

付 属 資 料

- (1) ミニッツ(英文)
- (2) 農業省新組織図
- (3) 農業普及組織のつながり
- (4) カウンターパートの配置
- (5) T S I に沿った具体的な活動内容と活動のねらい
- (6) モデル地域調査報告書案(英文)
- (7) 実証研修の草案
- (8) 日本人専門家派遣実績
- (9) カウンターパート配置実績
- (10) 機材供与実績
- (11) 研修コース実績
- (12) 詳細活動計画(P O)の新旧比較表

MINUTES OF MEETING
ON JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT
FOR IMPROVEMENT OF AGRICULTURAL EXTENSION AND TRAINING
SYSTEM

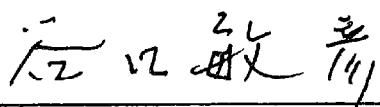
The Japanese Management Consultation Team (hereinafter referred to as "the Team" organized by the Japan international Cooperation Agency (hereinafter referred to as "JICA" headed by Mr. Toshihiko Taniguchi visited the Republic of Indonesia from May 15th to May 25th 2000 for the purpose of formulating the detailed Tentative Schedule of Implementation for the Project for Improvement of Agricultural Extension and Training System (hereinafter referred to as "the Project"), as well as discussing the major issues related to the implementation of the Project.

During its stay in the Republic of Indonesia, the Team carried out a field survey, exchanged views and had a series of discussions with the relevant authorities of the Government of the Republic of Indonesia in respect to various issues for sharing common understanding on the Project, from technical and administrative points of view.

Discussion between the Team and the authorities concerned of the Government of the Republic of Indonesia is recorded as shown in the document attached hereto.

As a result of discussions and the field study, the Team and the Indonesian authorities agreed to recommend to their respective Governments the matters described in the document attached hereto.

Jakarta, May 23rd, 2000



Mr. Toshihiko Taniguchi

Leader

Management Consultation Team

Japan International Cooperation Agency

Japan



IR. H. Muchtar Abdulah

Director General

Agency for Agricultural Education and Training

Ministry of Agriculture

Republic of Indonesia

ATTACHED DOCUMENT

1. Introduction

The Project started on September 1st, 1999, with the dispatch of three long-term experts, (including a Chief Adviser, a Coordinator and an Expert in the field of Agricultural Extension and Training Systems). Thus the cooperation activities are being carried out under the technical guidance given by the experts.

After beginning the technical cooperation, the model area of the Project was selected by the Project team which consists of the Japanese experts and Indonesian counterparts. Up to the present, in order to grasp the current condition for improving the human resources and agricultural extension system, the survey on the current conditions of agricultural extension and training in the model area was conducted by the Project team. The Project team is expected to formulate the detailed activity plan of the Project, based on the results obtained through the survey. The Project now reaches its 9th month of implementation.

2. Objectives of the dispatch of Management Consultation Team

The Team was dispatched by JICA for the following purpose:

- (1) To formulate the detailed Tentative Schedule of Implementation (dTSI), Plan of Monitoring and Evaluation, Plan of Operation (PO) through the discussions with the Project Team, in accordance with the R/D, TSI, PDM formulated by the time of the commencement of the Project and results of the survey on existing agricultural and training system:
- (2) To review the existing PDM and to revise the narrative summary, as well as objectively verifiable indicators reflecting the current conditions: and
- (3) To study the current implementation on the Project activities since the Project commencement up to the present, and to find out the solutions for the obstacles for the Project, in consultation with the Project team.

3. Progress of the Project

3-1. Accomplishment in term of inputs

(1) Japanese inputs

(a) Dispatch of Japanese experts

A total of three long-term experts has been dispatched, which include a Chief Adviser, a Coordinator and an Expert in the field of Agricultural Extension and Training Systems,

in accordance with the R/D and the TSI.

A total of two (2) short-term experts was also dispatched.

The details are shown in ANNEX 1.

(b) Acceptance of Indonesian Counterpart Personnel in Japan for Technical Training

The technical training of Indonesian counterpart personnel in Japan started in the Japanese fiscal year 1999. Since then, a total of two (2) counterparts was accepted by JICA to be given the technical training in Japan in order to upgrade the technical skills.

