPC)はSPMのコピーと共に品質試験室に送られる。この目的のための品質試験室はTQCセンターの承認(accreditation)を受けておらねばならない。

分析結果、品質が通商規格(Trade Standard, SP)内なら品質試験室は品質認証状(Certificate of Quality, SM)を発行し、規格外なら品質不認通知(Report of Analysis, LHA)を発行する。不合格を出した輸出業者は行政処分(administrative sanctions)を受けることになる。

商品はSPMを使って輸出できるが、輸出業者はSMを得てそれを保存しなければならない。SMは国際的な取引や輸出品の品質改善の目的に使用される。

SMは自主検査力ある業者も発行できる。自主検査力ある業者は規則により自己の生産する商品についてSMを発行することをTQCセンターにより承認(License)されている。

### 11-3 フランスからの援助内容

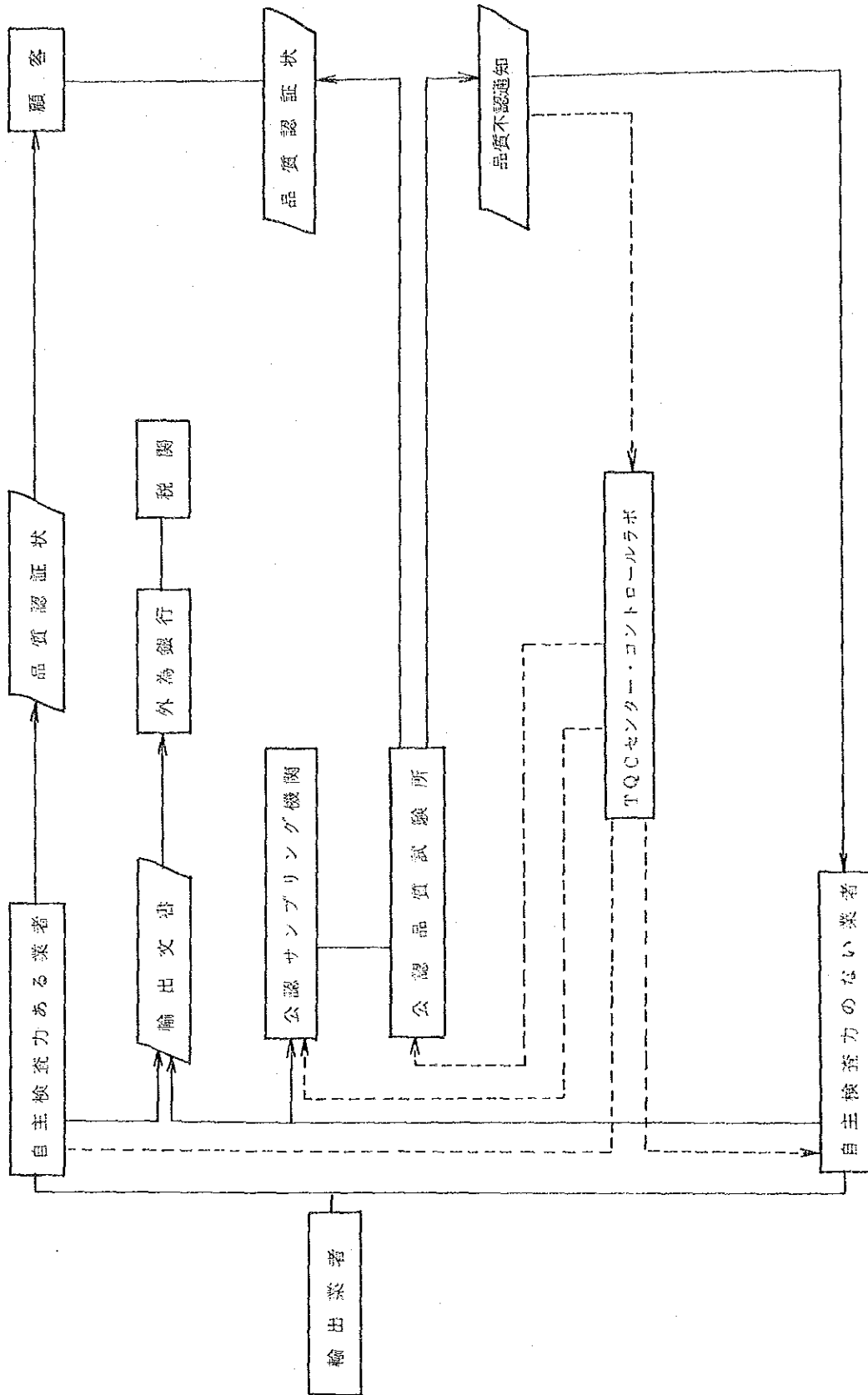
総額20 million F・フラン(30億ルピー)の借款が供与されており、今年の5~7月に次々と到着、据付けられる予定になっている。設備は主として工業製品の検査設備で大小合せて253品目がリストアップされている。

専門家の派遣は含まれていないが、フランスからコーディネータが1人派遣されてくる予定。設備の操作法訓練として1985年に5人×10ヶ月の訓練生受け入れがあった。さらに今年度6人の訓練生受け入れが計画されている。

今後1~2年はこれらの新しい検査設備を使いこなすために、TQCセンターのかなりの人材が費されるし、新しい商品の輸出検査が着手されることを考えると、研修センター・プロジ

ェクトに対する影響が当然考えられるし、両者の有機的な連携が今後検討されねばならない。

輸出品品質管理体制系



Organization and Number of Personnel

(Center and Regional Laboratories for Testing and Quality Control)

|                           |                                  |                                     |
|---------------------------|----------------------------------|-------------------------------------|
| Head<br>of Center for TQC | Administration                   | 103                                 |
|                           | Std. Laboratory                  | 21                                  |
|                           | Physical & Chemical Control Lab. | 31                                  |
|                           | Biological Control Lab.          | 35                                  |
|                           | Mechanical Control Lab.          | 29                                  |
|                           | Electric Control Lab.            | 7                                   |
|                           | Technical Administration         | 24                                  |
|                           |                                  | <u>(Sub Total) 250</u>              |
|                           |                                  | *Abroad training (Post graduate) -4 |
|                           |                                  | *Assignment (Head of Mini-Lab.) -4  |
|                           |                                  | <u>(Sub Total) 242</u>              |
|                           | Regional Lab. for TQC            |                                     |
|                           | 1. Medan                         | 48                                  |
|                           | 2. Pekanbaru                     | 47                                  |
|                           | 3. Padang                        | 47                                  |
| 4. Jambi                  | 32                               |                                     |
| 5. Bandar Lampung         | 49                               |                                     |
| 6. Palembang              | 38                               |                                     |
| 7. Pangkal Pinang         | 20                               |                                     |
| 8. Pontianak              | 31                               |                                     |
| 9. Banjarbaru             | 37                               |                                     |
| 10. Samarinda             | 28                               |                                     |
| 11. Singaraja             | 21                               |                                     |
| 12. Surakarta             | 28                               |                                     |
| 13. Surabaya              | 38                               |                                     |
| 14. Jember                | 26                               |                                     |
| 15. Ujungpandang          | --                               |                                     |
| Mini-Lab. for TQC         |                                  |                                     |
| 1. Bengkulu               | 8                                |                                     |
| 2. Palangalaya            | 6                                |                                     |
| 3. Ternate                | 8                                |                                     |
| 4. Lhok Seumawe           | 5                                |                                     |
|                           | <u>(Sub Total) 517</u>           |                                     |
|                           | Total 759                        |                                     |

List of Testing Laboratories

| Testing Lab.                    | No of signatories | Authority has been given for the following commodities |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |
|---------------------------------|-------------------|--|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|
|                                 |                   | 1  | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| Ministry of Trade               |                   |  |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Center for TQC                  | 8                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| R. L. for TQC                   | 3                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 2                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 5                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 3                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 4                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 3                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 3                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 2                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 3                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 3                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 2                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | -                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | -                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | -                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| Mini Labo.                      |                   |  |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |
| "                               |                   |  |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |
| "                               |                   |  |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |
| "                               |                   |  |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Ministry of Agriculture         |                   |  |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Research Inst. for Estate Crops |                   |  |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |
| "                               | 4                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| "                               | 4                 | ○  | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○ | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |



| Testing Lab.                            | No of<br>signatories | Authority has been given for the following commodities |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
|---|----------------------|--|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
|   |                      | 1  | 2  | 3  | 4  | 5  | 6  | 7  | 8  | 9  | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| Ministry of Industry                    |                      |  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Inst. for R. & Ind. D.                  |                      |  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| MEDAN                                   | 3                    | --   | -- | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| Inst. for R. & D. of Agrobased Industry | 1                    | --   | ○  | -- | ○  | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | ○  | ○  | ○  |
| BOGOR                                   |                      |  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Inst. for R. & Ind. D.                  |                      |  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| SEMARANG                                | 3                    | --   | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| SURABAYA                                | 3                    | --   | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| AMBON                                   | 2                    | --   | -- | -- | ○  | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- |
| UJUNG PANDANG                           | 3                    | --   | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| MANADO                                  | 3                    | --   | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| Private                                 |                      |  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| P. T. Sucofindo                         | 3                    | --   | ○  | ○  | -- | -- | -- | -- | -- | -- | -- | -- | -- | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| MEDAN                                   |                      |  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| JAKARTA                                 | 2                    | --   | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| SEMARANG                                | 2                    | --   | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |
| SURABAYA                                | 3                    | --   | -- | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  | ○  |

- 1: Std. Ind. Rubber      7: Nutmeg for dist.      13: Crude Palm Kernel Oil      19: Black Pepper Oleoresin  
2: Essential Oils      8: Vanilla      14: Palm Kernel Oil      20: Citronellal  
3: Coffee      9: Copra Cake      15: Palm Kernel      21: Geraniol  
4: Dried Cassava      10: Illipe Nut      16: Palm Kernel Cake      22: Tobacco  
5: Nutmeg      11: Mace      17: Palm Oil Fractions  
6: Cassia vera      12: Crude Palm Oil      18: Pepper



## 第 2 部

### 英文報告書



THE REPORT OF THE MEETING  
BETWEEN  
THE JAPANESE EXPERTS SURVEY TEAM AND THE INDONESIAN TEAM  
ON  
THE INDONESIA EXPORT TRAINING CENTER

The Japanese Experts Survey Team (hereinafter referred to as "the Japanese Team") organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") visited the Republic of Indonesia from June 1 to June 15, 1987 for the purpose of working out the details of the technical cooperation programme concerning the project on the Indonesia Export Training Center (hereinafter referred to as "the Center").

During its stay in the Republic of Indonesia, the Japanese Team conducted surveys and had a series of discussions with the authorities of the Indonesian Team ( hereinafter referred to as "the Indonesian Team" ) on the matter of institution and operation of the Center to be clarified for the implementation of the Project.

The Indonesian Team recognized that the Project shall be executed in accordance with the sample of the Record of Discussions show as ANNEX 1.

As a result of the survey and discussions, both teams agreed to report to their respective Governments the matters referred to in documents attached hereto.

ATTACHMENT

I. ORGANIZATION AND MANAGEMENT OF THE CENTER

1. The project will be controled and supervised under the Secretary General of the Department of Trade, the Government of the Republic of Indonesia, through a steering committee which is composed of ;

Chairman : Secretary General of Department of Trade

Secretary : Director of the Center

Members : Director General for Foreign Trade

: Chairman of the National Agency for Export  
Development

2. The steering committee mentioned above will be to fulfill the function of the formulation of the execution policy and give the guidance of improvement of the center.
3. The Secretary General of the Department of the Trade will assume overall responsibility for the implementation of the Project through the sttering committee.
4. The responsibility of operation and administration for the Center will be assumed by a Director of the Center.

5. For the effective and successful operation of the Center, a Joint Committee will be created by the Japanese side and the Indonesian side, composition of which is shown in Annex 2.
6. The Center will be organized as shown in Annex 3.
7. Functions of each division and the required number of necessary personnel of the Center is shown in Annex 4.
8. The Department of trade will take measures to secure the necessary budget allocation for the operation of the center and to provide at its own expense for the matters mentioned in article VI of the sample of R/D.

The tentative budget allocation for the operation of the Center is shown in Annex 5.

## II. SITE OF THE CENTER

1. The proposed site of the Center is at the same location as the Educational Training Center for Commerce with address at :  
Jl. Jenderal S. Parman - Slipi  
Komplek Departemen Perdagangan, Grogol,  
Jakarta Selatan.
2. The site map is shown in Annex 6.

3. As the result of the survey Japanese Team requested that the proposed land of the site should be expanded due to its narrowness for building construction of the Center.

### III. TRAINING COURSES

Pursuant to the objective of developing manpower skills of government officials and the private sector, the following training courses, which will be operational in the Center are shown in Annex 7.

#### 1. Trade Training

- Basic Trade Training Course.
- Advanced Trade Training Course.
  - a. Specialized Training Course,
  - b. Export of Selected Products.
- Trade Management Training Course
- Business Japanese Language Training Course
  - a. Basic Course
  - b. Intermediate Course
  - c. Advanced Course

Note :

The result of the Indonesian survey which has been conducted with the private sector on the necessity of having Business Japanese language has appeared its necessity as shown in Annex 8.



2. Inspection and Quality Control Training Course

1). Wood Furniture and rattan Products Training Course

a. Wooden Furniture and wood products course

b. Rattan Products course

2). Textile and Garment Training Course

a. Basic Course

b. Advanced Course

3). Rubber and Rubber Products Training Course

a. Basic Course

b. Advanced Course

4). Frozen Food and Canned Food Training Course

a. Frozen Food Course

b. Canned Food Course

3. Exhibition Training Course

a. Basic Course

b. Advanced Course

IV. REQUIRED NUMBER AND QUALIFICATION OF INDONESIAN COUNTERPART  
PERSONNEL

1. For the successful operation of the training courses above mentioned, the Indonesia side will provide counterpart personnel, the number and qualifications of which are shown as Annex 9.

2. The counterpart personnel as instructors will be expected to come mainly from the Department of Trade ( National Agency for Export Development Directorate General of Foreign Trade, Center for Testing Quality Control Educational Training Center for Commerce and etc.) .

#### V. TECHNICAL COOPERATION PROGRAMME

1. Contents of technical transfer under the Japanese Technical Cooperation Programme will be executed in accordance with the Master Plan described in Annex 1 of the sample of R/D, the training course programme attached in Annex 7, and the technical cooperation programme 1 and 2 as shown in Annex 10.
2. The Japanese side will consider taking the following measures :
  - 1) Dispatch of Japanese Experts
    - a. Long - term Experts
      - Team Leader
      - Coordinator
      - Experts on Trade Training and Business Japanese Language Training
      - Experts on Inspection and Quality Control Training
    - b. Short - term Experts
      - Experts on Trade Training
      - Experts on Inspection and quality Control Training
      - Experts on Exhibition Training

## 2) Training of Indonesian Counterpart Personnel in Japan

The Japanese side will accept adequate and necessary number of Indonesian Counterpart personnel for training in Japan on a yearly basis for the duration of the Technical Cooperation Programme.

Above-mentioned items 1 and 2 will be finalized by the Implementation Survey Team.

## VI. PROVISION OF EQUIPMENTS AND FACILITIES OF THE CENTER

Necessary equipments and facilities of the Center as shown in Annex 11 will be required to ensure the effective implementation of the technical cooperation project.

## VII. ATTENDANCE

The attendance of both teams in the meeting is shown in Annex 12.

(SAMPLE)

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 INDONESIA EXPORT TRAINING CENTER

The Japanese Implementation Survey Team (hereinafter referred to as "the Team") organized by the Japan International Cooperation Agency (herein-after referred to as "JICA") and headed by \_\_\_\_\_ visited the Republic of Indonesia from \_\_\_\_\_ to \_\_\_\_\_ for the purpose of working out the details of the technical cooperation program concerning the Project on the Indonesia Export Training Center.

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 to the effective measures to be taken by both governments for the successful implementation of the above-mentioned Project.

As a result of the discussions, both parties agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Jakarta,

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Leader  
Implementation Survey Team  
Japan International  
Cooperation Agency  
Japan

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Leader  
Indonesian Team  
Ministry of Trade  
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 Indonesia Export Training Center (hereinafter referred to as "the Project") for the purpose of developing manpower in the fields of International Trade, Inspection & Quality Control and Exhibition of exportable products and thus contributing to the promotion of export of the Republic of Indonesia.
2. The Project will be implemented in accordance with the Master Plan which is given in 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. The Japanese experts referred to in 1 above and their families will be granted in the Republic of Indonesia the privileges, exceptions and benefits as listed in ANNEX III., and also will be granted the privileges, exemptions and benefits no less favourable than those accorded to experts of third countries or international organizations performing similar missions.

### III. PROVISION OF MACHINERY AND EQUIPMENT

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 such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in ANNEX IV through the normal procedures under the Colombo Plan Technical Cooperation scheme. The procedures shall be carried out in coordination and consultation with the Japanese experts referred to in ANNEX II.
2. The Equipment 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 properly and exclusively for the implementation of the Project in consultation with the Japanese experts referred to in ANNEX II.

### IV. TRAINING OF INDONESIA 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 personnel connected with the Project for technical training in Japan through the normal procedures under the Colombo Plan Technical Cooperation Scheme. The procedures shall be carried out in coordination and consultation with the Japanese experts referred to in ANNEX II.
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 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 the Indonesian counterpart and administrative personnel as listed in Annex V.
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 and will also ensure the retention of their services to fulfill 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 Indonesia will take necessary measures to provide at its own expense:
  - (1) Land, buildings and facilities as listed in Annex VI;
  - (2) Supply or replacement of machinery, equipment, instrument, vehicles, tools, spare parts and other materials necessary for the implementation of the Project other than those provided through JICA under III above;
  - (3) Transportation facilities and travel allowance for the official travel of the Japanese experts within the Republic of the Indonesia;
  - (4) Suitably furnished accommodations for the Japanese experts and their families.

2. 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:
  - (1) Expenses necessary for the transportation of the Equipment within the Republic of the Indonesia as well as for the installation, operation and maintenance thereof ;
  - (2) Customs duties, internal taxes and any other charges, imposed on the Equipment in the Republic of Indonesia.
  - (3) All running expenses necessary for the implementation of the Project.

#### VII. ADMINISTRATION OF THE PROJECT

1. Secretary General of the Ministry of Trade will assume overall responsibility for the implementation of the Project assisted by a steering committee.
2. The Director of Indonesia Export Training Center, as the Head of the Project, will be responsible for the administrative, managerial and technical matters of the Project.
3. The Japanese Leader will provide necessary recommendation and advice on technical and administrative matters concerning the implementation of the Project to the Head of the Project and the Secretary General of the Ministry of Trade.
4. The Japanese experts will give necessary technical guidance and advice to the Indonesian counterpart personnel nominated by Indonesian side on matters pertaining to the implementation of the Project.
5. The Indonesian counterpart personnel nominated by Indonesian side will work as trainers/instructors in the Center to assure the continuity of the training program during and after the completion of the Japanese Technical Cooperation.



6. For the effective and successful implementation of the Project, a Joint Committee will be established with the function and composition as referred to in Annex VII.
7. The Organization of the Project is shown in the Organization Chart given in ANNEX VIII.

#### VIII. CLAIMS AGAINST JAPANESE EXPERTS

The Government of the Republic of Indonesia will undertake to bear claims, if any arises, against the Japanese experts engaged in the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Republic of the Indonesia except for those arising from the willful misconduct or gross negligence of the Japanese experts.

#### IX. MUTUAL CONSULTATION

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

#### X. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be five (5) years from

However, there will be a general review by the Joint Committee on the progress of the implementation of the Project during the fourth year, or earlier if necessary, of the cooperation period in order to assess whether the terms of cooperation should be modified for the successful implementation of the Project.

ANNEX 1      MASTER PLAN

1.    Objective of the Project

The objective of the Project is to establish the Indonesia Export Training Center which aims at developing manpower in the fields of International Trade, Inspection & Quality Control and Exhibition of exportable Indonesian products in order to contribute to the promotion of trade of the Republic of Indonesia.

2.    Outline of Training Courses at the Center

(Subject to be fixed in detail)

3.    Objective of the Japanese Technical Cooperation

The objective of the Japanese Technical Cooperation is to support the following activities of the Center by means of providing advice and guidance to the counterpart personnel of the Center.

(1)    Trade Training

To train personnel in government and private sectors in the field of international trade and Business Japanese Language.

(2)    Inspection & Quality Control Training

To train personnel in government and private sectors in Inspection and Quality Control for Indonesian exportable products.

(3)    Exhibition Training

To train personnel in government and private sectors in the introduction and improvement of exhibition management, methods and techniques.

ANNEX II JAPANESE EXPERTS

1. Team Leader
2. Coordinator
3. Experts in the fields of:
  - (1) Trade Training (Including Business Japanese Language)
  - (2) Inspection & Quality Control Training
    - 1) Industrial products
    - 2) Agricultural products
  - (3) Exhibition Training

(Subject to be fixed in detail)

NOTE: Short-term experts may be dispatched when necessity arises, and mutually agreed upon, for the smooth implementation of the project.

ANNEX III PRIVILEGES, EXEMPTIONS AND BENEFITS

1. The Government of the Republic of Indonesia will grant exemptions from income tax and charges of any kind imposed on the living allowance and others remitted from abroad.
2. The Government of the Republic of Indonesia will grant exemptions from customs duties in respect of the importation of personal effects by the Japanese experts and their families as well as the importation of machinery and equipment relating to their activities.
3. The Government of the Republic of Indonesia will provide medical facilities.

ANNEX IV LIST OF EQUIPMENT

1. Equipment and materials for trade training
2. Equipment and materials for exhibition training
3. Equipment and materials necessary for inspection & Quality Control of exportable products
4. Other necessary equipment mutually agreed upon

ANNEX V LIST OF INDONESIA COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. Executive Director of the Center
2. Counterpart personal in the fields of:
  - (1) Trade Training (including Business Japanese Language)
  - (2) Inspection & Quality Control Training
    - 1) Industrial Products
    - 2) Agricultural Products
  - (3) Exhibition Training

} (Subject to be fixed in detail)
3. Administrative Personnel
  - (1) Administration
  - (2) Other necessary supporting staff
4. Other personnel mutually agreed upon when necessity arises

ANNEX VI LIST OF LAND, BUILDINGS AND FACILITIES

1. Land  
Address: Jl Jend. S. Parman-Slipi Komplek  
Departemen Perdagangan  
Grogol, Jakarta Barat
  
2. Buildings and facilities necessary for the center
  - (1) Office rooms for the experts
  - (2) Conference rooms
  - (3) Others

ANNEX VII THE JOINT COMMITTEE

1. Functions

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

- (1) To formulate the Annual Work Plan of the Project in line with the Tentative Schedule of Implementation formulated under the framework of this Record of Discussions;
- (2) To review the overall progress of the technical cooperation program as well as to take effective measures for the achievements of the above-mentioned Annual Work Plan;
- (3) To review and exchange views on major issues arising from or in connection with the technical cooperation program.

2. Composition

(1) Indonesian Side

(a) Chairman:

Secretary General of the Ministry of Trade

(b) Members

- 1) Secretary of National Agency for Export Development
- 2) Head of The Center For Testing and Quality Control
- 3) Director of Indonesia Export Training Center
- 4) Head of The Educational and Training Center for Commerce
- 5) Personnel Concerned with the Activities of The Project of Indonesia Side :
  - a. Head of The Bureau Of Planning
  - b. Head of The Bureau of Public Relation & Foreign Cooperations

(2) Japanese Side:

- 1) Team Leader
- 2) Coordinator
- 3) Japanese Experts
- 4) Representatives of JICA office in Indonesia
- 5) Personnel concerned with the Project to be dispatched by JICA

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

TENTATIVE SCHEDULE OF IMPLEMENTATION  
AND TECHNICAL COOPERATION PROGRAM  
OF THE TECHNICAL COOPERATION FOR  
THE INDONESIA EXPORT TRAINING CENTER

The Japanese Implementation Survey Team and the representatives of the Ministry of Trade have jointly formulated the Tentative Schedule of Implementation and the Technical Cooperation Program of the Project as annexed hereto.

These documents have been formulated in connection with Article 1, Paragraph 2 of the Attached Document of the Record of Discussions signed between the Japanese Implementation Survey Team and the Ministry of Trade for the Technical Cooperation of the Export Training Center in the Republic of Indonesia on condition that necessary budget will be allocated for the implementation of the Project, and are subject to change within the framework of the Record of Discussions when necessity arises in the course of implementation of the Project.

Jakarta,

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Leader  
Implementation Survey Team  
Japan International  
Cooperation Agency  
Japan

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Leader  
Indonesian Team  
Ministry of Trade  
The Republic of Indonesia

JOINT COMMITTEE

I. Indonesia Side :

- a. Chairman : Secretary General
- b. Members : 1. Secretary of NAFED  
2. Head of The Testing and Quality Control  
3. Director of Indonesia Export Training Center  
4. Head of The Educational and Training Center for Commerce  
5. Personnel Concerned with the activities of the Project of Indonesian side :  
1. Head, Bureau of Planning  
2. Head, Bureau of Public Relations and Foreign Cooperation

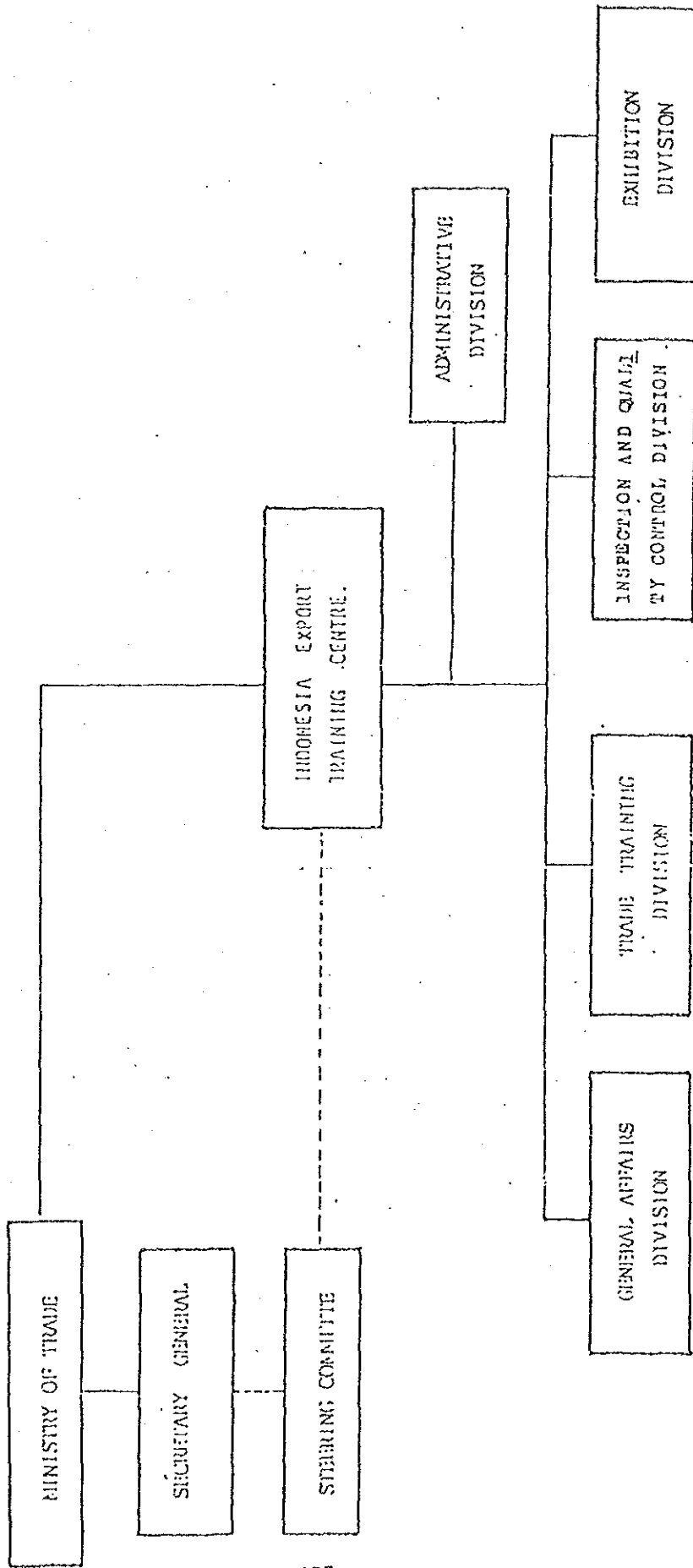
II. Japanese Side :

- 1). Team Leader
- 2). Coordinator
- 3). Japanese Experts
- 4). Representatives of JICA office in Indonesia
- 5). Personnel concerned with the Project to be dispatched by JICA

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



ORGANIZATION CHART OF  
INDONESIA EXPORT TRAINING CENTRE



INDONESIA EXPORT TRAINING CENTRE  
( I E T C )

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I. Position Duty and Function

1. a. Indonesia Export Training Center that's so called IETC is a executive duties in the field of export training which is directly under the Minister of Trade ;
  - b. IETC headed by Head of the centre that responsible to the Steering Committee in the daily executive duties of the administrative, managerial and technical matters ;
  - c. The Steering Committee is responsible to the Secretary General of the Department of Trade in managing of the IETC.
2. IETC has a duty for coordinating, developing and executing the training in the field of International Trade, Inspection and Quality Control Training and Exhibition.
3. For executing the above duty, IETC has the function :
  - a. preparing the formulation and executing the policy of training in the field of International Trade, Quality Control and Exhibition.
  - b. drafting / composing the plan and the program of export training in the field of International trade, Quality Control and Exhibition.
  - c. executing and developing the activities of training in the field of International Trade, Quality Control and Exhibition.
  - d. executing the evaluation and composing the report of the training in the field of International Trade, Quality Control and Exhibition.
  - e. executing the administration and housekeeping arrangement.

## II. Organization Structure

The organization structure of the Indonesia Export Training Centre ( IETC ) is composed of 5 Division :

1. Administration Division;
2. General Affairs Division;
3. Trade Training Division;
4. Inspection and Quality Control Division;
5. Exhibition Division.

### III. 1. Administration Division.

A. Duty: - to give administration services to all elements within the IETC.

B. Function:

- a. to prepare and to coordinate the formulation of the planning and programming of IETC;
- b. to execute the financial management and formulating the budget;
- c. to execute and to coordinate relation with legal institution and public;
- d. to evaluate the execution of activities and to prepare the report of IETC;
- e. to manage the library of IETC;
- f. to perform the publication and documentation arrangement of IETC result;
- g. to execute the personal and administrative affairs.

### 2. General Affairs Division.

A. Duty:- to develop the household and equipment affairs of IETC.

B. Function:

- a. to execute the household affairs;
- b. to execute the equipment and housekeeping management and development;
- c. To repair and maintain the equipment and the machinery
- d. To Prepare and develop the teaching material and audio visual aid

- e. to prepare the facilities of the IETC activities;
- f. to execute the security affairs of IETC;
- g. to control the performance of the IETC facilities;
- h. to execute the public relation affairs.

#### 3. Trade Training Division

A. Duty: - to execute and develop the activities of the trade training and Business Japanese Language

B. Function :

- a. to plan and organize the activities of trade training;
- b. to design and program of the training;
- c. to execute and develop the training programs;
- d. to evaluate and report the execution of the training programs;
- e. to conduct the administration of the trade training and business Japanese Language

#### 4. Inspection and Quality Control Division

A. Duty: - to execute and develop the activities of the inspection and Quality Control Training.

B. Function :

- a. to plan and organize the activities of the inspection and quality control training;
- b. to design and program of the the training;
- c. to execute and develop the training programs;
- d. to evaluate and report the execution of the training programs;
- e. to conduct the administration of the inspection and quality control training.

5. Exhibition .....

#### 5. Exhibition Division

A. Duty : - to execute and develop the activities of the Exhibition Training Course

B. Function :

- a. to plan and organize the activities of the exhibition training course;
- b. to design and program the training course;
- c. to execute and develop the training course programs;
- d. to evaluate and report the execution of the training course programs;
- e. to conduct the administration of the exhibition training course.

#### IV. Committee

Indonesia Steering Committee authority :

1. to fulfill the function of the formulation of the execution policy and the technical policy of IETC;
2. giving the guidance and the development of the execution of IETC activities.

Indonesia Steering Committee is composed of :

1. Chairman : Secretary General of the Department of Trade.
2. Secretary: Head of the Indonesia Export Training Centre.
3. Members : 1. Director General for Foreign Trade.  
2. Chairman of the National Agency for Export Development.

Steering Committee will responsible for the execution of the IETC activities to the Secretary General of the Department of Trade.

V. DEMARKATION OF FUNCTION

| NAME OF ORGANIZATION                              | D U T Y   | F U N C T I O N   |
|---|---|---|
| 1   | 2   | 3   |
| <p>1. Directorate General for Foreign Trade.</p>  | <p>- To execute a part of the main task of the Department of Trade based on the policy determined/decided by the Minister of Trade.</p>   | <p>a. Formulating the technical policy, giving the guidance, information and development as well as licence in the field of foreign trade according to the policy of the Minister and based on the existing regulation;</p> <p>b. The execution of the technical policy in the field of foreign trade according to the main task of Directorate General for Foreign Trade and based on the existing regulation;</p> <p>c. The execution of the technical policy in the execution of the main task of the Directorate General for Foreign Trade according to the Minister Policy and based on the existing regulation.</p> |
| <p>2. National Agency for Export Development.</p> | <p>to coordinate, and execute the development of the activities in the field of the National Export Development based on the policy determined/decided by the Minister and the existing regulation.</p> | <p>a. to formulate the recommendation for the policy of Minister and determine the execution policy of the national export development activities)</p>  |

|  |   |   |
|--|---|---|
| <p>3. Educational and Training Centres for Commerce.</p> | <p>to coordinate, to develop and to execute the personal education and training of the Department based on the policy determined/decided by the Minister and the existing regulation.</p> | <p>b. to coordinate and to develop the national export development activities;<br/> c. to execute the coordination of the information and market analysis activities.<br/> d. to prepare the formulation and to execute the policy in the field of the education and training;<br/> b. to draft/compose the plan and the program of the education and training;<br/> c. to execute and to develop the activities of the education and training;<br/> d. to execute the evaluation and to compose the report of the educational and training execution;<br/> a. to execute the administration and house keeping arrangement.<br/> a. to execute the development and control of the technical testing as well as the certification of the quality of goods;<br/> b. to coordinate and to control the activities of the testing and certification of the quality of goods;</p> |
| <p>4. Centre for Testing and Quality Control.</p>        | <p>to develop and to execute the testing as well as certifying of the quality of goods.</p>   | <p>b. to coordinate and to develop the national export development activities;<br/> c. to execute the coordination of the information and market analysis activities.<br/> d. to prepare the formulation and to execute the policy in the field of the education and training;<br/> b. to draft/compose the plan and the program of the education and training;<br/> c. to execute and to develop the activities of the education and training;<br/> d. to execute the evaluation and to compose the report of the educational and training execution;<br/> a. to execute the administration and house keeping arrangement.<br/> a. to execute the development and control of the technical testing as well as the certification of the quality of goods;<br/> b. to coordinate and to control the activities of the testing and certification of the quality of goods;</p> |

| 1   | 2  | 3   |
|---|--|---|
| <p>5. Indonesia Export Training Centre.</p> | <p>Coordinating, developing and executing the export training in the field of International Trade Inspection and Quality Control and Exhibition.</p> | <p>c. to execute the testing, the certification the information and the supervision of the quality of goods, as well as to develop the accreditation of the testing laboratory network ;</p> <p>d. to execute the formulation of the technical - procedure and management of the testing of goods</p> <p>e. to execute the administration and house keeping arrangement.</p> <p>a. preparing the formulation and executing the policy of export training in the field of trade, IQC and Exhibition ;</p> <p>b. drafting/composing the plan and the program of export training in the field of trade, IQC and Exhibition ;</p> <p>c. executing and developing the activities of export training in the field of trade. IQC and Exhibition ;</p> <p>d. executing the evaluation and composing the report of the export training in the field of trade, IQC and Exhibition ;</p> <p>e. executing the administration and house keeping arrangement.</p> |



b

REQUIRED NUMBER AND THE QUALIFICATION STAFFS  
OF THE INDONESIA EXPORT TRAINING CENTER

| P o s i t i o n                         | No. | QUALIFICATION   |
|---|-----|---|
| a. Director of the I.E.T.C.             | 1   | <ul style="list-style-type: none"> <li>- University degree/background specially in International marketing/or International Commercial law.</li> <li>- Experience in management of training programme as a senior level</li> <li>- Fluent in English</li> </ul> |
| b. <u>Chief Division</u>                |     |   |
| - Administrative Division               | 1   | <ul style="list-style-type: none"> <li>- University degree/background in prefers to Economics, management law and Administrative fields</li> <li>- 7-10 Years Experience</li> </ul>   |
| - General Affairs Division              | 1   | DITTO   |
| - Trade Training Division               | 1   | <ul style="list-style-type: none"> <li>University or Academy Degree in prefers to Economics, Teaching in International marketing and or International Commerce law.</li> </ul>  |
| - Business Language Training            | 1   | <ul style="list-style-type: none"> <li>Graduated from University and or academy in related to teaching on Japanese language and or Japanese school</li> <li>3 - 5 Years experienced in Teaching Japanese Language</li> </ul>                                    |
| - Inspection & Quality Control Division | 1   | <ul style="list-style-type: none"> <li>- Engineer in agriculture, industrial field</li> <li>- More 10 years experience</li> </ul>   |

| POSITION                       | NO | QUALIFICATION   |
|--------------------------------|----|---|
| - Exhibition Training Division | 1  | - University of Academy graduate or language school graduate (Japanese Course)<br>- 10 year experience in teaching Japanese Language.<br>- Senior Officials |

d. Assistants :

|                                       |   |   |
|---------------------------------------|---|---|
| - Administrative Division             | 4 | - University background in prefers economics and/or law or management administrative, publications college                                      |
| - Financing Sub Division              | 1 |   |
| - Personnel Sub Division              | 1 | - 5-10 years experienced  |
| - Planning & Programming Sub Division | 1 |   |
| - Information & Publication           | 1 | - Ditto   |
| - General Affair Division             | 4 | - University background in economics, management and/or law   |
| - Maintenance                         | 1 |   |
| - Logistik                            | 1 | - Ditto   |
| - Security                            | 1 |   |
| - PR                                  | 1 |   |
| - Trade Training                      | 4 | - Teaching college background in particular economics and law.<br>- 5-10 years experienced  |
| - Inspection & Quality Control        | 4 | - Engeneer in agriculture and/or industrial field ,<br>- 5-10 years experienced   |
| - Exhibition Training                 | 2 | - Architecture background<br>- Ditto  |
| - <u>Trainers</u>                     |   |   |
| - Trade Training :                    |   |   |
| - Basic Course                        | 2 | -5-10 years experiences in International trade / businessman<br>- Senior officials  |
| - Advanced Course                     | 2 | - Ditto   |
| - Management Course                   | 1 | - Export management experts who have experienced for more than 10 years in International trade business<br>- Senior officials of the government |

| POSITION  | NO  | QUALIFICATION   |
|---|-----|---|
| <u>Exhibition Training</u>                        |     |   |
| - Basic training course                           | 2   | - Experts graduated from university or college (Architecture and/or any other related technical fields)<br>- Experienced in Exhibition for some years |
| - Advanced training course                        | 2   | - Ditto<br>- Well organized in exhibition works<br>- 3-5 years' experience in exhibition/trade fairs  |
| <u>Business Japanese Language Training Course</u> |     |   |
| - Basic course                                    | 1   | - graduated from university, college and/or language school   |
| - Intermediate                                    | 1   | - Japanese Course   |
| - Advanced / chief                                | (1) | - 3-5 years experience in teaching Japanese language  |
| <u>Inspection &amp; Quality Control</u>           |     |   |
|   | 18  | - Engineer in agriculture industrial field and/or university degree<br>- 3-5 years experienced as inspector   |
| <u>Staffs</u>                                     |     |   |
| - Technical                                       | 3   | - Academic background related the position field<br>- 3-5 years experience  |
| - Clerical  | 60  | - Academic background in administrative management, economics and laws<br>- 3-5 years experienced   |

INDONESIAN EXPORT TRAINING CENTER  
BUDGET FOR SALARIES AND WAGES  
FOR ONE YEAR

OFFICE OF THE EXECUTIVE DIRECTOR

|                    |                            |       |              |
|--------------------|----------------------------|-------|--------------|
| Executive Director | 1 x 12 mth x Rp. 550.000,- | = Rp. | 6.600.000,-  |
| Staff              |                            |       |              |
| - Technical        | 2 x 12 mth x Rp. 300.000,- | = Rp. | 7.200.000,-  |
| - Clerical         | 2 x 12 mth x Rp. 250.000,- | = Rp. | 6.000.000,-  |
|                    | 5                          | Rp.   | 19.800.000,- |

ADMINISTRATIVE DIVISION

|             |                             |       |              |
|-------------|-----------------------------|-------|--------------|
| Chief       | 1 x 12 mth x Rp. 400.000,-  | = Rp. | 4.800.000,-  |
| Assistant   | 4 x 12 mth x Rp. 350.000,-  | = Rp. | 16.800.000,- |
| Staff       |                             |       |              |
| - Technical | 8 x 12 mth x Rp. 300.000,-  | = Rp. | 21.600.000,- |
| - Clerical  | 10 x 12 mth x Rp. 250.000,- | = Rp. | 30.000.000,- |
|             | 23                          | Rp.   | 73.200.000,- |

TRADE TRAINING DIVISION

|           |                            |       |              |
|-----------|----------------------------|-------|--------------|
| Chief     | 1 x 12 mth x Rp. 400.000,- | = Rp. | 4.800.000,-  |
| Assistant | 4 x 12 mth x Rp. 350.000,- | = Rp. | 16.800.000,- |
| Trainer   | 7 x 12 mth x Rp. 350.000,- | = Rp. | 29.400.000,- |
| Clerical  | 4 x 12 mth x Rp. 250.000,- | = Rp. | 12.000.000,- |
|           | 16                         | Rp.   | 63.000.000,- |

BUSINESS JAPANESE LANGUAGE TRAINING

|           |                            |       |              |
|-----------|----------------------------|-------|--------------|
| Chief     | 1 x 12 mth x Rp. 400.000,- | = Rp. | 4.800.000,-  |
| Assistant | 3 x 12 mth x Rp. 350.000,- | = Rp. | 12.600.000,- |
| Trainer   | 2 x 12 mth x Rp. 250.000,- | = Rp. | 6.000.000,-  |
|           | 6                          | Rp.   | 23.400.000,- |