All the training programs have been efficiently conducted in cooperation with the Tsukuba International Center of JICA and related extension institutions of MAFF. More detailed information is given in ANNEX 2.

(c) Provision of machinery and equipment

Machinery and equipment shown in ANNEX 3 were provided by the Japanese side in order to effectively implement the Project activities. All machinery and equipment provided no doubt contribute to the Project activities and are being utilized properly for the Project activities.

(d) Supplementary Expenditure for Local Costs

The Japanese side provides a part of the project management costs in order to implement the Project activities more effectively within the limited budget.

Supplementary expenditure made by the Japanese side is shown in ANNEX 4.

(2) Indonesian inputs

(a) Assignment of counterpart personnel and administrative personnel

The Indonesian counterparts and other personnel as administrative personnel and support staff have properly been assigned in accordance with the R/D.

A list of assigned counterparts is shown in ANNEX 5.

(b) Provision of Recurrent Expenses

For the FY 1999, there was no allocation of administrative expenses for the Project. However, the Indonesian side has already prepared necessary budget from the FY 2000, approximately 31 million Rupiah for the year 2000 as shown in the ANNEX 6.

(c) Provision of land, buildings and facilities

The Indonesian side has provided land, buildings and facilities necessary for the implementation of the Project. All the facilities of the Project sites have been effectively utilized for the Project.

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3-2. Progress of Project Activities

The team satisfactorily recognized the progress of Project activities as reported in the ANNEX 7 & ANNEX 8. All of the activities have so far been implemented as initially scheduled, and it was agreed in the discussion that the efforts from both Indonesian and Japanese sides should be continued in the future course of the Project.

4. Activity Plan of the Project

Based on the outcomes of the activities of the Project so far attained, the activity plan has been formulated as in ANNEX 9. The Team considered the detailed contents of the activity plan were feasible and effective to achieve the Project purpose in the remaining term of the cooperation.

5. Measures to be taken

5-1. Modification of the master plan of the Project

In the course of the activities of the 1st six months of the Project, it was considered that the plan of the Project might slightly be modified in order to maximize the outcomes of the Project under the current socio-economic conditions in Indonesia. The Team discussed with the Indonesian side to prioritize the activities of the Project under the limited time allocation and inputs. Hence, it was agreed that the Master Plan of the Project would be modified as follows:

< Present >

(1) Outputs of the Project

- (a) Potential needs of farmers are identified for more effective extension activities.
- (b) Effectiveness of the training programs is studied.
- (c) Model training programs for extension officers and farmers are formulated.
- (d) A systematized institutional setup is developed at the model area with consideration for applicability in other areas
- (e) Problem identification and analysis abilities of the AAET staff are improved.

(2) Activities of the Project

- (a) Survey and data analysis on extension activities for farmers in the model area.
- (b) Survey and data analysis on training activities for extension officers and farmers in the model area.
- (c) Formulation, implementation and evaluation of model training programs concerning

extension and agriculture based on the activities mentioned in (a) and (b) above in the model area

- (d) Enhancement of cooperation between the AITC and other institutions dealing with training and extension, including research institutions and local governments.
- (e) Survey, formulation, implementation and evaluation of extension and training by the AAET staff through the above-mentioned activities.

< Revision >

(1) Outputs of the Project

- (a) Potential needs of farmers are identified for more effective extension activities.
- (b) The current problems of training are clarified.
- (c) The potentials for further linkages with relevant institutions are clarified.
- (d) Model training programs for extension officers and farmers are formulated.

(2) Activities of the Project

- (a) Survey and data analysis on extension activities for farmers in the model area.
- (b) Survey and data analysis on training activities for extension officers and farmers in the model area.
- (c) Survey on the institutions related to training and extension.
- (d) Formulation, implementation and evaluation of model training programs concerning extension and agriculture based on the activities mentioned in (a), (b) and (c) above in the model area.

5-2. Modification of the Project Design Matrix

Since the Master Plan of the Project was modified as mentioned above, it was also necessary to change the narrative summary of the Project Design Matrix (PDM). The Team further proposed to replace some of the indicators in the PDM to enable more precise measurement of progress and achievement of output, project purpose and overall goal. The Team also suggested some changes in the important assumptions to be in line with the proposed changes in the entire PDM. As a result of the discussions, it was agreed to revise the PDM as in ANNEX 10. The revised PDM based on the modification of the Master Plan will be approved and take effect by signing of the Minutes of Meeting between the Indonesian authority concerned and the resident representative of JICA Indonesia Office after the Joint Coordination Committee.