INSPECTION AND QUALITY CONTROL

|           |                             |       |              |
|-----------|-----------------------------|-------|--------------|
| Chief     | 1 x 12 mth x Rp. 400.000,-  | = Rp. | 4.800.000,-  |
| Assistant | 4 x 12 mth x Rp. 350.000,-  | = Rp. | 16.800.000,- |
| Trainer   | 13 x 12 mth x Rp. 350.000,- | = Rp. | 54.600.000,- |
| Clerical  | 5 x 12 mth x Rp. 250.000,-  | = Rp. | 15.000.000,- |
|           | <hr/>                       |       |              |
|           | 23                          | Rp.   | 91.200.000,- |

EXHIBITION TRAINING DIVISION

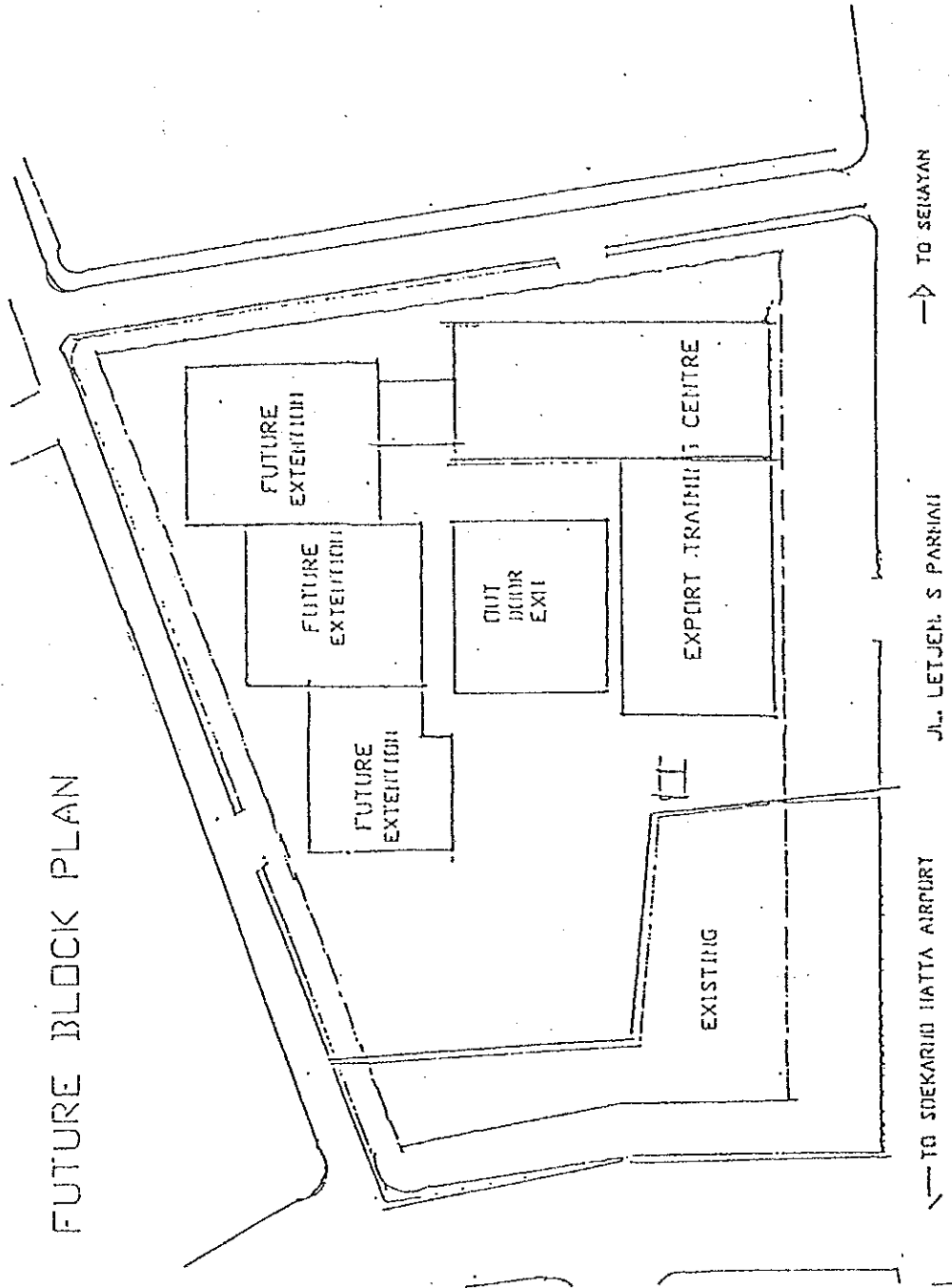
|            |                            |       |              |
|------------|----------------------------|-------|--------------|
| Chief      | 1 x 12 mth x Rp. 400.000,- | = Rp. | 4.800.000,-  |
| Assistance | 2 x 12 mth x Rp. 350.000,- | = Rp. | 8.400.000,-  |
| Trainer    | 4 x 12 mth x Rp. 350.000,- | = Rp. | 16.800.000,- |
| Clerical   | 4 x 12 mth x Rp. 250.000,- | = Rp. | 12.000.000,- |
|            | <hr/>                      |       |              |
|            | 11                         | Rp.   | 42.000.000,- |

GENERAL AFFAIRS DIVISION

|             |                             |       |               |
|-------------|-----------------------------|-------|---------------|
| Chief       | 1 x 12 mth x Rp. 400.000,-  | = Rp. | 4.800.000,-   |
| Assistant   | 4 x 12 mth x Rp. 350.000,-  | = Rp. | 16.800.000,-  |
| Staff       |                             |       |               |
| - Technical | 8 x 12 mth x Rp. 300.000,-  | = Rp. | 21.600.000,-  |
| - Clerical  | 25 x 12 mth x Rp. 250.000,- | = Rp. | 75.000.000,-  |
|             | <hr/>                       |       |               |
|             | 38                          |       | 118.200.000,- |

TOTAL 122 employees  
===== Rp. 430.800.000,- =====

# FUTURE BLOCK PLAN



OUTLINE OF TRAINING COURSES

| Description                                       | No. of Trainers | Duration per session | Frequency per year | Number of Trainees | Total number of Trainees per year |
|---|-----------------|----------------------|--------------------|--------------------|-----------------------------------|
| <u>Trade Training Course</u>                      |                 |                      |                    |                    |                                   |
| 1. Basic Course                                   | 2 persons       | 2 weeks              | 12 sessions        | 20 - 25 persons    | 240 - 300 persons                 |
| 2. Advanced Course                                |                 |                      |                    |                    |                                   |
| (1) Specialized Training                          | 2 persons       | 2 weeks              | 6 sessions         | 10 - 15 persons    | 60 - 90 persons                   |
| (2) Selected Products                             | 2 persons       | 2 weeks              | 6 sessions         | 10 - 15 persons    | 60 - 90 persons                   |
| 3. Management Course                              | 2 persons       | 2 weeks              | 6 sessions         | 10 - 15 persons    | 60 - 90 persons                   |
| * 1 trainer - the chief                           |                 |                      |                    |                    |                                   |
| <u>Exhibition Training Course</u>                 |                 |                      |                    |                    |                                   |
| 1. Basic Course                                   | 2 persons       | 2 weeks              | 4 sessions         | 20 - 25 persons    | 80 - 100 persons                  |
| 2. Advanced Course                                | 3 persons       | 2 weeks              | 4 sessions         | 10 - 15 persons    | 40 - 60 persons                   |
| * 1 trainer - the chief                           |                 |                      |                    |                    |                                   |
| <u>Business Japanese Language Training Course</u> |                 |                      |                    |                    |                                   |
| 1. Basic Course                                   | 1 person        | 3 months             | 3 sessions         | 20 persons         | 60 persons                        |
| 2. Intermediate Course                            | 1 person        | 3 months             | 3 sessions         | 15 persons         | 45 persons                        |
| 3. Advanced Course                                | 1 person        | 3 months             | 3 sessions         | 10 persons         | 30 persons                        |
| Total :-  | 16 persons      |                      | 47 sessions        | 80 - 155 persons   | 540 - 865 persons                 |

TIME SCHEDULE OF TRAINING PROGRAMMES

| Description                                | Time                              | Length of Training<br>Minutes | Hours                              | Duration per<br>Week | Duration per<br>Session | Frequency<br>per year |
|--|-----------------------------------|-------------------------------|------------------------------------|----------------------|-------------------------|-----------------------|
| <u>Trade Training Course</u>               |                                   |                               |                                    |                      |                         |                       |
| 1. Basic Course                            | 08:30 - 10:00<br>10:30 - 12:00    | 90 minutes                    | 3.5 hours<br>(3 hrs. in<br>actual) | 5 days               | 2 weeks                 | 12 sessions           |
| 2. Advanced Course                         | or 14:00 - 15:30<br>16:00 - 17:30 | 90 minutes<br>90 minutes      | " - "                              | 5 days               | 2 weeks                 | 6 sessions            |
| (1) Specialized Training                   | " - "                             | " - "                         | " - "                              | 5 days               | 2 weeks                 | 6 sessions            |
| (2) Selected products                      | " - "                             | " - "                         | " - "                              | 5 days               | 2 weeks                 | 6 sessions            |
| 3. Management Course                       | " - "                             | " - "                         | " - "                              | 5 days               | 2 weeks                 | 6 sessions            |
| <u>Exhibition Training Course</u>          |                                   |                               |                                    |                      |                         |                       |
| 1. Basic Course                            | 08:30 - 10:00<br>10:30 - 12:00    | 90 minutes<br>90 minutes      | 3.5 hours<br>(3 hrs. in<br>actual) | 5 days               | 2 weeks                 | 4 sessions            |
| 2. Advanced Course                         | or 14:00 - 15:30<br>16:00 - 17:30 | 90 minutes<br>90 minutes      | " - "                              | 5 days               | 2 weeks                 | 4 sessions            |
| <u>Business Japanese Language Training</u> |                                   |                               |                                    |                      |                         |                       |
| 1. Basic Course                            | 08:30 - 10:00<br>10:30 - 12:00    | 90 minutes<br>90 minutes      | 3.5 hours<br>(3 hrs. in<br>actual) | 5 days               | 3 months                | 3 sessions            |
| 2. Intermediate Course                     | or 14:00 - 15:30<br>16:00 - 17:30 | 90 minutes<br>90 minutes      | " - "                              | 5 days               | 3 months                | 3 sessions            |
| 3. Advanced Course                         | " - "                             | " - "                         | " - "                              | 5 days               | 3 months                | 3 sessions            |



## TRADE TRAINING COURSES

### A. Basic Training Course for new and potential exporters

#### I. Objectives

To give the trainees the basic knowledge necessary for export business.

Export business is quite different from the domestic and/or local business.

Then, the trainees who are engaged in export company or manufacturers and also the Government officials, are requested to have a good knowledge of export business. The trainees will learn the actual flow of every procedures for export business in this course.

#### II. Training

##### 1. How to get started in exports

###### General information

- (1) World trade situation
- (2) International trade of Indonesia
- (3) Necessity of export promotion of Indonesian commodities except oil, oil-products and natural gas

###### Trade information

- (1) Related laws and regulations
- (2) Government policy for trade
- (3) Development of exportable products
- (4) Collection of trade information for targeted markets
- (5) Export marketing

###### Business communication

- (1) Finding customers/clients
- (2) Letter of proposing business
- (3) Inquiries with samples
- (4) Business negotiation
- (5) Company investigation

###### Export procedures

- (1) Contract agreement and contract sheet
- (2) Finance and foreign exchange
- (3) Preparation of goods
- (4) Shipping document
- (5) Settlement of payment

###### Transporting and shipping

- (1) Transportation
- (2) Inspection
- (3) Insurance
- (4) Custom clearance
- (5) Shipping and Bill of Lading (B/L)

##### 2. Qualification of Trainees

- (1) Enterprisers from the small/medium scale industries without and with some export experience
- (2) Managers and staff members from the private sector
- (3) Government officials

##### 3. Number of Trainees

20 - 25 persons

4. Duration  
2 weeks (10 days) per session
5. Length of Training  
3.5 hours per day  
08:30 - 10:00  
10:30 - 12:00  
or 14:00 - 15:30  
16:00 - 17:30
6. Frequency  
12 sessions per year
7. Annual Enrollment  
240 - 300 persons
8. Training Method
  - (1) Lecture in classroom
  - (2) Lecture in audio/visual room
  - (3) Case study
9. Training Materials
  - (1) Textbook
  - (2) Charts and diagrams
  - (3) Audio/visual materials
10. Trainers
  - (1) Qualification : Experts who have 3 - 5 year experiences  
in international export marketing  
Senior officials of the Government  
(Ministry of Trade, NAFED, etc.)
  - (2) Number : 2 persons (full time)  
plus some guest trainers

## B. Advanced Training Course for Exporters

### I. Objectives

This course is for the managers and staff members of private sector and also for the Government officials who are in charge of actual dealing in export business procedures. They have to understand the meaning and/or purpose of the every procedures. The trainees will study the practical method as detail as possible. The course consists of 2 courses. The first course is "Specialized Training Course" and the other "Export of Selected products". The lecture would be done by trainers in reference to the specified products, such as rattan, wooden products, textiles, garments, processed foods, natural rubber, etc.

### II. Training

#### Specialized Training Course

1. To help the trainees to get higher level knowledge for the following subjects concerned in order to increase their ability to plan and implement the export of their products as above mentioned.

- (1) Export marketing techniques
- (2) Business negotiation techniques
- (3) Contents of export contract
- (4) Costing and pricing
- (5) Terms and conditions
- (6) Inspection and quality control
- (7) Special packaging problems
- (8) Transportation and shipping
- (9) Marine insurance
- (10) Export claim
- (11) Others

2. Qualification of Trainees

- (1) Managers and staff members from small and medium scale industries
- (2) Government officials
- (3) Those who completed "Basic Course"

3. Number of Trainees

10 - 15 persons

4. Duration

2 weeks (10 days) per session

5. Length of Training

3.5 hours per day

08:30 - 10:00  
10:30 - 12:00  
or 14:00 - 15:30  
16:00 - 17:30

6. Frequency

6 sessions per year

7. Annual enrollment

60 - 90 persons

8. Training Method

- (1) Lecture and discussion in classroom
- (2) Case study
- (3) Field visit

9. Training Materials

- (1) Textbook
- (2) Audio/visual materials
- (3) Other materials, if any

10. Trainers

- (1) Qualification : Experts who have 3 - 5 year experiences  
in international export marketing  
Senior officials of the Government  
(Ministry of Trade, NAFED, etc.)
- (2) Number : 2 persons (full time)  
plus some guest trainers

## Export of Selected Products

1. This course should be provided for the trainees who have some problems and/or are interested in export of the selected products to the overseas markets. Then, it should deal with one particular priority product group only, such as rattan, wooden products, textiles, garments, processed foods, natural rubber, etc. Therefore, according to the trainees' request, the trainer takes it as the subject to be discussed and studied each other, to promote their export of selected products in the form of project works or free talking.

The course should cover the following basic steps :-

- (1) Export marketing planning
- (2) Sources of market information
- (3) Distribution channels
- (4) Product adaptation requirements
- (5) Shipping facilities
- (6) Payment terms
- (7) Others

## 2. Qualification of Trainees

- (1) Managers and staff members from the small and medium scale industries, with export experiences
- (2) Government officials
- (3) Those who completed "Basic Course"

## 3. Number of Trainees

10 - 15 persons

## 4. Duration

2 weeks (10 days) per session

## 5. Length of Training

3.5 hours per day

08:30 - 10:00  
10:30 - 12:00  
or 14:00 - 15:30  
16:00 - 17:30

## 6. Frequency

6 sessions

## 7. Annual Enrollment

60 - 90 persons

## 8. Training Method

- (1) Project works
- (2) Case study and discussion
- (3) Field visit

9. Training Materials

- (1) Textbook
- (2) Audio/visual materials
- (3) Other materials developed by trainers

10. Trainers

- (1) Qualification : Experts who have 3 - 5 year experiences  
in international export marketing  
Senior officials of the Government  
(Ministry of Trade, NAFED, etc.)
- (2) Number : 2 persons (full time)  
plus some guest trainers

## C. Trade Management Training Course

### I. Objectives

To enhance the trainee's knowledge and analytical skill of export promotion officials and managers in the field of the trade business.

This course is for managers of enterprises and also for the Government officials who are in position to have to conduct and decide the export business, and to work out the Government strategy for export policy.

Then, the trainees should have a thorough knowledge of export business procedures. Moreover, they are requested to be a man of enterprise and a policy maker.

For this purpose, a lot of case study will be provided for their reference by the Indonesian counterparts in cooperation with Japanese experts.

### II. Training

#### 1. How to manage and develop their export business.

- (1) Trade information
- (2) Finance
- (3) Export market research
- (4) Export products
- (5) Export price
- (6) Customs/clients
- (7) Exhibition/trade fairs
- (8) Managing employees
- (9) Others

\* Detailed contents, see P.11 & P.12

#### 2. Qualification of Trainees

- (1) Owners of exporting companies/manufacturers
- (2) Managers of private sector who are engaged in export business.
- (3) Middle/high class Government officials

#### 3. Number of Trainees

10 - 15 persons

#### 4. Duration

2 weeks per session

#### 5. Length of Training

3.5 hours per day

08:30 - 10:00  
10:30 - 12:00  
or 14:00 - 15:30  
16:00 - 17:30

6. Frequency
  - 6 sessions per year
7. Annual enrollment
  - 60 - 90 persons
8. Training Method
  - (1) Lecture in classroom
  - (2) Practical discussion
  - (3) Field visit
9. Training Materials
  - (1) Textbook
  - (2) Audio/visual materials
  - (3)
10. Trainers
  - (1) Qualification: Export management experts who have experienced for more than 5 years in international export marketing  
Senior officials of the Government.
  - (2) Number : 2 persons (full time)  
plus some guest trainers



## Management Course

### 1. Trade Information

- (1) Necessity of trade information
- (2) Member of the association and chamber of commerce
- (3) Collection of trade information
  - a. Govt. trade policy and related laws/regulations
  - b. Related trend of the industrial circles
  - c. Govt. promotion (subsidy) and control
- (4) International trade by countries and by items
- (5) Information from the Indonesian embassy and the Govt. organizations abroad
- (6) Information from the foreign embassy and the trade promotion agencies in Indonesia
- (7) Information from the foreign chamber of commerce and trading firms in Indonesia
- (8) Collection of trade information in the exhibitions and trade fairs
- (9) Stocking/clarification of the trade informations
- (10) Analysis and judgement of the trade informations

### 2. Finance

- (1) Foreign exchange bank
- (2) The Government's financial policy concerned
- (3) Collection of the trade information through the bank
- (4) Collection of the domestic trade information through the bank
- (5) Credit research and/or company investigation
- (6) Contract and finance
- (7) Export insurance
- (8) Fluctuation of foreign exchange and buying
- (9) Export price adjusting vs. fluctuation
- (10) Foreign bill of exchange

### 3. Overseas Market Research

- (1) Development of the potential markets
- (2) General views of the target markets
- (3) Trend of trade in target markets
- (4) Foreign trade policy of the target markets
- (5) Import restriction and custom tariffs
- (6) Quality and inspection
- (7) Consumers' preference
- (8) Competitive and/or similar goods
- (9) Conditions and possibility of penetration
- (10) Others

### 4. Development of Export Products

- (1) Study of export products
- (2) Selection of export products and development of new products for export
- (3) Production and supply
- (4) Regulation/restriction for the products concerned
- (5) Development of export products for the targeted market

- (6) Package and export packing
- (7) Design of label and marks
- (8) Samples
- (9) Transportation, marine insurance and ocean freight
- (10) Others

5. Export Price

- (1) Cost account
- (2) Margin
- (3) Export pricing
- (4) Trade terms and conditions
- (5) Contents of export contract
- (6)
- (7)
- (8)
- (9)
- (10)

6. Customers/Clients

- (1) Importers' list from the Indonesian embassy abroad
- (2) Referring to inquiries in the association and chamber of commerce
- (3) Exhibitors' list
- (4) Referring the directories at the chamber of commerce and trade promotion organizations in Indonesia
- (5) Letters of proposing business with samples
- (6) Sending price list with samples and terms and conditions to foreign importers interested.
- (7) Credit research and/or company investigation
- (8) Estimate note and/or proforma invoice
- (9) Contracting method
- (10) Contract

7. Exhibition

- (1) Collection of the world famous exhibition and trade fair lists
- (2) Domestic exhibitions
- (3) Study of exhibits
- (4) Tendancy of new products (exhibits)
- (5) Participation in domestic exhibition
- (6) Participation in foreign trade fairs
- (7) Dealers and importers' opinion for the exhibits
- (8) Competitive and similar products
- (9) Contact with dealers and importers
- (10) Quality improvement

8. Employees

- (1) Collection and subscription of trade news/materials
- (2) Education of staff members in charge of trade business
- (3) Participation in trade business training course
- (4)
- (5)
- (6)

9. Others

## EXHIBITION MANAGEMENT TRAINING

### A. Basic Training Course

#### I. Objectives

To give the trainees the basic knowledge necessary for their participation in exhibitions and/or trade fairs as a promotional tool.