5-3. Formulation of Detailed Tentative Schedule of implementation based on the modified TSI.

The Team and the Project team reviewed the existing TSI and jointly formulated the revised detailed Tentative Schedule of Implementation (dTSI) reflecting to the above-mentioned modification of the Master Plan and the expected Project outcomes.

The dTSI is attached as ANNEX 11.

5-4. Monitoring

The Team emphasized the greater necessity to introduce the monitoring system based on the Project Cycle Management methods that JICA intends to apply for all of technical cooperation programs, in order to (1) grasp the Project implementation more precisely, (2) to improve the transparency and the accountability, (3) to produce more objective results, and (4) to learn through the experience. Therefore, the periodical review and evaluation of the Project activities should be further undertaken together with the Japanese experts and the Indonesian counterparts in accordance with the Plan of Monitoring and Evaluation shown as ANNEX 12, PDM and PO.

6. Other Discussions

6-1. Clarification of the focus of the Project

As to the purpose of the entire project, it was proposed from the Project Team in the course of discussions that the Project should come up with the recommendations for improved training system that enables more efficient and effective extension activities. Despite the fact that the Project is entitled as the "Project for Improvement of Agricultural Extension and Training System," the common understanding was obtained that the activities of the Project would mainly be on the training system for extension.

6-2. Relationship between the Project and a agricultural development policy in Indonesia

Although the Project was initially formulated by both the Indonesian and Japanese sides taking into consideration GEMA PALAGUNG 2001 that aimed at increasing the production of staple foods, such as rice, soybeans and corn as emergency measures, the program was already integrated into the food security program. The improvement of food security and the promotion of agri-business have been referred in the five-year agricultural development plan.

The food security program is being implemented in order to: a) expand the production of a

carbohydrate diet not dependent solely on rice; b) to increase the production of the protein-rich crops; c) to diversify the diet and to improve food quality; d) to decrease the consumption of rice per person; as well as e) to improve the sustainable rice production.

It was also clarified during the discussions that the entire system improvement that the Project aims at should be the one to support the current agricultural development policies, such as development of food security system based on diverse food resources, establishment of market oriented farm management as well.

6-3. Composition of the Joint Coordination Committee

Under the structural reform scheduled in the Ministry of Agriculture (MOA), there would be the necessity to review the membership of the Joint Coordination Committee. The both sides agreed that the composition of the Joint Coordination Committee of the Project should be re-considered.

7. Recommendations

As the result of discussions on the Project activities, the Team has made the following recommendations to both the Japanese and Indonesian governments:

(1) AAET encountered serious problems in allocating the recurrent costs necessary for the implementation of the Project in 1999. In 2000, the Project budget is allocated by AAET under the food security program.

The Team highly esteems the efforts made by AAET for allocating the budget necessary for the implementation of the Project. For more effective and efficient implementation of the Project activities, it will be expected for AAET to continue allocating the budget necessary for the implementation of the Project. In particular, AAET is expected to continue to take the necessary measures to secure ample funding and the adequate disbursement in a timely manner for the successful implementation of the Project, especially, funding for personnel expenses and operational expenses including the travel expenses and improving its institutional capacity.

(2) In order to implement the Project successfully and to secure the sustainability of the Project, AAET should make significant efforts to achieve the objectives of the project. In short, AAET, as the executing organization of the Project, is responsible for development of model training programs suitable for the model area and their dissemination. Japanese technical cooperation will focus on technical assistance in developing the above-mentioned model

22



training programs.

Taking into consideration the importance of Indonesian 'ownership' of the Project and smoother implementation of the Project, AAET is expected to strengthen linkages with both the national and local agricultural extension institutions, particularly the BLPP Kayuambon, BIPP, BPP, key farmers and farmer groups in the model area, in order to grasp the real technological needs of extension officers and farmers, as well as to promote the efficient development of model training programs useful for extension officers and farmers.

ANNEX 1. LIST OF JAPANESE EXPERTS DISPATCHED

(a) Long-term Japanese experts

No	Name	Specialty	Period
1	Akira OIKAWA	Chief adviser	9/1/1999-31/3/2000
2	Yasumasa OIZUMI	Project coordinator	9/1/1999-31/3/2000
3	Keiko AKAMATSU (ITAGAKI)	Agricultural extension and training system	9/1/1999-31/3/2000

(b) Short-term Japanese experts

No	Name	Specialty	Period
1	Shigeichi KATO	Strengthening institutional linkage in agricultural institution and training	6/3/2000-25/3/2000
2	Masataka KAWAMURA	Agricultural training assessment	

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ANNEX 2. LIST OF COUNTERPARTS PERSONNEL IN JAPAN FOR TECHNICAL
TRAINING

No	Name	Training course	Period
1	Muhammad Ridha Ismail	Agricultural extension and training	13/2/2000-3/3/2000
2	Asep Suryaman	“ “	“ “

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ANNEX 3. LIST OF MACHINERY AND EQUIPMENT PROVIDED BY JAPAN

(Unit: 1,000 J . Yen)

FY	Total	Items	
1999	8,114	Vehicle	2units
		Copy machine	1set
		Personal computer	3sets
		Presenter system	2sets
		Wireless amplifier	2sets
		Over head projector	2sets

ANNEX 4. LIST OF SUPPLEMENTARY FUNDS TO COVER LOCAL COSTS

(Unit: 1,000 J. Yen)

No	Name	1999/2000FY
1	Local running cost	4,000

1/12
12

12

ANNEX 5. LIST OF INDONESIAN COUNTERPARTS ASSIGNED

No	Assignment	Name	Agency/ Bureau
1	Project Director	Ir. H . Muchtar Abdullah	AAET
2	Project manager	Ir.Moch Anas Rasyid, M.Ed	BAPT
3	Deputy Project manager	Dr. A. Soedradjat Martaamidjaja	BAE
4	General	Ir. Asep Suryaman, M.Ed	BAPT
		Ir. Ridha Ismail	BAE
5	Extension and training system	Ir. Herry Achmad Bazuri, M.Sd	BAPT
		Ir. Lindawati Anggodo	BAE
		Ir. Asep Adinata	BLPP
		Ir. Dadi Sumardi	BLPP
		Oman Abdurachman, B.SC	BLPP
		Ir. Djedje Yusuf	BIPP
		Ir. Didi Moelyadi	BIPP

AAET: Agency for Agricultural Education and Training

BAPT: Bureau of Agricultural Personnel Training

BAE : Bureau of Agricultural Extension

BLPP: Agricultural In-service Training Center

BIPP: Agricultural Information and Extension Center

ANNEX 6. LIST OF SUPPLEMENTARY FUNDS TO COVER LOCAL COSTS

(Unit: RP 1,000)

No	Name	2000FY
1	Local running cost	31,000

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ANNEX 7. Progress of Project activities

1. Selection of the model area

(1) Clarification of meaning of the model area

As the results of the discussions between the Japanese experts and their Indonesian counterparts, the following common understanding was obtained:

- (a) The model area is the place where the trial activities aimed at improving the training concerning the agricultural extension will be tried out under the Project, based on the survey activities and their results, and
- (b) The monitoring and evaluation for the above-mentioned activities will be conducted at the model area.

In addition, the physical coverage of the area indicates the scope of the activities of the Agricultural In-service Training Center (hereinafter referred to as "BLPP") of AAET as the core training center in the model area.

(2) Setting up the criteria for selecting the model area

The criteria for selecting the model area which stated in the Minutes of Meeting signed on August, 1999 were the following four points;

- (a) An area where the AAET carry out training and extension activities as a part of Gema Palagung 2001,
- (b) An area on which the third Umbrella Cooperation focus,
- (c) An area relevant to food production, especially for the increase of rice production, and,
- (d) An area where the Indonesian Government can allocate the traveling expenses for the survey and other activities to be implemented by the counterpart personnel with Japanese experts.

However, after the commencement of the Project, the condition around the Project and the factors affecting the criteria for selecting the model area were changed as followings;

- (a) The model area should be considered based on the existence of BLPP.
- (b) The program related to Gema Palagung 2001 by AAET has no longer implemented as an independent program with specific budget allocation.
- (c) There would be more potential for business oriented farming in diversified farming practices, rather than in rice mono-culture.
- (d) The linkage components of the project should be with a variety of institutions.
- (e) The third umbrella cooperation scheme covers West Java, West Nusa Tenggara, South Kalimantan and South Sulawesi.