#### II. Training

1. How to organize and/or participate in exhibition and an international trade fair
  - (1) Collection of list of overseas trade fairs
  - (2) Collection of information on domestic industries
  - (3) Selection of domestic products categories suitable for export
  - (4) Collection of rules and regulations made by the overseas fair organizers
  - (5) Collection of overseas market data of a specified products
  - (6) Establishing objectives for exhibiting
  - (7) Budget planning for participation and/or organization of exhibition/trade fairs
  - (8) Analysis of rules and regulations of a trade fair to participate in
  - (9) Preparation for a fair
  - (10) Publicity and promotional strategy of a trade fair
  - (11) Others .
2. Qualification of Trainees
  - (1) Staff members from the small and medium scale industries without and with experience
  - (2) Managers and staff members of the associations and chamber of commerce
  - (3) Government officials
3. Number of Trainees

20 - 25 persons
4. Duration

2 weeks (10 days) per sessions
5. Length of Training

3.5 hours per day

08:30 - 10:00  
10:30 - 12:00  
or 14:00 - 15:30  
16:00 - 17:30
6. Frequency

4 sessions per year

7. Annual Enrollment

80 -- 100 persons per year

8. Training Method

- (1) Lecture in classroom
- (2) Audio/visual systems
- (3) Case study

9. Training Materials

- (1) Textbook
- (2) Charts and diagrams
- (3) Audio/visual materials

10. Trainers

- (1) Qualification : Experts graduated from university or  
academy (Architecture and/or any other  
related technical field)  
Experience: in exhibition for some years
- (2) Number : 2 persons (full time)  
plus some guest trainers

## B. Advanced Training Course

- I. To enable the trainees to get more detailed knowledge and technical know-how to utilize trade fairs as effective parts of the export marketing mix, coordinated with other promotional elements. To develop technical skill of trainees in the creative designs and display for exhibitions and trade fairs.

### II. Training

1. Technical guidance for managing a trade fair

- (1) Application and contract with an organizer
- (2) General information on display materials
- (3) Study of display design
- (4) Cost estimate of display works
- (5) Contract with a display workers
- (6) Orientation for exhibitors
- (7) Transport, forwarding, customs procedures
- (8) Construction of booths
- (9) Guidance for attendants and exhibitors
- (10) Promotional activities
- (11) Evaluation of participation
- (12) Others

\* Facilities

Showroom/exhibiting room of local products  
Drawing room  
Storage for display materials  
Library and workshop

2. Qualification of Trainees

Those who completed "Basic Course"

3. Number of Trainees

50 ~ 60 persons

4. Duration

2 weeks (10 days) per session

5. Length of Training

3.5 hours per day

08:30 - 10:00  
10:30 - 12:00  
or 14:00 - 15:30  
16:00 - 17:30

6. Frequency

4 sessions per year

7. Annual enrollment  
40 - 60. persons per year
8. Training Method
  - (1) Lecture in classroom
  - (2) Practices of display works
  - (3) Field visit
9. Training Materials
  - (1) Exhibition equipments
  - (2) Audi/visual materials
  - (3) Others materials developed
10. Trainers
  - (1) Qualification : Exhibition experts graduated from university or academy (Architecture course and/or any other related technical fields)  
Well experienced in exhibition works
  - (2) Number : 3 persons (full time)  
plus some guest trainers

## Business Japanese Language Training Course

### I. Objectives

To offer the Indonesian businessman and the Government officials who wishes to make a business negotiation in Japanese and to promote exports to Japan, and also to enable them to communicate verbally in Japanese, at a level sufficient for their business/professional needs.

### II. Training

#### 1. Training by steps

##### (1) Basic Business Japanese Language Course

The course aims is to develop proficiency in basic conversational Japanese. By the end of the terms, trainees will be able to make daily conversation in Japanese.

##### (2) Intermediate Business Japanese Language Course

While developing Japanese language proficiency and learning business terms, the trainees will also study the Japanese economy and business environment.

##### (3) Advanced Business Japanese Language Course

The *NIKON KEIZAI SHIMBUN*, one of the leading economic daily newspapers in Japan, will be used as the text to increase the trainee's knowledge and specialized terms and ability to read with understanding.

#### 2. Qualification of Trainees

- (1) Manager and staff members of private sector
- (2) Government officials
- (3) Language teachers

#### 3. Number of Trainees

- |     |                           |            |
|-----|---------------------------|------------|
| (1) | Basic course .....        | 20 persons |
| (2) | Intermediate course ..... | 15 persons |
| (3) | Advanced course .....     | 10 persons |

#### 4. Duration

3 months each

#### 5. Length of Training

3.5 hours per day

08:30 - 10:00  
10:30 - 12:00  
or 14:00 - 15:30  
16:00 - 17:30

6. Frequency

3 sessions per year

7. Annual enrollment

135 persons

8. Training Method

- (1) Lecture by textbook
- (2) Language laboratory system
- (3)

9. Training Materials

- (1) Textbook
- (2) Complete set of L.L. equipment
- (3) A/V materials, if any.

10. Trainers

- (1) Qualification: The government officials  
(Ministry of Trade and/or MAFED)  
Those who graduated from university,  
academy and/or language school  
(Japanese course)
- (2) Number : 3 persons (full time)  
Some guest trainers, native speakers)



TRAINING ON INSPECTION AND TESTING OF WOODEN  
FURNITURE, WOOD PRODUCTS.

Training Objective To obtain well versed persons in testing, quality control, and inspection for implementation of further training of the kind.

Training Program

a. Course title Training course for inspection and testing of wooden furniture, wood products.

b. Goal To improve and accelerate production of wooden furniture, intended for export.

c. Frequency/ year 4 X a year

d. Duration/ Course 1 month ( 6 days/week, 6 hrs/day )  
( 138 hrs )

e. Contents See Annex (I)

f. No. of Participants/ Course

8 - 12

g. Required or expected qualifications of participants

Senior and middle level technical staff with background in engineering or allied technical field and preferably involved in quality control and inspection work.

h. Organizations to which participants belong

Government Officials and Private Companies.

i. Required or expected qualifications of instructors

Renowned experts in inspection and testing of wooden furnitures, wood products.

j. Training method

Lectures, case studies, workshops, practicum

k. Teaching materials development method

Handouts, audio visuals, product samples, etc.

l. Teaching equipments (if any)

Testing equipment, audio visuals, charts,  
blackboards, etc.

Annex 11

Contents of Training in Wooden furniture and wood products

A . Lecture

01. General review of wooden furniture and wood products.
  - a. Quality as required by consumers
  - b. Quality control in various countries
02. Standard of wooden furniture and wood product
  - a. Various countries standard
03. Raw Materials
04. Processing and Packaging
05. Sampling method
06. Others

B . Practice

01. Testing and quality control (primary, physical, chemical)
  - a. Humidity
  - b. Density
  - c. Traction
  - d. Flexion
  - e. Hardness
  - f. Visual assessment
02. Inspection
  - a. Method and technique for inspection
  - b. Operation of inspecting machine
  - c. Quality assessment
  - d. Evaluation method
  - e. On the spot practise
03. Other requirements adjusted to the consumers need.

TRAINING ON INSPECTION AND TESTING OF  
RATTAN PRODUCT GOODS.

Training objective            To obtain well versed persons in testing, quality control , and inspection for implementation of further training of kind.

Training Programs

a . Course titol

Training course for inspection and testing of rattan product goods,

b . Goal

To improve and accelerate production of rattan product goods, intended for export.

c . Frequency / year

4 X a year

d . Duretion / Course

1 month        ( 6 days / week,        6 hrs /day )  
( 138 hrs )

e . Contents

See Annex ( 2 )

f . No. of participants / Course

8 - 12

g . Required or expected qualifications of participants

Senior and middle level technical staff with background in engineering or allied technical field and preferrbly involeved in quality control and inspection work.

h . Organization to which participants belong

Government Officials and Private Companies.

i . Required or expected qualifications of instructors

Renowned experts in inspection and testing  
of rattan product goods.

j . Training method

Lectures, case studies, workshops, practicum.

k . Teaching materials development method

Handouts, audio visuals, product samples,  
etc.

l . Teaching equipments (if any)

Testing equipment, audio visuals, charts,  
blackboards, etc.

ANNEX (2)

Contents of Training in Rattan Products

A . Lecture

- 01 . Classification of raw materials
- 02 . Processing and Packaging.
- 03 . Sampling
- 04. Others

B . Practice

- 01 . Testing and quality control (primary, physical,  
chemical test)
  - a . Humidity
  - b . Flexion
  - c . Visual assessment
  
- 02 . Inspection
  - a . Method and technique for inspection
  - b . Operation of inspection machine
  - c . Quality assessment
  - d . Evaluation method
  - e . On the spot practice

| Time schedule of inspection and testing (Wooden furniture, wood products) |                          |                                 |                 |                  |  |
|---|--------------------------|---------------------------------|-----------------|------------------|--|
| ( DRAFT )   |                          |                                 |                 |                  |  |
| Item  | Suggested session hours. | Total Number of Training hours. | Duration (days) | Frequency / year |  |
| A. Lectures   |                          | 54                              | 9               |                  |  |
| 01. General review of wooden furniture and wood products                  |                          | 9                               | 1.5             |                  |  |
| a. Quality as required by consumers                                       |                          | (3)                             |                 |                  |  |
| b. Quality control in various countries                                   | (Monday thru Saturday)   | (6)                             |                 |                  |  |
| 02. Standard of wooden furniture  |                          | 6                               | 1               | 4                |  |
| <del>Indonesian standard</del>  |                          | -                               |                 |                  |  |
| C. Various countries standard   |                          | (6)                             |                 |                  |  |
| 03. Raw materials   |                          | 12                              | 2               |                  |  |
| 04. Processing  |                          | 12                              | 2               |                  |  |
| 05. Sampling method   |                          | 6                               | 1               |                  |  |
| 06. Others  |                          | 9                               | 1.5             |                  |  |
| D. Practice   |                          | 84                              | 14              |                  |  |
| 01. Testing and quality control (primary, physical, chemical)             |                          | 30                              | 5               |                  |  |
| a. Humidity and Density (tensile, comp)                                   |                          | (12)                            |                 |                  |  |
| b. Mechanical property and bending  |                          | (12)                            |                 |                  |  |
| c. Visual assessment  | (Monday thru Saturday)   | (6)                             |                 | 4                |  |
| 02. Inspection  |                          | 42                              | 7               |                  |  |
| a. Method and technique inspection  |                          | (12)                            |                 |                  |  |
| b. Operation of inspecting machine  |                          | (12)                            |                 |                  |  |
| c. Quality assessment   |                          | (6)                             |                 |                  |  |
| d. Evaluation method  |                          | (6)                             |                 |                  |  |
| e. Other spot practice  |                          | (6)                             |                 |                  |  |
| 03. Visit factory, other requirements.                                    |                          | 12                              | 2               |                  |  |

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TEXTILE AND GARMENT TESTING AND  
INSPECTION TRAINING COURSE

1. OUTLINE (TEXTILE)

|                                  | Basic Course<br>(Basic Testing<br>and Inspection<br>Training<br>Course) | Advanced<br>Course<br>(Advanced<br>Testing and<br>Inspection<br>Training<br>Course) |
|----------------------------------|---|---|
| Duration                         | 5 weeks<br>8 hours/day<br>5 days/week                                   | 3 weeks<br>8 hours/day<br>5 days/week   |
| Frequency/<br>year               | 3   | 3   |
| Number of<br>Partici-<br>pants   | 5-10  | 5-10  |
| Total Par-<br>ticipants/<br>year | 15-30   | 15-30   |

## 2. BASIC COURSE (TEXTILE)

### 2.1 OBJECTIVE

- (1) To provide general knowledge of textile manufacturing process, need for textile quality control and control items.
- (2) To provide basic technique for fabric testing and inspection.

### 2.2 TARGET / POTENTIAL PARTICIPANT

Government official and private company

### 2.3 COURSE CONTENTS

#### 2.3.1 Fundamental knowledge of textile / fiber

#### 2.3.2 General knowledge of textile product manufacturing process

- (1) Yarn
- (2) Fabric
- (3) Fabric dyeing, printing and finishing etc.
- (4) Fabric defects

#### 2.3.3 Basic technique for fabric testing

- (1) Testing methods for fiber identification and quantitative analysis of fiber mixtures.
- (2) Testing methods for fabric constructions,
  - yarn count, twist, tensile strength etc.
  - width, length, weave, mass, cloth count etc.
- (3) Testing methods for fabric physical properties,
  - tensile strength

- tearing strength
- shrinkage percentage
- (4) Testing methods for color fastness to,
  - light
  - washing
  - perspiration
  - rubbing
  - dry cleaning etc.

2.3.4 Inspection methods for fabric appearance

Remark : Duration of training for each training content

| Item No. | Duration          |
|----------|-------------------|
| 2.3.1    | 3 days            |
| 2.3.2    | 5 days            |
| 2.3.3    | 14 days           |
| 2.3.4    | 3 days            |
| Total    | 25 days (5 weeks) |

### 3. ADVANCED COURSE (TEXTILE)

#### 3.1 OBJECTIVE

- (1) To provide much more testing technique for fabric and also for garment.
- (2) To provide general knowledge of garment manufacturing process.
- (3) To provide garment inspection technique.

#### 3.2 TARGET / POTENTIAL PARTICIPANT Government official and private company

#### 3.3 COURSE CONTENTS

- (1) Testing methods for fabric and garment properties,
  - pilling
  - bursting strength
  - slippage resistance
  - seam strength
  - Seam puckering due to washing
  - Wash & wear
  - Water permeability
- (2) General knowledge of garment manufacturing process
- (3) Inspection methods for garment
- (4) Inspection methods for fabric and garment packing conditions
- (5) Information on textile quality control

Remark : Duration of training for each training content

| Item No. | Duration          |
|----------|-------------------|
| (1)      | 7 days            |
| (2)      | 1 day             |
| (3)      | 3 days            |
| (4)      | 2 days            |
| (5)      | 2 days            |
| Total    | 15 days (3 weeks) |

Outline of Inspection & Quality Control Training (Rubber)

| Description                 | Duration<br>per session | Frequency<br>per year | Number of<br>participants | Total participants<br>per year |
|-----------------------------|-------------------------|-----------------------|---------------------------|--------------------------------|
| 1. Basic Training Course    | 4 weeks                 | 4                     | 8 - 12                    | 32 - 48                        |
| 2. Advanced Training Course | 4 weeks                 | 4                     | 8 - 12                    | 32 - 48                        |

## Contents of Training (Rubber)

### 1. Basic Training Course

(1) Basic knowledge of physical and chemical properties of natural rubber.

- classification and processing of natural rubber
- physical and chemical properties of natural rubber
- compounding, processing and vulcanization

(2) Basic knowledge of quality control and inspection.

- concept of quality control
- inspection in quality control
- quality assurance  
Expected quality for natural rubber,

(3) Level-up training for the specified inspection test.

- natural rubber standards in various countries
- sampling methods
- testing for inspection
- visit factories

### 2. Advanced Training Course

(1) Basic knowledge of rubber technology.

- fundamental knowledge of rubber products
- experience in typical properties of vulcanizate

(2) Promoting method of quality control and quality assurance.

- Rubber products standard in various countries
- philosophy of QC and QA
  - promoting method of QC
  - promoting method of QA

(3) Field training

- verification of inspection in the industry
- survey of process control in the industry
- training of advisory service

Training Course

Training Objectives

Course Contents

1. Basic Training Course

To give participants the basic knowledge of quality control for natural rubber industry and to improve their skill level of the specified inspection test.

1. Basic knowledge of physical and chemical properties of natural rubber
2. Basic knowledge of quality control and inspection
3. Level-up training for the specified inspection test

2. Advanced Training Course

To train participants to have a good knowledge and skills of quality control, and to be able to promote it in their site.

1. Basic knowledge of rubber technology
2. Promoting method of quality control and quality assurance
3. Field training

PROZEN FOOD & CANNED FOOD  
INSPECTION TRAINING COURSE

TRAINING COURSE

OBJECTIVE

1. Frozen Food Inspection Training Course
  1. To obtain well versed person in export inspection of frozen food.
  2. To obtain well versed person in quality inspection of frozen food in manufacturing process.
  
2. Canned Food Inspection Training Course
  1. To obtain well versed person in export inspection of canned food.
  2. To obtain well versed person in quality inspection of canned food in manufacturing process.



OUTLINE OF FROZEN FOOD & CANNED FOOD INSPECTION  
TRAINING COURSE

|  |   |  |
|--|---|--|
| 1. Description                                       | Frozen food inspection エド、ツナ<br>training course | Canned food inspection<br>training course  |
| 2. Duration  | 6 weeks ( 8 hours/day )                         | 3 weeks ( 8 hour/day )                     |
| 3. Frequency/Year                                    | 4   | 3  |
| 4. Contents  | See appendix 1                                  | See appendix 1                             |
| 5. Number of participant/Year                        | 5 - 10  | 5 - 10                                     |
| 6. Total participant/Year                            | 20 - 40   | 15 - 30                                    |
| 7. Qualification of participant                      | Personnel of Government and private sector      | Personnel of Government and private sector |
| 8. Required or expected qualification of counterpart | Expert in QC or frozen food inspection          | Expert in QC or canned food inspection     |
| 9. Number of counterpart                             | 4   | 2  |
| 10. Teaching methods                                 | Lecture and practice                            | Lecture and practice                       |
| 11. Teaching equipment                               | See appendix 2                                  | See appendix 2                             |

APPENDIX 1

TRAINING CONTENTS

- |                       |   |   |
|-----------------------|---|---|
| 1. Training course    | Frozen food inspection training course  | Canned food inspection training course  |
| 2. Contents (lecture) | <ol style="list-style-type: none"><li>1. General knowledge of frozen food.</li><li>2. Standard</li><li>3. Basis and application of quality control</li><li>4. Quality indices and their methods of mesurment</li><li>5. Testing</li></ol> | <ol style="list-style-type: none"><li>1. General knowledge of canned food</li><li>2. Standard.</li><li>3. Basis and application of quality control</li><li>4. Quality indices and their methods of mesurment</li><li>5. Testing</li></ol> |
| (practice)            | <ol style="list-style-type: none"><li>1. Sensory testing</li><li>2. Physical testing</li><li>3. Chemical testing</li><li>4. Microbiological testing</li></ol>   | <ol style="list-style-type: none"><li>1. Sensory testing</li><li>2. Physical testing</li><li>3. Chemical testing</li></ol>  |

THE NECESSITY OF THE BUSINESS JAPANESE LANGUAGE TRAINING

As the trade between Indonesia and Japan particularly for non oil export from Indonesia to Japan is increasing since 1982 - 1984 for 904 million dollar to 1.284 million dollar but in 1985 decreasing to 1,044 million dollar and in 1986 is 1,252 million dollar. To the business community especially who has been exporting to Japan are very interested in the Japanese language to enable them to communicate verbally in Japanese language at a level efficient for their business or professional needs.

To know the needs for Japanese language we have send questioners to 169 companies in Jakarta especially who has already exported to Japan especially in the field of wood product, rattan product, processed food and textile & garment.

Fifty of them responded to the questioner and inform to NAFED mentioning that they are interested in poining the Japanese language training.

Besides private sector, there are many government officials from the Department of Trade are interested to learn Japanese language.

REQUIRED NUMBER OF INDONESIA COUNTERPART PERSONNELS  
( TRAINERS )

| For Trade Training & Exhibition Training   |           |  |
|--|-----------|--|
| Description                                | Nos.      | Qualification  |
| <u>Trade Training</u>                      |           |  |
|  | <u>8</u>  |  |
| Chief of Trainers                          | 1         | University or academy graduate<br>(Economics/management or law course)<br>Experience: More than 5 year in<br>international export marketing<br>or, Senior officials of the Government<br>(Ministry of Trade, NAFED, etc.)                              |
| 1. Basic Course                            | 2         | " "  |
| 2. Advanced                                |           | Experience: 3 - 5 years in international<br>export marketing   |
| (1) Sepecialized Training                  | 2         |  |
| (2) Selected Products                      | 2         |  |
| 3. Management Course                       | 1         |  |
| <u>Exhibition Training</u>                 |           |  |
|  | <u>5</u>  |  |
| Chief of Trainers                          | 1         | University or academy graduate<br>(Architecture and/or any other related<br>technical fields)<br>Experience: More than 3 years in<br>international exhibition/trade fair<br>or, Senior officials of the Government<br>(Ministry of Trade, NAFED, etc.) |
| 1. Basic Course                            | 2         | Experience: " 2 - 3 years in exhibition<br>and/or trade fair works   |
| 2. Advanced Course                         | 2         |  |
| <u>Business Japanese Language Training</u> |           |  |
|  | <u>3</u>  |  |
| Chief of Trainers                          | 1         | University, academy or language school<br>graduate (Japanese course)<br>Experience: More than 5 years in teaching<br>Japanese language<br>or, Senior officials of the Government<br>(Ministry of Trade, NAFED, etc.)                                   |
| 1. Basic Course                            | 1         | " "  |
| 2. Intermediate Course                     | 1         | Experience: 3 - 5 years in teaching<br>Japanese language   |
| 3. Advanced Course                         | (1)       |  |
| <b>Total :-</b>                            | <b>16</b> |  |

Expected Qualification for Counterpart Personnel (Trainer) of  
Inspection & Quality Control Training  
 (rubber and Rubber Products)

| Position    | No. of trainers | Qualification   |
|-------------|-----------------|---|
| Trainer (1) | 3               | University or academy graduate<br>(chemistry or quality control)  |
|             |                 | Experience : more than 3 years<br>in natural rubber inspection or<br>quality control  |
| Trainer (2) |                 | University or academy graduate<br>(physics or any related technical<br>fields)<br>Experience : more than 3 years<br>in field of natural rubber technology |

\* Maintenance engineer (college graduate, electricity) will be needed as other than the above-mentioned trainers.

REQUIRED NUMBER OF INDONESIA COUNTERPARTS PERSONNEL  
ON INSPECTION AND QUALITY CONTROL  
( TRAINORS )

| P O S I T I O N          | NO. | QUALIFICATION  |
|--------------------------|-----|--|
| I. Inspection Training   |     |  |
| Div<br>Chief of Division | 1   | University or academy graduate<br>( Engineering or any related<br>technical fields ) |

WOODEN FURNITURE , WOOD PRODUCTS AND RATTAN PRODUCTS

|  |   |  |
|--|---|--|
| Trainer in wooden furniture<br>of inspection and testing | 2 | University or academy graduate<br>( Engineering or any related tech-<br>nical fields )<br><br>Experience : 2 - 3 Years in inspection |
|--|---|--|

|   |   |  |
|---|---|--|
| Trainer in Rattan products of inspection<br>and testing | 2 | University or academy graduate<br>( Engineering or any related tech-<br>nical fields )<br><br>Experience : 2 - 3 Years in inspection |
|---|---|--|

5. REQUIRED NUMBER OF CONTERPARTS PERSONNEL  
(TEXTILE)

| Position  | No. | Qualification   |
|---|-----|---|
| Trainer in textile and garment testing and inspection | 2   | University or Academy graduate (Textile or chemical engineering or, any related technical fields) |

FROZEN FOOD AND CANNED FOOD  
REQUIRED OR EXPECTED QUALIFICATION  
OF COUNTERPART PERSONNEL

| <u>POSITION</u>                   | <u>NUMBER</u> | <u>QUALIFICATION</u>  |
|-----------------------------------|---------------|---|
| Trainer in frozen food inspection | 2             | University or academy graduate (chemistry, food manufacture or quality control) |
| Trainer in canned food inspection | 2             | University or academy graduate (chemistry, food manufacture or quality control) |



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## TECHNICAL COOPERATION PROGRAMME 1

| CALENDER YEAR  | 1987   | 1988 | 1989  | 1990 | 1991 | 1992  | 1993 |
|--|--|------|---|------|------|---|------|
| JAPANESE FISCAL YEAR   | 1987   | 1988 | 1989  | 1990 | 1991 | 1992  | 1993 |
| PHASE  | PREPARATION(PHASE I)   |      | IMPLEMENTATION(PHASE II)  |      |      | SELF-RELIANCE(PHASE III)  |      |
| TECHNICAL COOPERATION(R/D)   |  |      |   |      |      |   |      |
| 1.Trade Training   | <ul style="list-style-type: none"> <li>•Survey on trade activities in the Indonesia</li> <li>•Planning of training programme</li> <li>•Development of training materials &amp; curricula</li> <li>•Training of the Indonesia counterpart personnel on international trade knowledge &amp; skill</li> <li>•Guidance on Operation of the trade training courses</li> </ul>   |      | <ul style="list-style-type: none"> <li>•Guidance on operation of the trade training courses</li> <li>•Development of the manuals on the trade training</li> <li>•Training of the Indonesian counterpart personnel on international trade knowledge &amp; skill</li> <li>•Guidance on arrangement of information &amp; data on the trade training</li> </ul>                               |      |      | <ul style="list-style-type: none"> <li>•Guidance on operation of the trade courses</li> <li>•Development of the manuals on the trade training</li> <li>•Training of the Indonesian counterpart personnel on international trade knowledge &amp; skill</li> </ul>                                |      |
| 2.Business Japanese Language Training  | <ul style="list-style-type: none"> <li>•Survey on the actual conditions &amp; the existing japanese language training courses in Indonesia</li> <li>•Planning of training programme</li> <li>•Development of training materials &amp; curricula</li> <li>•Training of the Indonesia counterpart personnel on business japanese language</li> <li>•Guidance on Operation of the business japanese language training course</li> </ul> |      | <ul style="list-style-type: none"> <li>•Guidance on operation of the business japanese language training course</li> <li>•Development of the manuals on the business japanese language training</li> <li>•Training of the Indonesian counterpart personnel on the business japanese language</li> <li>•Guidance on arrangement of information &amp; data on the trade training</li> </ul> |      |      | <ul style="list-style-type: none"> <li>•Guidance on operation of the business japanese language training course</li> <li>•Development of the manuals on business japanese language training</li> <li>•Training of the Indonesian counterpart personnel on business japanese language</li> </ul> |      |
| 3. Inspection Training<br>Industrial products<br>(Subject to be fixed in detail) | <ul style="list-style-type: none"> <li>•Survey on the actual conditions &amp; the existing standard criteria for inspection in Indonesia</li> </ul>  |      | <ul style="list-style-type: none"> <li>•Guidance on operation of the inspection &amp; quality control training courses</li> <li>•Development of the manuals on scientific analysis of inspection &amp; quality control</li> </ul>   |      |      | <ul style="list-style-type: none"> <li>•Guidance on operation of the inspection &amp; quality control training courses</li> <li>•Development of the manuals on</li> </ul>   |      |

(DRAFT)

TECHNICAL COOPERATION PROGRAMME 2

| CALENDER YEAR  | 1987                 | 1988 | 1989                     | 1990 | 1991 | 1992                     | 1993 |
|--|----------------------|------|--------------------------|------|------|--------------------------|------|
| JAPANESE FISCAL YEAR   | 1987                 | 1988 | 1989                     | 1990 | 1991 | 1992                     | 1993 |
| PHASE  | PREPARATION(PHASE I) |      | IMPLEMENTATION(PHASE II) |      |      | SELF-RELIANCE(PHASE III) |      |
| TECHNICAL COOPERATION(R/D)   |                      |      |                          |      |      |                          |      |
| A. Indonesian Side   |                      |      |                          |      |      |                          |      |
| 1. Construction of IETC  |                      |      |                          |      |      |                          |      |
| 2. Staff recruitment   |                      |      |                          |      |      |                          |      |
| 3. Operation of IETC   |                      |      |                          |      |      |                          |      |
| B. Japanese Side   |                      |      |                          |      |      |                          |      |
| 1. Dispatch of Survey Team   |                      |      |                          |      |      |                          |      |
| 2. Dispatch of Japanese Experts<br>(Long-Term Experts)                   |                      |      |                          |      |      |                          |      |
| a. Team Leader   |                      |      |                          |      |      |                          |      |
| b. Coordinator   |                      |      |                          |      |      |                          |      |
| c. Trade Training  |                      |      |                          |      |      |                          |      |
| d. Japanese Language   |                      |      |                          |      |      |                          |      |
| e. Inspection Training<br>-Industrial Products<br>-Agricultural Products |                      |      |                          |      |      |                          |      |
| (Short-Term Experts)   |                      |      |                          |      |      |                          |      |
| a. Trade Training  |                      |      |                          |      |      |                          |      |
| b. Inspection Training<br>-Industrial Products<br>-Agricultural Products |                      |      |                          |      |      |                          |      |
| c. Exhibition Training   |                      |      |                          |      |      |                          |      |

| CALENDER YEAR   | 1987                  | 1988 | 1989                      | 1990 | 1991 | 1992                      | 1993 |
|---|-----------------------|------|---------------------------|------|------|---------------------------|------|
| JAPANESE FISCAL YEAR  | 1987                  | 1988 | 1989                      | 1990 | 1991 | 1992                      | 1993 |
| PHASE   | PREPARATION(PHASE I ) |      | IMPLEMENTATION(PHASE II ) |      |      | SELF-RELIANCE(PHASE III ) |      |
| TECHNICAL COOPERATION(R/D)  |                       |      |                           |      |      |                           |      |
| 3.Training of Indonesian<br>Counterpart Personnel<br>in Japan           |                       |      |                           |      |      |                           |      |
| a.Trade Training  |                       |      |                           |      |      |                           |      |
| b.Japanese Language   |                       |      |                           |      |      |                           |      |
| c.Inspection Training<br>-Industrial Products<br>-Agricultural Products |                       |      |                           |      |      |                           |      |
| d.Exhibition Training   |                       |      |                           |      |      |                           |      |
| 4.Provision of Equipment<br>& Mchinery                                  |                       |      |                           |      |      |                           |      |



LIST OF EQUIPMENTS/FACILITIES  
FOR THE INDONESIAN TRADE TRAINING CENTER

I. TRADE TRAINING

Training Room Equipments

1. Trade Business and Management Course

- (1) 35 m/m slide projector with programmer
- (2) Overhead projector
- (3) 8 m/m film projector (sound type)
- (4) 16 m/m film projector (sound type)
- (5) Screen
- (6) Video equipments with monitor, playback and editing mechanism (incl. TV Set)
- (7) Video cassette recorders
- (8) Sound system with microphones
- (9) Tape recording system
- (10) Furnitures and fixtures
- (11) Photographic cameras, part and accessories
- (12) Others

2. Business Japanese Language Course

- (1) Complete set of language laboratory system
- (2) wordprocessor and/or personal computer
- (3) Furnitures and fixtures
- (4) Video equipments & Screen (incl. TV Set)
- (5) Slide projector with sound
- (6) Overhead projector
- (7) Others

II. EXHIBITION TRAINING

1. Training Room Equipment

- (1) 35 m/m film projector (sound type)
- (2) 35 m/m slide projector with programmer
- (3) Overhead projector
- (4) Screen

- (5). Tape recording system
- (6). Video equipments with monitor, playback and editing mechanism
- (7). Video cassette recorders
- (8). Sound system with microphones
- (9). Furnitures and Fixtures
- (10). Drafting machines
- (11). Others

### III. Exhibition Equipments and Facilities

- (1). Exhibition modules/systems and support equipments
- (2). Lighting/support equipments
- (3). Mannequins and dress racks
- (4). Carpets and rugs
- (5). Negotiation/inquiry tables and chairs
- (6). KD stage/ramp
- (7). Cargo carriers
- (8). Furniture and fixtures
- (9). Photografic Cameras, parts and accessories.
- (10). Others

### IV. GENERAL OFFICE EQUIPMENT / FURNITURES

- (1). Electric typewriters (25)
- (2). Word processor with 4 Terminals (if wordstar program is not granted under computer facilities)
- (3). Reproduction machine
  - 2 collating machine
  - 4 copier machines
  - 2 scanners
  - 2 mimeographing machines
  - 1 small printing equipments with color separate
  - 1 typesetting machine
- (4). Mini Computer System
  - Hardware
  - Software
- (5). Audio-visual production equipments

#### V. TRANSPORTATION

4 motor vehicles (1 microbus, 2 wagons and 1 Cargo truck )

#### VI. INSTRUCTORS' AND LIVE - IN-PARTICIPANTS ROOM FACILITIES

- Furniture and Fixtures (e.g. bed, lounging chairs, table, etc.)
- Appliances (refrigerators, television, etc.)
- Complete set of furniture for Ball room in using to opening and closing ceremony.
- Complete set of Dormitory
- Complete set of training room facilities for participants and lectures.

#### VII. COMMUNICATION EQUIPMENTS

- Telephone System
- Walkie - Talkies
- Telex Machines
- Circuit TV.

INSPECTION AND TESTING EQUIPMENT

For Training Course on Inspection and Testing Woods products  
( Wooden Furnitures )

EQUIPMENT

QUANTITY

Furniture Testing Equipment

|  |   |      |
|--|---|------|
| 1. 10 - Ton Universal Testing Machine                        | 1 | Unit |
| 2. Furniture Testing Machine                                 | 1 | "    |
| 3. Water Content Meter (For wood)                            | 5 | "    |
| 4. Electric oven dryer (Thermostatic oven)                   | 2 | "    |
| 5. Wooden Electric Power Tools<br>Saw, Planer, Sander, Doril | 5 | set  |

Testing Apparatus for Paints

|  |    |      |
|--|----|------|
| 1. Salt Sprai Tester                                     | 1  | Unit |
| 2. Pencil Scratch Tester                                 | 1  | "    |
| 3. Adhesion Tester                                       | 1  | "    |
| 4. Cross - Cut Tester                                    | 1  | "    |
| 5. Portable thickness Tester                             | 5  | set  |
| 6. Du-Pont's Paint - film impact Tester                  | 1  | Unit |
| 7. Oil bubble Viscometer                                 | 2  | "    |
| 8. Cross-Cut Guide                                       | 10 | set  |
| 9. Rotary abrasion Tester                                | 1  | Unit |
| 10. Hygro meter  | 5  | "    |
| 11. Gloss meter  | 1  | "    |
| 12. Standerd lighting Glove (lighting Box)               | 1  | "    |
| 13. Lux meter  | 2  | "    |
| 14. Assorted glass Cylinder                              | 5  | set  |
| 15. Air compressor for Painting with Spray and<br>filter | 1  | set  |



Testing Apparatus for Rattan products goods

|  | QUANTITY |
|--|----------|
| 1. Water content Mater   | 5 Unit   |
| 2. Electric Oven dryer (Max T.150° C)                          | 2 "      |
| 3. Electric Power Tools<br>(Saw, Planer, Sander, Doril, Other) | 5 set    |
| 4. Hygro Meter   | 5 Unit   |
| 5. Cross-Cut Guide   | 10 set   |
| 6. Portable Thickness Tester                                   | 5 set    |
| 7. Push/Pull Scall (0-30 Kg)                                   | 2 set    |
| Push/Pull Scall (0 - 100 Kg)                                   | 2 set    |
| 8. Laboratry Tables  | 4 set    |
| 9. Assorted Glass Cylinders                                    | 5 set    |
| 10. Stanless steel vats  | 10 set   |
| 11. Storage Cabinets for equipment<br>and chemicals            | 5 Unit   |

Tester for Packaging Materials

|   |        |
|---|--------|
| 1. Mullen's bursting Tester   | 1 Unit |
| 2. Bending Tester for Paperboard  | 1 Unit |
| 3. Sponge Compression Tester  | 1 Unit |
| 4. Abrasion fastness Tester   | 1 "    |
| 5. Film welder  | 1 "    |
| 6. Strapping tools  | 5 set  |
| 7. Static Compression Press<br>(Capacity, 10 ton, table size 1.000 mm x 1.000 mm) | 1 Unit |
| 8. Fork-lift (capacity, 1 ton, manual type)                                       | 1 Unit |
| 9. Pendulum for testing durability<br>of cartoons, papers and Plastics            | 1 set  |
| 10. Pendulum for testing tearing of cartoons,<br>Papers and Palstics              | 1 set  |
| 11. Hand burners, (for LP - Gas)  | 3 set  |
| 12. Barance (Plat form type, capacity 1 ton.                                      | 1 Unit |
| 13. Hist Crane(capacity 2 ton, roof seting type)                                  | 1 set  |
| 14. 12 point Transmometer with recorder 0° C - 200° C)                            | 1 set  |

COMMON EQUIPMENT

|   | QUANTITY. |
|---|-----------|
| 1. Enlargement Color TV System  | 3 set     |
| 2. Optical Microscope (Stereoscopic) X 120                                    | 5 Unit    |
| 3. Cameras (Camera, Strobe light and tripod)                                  | 2 set     |
| 4. Electronic thermometer with Recorder (Max, 300° C)                         | 2 set     |
| 5. Stroboscope for revolution measurement<br>(Max, 30,000 RPM)                | 2 set     |
| 6. Balance 200 g or 500 g capacity)   | 2 Unit    |
| 7. Balance (Electronic type 5000 g Capacity)                                  | 2 Unit    |
| 8. Balance (100 kg capacity)<br>(10 mg, 20 mg, 50 mg, 100 mg, 200 mg, 500 mg) | 1 unit    |
| 9. Standard Unit of weights (1 g - 500 g)<br>(1 kg - 10 kg)                   | 2 unit    |
| 10. Thermometer (portable type)   | 5 set     |
| 11. Thermometer (mercury type)  | 10 set    |
| 12. Stopwatch (Digital, 1/100 sec)  | 5 unit    |
| 13. Volt meter (AC. 0 - 600 volt)   | 2 "       |
| 14. Ampere meter (AC. 0 - 100 A)  | 2 "       |
| 15. Circuit Tester (Volt, Ampere, ohm meter)                                  | 2 "       |
| 16. Digital type multimeter   | 2 "       |
| 17. Convex Ruler (5 m and 2 m)  | 20 "      |
| 18. Vernier caliper (500 mm)  | 10 "      |
| 19. Vernier caliper (300 mm)  | 10 "      |
| 20. Vernier caliper (150 mm)  | 10 "      |
| 21. Micrometer (25 - 50 mm)   | 10 "      |
| 22. Micrometer (0 - 25 mm)  | 10 "      |
| 23. Thickness guage (dial type) 5 mm  | 5 unit    |
| 24. Thickness guage (dial type) 25 mm   | 5 unit    |
| 25. Push / Pull scall (0 - 30 Kg)   | 2 unit    |
| 26. " (0 - 100 Kg)  | 2 unit    |
| 27. Hand tools for wooden work  | 5 unit    |
| 28. Vacuum type Dust Collector  | 2 Unit    |
| 29. Laboratory tables   | 4 "       |
| 30. Low temperature stocker (0,25 m <sup>3</sup> )                            | 2 "       |
| 31. Black board with caster   | 5 set     |
| 32. Timer (Aram)  | 5 Unit    |
| 33. Barometer   | 5 "       |

#### 4. EQUIPMENT (TEXTILE)

##### 4.1 Textile testing and inspection

| Qty | Description   |
|-----|---|
| 1   | (1) Elemendorf tearing tester                               |
| 1   | (2) Mullen's bursting tester                                |
| 1   | (3) ICI pilling tester                                      |
| 1   | (4) Tensile strength tester                                 |
| 1   | (5) Yarn twist tester                                       |
| 1   | (6) Refrigerator  |
| 1   | (7) Standard hydrometer                                     |
| 1   | (8) Carbon fade-ometer                                      |
| 1   | (9) Xenon fade-ometer                                       |
| 1   | (10) Launder-ometer   |
| 1   | (11) Crock meter  |
| 1   | (12) Electronic balance digital<br>(0.1mg~abt. 200g)        |
| 1   | (13) do. (0.1mg~abt. 300g)                                  |
| 1   | (14) do. (for fabric weighing,<br>5g~abt. 10kg)             |
| 2   | (15) Hot air oven   |
| 2   | (16) Hot plate  |
| 1   | (17) Water bath   |
| 2   | (18) Handy aspirator  |
| 1   | (19) perspiration meter                                     |
| 1   | (20) pH meter   |
| 1   | (21) Shaker   |
| 1   | (22) CIE D65 light source                                   |
| 1   | (23) Washing machine with dryer                             |
| 1   | (24) Portable sewing machine                                |
| 1   | (25) Microscope with camera and<br>TV monitor               |
| 1   | (26) Electric steam iron                                    |
| 1   | (27) Drying oven for glasswares                             |
| 1   | (28) Soxhlet extractor                                      |
| 5   | (29) Handy timer with alarm                                 |
| 1   | (30) Draft chamber  |
| 3   | (31) Laboratory table with sink                             |
| 2   | (32) Cabinet for chemicals                                  |
| 3   | (33) Table for testing equipment                            |
| 2   | (34) Whiteboard with caster                                 |
| 1   | (35) Scorch tester (Dry heating device<br>for hot pressing) |
| 1   | (36) Rubbing tester   |
| 1   | (37) Cutters for sample preparation                         |
| 6   | (38) Dummy bust (Manikin for garment<br>inspection)         |

| Qty | Description   |
|-----|---|
| 1   | (39) Audio-visual equipment<br>(Video projection equipment)                                     |
| 1   | (40) Audio-visual training material<br>·Textile manufacturing process<br>(weaving, dyeing etc.) |
| 1   | ·Garment manufacturing process  |
| 1   | ·Textile testing methods  |
| 1   | ·Fabric inspection methods  |
| 1   | ·Garment inspection methods   |
| 1   | (41) Overhead projector   |
| 1   | (42) 35mm slide projector   |
| 1   | (43) Auto still   |
| 1   | (44) Fabric and garment inspection<br>table   |
| 1   | (45) Pocket lux meter   |
| 1   | (46) Fabric shrinkage tester with<br>shrink marker  |
| 1   | (47) Digital thermometer (Surface thermometer)  |
| 1   | (48) Thermo-hygrograph  |
| 1   | (49) Air conditioning equipment   |
| 1   | (50) Wash cylinder  |
| 1   | (51) Shrinkal (ruler for shrinkage<br>test)   |
| 1   | (52) Fluorescence detector  |
| 6   | (53) Gray scale   |
| 5   | (54) Blue scale   |
|     | (55) Various glasswares   |
| 1   | (56) Magnetic stirrer   |
| 2   | (57) Vernier calipers   |
| 5   | (58) Electronic calculator  |
| 1   | (59) Torsion scale  |
| 1   | (60) Locker (for keeping fabric and<br>garment sample)  |
| 1   | (61) Bookshelves  |
| 1   | (62) Infrared spectrophotometer   |
| 1   | (63) Replica for seam puckering   |
| 1   | (64) Replica for wash & wear, with apparatus for<br>visual assessment                           |
| 1   | (65) Spray tester.  |

#### 4.2 Textile packing conditions

Q'ty

- 1 (1) Water penetration meter
- 1 (2) Impact resistance tester for film
- 1 (3) Cooling water bath
- 1 (4) Paper bending apparatus
- 1 (5) Water vapour permeability tester
- 1 (6) Film thickness gauge
- 1 (7) Compression tester for corrugate board

List of Equipment and Facilities  
for Inspection & Quality Control Training  
(Rubber and Rubber Products)

| Equipment   | Quantity                     |
|---|------------------------------|
| 1. Load-cell type tensile testing H/C                                       | 2                            |
| 2. Curing press<br>with mould   | 2                            |
| 3. Specimen cutter<br>with dies   | 1                            |
| 4. Test tube aging tester   | 1                            |
| 5. Mixing roll 6"   | 1                            |
| 6. " 10"  | 1                            |
| 7. Williaa abrasion tester  | 1                            |
| 8. De-Matia flex-cracking tester<br>with cutting device for cut growth test | 1                            |
| 9. Conical disk rheometer   | 2                            |
| 10. Wallace rapid plastimeter with cutter                                   | 2                            |
| 11. Mooney viscometer   | 2                            |
| 12. Huffle furnace  | 1                            |
| 13. Balance 5kg   | 1                            |
| 14. " 1kg   | 1                            |
| 15. " 200g  | 1                            |
| 16. hardness tester (IRH)   | 1                            |
| 17. Shieve holder<br>with shieves   | 10 sieve holder<br>100 sieve |

|  |     |
|--|-----|
| 18. Ultrasonic cleaner                           | 1   |
| 19. Lovibond colorimeter with mould              | 1   |
| 20. Water distilling apparatus                   | 1   |
| 21. Electric Dunsen                              | 10  |
| 22. Thickness gauge                              | 2   |
| 23. Sheet gauge                                  | 2   |
| 24. Dryer for glassware                          | 1   |
| 25. Ventilator for mixing roll                   | 2   |
| 26. " for weighing C/B                           | 1   |
| 27. Resilience tester                            | 1   |
| 28. Ozone weatherometer<br>with specimen holders | 1   |
| 29. Compressor for mooney & rheometer            | 1   |
| 30. Oil pressure pump for presses                | 2   |
| 31. Kinds of glassware                           | 200 |
| Conical flask 500ml                              | 100 |
| " 250ml  | 100 |
| Crucible porcelain 50 ml                         | 200 |
| Flask tang 10 "                                  | 20  |
| Crucible tang 15 cm                              | 20  |
| Automatic buret 0.1 ml accuracy                  | 2   |
| Dessicator 25-30cm with plate                    | 10  |
| Thermometer 200°C 0.2 °C accuracy                | 10  |

|                                      |    |
|--------------------------------------|----|
| 32.. Cutlery                         |    |
| Scissor 10"                          | 10 |
| Rubber knife                         | 5  |
| Roll knife                           | 5  |
| Handy cutter                         | 10 |
| Stop watch                           | 2  |
| 33. Ball-type softening point tester | 1  |
| 34. Sheet gauge for filā             | 1  |
| 35. drying oven (200°C)              | 1  |
| 36. Slide projector 35ma             | 1  |
| 37. Overhead projector A4            | 1  |
| 38. Screen                           | 1  |
| 39. Buffing machine                  | 1  |
| Slicing machine                      |    |
| 40. Klaxon stirrer                   | 1  |
| 41. Interval Timer                   | 1  |
| 42. Analytical balance               | 2  |



APPENDIX 3

EQUIPMENT FOR FROZEN FOOD AND CANNED FOOD INSPECTION

1. For Chemical Evaluation

- |   |   |
|---|---|
| 1. Automatic Water Distillation Apparatus   | 21. Aspirator   |
| 2. Refrigerator                             | 22. Analytical Balance                                  |
| 3. Electronic Reading Balance               | 23. Glasswares  |
| 4. Micro Diffusion Analyzer                 | 24. Drying Shelves for Glass wares                      |
| 5. Electric Oven Dryer                      | 25. Laboratory Table                                    |
| 6. Water Activity Test Apparatus            | 26. Wall Cabinet  |
| 7. pH Meter                                 | 27. Carrying Cart                                       |
| 8. Blender, Stainless steel                 | 28. Blackboard with Casters                             |
| 9. Atomic Absorption Spectrophotometer      | 29. Tong for Melting Pot and Beaker                     |
| 10. Mercury Holo cathode Lamp & Pb, Sn Lamp | 30. Desiccator  |
| 11. Magnetic Hot Plate Stirrer              | 31. Muffle Furnace                                      |
| 12. Mercury Distillation Apparatus          | 32. Water Bath  |
| 13. T i m e r                               | 33. Soxhlet Extraction Apparatus                        |
| 14. Cork Borer                              | 34. Fume Hood   |
| 15. Cooling Box                             | 35. Centrifuge  |
| 16. Pipet Washer                            | 36. Supplies  |
| 17. Pipet Case                              | 37. Chemical Reagents                                   |
| 18. Pipet Stand                             | 38. Gas Chromatography or High Liquid<br>Chromatography |
| 19. Titration Set                           |   |
| 20. Flow Meter                              |   |

N O T E : Equipment of No.38 is pending

2. For Sensory Evaluation

1. Magnifying Desk Lamp
2. U.S. Standard Sieves
3. Assorted Thermometers  
Glass, Dial, Pocket-Size/  
Recording Thermometer
4. Weighing Scales
5. Macbeth-Munsell Disk Color Meter
6. Motor Drill
7. Steamers
8. Plates, Plain white
9. Spoons/Forks
10. Knives
11. Glasses
12. Cups
13. Serving Trays
14. Microwave Oven
15. Assorted Kitchen Utensils and Cutlery  
for sensory evaluation
16. Gas/Electric Ranges/Oven
17. Chest Freezer and Refrigerators
18. Sealing Machine
19. Chopping Board
20. Laboratory Table
21. Table for Testing Equipment
22. Wall Cabinet
23. Slicer
24. Pressure Tester
25. Glasswares
26. Supplies

3. For Microbiological Evaluation

- |   |                                       |
|---|---------------------------------------|
| 1. Biological Microscope, Brightfield           | 21. Wall Cabinet (Biological Cabinet) |
| 2. Biological Microscope, Phase Contract        | 22. Laboratory Chairs, Swivel         |
| 3. Cooling Incubator                            | 23. Anaerobic Box or Anaerobic Jar    |
| 4. Low Temperature Incubator                    | 24. Chemical Reagents                 |
| 5. Coliform Constant Temperature Incubator Bath | 25. Supplies                          |
| 6. Shocker Bath, Constant Temperature           |                                       |
| 7. Dry Sterilizer                               |                                       |
| 8. Sterilizer Case and Sterilizer Basket        |                                       |
| 9. Autoclave                                    |                                       |
| 10. Homogenizer and Homo Cup                    |                                       |
| 11. Petri Dish Turntable                        |                                       |
| 12. Colony Counter                              |                                       |
| 13. Electronic Digital Balance                  |                                       |
| 14. Mini Electric Bone Saw                      |                                       |
| 15. Magnetic Stirrer-Hot Plate                  |                                       |
| 16. Deep Freezer                                |                                       |
| 17. Scissors and Pincette                       |                                       |
| 18. Work Gloves                                 |                                       |
| 19. Glasswares                                  |                                       |
| 20. Laboratory Table                            |                                       |

4. Additional Equipment for Canned Food Testing

1. Refractometer
2. Vernier Calipers
3. Can Seam Test Kits
4. Heavy Duty Can Openers
5. Vacuum Gauge

INDONESIAN TEAM

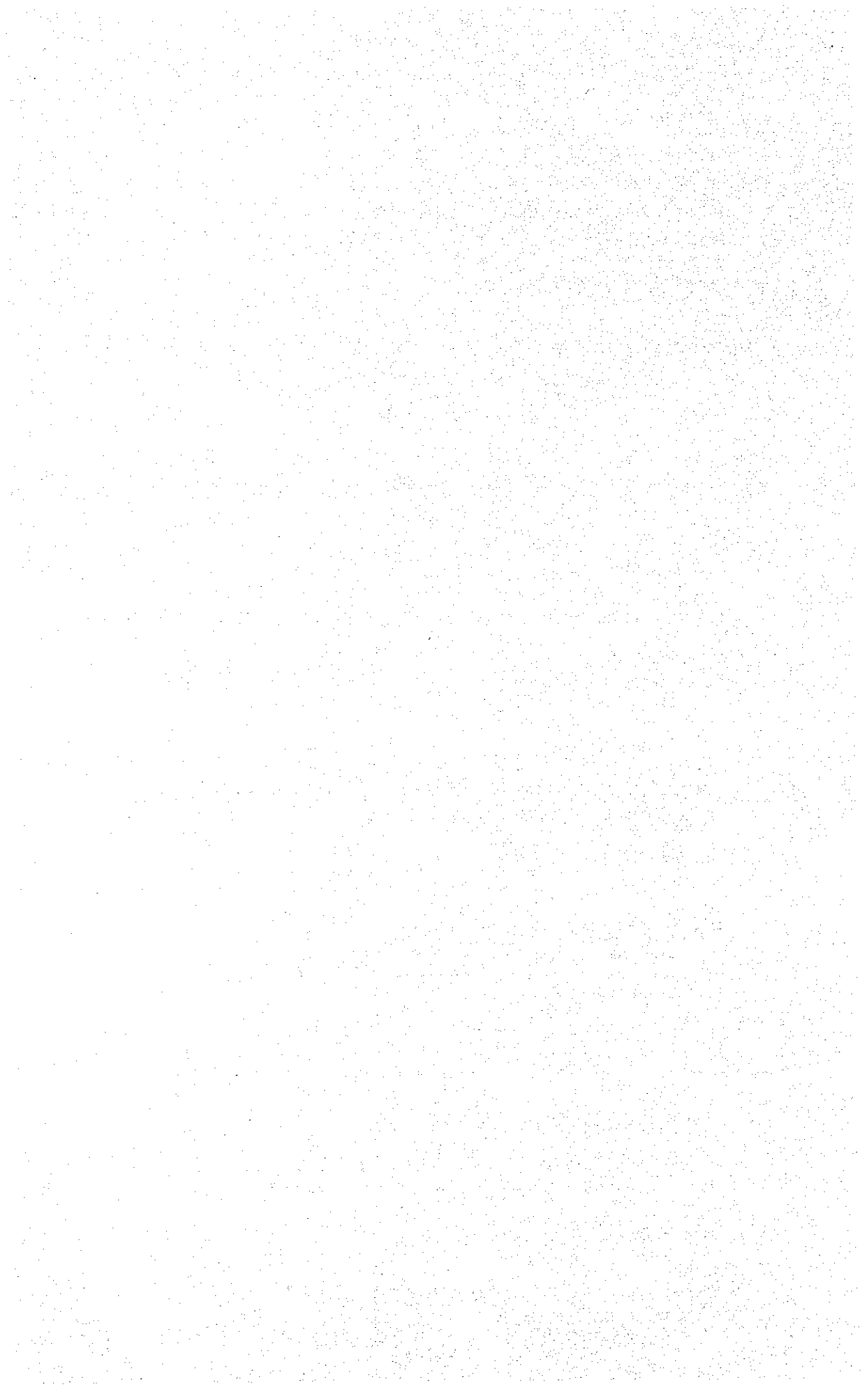
- I. Chairman : Ir. Arifin Lumban Gaol  
Secretary of National Agency for Export  
Development
- II. Vice Chairman : M. I. Krisnurti  
Head of Educational and Training Center  
for Commerce.
- III. Secretary : 1. Dra. Lily Rosyana  
Head of Foreign Cooperation Division Bureau  
of Public Relation.
- : 2. Dra. Hurlaili  
Head of Training Division National Agency -  
for Export Development.
- IV. Members : 1. DR. A.S. Kumanireng  
Head, The Center for Testing and Quality -  
Control
2. I Ketut Soewerere  
Head, Bureau of General Affairs
3. Drs. Uty Mudjiono  
Head, Bureau of Organization
4. Drs. Zaidi Sulzeman  
Staf of National Development Planning Board
5. Didin Burhanuddin  
Staf of Cabinet Secretariat
6. Drs. R.M. Soedianto  
Head of Division, Organization Bureau, Dep.  
of Trade
7. Drs. Januar  
Head of Division Standard Testing  
and Quality Control
8. Drs. Zainal Abidin Nurmala  
Head of Division, Direktorat General Foreign  
Trade
9. Drs. I Hendriana  
Head of Division: Planning Bureau Dep.  
of Trade.
10. Drs. A. Andi Dewang  
Head, Bilateral Sub Division Bureau of Pu-  
blic Relation Dept. of Trade
11. Akinaga Sinaga  
Head of Sub. Division. Technical Assistance,  
National Agency for Export Development
12. Muchlis Syahminan, SH  
Head of Sub Division Overseas Training, Na-  
tional Agency for Export Development

JAPANESE TEAM

| NAME                | FIELD   | POSITION  |
|---------------------|---|---|
| 1. TOSHIO OKAZAKI   | TECHNICAL COOPERATION PROGRAMME                               | DEPUTY HEAD, TECHNICAL COOPERATION DIVISION, MINING AND INDUSTRIAL DEVELOPMENT DEPARTMENT, JICA               |
| 2. TAKASHI YAMANOTO | TRADE TRAINING AND EXHIBITION TRAINING                        | PROJECT DIRECTOR, GENERAL AFFAIRS DEPARTMENT, JETRO   |
| 3. SAKAZOU TAKEUCHI | INSPECTION AND QUALITY CONTROL ON THE WOOD AND RATTAN PRODUCT | EXPERT, MINING AND INDUSTRIAL DEVELOPMENT DEPARTMENT, JICA  |
| 4. TSUNEHIDE MIKI   | INSPECTION AND QUALITY CONTROL ON THE TEXTILE AND GARMENT     | CHIEF, INSPECTION DIVISION, KOBE REGIONAL OFFICE, INTERNATIONAL TRADE AND INDUSTRY INSPECTION INSTITUTE, MITI |
| 5. TAKAAKI IMAMURA  | INSPECTION AND QUALITY CONTROL ON THE RUBBER PRODUCT          | MANAGER, ASSURANCE DIVISION, TIRE QUALITY ASSURANCE DEPARTMENT, BRIDGESTONE CORPORATION                       |
| 6. FUJIO SERIYA     | INSPECTION AND QUALITY CONTROL ON THE FOOD PRODUCT            | CHIEF, MEAT PROCESS FOOD UNIT, TOKYO AGRICULTURAL AND FORESTRY PRODUCTS INSPECTION INSTITUTE, MOAF            |

第 3 部

資 料





MAY 11, 1987

J I C A

QUESTIONNAIRE ON THE INDONESIA EXPORT TRAINING CENTER PROJECT

Note: This questionnaire has been made on the basis of the Minutes of Meeting concerning the technical cooperation project on the Indonesia Export Training Center signed on January 30, 1987 between the Japanese Preliminary Survey Team and the Indonesia Team.

Please provide a letter of answer on the questionnaire !

1. MANAGEMENT AND OPERATION OF THE PROJECT

1.1 Organization of the Project

- a. Clarification of the organization (activities, function and duties of each division attached with an organization chart ) concerning the item No 4 of the Minutes of Meeting
- b. Confirmation and clarification of necessity on the operation of the business japanese language course (need, demand, managerial responsibility etc.,)

1.2 Confirmation of the site of the Center

The site of the Center is located at Jl. Jend. S. Parman-Slipi Komplek Department Perdagangan, Grogol, Jakarta Barat

1.3 Responsibility of the Project Implementation

- a. Confirmation of that the Secretary General of the Ministry of Trade will assume overall responsibility for the implementation of the Project.
- b. Confirmation of that the Director of the Center will be responsible for the administrative , managerial and technical matters of the Center.

1.4 Composition of the members of a steering committee for the Project implementation

1.5 Plan of the Center's activities for five years (Please refer to the draft

of technical cooperation programme 1 and 2 attached herein)

- 1.6 Details of the five year plan of the budgetary allocation and estimation necessary for the implementation of the Project
- 1.7 Assignment plan of Indonesia counterpart personnel required for the operation of the Center attached
- 1.8 Clarification of relationship on collaboration and demarcation with the related organization (e.g. National Agency for Export Development, Educational and Training Center for Commerce, Agency for Research Center for Testing and Quality Control, etc.,)
- 1.9 Confirmation of the measures taken by the Indonesia Government during the Technical Cooperation period referred to item No. 7 of the Minutes of Meeting

## 2. CONTENTS OF TRAINING COURSES ON TECHNICAL COOPERATION

2.1 Details of training courses plan (training target, subjects, course duration-hours/day x days-, frequency-number of times/month/year-, number of participant, potential participant, etc.,)

### a. Trade training course

- Basic training course
- Advanced training course
- Trade management training course
- Business Japanese language training course

### b. Inspection training courses

- Wood and wood products
- Rattan products
- Textile and garment
- Rubber and rubber products
- Frozen food

Note: Packaging will be included in the above courses respectively.

c. Exhibition training course

### 3. TECHNICAL COOPERATION PROGRAMME

3.1 Comments on the sample of R/D(Record of Discussion) attached herein

3.2 Who is a signer of R/D ?

3.3 Details of request by the Indonesian side on the technical cooperation programme

a. Dispatch of Japanese experts (field, number, technology, etc.,)

b. Training of Indonesian counterpart personnel in Japan

3.4 List of equipment necessary for the Project activities

### 4. GENERAL INFORMATION AND DATA ON ACTUAL CONDITIONS FOR TRADE AND INSPECTION

4.1 Data on import and export of the wood products, rattan products, textile and garment, rubber products, and frozen food in the past five years

4. Clarification of official and private inspection system and its contents on exportable products in the Indonesia (Name of inspection organization, inspection method, testing equipment, number of technical staff, etc.,)

### 5. OTHERS

5.1 Arrangement of the factory and testing laboratory visit, and the meeting with the person from association of industries in the following field for the Japanese survey team

-Wood products

-Rattan products

-Textile and garment

-Rubber products

-Frozen food

MINISTER OF TRADE DECREE

NO:

A B O U T

RESPONSIBILITY OF IMPLEMENTATION OF  
INDONESIA EXPORT TRAINING CENTER PROJECT

MINISTER OF TRADE

In view of : a. That to increase and to develop export and to cooperate technical cooperation between the Government of the Republic of Indonesia and the Government of Japan the Department of Trade has received the technical assistance and project which is called Indonesia Export Training Center Project.

b. In order to make a smooth implementation of the activities of the project its need to appoint someone who responsible to the implementation of the Indonesia Export Training Center Project.

c. That the official who are mentioned in this decree is good and can be done the duties in implementing of project activities of Indonesia Export Training Center.

Consideration : 1. The Government Regulation No. 1/1982 about the Implementation of Export, Import and Foreign Exchange Traffic as changed in the Government Regulation No. 24/1985 about the changing of Government Regulation No. 1/1982 about the implementation of Export Import and Foreign Exchange Traffic;

2. President Decree No. 45/M-1983 about the Cabinet Development IV;

3. President Decree No. 307/M-1983 about the Appointing of Secretary General Department of Trade;

4. President Decree No. 15/1984 about the Organization Chart of Department of Trade as changed many times, the last with the President Decree No. 4/1987.

5. President Decree No. 29/1984 about the implementation of State Budget.

HAS DECIDED

To Stipulate :

- First : To appoint Secretary General Department of Trade to be a responsibility of the processing implementation of Indonesia Export Training Center.
- Second : In implementing of the duties, the official who are appointed in the First Dictum must responsible to the Minister of Trade;
- Third : The officials mentioned in the First Dictum must do the following duties :  
to prepare, coordinate and hold all activities related to the implementation of Indonesia Export Training Center Project.
- Fourth : To make a smooth implementation of duties, the officials mentioned in the first dictum can make processing of the activities of the Project or Staff Secretariat.
- Fifth : All of the cost will be born by the Department of Trade
- Sixth : At least every 3 months the responsible man must report in writing to Minister of Trade;
- Seventh : This Decree shall come into force as of the date stipulated.

Stipulated in Jakarta

On

Minister of Trade

Rachmat Saleh



**MENTERI PERDAGANGAN**

**KEPUTUSAN**

**MENTERI PERDAGANGAN**

**NOMOR : 127/Kp/V/1987.**

**TENTANG**

**PENBENTUKAN TIM PENERIMA KUNJUNGAN MISI DARI  
JEPANG DALAM RANGKA PENDIRIAN INDONESIA  
EXPORT TRAINING CENTER, DI JAKARTA**

**MENTERI PERDAGANGAN,**

**Menimbang**

- a. bahwa untuk meningkatkan dan mengembangkan ekspor serta untuk lebih mempererat hubungan kerjasama teknik antara Pemerintah Republik Indonesia dengan Pemerintah Jepang maka Departemen Perdagangan akan melakukan pembahasan, diskusi dan perundingan dalam rangka mendirikan Indonesia Export Training Center dengan pihak Jepang ;
- b. bahwa untuk maksud tersebut perlu dibentuk Tim Penerima Kunjungan Misi Dari Jepang Dalam Rangka Pendirian Indonesia Export Training Center, di Jakarta.

**Mengingat**

1. Peraturan Pemerintah RI No. 1 Tahun 1982 tentang Pelaksanaan Ekspor, Impor dan Lalu Lintas Devisa, seperti yang telah diubah dengan Peraturan Pemerintah RI No. 24 Tahun 1985 tentang Perubahan Peraturan Pemerintah RI No. 1 Tahun 1982 tentang Pelaksanaan Ekspor, Impor dan Lalu Lintas Devisa ;
2. Keputusan Presiden RI No. 45/M Tahun 1983 tentang Pembentukan Kabinet Pembangunan IV ;
3. Keputusan Presiden RI No. 307/M Tahun 1983 tentang Pengangkatan Sekretaris Jenderal Departemen Perdagangan ;
4. Keputusan Presiden RI No. 15 Tahun 1984 tentang Susunan Organisasi Departemen Perdagangan seperti yang telah beberapa kali diubah terakhir dengan Keputusan Presiden No. 4 Tahun 1987 ;
5. Keputusan Presiden RI No. 29 Tahun 1984 tentang Pelaksanaan Anggaran Pendapatan dan Belanja Negara.

**M E M U T U S K A N**

**Menetapkan**

**PERTAMA**

: Menerima kunjungan misi dari Jepang dalam rangka merealisasikan pendirian Indonesia Export Training Center di Jakarta pada tanggal 1 sampai dengan 16 Juni 1987.

**KEDUA**

: Untuk menerima kunjungan seperti dimaksud dalam Dikem PERTAMA Keputusan ini dibentuk Tim Penerima Kunjungan Misi dari Jepang Dalam Rangka Pendirian Indonesia Export Training Center, di Jakarta yang selanjutnya dalam Keputusan ini disebut Tim dengan susunan sebagaimana tersebut dalam lampiran Keputusan ini.



## MENTERI PERDAGANGAN

- KETIGA : Tim bertugas :
- a. mempersiapkan, mengkoordinasikan dan menyelenggarakan segala kegiatan yang berhubungan dengan penerimaan kunjungan misi Jepang dan persiapan bahan materi yang berkaitan dengan Pendirian Indonesia Export Training Center ;
  - b. mengadakan perundingan dengan pihak Jepang mengenai proyek bantuan Pemerintah Jepang kepada Pemerintah Indonesia dalam bidang Export Training Center.
- KEEMPAT : Untuk memperlancar pelaksanaan tugas, Ketua Tim dapat membentuk Staf Sekretariat.
- KELIMA : Segala biaya yang dikeluarkan sehubungan dengan pelaksanaan tugas Tim dibebankan pada anggaran Departemen Perdagangan.
- KEENAM : Ketua Tim wajib menyampaikan laporan tertulis sebagai pertanggung jawaban kepada Menteri Perdagangan melalui Sekretaris Jenderal.
- KETUJUH : Keputusan ini mulai berlaku pada tanggal ditetapkan.

Ditetapkan di : Jakarta

Pada tanggal : 27 Mei 1987

a.n. MENTERI PERDAGANGAN  
SEKRETARIS JENDERAL

T. UMAR ALI

Tembusan Keputusan ini disampaikan kepada

1. Menteri Negara Perencanaan Pembangunan Nasional / Ketua Bappenas
2. Mendag (sebagai laporan)
3. Menmud Setkab RI
4. Irjen dan para Dirjen di lingkungan Depdag
5. Ka BPEN Depdag
6. Ka Balitbang Depdag
7. Ketua Bapebti Depdag
8. Karoku, Karokum, Karomum dan Karomas Depdag
9. Irkukap Depdag
10. Ses Ditjen Daglu Depdag
11. Dirbinsardag Depdag
12. Yang bersangkutan



**MENTERI PERDAGANGAN**

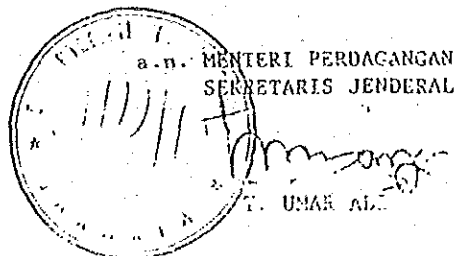
LAMPIRAN KEPUTUSAN MENTERI PERDAGANGAN

NOMOR : 127/Kp/V/1987.

TANGGAL : 27 Mei 1987.

SUSUNAN TIM PENERIMA KUNJUNGAN MISI DARI JEPANG DALAM  
RANGKA PENDIRIAN INDONESIA EXPORT TRAINING CENTER  
DI JAKARTA

- 
- I. Ketua : Ir. Arifin Lumban Gaol  
(Chairman) Sekretaris Badan Pengembangan Ekspor Nasional
- II. Wakil Ketua : M. I. Krismurti  
(Vice Chairman) Kepala Pusat Pendidikan dan Latihan Niaga
- III. Sekretaris : 1. Dra. Lily Rosyana  
(Secretary) Biro Hubungan Masyarakat  
2. Dra. Nurlaili  
Badan Pengembangan Ekspor Nasional
- IV. Anggota : 1. DR. A. S. Kumanireng  
(Member) Kepala Pusat Pengujian Mutu Barang  
2. I Ketut Soewetere  
Kepala Biro Umum  
3. Drs. Uty Mudjiono  
Kepala Biro Organisasi  
4. Drs. Zaidi Sulaeman  
BAPPENAS  
5. Didin Burhanuddin  
Sekretariat Kabinet RI  
6. Drs. R. M. Soedianto  
Biro Organisasi  
7. Drs. Januar  
Pusat Pengujian Mutu Barang  
8. Drs. Zainal Abidin Nurmala  
Direktorat Jenderal Perdagangan Luar negeri  
9. Drs. I. Hendriana  
Biro Perencanaan  
10. Drs. A. Andi Dewang  
Biro Hubungan Masyarakat  
11. Akinaga Sinaga  
Badan Pengembangan Ekspor Nasional  
12. Muchlis Syahminan, SH  
Badan Pengembangan Ekspor Nasional
- 





A-2

DECREE OF THE MINISTER OF TRADE

NO.: 127/KP/V/1987

A B O U T

FORMATION OF RECEIVING TEAM FOR JAPANESE MISSION OF  
ESTABLISHMENT OF INDONESIA EXPORT TRAINING CENTER  
IN JAKARTA

THE MINISTER OF TRADE

- In view of : a. That to increase and to develop export and to cooperate technical cooperation between the Government of the Republic of Indonesia and the Government of Japan, the Department of Trade will discuss and negotiate concerning with the establishment of Indonesia Export Training Center with the Japanese side.
- b. That to the above-mentioned matter, need to make a Receiving Team of visiting Japanese mission.
- Consideration : 1. The Government Regulation No. 1/1982 about the Implementation of Export, Import and Foreign Exchange Traffic as changed in the Government Regulation No. 24/1985 about the changing of Government Regulation No. 1/1982 about the implementation of Export Import and Foreign Exchange Traffic;
2. President Decree No. 45/M-1983 about the Cabinet Development IV;
3. President Decree No. 307/M-1983 about the Appointing of Secretary General Department of Trade;
4. President Decree No. 15/1984 about the Organization Chart of Department of Trade as changed many times, the last with the President Decree No. 4/1987
5. President Decree No. 29/1984 about the implementation of State Budget.

Has Decided

- To Stipulate :
- First : Receive the Japanese Mission concerning with the Establishment of Indonesia Export Training Center in Jakarta on June 1 to June 16, 1987.
- Second : To receive the visiting of the mentioned above, the Department of Trade has made the Receiving Team for Japanese Mission concerning with the Establishment of Indonesia Export Training Center in Jakarta arranged as a Team and mentioned in the attached paper.
- Third : The duties of the Team
- a. To prepare, coordinate and hold all of the activities related to the receiving of Japanese Mission and prepare the data of the Establishment of Indonesia Export Training Center.
  - b. To hold the negotiation with the Japanese side about the Japanese Grant Aid to the Government of Indonesia in the field of Export Training Center.
- Fourth : To make a smooth implementation of duties, the Chairman of the Team can make staf Secretariat.
- Fifth : All of the cost which spent for the implementation of the team duties will be born by the Department of Trade.
- Sixth : Chairman of the Team must report in writing as a responsibility to the Minister of Trade through Secretary General.
- Seventh : This Decree shall come into force as of the date of stipulation.

Stipulated in Jakarta

On May 27, 1987

For Minister of Trade  
Secretary General

S i g n e d

T. Umar Ali.

ATTACHMENT OF MINISTER OF TRADE DECREE

NO. : 127/Kp/V/1987

ON : May 27, 1987

Organization of Receiving Team for Japanese Mission of Establishment of  
Indonesia Export Training Center

- I. Chairman : Ir. Arifin Lumban Gaol  
Secretary, National Agency for Export Development.
- II. Vice Chairman : M.I. Krismurti  
Head of the Educational and Training Center
- III. Secretary : 1. Dra. Lily Rosyana  
Bureau of Public Relations.  
2. I Ketut Soewetere  
Head, Bureau of General Affairs.  
3. Drs. Uty Mudjiono  
Head, Bureau of Organization.  
4. Drs. Zaidi Sulaiman  
B A P P E N A S  
5. Didin Burhanuddin  
Secretariat Cabinet  
6. Drs. R.M. Soedianto  
Organization Bureau.  
7. Drs. J a n u a r  
Testing and Quality Control Center  
8. Drs. Zainal Abidin Nurmala  
Directorate General for Foreign Trade.  
9. Drs. I. Hendriana  
Bureau of Planning  
10. Drs. A. Andi Dewang  
Bureau of Public Relations  
11. Akinaga Sinaga  
National Agency for Export Development  
12. Muchlis Syahminan SH.  
National Agency for Export Development.



MENTERI PERDAGANGAN

KEPUTUSAN  
MENTERI PERDAGANGAN  
NOMOR :

TENTANG  
PENANGGUNG JAWAB PELAKSANAAN  
PROYEK INDONESIA EXPORT TRAINING CENTRE

MENTERI PERDAGANGAN,

- Menimbang : a. bahwa untuk meningkatkan dan mengembangkan ekspor serta untuk lebih mempererat hubungan kerjasama teknik antara Pemerintah Republik Indonesia dengan Pemerintah Jepang maka Departemen Perdagangan telah menerima bantuan teknik dan bantuan proyek dari Pemerintah Jepang, yang selanjutnya disebut dengan Proyek Indonesia Export Training Centre.
- b. bahwa untuk maksud tersebut, agar pelaksanaan kegiatan-kegiatan pada proyek tersebut berjalan sesuai dengan rencana efektif dan efisien maka perlu ditunjuk penanggung jawab pelaksanaan Proyek Indonesia Export Training Centre tersebut.
- c. bahwa pejabat yang namanya tersebut dalam Keputusan ini dipandang cakap dan dapat diserahi tugas untuk pelaksanaan kegiatan Proyek Indonesia Export Training Centre.
- Mengingat : 1. Peraturan Pemerintah RI No. 1 Tahun 1982 tentang Pelaksanaan Ekspor, Impor dan Lalu Lintas Devisa, seperti yang telah diubah dengan Peraturan Pemerintah RI No. 24 Tahun 1985 tentang Perubahan Peraturan Pemerintah RI No. 1 Tahun 1982 tentang Pelaksanaan Ekspor, Impor dan Lalu Lintas Devisa;
2. Keputusan Presiden RI No. 45/M Tahun 1983 tentang Pembentukan Kabinet Pembangunan IV;
3. Keputusan Presiden RI No. 307/M Tahun 1983 tentang Pengangkatan Sekretaris Jenderal Departemen Perdagangan;
4. Keputusan Presiden RI No. 15 Tahun 1984 tentang Susunan Organisasi Departemen seperti yang telah beberapa kali diubah terakhir dengan Keputusan Presiden RI No. 12 Tahun 1986;
5. Keputusan Presiden RI No. 29 Tahun 1984 tentang Pelaksanaan Anggaran Pendapatan dan Belanja Negara.

MEMUTUSKAN ...

MEMUTUSKAN

- Menetapkan :
- PERTAMA : Menunjuk Sekretaris Jenderal Departemen Perdagangan menjadi penanggung jawab pengelola pelaksanaan Proyek Indonesia Export Training Centre.
- KEDUA : Dalam pelaksanaan tugasnya pejabat yang di tunjuk pada Diktum Pertama bertanggung jawab kepada Menteri Perdagangan.
- KETIGA : Pejabat dimaksud dalam Diktum Pertama Keputusan ini bertugas ;  
mempersiapkan, mengkoordinasikan dan menyelenggarakan segala kegiatan yang berhubungan dengan pelaksanaan Proyek Indonesia Export Training Centre.
- KEEMPAT : Untuk memperlancar pelaksanaan tugas, pejabat tersebut pada Diktum Pertama dapat membentuk Pengelola Kegiatan Proyek dan Staf Sekretariat.
- KELIMA : Segala biaya yang dikeluarkan sehubungan dengan pelaksanaan tugas, dibebankan pada Anggaran Departemen Perdagangan.
- KEENAM : Selambat-lambatnya setiap 3 (tiga) bulan penanggung jawab wajib menyampaikan laporan tertulis sebagai pertanggung jawaban kepada Menteri Perdagangan.
- KETUJUH : Keputusan ini mulai berlaku pada tanggal ditetapkan.

Ditetapkan di : Jakarta

Pada tanggal :

MENTERI PERDAGANGAN,

RACHMAT SALEH

TEMBUSAN Keputusan ini  
disampaikan kepada :

1. Menteri Negara Perencanaan Pembangunan Nasional/Ketua BAPPENAS;
2. Menteri Muda/Sekretariat Kabinet;
3. Sekjen, Irjen dan Para Dirjen di lingkungan Dep. Perdagangan;
4. Kepala BPEN Dep. Perdagangan;
5. Kepala BALITRANG Dep. Perdagangan;
6. Ketua BAPEBTI Dep. Perdagangan;
7. Karok, Karokum dan Karomun Dep. Perdagangan;
8. Irkukap Dep. Perdagangan;
9. Seditjen Daglu Dep. Perdagangan;
10. Yang bersangkutan.



REPUBLIK INDONESIA

## DEPARTEMEN PERDAGANGAN

Jalan M.I. Ridwan Rais Nomor 5 JAKARTA 10110 Kotak Pos 229  
Telepon : 341961-2, 341187-9, 341403-4

### KEPUTUSAN

SEKRETARIS JENDERAL  
NOMOR :

### TENTANG

PENGELOLA KEGIATAN  
PROYEK INDONESIA EXPORT TRAINING CENTRE

### SEKRETARIS JENDERAL

- Menimbang : a. Bahwa bantuan Pemerintah Jepang bagi proyek pembangunan Indonesia Export Training Centre telah disetujui.
- b. bahwa untuk memanfaatkan secara efektif dan efisien bantuan tersebut, perlu dibentuk Pengelola Kegiatan Proyek Indonesia Export Training Centre.
- Mengingat : 1. Peraturan Pemerintah RI No. 1 Tahun 1982 tentang Pelaksanaan Ekspor, Impor dan Lalu Lintas Devisa, seperti yang telah diubah dengan Peraturan Pemerintah RI No. 24 Tahun 1985 tentang Perubahan Peraturan Pemerintah RI No. 1 Tahun 1982 tentang Pelaksanaan Ekspor, Impor dan Lalu Lintas Devisa;
2. Keputusan Presiden RI No. 45/M Tahun 1983 tentang Pembentukan Kabinet Pembangunan IV;
3. Keputusan Presiden RI No. 307/M Tahun 1983 tentang Pengangkatan Sekretaris Jenderal Departemen Perdagangan;
4. Keputusan Presiden RI No. 15 Tahun 1984 tentang Susunan Organisasi Departemen seperti yang telah beberapa kali diubah terakhir dengan Keputusan Presiden RI No. 12 Tahun 1986;
5. Keputusan Presiden RI No. 29 Tahun 1984 tentang Pelaksanaan Anggaran Pendapatan dan Belanja Negara.
- Menperhatikan : Keputusan Menteri Perdagangan No. \_\_\_\_\_ tentang penanggung jawab pelaksanaan Proyek Indonesia Export Training Centre.

### MEMUTUSKAN

Menetapkan :

- PERTAMA** : Membentuk Pengelola Kegiatan Proyek Indonesia Export Training Centre dengan susunan sebagaimana tercantum dalam Lampiran Keputusan ini.
- KEDUA** : Tugas Pengelola Kegiatan Proyek Indonesia Export Training Centre adalah sebagai berikut :
- a. Tugas Executive Director :
    1. Mempersiapkan dan mengkoordinasikan perencanaan dan pelaksanaan Pengelolaan Kegiatan Proyek Indonesia Export Training Centre.
    2. Memberi petunjuk kepada Chief Technical Adviser.
    3. Memberikan petunjuk kepada Counterpart dalam kerjasama dengan tenaga ahli dari luar negeri yang diperbantukan kepada kegiatan Proyek Indonesia Export Training Centre.
    4. Mengadakan pertemuan dan rapat dengan para pelaksana Kegiatan Proyek dimaksud secara berkala.
    5. Melaporkan dan mempertanggungjawabkan perkembangan pelaksanaan Kegiatan Proyek dimaksud kepada Sekretaris Jenderal Departemen Perdagangan secara periodik minimal 3 (tiga) bulanan.
  - b. Tugas Kepala Sekretariat :
    1. Membantu melaksanakan tugas Project Director.
    2. Menyelenggarakan administrasi perkantoran Kegiatan Proyek Indonesia Export Training Centre.
    3. Melaksanakan pengurusan keuangan dan administrasi kegiatan Proyek Indonesia Export Training Centre.
    4. Membuat laporan pelaksanaan Kegiatan Proyek Indonesia Export Training Centre.
  - c. Tugas Counterpart :
    1. Bertindak membuat dan melayani tenaga ahli bantuan luar negeri dalam melaksanakan tugas pengumpulan data, penelitian ke daerah dan mengadakan analisa.
    2. Mengadakan konsultasi dengan tenaga ahli dari luar negeri dalam melaksanakan kegiatan sehari-hari.
    3. Melaporkan hasil kegiatannya kepada Project Director.
- KETIGA** : Untuk kelancaran pelaksanaan Kegiatan Proyek Indonesia Export Training Centre, Executive Director dapat mengangkat Staf Sekretariat dan tenaga-tenaga lain yang diperlukan.
- KEEMPAT** : Biaya yang berhubungan dengan pelaksanaan tugas Pengelola Kegiatan Proyek Indonesia Export Training Centre dibebankan pada Anggaran Departemen Perdagangan.

KELIMA : Keputusan ini mulai berlaku pada tanggal ditetapkan dan berda  
ya surut sejak tanggal

Ditetapkan di : J a k a r t a.

Pada tanggal :

SEKRETARIS JENDERAL

T. UMAR ALI

TEMBUSAN Keputusan ini disampaikan kepada :

1. Menteri Koordinator Bidang EKUIN dan Pengawasan Pembangunan;
2. Menteri Negara Perencanaan Pembangunan Nasional/Ketua BAPPENAS;
3. Ketua Badan Pemeriksa Keuangan;
4. Direktur Jenderal Anggaran Departemen Keuangan;
5. Inspektur Jenderal, Para Direktur Jenderal dan Kepala Badan di lingkungan Departemen Perdagangan;
6. Kepala Biro Perencanaan, Kepala Biro Keuangan, Kepala Biro Hukum dan Inspek tur Pembangunan;
7. Kepala Kantor Perbendaharaan Negara Ja karta I;
8. Yang bersangkutan.



LAMPIRAN KEPUTUSAN SEKRETARIS JENDERAL

NOMOR :

TANGGAL :

SUSUNAN PENGELOLA KEGIATAN PROYEK  
INDONESIA EXPORT TRAINING CENTRE DEPARTEMEN PERDAGANGAN

---

I. Executive Director :

II. Kepala Sekretariat :

III. Counterpart : 1.  
2.  
3.  
4.

---

SEKRETARIS JENDERAL

T. UMAR ALI

## PRESENT SITUATION OF INDONESIAN EXPORT.

Non oil export which grew steadily from 1973 to 1980 had declined steadily since 1981.

They fell from their peak of US\$ 6,2 million in 1980 to US\$ 4,5 million in 1981 and to US\$ 3,9 million in 1982. However, they resurged to US\$ 5 million in 1983 and to US\$ 5.869,7 million in 1984 and in 1985 Indonesian exported of non oil amounted US\$ 5.868,8 million and rose again US\$ 6.528,4 million in 1986 (11,24 %).

Industrial commodities, has been dominated on non oil export commodities. Its total value of export amounted US\$ 4.419,3 million.

Now days, 150 products have been identified and selected because they present clear and proven opportunities for export development and because they have shown rapid growth rates in export.

They are also labour intensive, thereby assuring the Indonesian a comparative advantage over its competitors such as Singapore, Thailand and Hong Kong. Until 1984, Japan remained the largest single importer from Indonesia, followed by USA and Singapore.

In 1987 Indonesia export of non oil product will be targetted US\$ 1 million more than Indonesian export in 1986.

## PROPECT OF EXPORT DEVELOPMENT

Important steps which are strategic have been taken by the Government.

And just those important steps are expected to penetrate the various difficulties originating from the tendency of protectionism which is constantly going up in the developed countries.

To cope with such problems, the Government did not hesitate to take great steps in order to create a more favourable climate and condition for the competitiveness and smooth export during the last time. In this connection, several regulation/provisions have been issued to mention :

1. Export Policy of January 1982 which was formulated in Government Regulation no.1/1982 dated 16 January 1982.

Covered the implementation of export, import and foreign exchange.

The objective of mentioned policy was strengthening the competitiveness of the Indonesian Export Commodities so that they will be able to enter the various markets overseas.

2. Policy of Inpres (Presidential Instruction) No. 4/1985 was stipulated in April 1985.

In order to further smoothen the flow of goods to support the economy activities.

The policy is of general nature, related to the procedural arrangement of export and import of goods, intersular, shipping, freight rate of sea transportation, clearance of goods and documents, general agency.

3. Policy Package of May 6th 1986.

The objective of a fore mentioned policy is to find competitiveness improvement of export commodities and the new policy is stimulated by devaluating the rupiah toward the value of foreign currency through Government Policy dated September 12th, 1986.

Such steps were taken in order to make the activities of increasing the export successful.

The success in increasing the export of non oil/gas commodities will be determined by the integrated steps and policies of all the sectors which are involved in the process of export activities.

For such purpose, coordination and synchronization of all activities in mentioned sector are required. In the beginning, approach of general and macro nature and there after more specific (micro) steps of approach will be taken through direct handling of the commodities and the business units.

In the framework of implementing such strategy, priority is given to commodities with a quite role in the income of state foreign exchange, a great absorption capacity for the commodities in overseas markets and can possibly be increased, not subject to import quota and do not disturb price - stability at home if the export of the commodities is increased.

Those commodities are to mention :

rubber, palm oil, copra and by-products there of, coffee, cocoa, plywood, sawn timber and timber products, rattan and rattan products, fishery products, textile, mining products etc.

In Pelita IV the target of the growth rate in the export value of non oil/gas commodities is estimated to be 15.8 percent per annum, composed of the export value of industrial products that grows by 23.1 percent, mining

products by 12.3 percent and agricultural products by 9.9 percent per annum.

It was targetted in 1984/1985 that the export of non-oil/gas commodities - would reach US\$ 6 million, in 1985/1986 US\$ 7 million in 1986/1987 US\$ 8 - million, in 1987/1988 US\$ 9,2 million and in 1988/1989 US\$ 11 million.

According to BPS data, the realization of export in 1984/1985 amounted to US\$ 5.869,7 million and in 1985/1986 US\$ 5.868,8 million, in 1986/1987 US\$ 6.528,4 million, indicating an increase by 11,24 percent.

In 1986./1987 the export increase is estimated to be not as expected and ranging around US\$ 8 million.

This was probably caused by the fact that although the non-oil/gas sector is still in a sluggish condition because of the weak prices of primary commodities except coffee, only the industrial sector with the commodities of plywood and textile can be expected to compensate the drop in the non-oil/gas export.

The increase of growth in the trade activities during Pelita I was on an average of 11.89 percent per annum, in Pelita II 6.49 percent and in the initial four years of Pelita III 8.07 percent.

The contribution of such trade activities to the gross domestic product in each Pelita mentioned above was respectively 45.83 percent, 35.67 percent and 30.49 percent per annum, being the second biggest contributor - after agriculture.

To the extent that the Indonesia is able to maintain its export and make there growth, despite its adversity that the country is going through at this time, the forward momentum of the economy is hoped to be maintained.

Table 3  
BALANCE OF TRADE INDONESIA - JAPAN  
1975 - 1986

| Year | Value : US\$ 000 |           |             | % Targe of Change |         |
|------|------------------|-----------|-------------|-------------------|---------|
|      | Export           | Import    | Balance     | Export            | Import  |
| 1975 | 3,131,751        | 1,477,413 | + 1,654,338 | -                 | -       |
| 1976 | 3,564,260        | 1,485,429 | + 2,078,831 | + 13.81           | + 0.54  |
| 1977 | 4,360,798        | 1,689,006 | + 2,671,792 | + 22.35           | + 13.70 |
| 1978 | 4,565,521        | 2,016,399 | + 2,549,122 | + 4.69            | + 19.38 |
| 1979 | 7,189,023        | 2,103,369 | + 5,085,654 | + 57.46           | + 4.31  |
| 1980 | 10,792,401       | 3,413,025 | + 7,379,376 | + 50.12           | + 62.26 |
| 1981 | 11,949,623       | 3,989,012 | + 7,960,611 | + 10.72           | + 16.88 |
| 1982 | 11,192,563       | 4,278,505 | + 6,914,058 | - 6.34            | + 4.75  |
| 1983 | 9,678,235        | 3,793,057 | + 5,885,178 | - 13.52           | - 11.34 |
| 1984 | 10,352,538       | 3,307,678 | + 7,044,860 | + 6.97            | - 12.80 |
| 1985 | 8,593,522        | 2,644,057 | + 5,949,465 | - 16.99           | - 20.06 |
| 1986 | 6,644,098        | 3,128,203 | + 3,515,895 | - 22.69           | + 18.31 |

PRN/RS Source : Central Bureau of Statistics (Market Analysis)

Table 125  
INDONESIAN EXPORTS TO JAPAN BY COMMODITY  
1982 - 1986

| Commodities                | 1982    |  | 1983    |  | 1984    |  | 1985     |         | 1986      |           | % of Change 1986/85 |       |       |       |
|----------------------------|---------|--|---------|--|---------|--|----------|---------|-----------|-----------|---------------------|-------|-------|-------|
|                            | Value   |  | Value   |  | Value   |  | Quantity | Value   | Quantity  | Value     | Quantity            | Value |       |       |
| 1. Shrimps and fish        | 190,914 |  | 187,064 |  | 180,471 |  | 34,344   | 188,776 | 38,480    | 250,169   | -                   | 12.04 | -     | 32.52 |
| 2. Animal feed             | 15,113  |  | 18,983  |  | 33,318  |  | 264,867  | 15,106  | 269,273   | 16,361    | +                   | 1.66  | -     | 8.3   |
| 3. Coffee                  | 54,480  |  | 75,886  |  | 112,961 |  | 45,112   | 111,424 | 45,172    | 134,837   | +                   | 0.13  | -     | 21.01 |
| 4. Tea                     | 91      |  | 102     |  | 424     |  | 67       | 161     | 42        | 96        | -                   | 37.3  | -     | 40.4  |
| 5. Pepper                  | 787     |  | 802     |  | 1,138   |  | 580      | 2,098   | 2,053     | 10,677    | +                   | 253.9 | +     | 408.9 |
| 6. Other spices            | 332     |  | 742     |  | 4,212   |  | 349      | 879     | 172,3     | 785,2     | -                   | 50.6  | -     | 10.67 |
| 7. Seeds and oil seeds     | 1,576   |  | 1,928   |  | 2,338   |  | 7,714    | 1,090   | 14,570    | 2,544,4   | +                   | 88.8  | +     | 133.4 |
| 8. Rattan                  | 1,182   |  | 1,296   |  | 1,258   |  | 848      | 1,537   | 751,6     | 1,706,9   | -                   | 11.36 | -     | 11.05 |
| 9. Seaweed and illes-illes | 175     |  | 573     |  | 1,940   |  | -        | -       | 386,8     | 357,6     | -                   | -     | -     | -     |
| 10. Flour of manioc & sago | -       |  | -       |  | -       |  | -        | -       | -         | -         | -                   | -     | -     | -     |
| 11. Fixed vegetable oils   | 1,897   |  | 1,977   |  | 4,837   |  | -        | -       | 7,905,3   | 8,833,3   | -                   | -     | -     | -     |
| 12. Foodstuffs             | 6,299   |  | 5,610   |  | 5,399   |  | 11,251   | 4,834   | 271,669,6 | 21,757,4  | +2314               | +     | 350.1 |       |
| 13. Tobacco                | 1,480   |  | 15      |  | 542     |  | 50       | 2,067   | 17,4      | 26        | -                   | 65.2  | -     | 98.7  |
| 14. Cocoa                  | 435     |  | 404.    |  | 854     |  | 544      | 1,070   | 600,2     | 1,302,6   | +                   | 10.3  | +     | 21.7  |
| 15. Copper ore, conct.     | 107,275 |  | 111,758 |  | 105,668 |  | 204,421  | 115,537 | 275,218,2 | 157,714,2 | +                   | 34.6  | +     | 36.5  |
| 16. Nickel                 | 131,790 |  | 134,115 |  | 125,957 |  | 670,405  | 123,645 | 972,426,3 | 109,678,7 | +                   | 45.05 | +     | 11.3  |
| 17. Aluminium              | 32,438  |  | 142,638 |  | 219,796 |  | 830,764  | 228,796 | 684,363,5 | 183,019,9 | -                   | 17.6  | -     | 20    |
| 18. Manganese and conct.   | 178     |  | 987     |  | 544     |  | -        | -       | -         | -         | -                   | -     | -     | -     |
| 19. Tin                    | -       |  | 369     |  | 823     |  | 80,965   | 1,134   | -         | -         | -                   | -     | -     | -     |

| Commodities                  | 1982       |  | 1983      |  | 1984       |            | 1985      |              | 1986        |              | % of Change 1986/85 |         |
|------------------------------|------------|--|-----------|--|------------|------------|-----------|--------------|-------------|--------------|---------------------|---------|
|                              | Value      |  | Value     |  | Value      | Quantity   | Value     | Quantity     | Value       | Quantity     | Quantity            | Value   |
| 20. Essential oils           | 511        |  | 813       |  | 2,050      | 206        | 1,237     | 377,5        | 1,818,8     | 377,5        | + 83.2              | + 47.03 |
| 21. Rubber                   | 20,159     |  | 35,614    |  | 32,297     | 26,834     | 20,007    | 28,429,4     | 22,051,9    | 28,429,4     | + 5.9               | + 10.2  |
| 22. Hides and skins          | 4,936      |  | 2,312     |  | 1,707      | 272        | 2,009     | 197,7        | 1,828,3     | 197,7        | - 27.3              | - 8.99  |
| 23. Timber & timber products | 297,784    |  | 264,751   |  | 287,367    | 766,203    | 161,678   | 911,895,0    | 228,474,2   | 911,895,0    | + 19.0              | + 41.3  |
| 24. Textile and garments     | 2,406      |  | 14,402    |  | 2,639      | 2,478      | 9,913     | 1,845,5      | 8,784,6     | 1,845,5      | - 25.5              | - 11.4  |
| 25. Handicraft               | 9,764      |  | 6,461     |  | 7,247      | 8,337      | 17,113    | 2,431,3      | 15,337,8    | 2,431,3      | - 70.8              | - 10.4  |
| 26. Part of aircraft         | 13         |  | 129       |  | -          | -          | -         | -            | -           | -            | -                   | -       |
| 27. Tengkwang                | -          |  | 760       |  | -          | -          | -         | -            | -           | -            | -                   | -       |
| 28. Sponge iron and steel    | 597        |  | 1,153     |  | 689        | 44,572     | 2,074     | 138,518,9    | 29,477,7    | 138,518,9    | + 210.7             | +1321.3 |
| 29. U r e a                  | -          |  | 985       |  | 1,093      | 30,310     | 2,074     | 54,924,5     | 4,113,8     | 54,924,5     | + 81.2              | + 43.9  |
| 30. Stearin                  | 603        |  | 2,466     |  | 3,870      | 4,174      | 1,847     | 2,016,5      | 1,001,2     | 2,016,5      | - 51.7              | - 45.8  |
| 31. O t h e r s              | 20,923     |  | 21,900    |  | 142,627    | 107,409    | 27,234    | 147,851,2    | 39,630,8    | 147,851,2    | + 37.6              | + 45.5  |
| SUB - TOTAL                  | 904,138    |  | 1,035,996 |  | 1,284,066  | 3,143,076  | 1,044,123 | 3,871,588,7  | 1,252,385,3 | 3,871,588,7  | + 23.17             | + 19.94 |
| 32. PETROLEUM & GASES        | 10,288,425 |  | 8,642,240 |  | 9,068,472  | 35,063,070 | 7,549,399 | 40,203,250,4 | 5,391,712,8 | 40,203,250,4 | + 14.6              | - 28.6  |
| T O T A L                    | 11,192,563 |  | 9,678,236 |  | 10,352,538 | 38,206,146 | 8,593,522 | 44,074,839,1 | 6,644,098,1 | 44,074,839,1 | + 15.36             | - 22.68 |

Source : Central Bureau of Statistics

(Market Analysis)

SK/RS

## IV.2.

### 1. Standard of Quality of Export Commodities

Besides the Ministry of Trade, standards of quality in Indonesia are also proposed by other institutions such as The Ministry of Industry, Ministry of Agriculture, Ministry of Health as well as Trade and Standards associations.

Since the purpose of standardization work carried out by these institutions is mainly based on their specific interest, it is unavoidable that there are in any differences between these Government standards and trade standards. Therefore, during the preparation of trade standards the standards from other institutions are used for reference. When standards of other institutions conform with the needs in the trade these are then adopted and established as Trade Standards.

#### The Trade Standard ( SF )

The nature of a trade standard is minimal. It means during the preparation of the standard two considerations should be kept in mind. Firstly the quality specification should be within limits accepted in international trade. Secondly the quality specifications should be within limits the production sector will be able to fulfil. The latter should be taken into consideration as almost 80% of producers of raw material are smallholders whose economics and skill in post harvest technology vary and therefore reflect to the product. During implementation, The Trade Standard is evaluated and revised so as to be able to conform with international standard

Up till now, there are 181 trade standard and 46 of them have been implemented compulsorily for export.

### 2. The National Standardization Council ( DSN )



## 2. The National Standardization Council ( DSN )

- 2.1. In Indonesia, standardization activities were started in 1928 by Yayasan Dana Normalisasi Indonesia ( YDKI ). Further improvements, after 1960, have been carried out by several institutions separately without any national policies or coordination. Consequently, there are various established standards and the optimum benefit of these activities have not been yet obtained by society and the Government.
- 2.2. Since coordination was considered very important for the effort of standardization, in the early year of the second Felita, the Minister for Research initiated " The Development National System For Standardization Program ". To carry out this program, LIFI was appointed in cooperation with Institution concerned. As a result of these effort, The National Standardization Council was established by Presidential Decree No. 20/1984. It is hoped that by the establishment of DSN, the cooperation and participation as well as coordination between institutions can be improved so as to support the role of standardization in the national development.
- 2.3. Based on the task and function of DSN, activities of that council will cover formulation and implementation of standards, certification and testing, calibration, cooperation with international standardization institutions, as well as information services concerning with standardization.
- 2.4. It is hoped that by the national standardization system, the role of Institutions concern with standardization work can be enhanced without decreasing their authority. Besides, the system is also aimed to encourage producers, associations, as well as professionals to contribute to the improvement of standardization.

### 3. The Quality Control of Export Commodities.

#### 3.1. Realization of Quality Control

The Quality Control of commodities whose standards have been implemented is compulsory. It means every export commodity subjected to quality control follows the system and fulfil trade standards (SF) already laid down the Minister of Trade as well as the Decree of the Director General for Foreign Trade which further stipulates provisions for the implementation of the Ministerial Decree. On the other hand, for commodities whose standards have not yet been implemented ( by the Decree of Director General for for Foreign Trade ) the quality control system is voluntary. Principally, the policy of the Department of Trade on the Quality Control of export commodities is aimed to increase the responsibility as well as the capability of exporters for the quality maintenance and give them, step by step, a greater role in carrying out the system of quality control. Besides, the policy is also aimed to smooth the flow of goods to support economic activities without decreasing the discipline of quality control based on certification. Therefore, in the existing quality control system of export commodities, the Ministry of Trade classifies exporters into two groups based on their capability of carrying out quality control of their own products, i.e. capable exporters and incapable exporters.

Based on the existing quality control system, the procedures for export realization are as follow :

- 3.1.1. Exporters are fully responsible for the quality of their own commodities. When they wish to export their commodities, they shall issue Statement of Quality (SQ) as a document to be attached to the Notification of Export (NEE). With the SQ. issued the shipment of commodities can be done.
- 3.1.2. For the issue of SQ, sample from the commodities ready for export shall be taken. The sampling for this purpose shall be done by sampling agencies appointed by the Ministry of Trade. The samples attached with a Report of Sampling (RS) issued by Sampling Agencies together with a copy of SQ. then submit -

ted to the Quality Testing Laboratory for analysis. The Quality Testing Laboratory for this purpose shall be accredited by the Ministry of Trade.

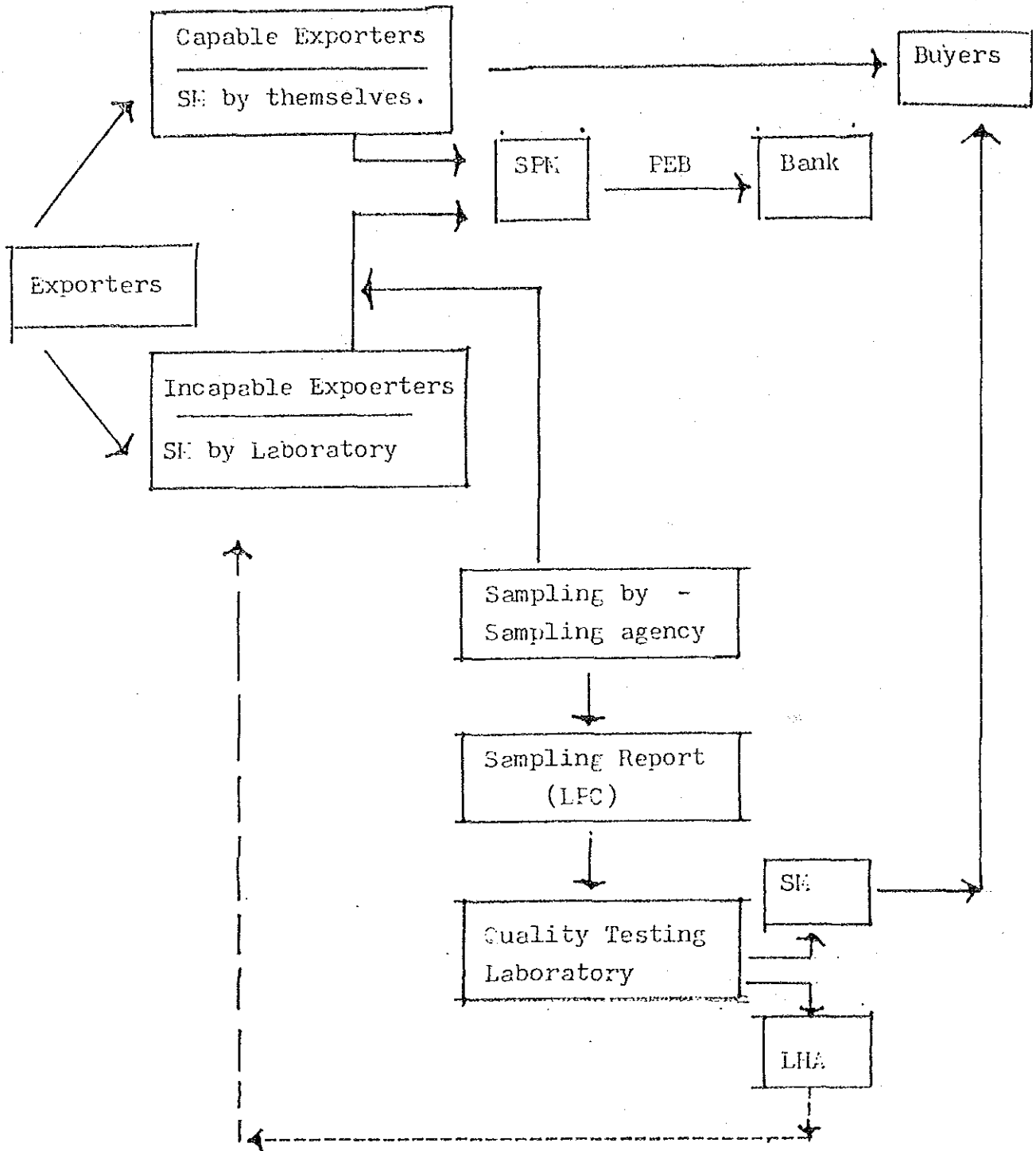
3.1.3. If the result of the analysis shows a quality within the trade standard (SI), the Quality Testing Laboratory will issue a Certificate of Quality (SQ). On the other hand, if the samples fail to fulfil trade standard, the Laboratory shall issue a Report of Analysis (RA), and for such failure the exporter concerned shall be subjected to administrative sanctions.

3.1.4. Although the commodities can be exported by using SFI, exporters have to get and keep the Certificate of Quality (SQ) which can be used for purpose of international trade and quality promotion of export commodities.

3.1.5. The certificate of Quality (SQ) can also be issued by a capable exporter. A capable exporter is an exporter who has been licensed to issue the SI for self produced commodity based upon certain regulations.

The figure of certification processes of the two types of exporter is shown in next page ( vide infra )

The Certification Processes of Export Commodities



Note : SE : Certificate of Quality    SPA : Statement of Quality  
 LHA : Report of Analysis        PEB : Notification of Export.

### 3.2. The Centre for Testing and Quality Control (PPMB).

Fusat Pengujian Mutu Barang( PPMB ) or Centre for Testing and Quality Control is a national institution within the Ministry of Trade has charge of the implementation of testing and certification scheme for export commodities in order to improve the quality and reputation of Indonesian commodities in international markets. The scheme is implemented through a network of accredited testing laboratories situated in major producing areas throughout the country.

To operate the scheme PPMB controls and monitors the practice of testing and certification of export commodities carried out by the accredited testing laboratories ( the members of the network ).

The principal activities of PPMB are as follows :

- 3.2.1. To develop new testing methods and analytical procedures within the development of standards.
- 3.2.2. To monitor the work carried out by the accredited testing laboratories ( so as to ensure and maintain satisfactory testing and certification ) through routine retests, proficiency tests, and inspectory testing. Regular examinations are also carried out with inspection and calibration of testing equipments.
- 3.2.3. To provide testing and certification services of products in order to conform to standard specifications, to meet the needs of commerce, industry, and government.

3.2.4 To offer training in inspection and quality control for laboratory technicians. Through these activities the technicians are encouraged to be aware of new testing techniques. In addition these training course at least ensure uniformity in the testing methods carried out in all collaborating laboratories beside improving the quality of the products as an over all target.

3.2.5 To offer extension services particularly with regards to testing and quality control of products. this activity include technical information and consultation on the establishment of any system of total quality control required (please refer to item II.3).

Current fields of testing which are available include chemical, physical, mechanical, and microbiological testing for both agricultural and industrial products such as natural rubber, fats and oils, beverages, essential oils, spices, animal feeds, oil seeds, forest products, fish products, plywood, canned food, electrical components and packaging material.

#### Resources

PPMB and its affiliated regional laboratories are provided with a team of scientists, technologists and engineers with expert knowledge and practical experience in those fields of testing specified above. They are backed up by sufficient modern equipments and other facilities, including data processing facilities.