Based on the above-mentioned conditions, the criteria for selecting the model area was modified as follows;

<BLPP>

- (a) BLPP of the model area should not be the one with special fields of assignment
- (b) The province considerable agricultural production and potentials
- (c) Enough number of staff is allotted to BLPP
- (d) Training activities are actively conducted
- (e) There are BIPPs in accessible location from the BLPP
- (f) There are institutions related to agriculture in accessible location from the BLPP
- (g) The linkage with the above-mentioned institutions, especially with BIPP is fairly good
- (h) There has not been any foreign assisted projects of large-scale

<Agricultural profile of the area>

- (a) There is a potential for developing the commodities that would lead to the income generation of the farmers
 - (b) The major farming activity is not of mono-culture nor on the commodities that take time to bring about the profit
 - (c) The majority of the farmers are not landless farmers nor marginal farmers
 - (d) There is not complicated problems regarding land ownership and holding
 - (e) There are active farmer groups
 - (f) There are areas with active and established agricultural practices as well as areas to be further developed.
 - (g) There is no conflict or abuse in term of farmer group
- (3) Collection of existing documents and statistical data, etc., for initial screening and the selection of the area

After the commencement of the Project, in order to study the criteria for selecting the model area, the basic information concerning the agricultural extension and training including the reports and statistical data were gathered and analyzed by the Project team.

(4) Visited to the area initially selected for model area

In the middle of October, 1999, the Project team visited two training centers and neighboring extension institutions located in West Java, in order to understand the outline of these institutions.

(5) Study at the Steering Committee

In the Steering Committee held in the beginning of November, 1999, the results on the



preliminary work obtained by the Project team had been reported. As the results of the discussions, the concerned persons agreed that West Java would be the model area, Kayuambon BLPP would be the core training center.

2. Briefing to persons concerned in the model area and gathering the preliminary information

(1) Preparation of the documents for briefing the Project

Before beginning the briefing on the Project to the model area, the Project team prepared the documents describing the outline of the Project in English and Indonesian.

(2) Pay courtesy call to the relevant offices and institutions to brief on the Project

In the middle of November, 1999, the Project team visited the relevant offices and institutions; the provincial office of the Ministry of Agriculture, the Agricultural Officer of West Java Province, District Agricultural Office, and Sub-district Agricultural Office located in the model area, to distribute the briefing paper on the Project and obtain cooperation for the Project.

(3) Briefing to the persons concerned in the model area and establishing the implementation system

In the beginning of December, 1999, the Project team visited Kayuambon BLPP that will be the executing organization of the Project, and Bandung Agriculture Extension Information Center (BIPP), and confirmed the assignment of the Project staff as counterparts in the model area and the preparation of the Project office.

3. Planning of the survey and designing in details

(1) List up the survey components and organize them

The survey item to be gathered in the various levels such as province, district and sub-district on the respective surveys including the extension survey, training survey and partnership survey were listed by the Project team, and the detailed survey items are specified.

(2) Confirmation of objectives and methodologies of the surveys

The specified survey components were studied by the Project team, and the objectives and methodologies of surveys were clarified.

(3) Development of the survey forms and pre tests

Based on the confirmation of survey objectives and methodologies, and the development of the survey forms and pre tests, the following three kinds of survey

forms were prepared by the Project team:

- (a) Questionnaire forms for the heads of extension centers,
- (b) Questionnaire forms for extension officers, and
- (c) Questionnaire forms for the farmers as samples

After developing a draft of the survey forms at the AAET's headquarters, the Project team developed a final draft of survey forms through the discussions with the local persons concerned and the pre tests were conducted in the fields.

(4) Implementation of surveys

- (a) The distribution of survey forms to the persons concerned, the collection of survey forms from them, and the implementation of a supplementary survey

For 22 days starting from February, 7th 2000, the survey forms were distributed to the directors of extension offices, extension officers, and collected from them in cooperation with Bandung BIPP. For 25 days starting from February 23rd, 2000, the Indonesian project staff members conducted directly the survey for farmers and interview with the relevant institutions. In respect to the survey for farmers, survey was conducted among members of farmers' groups in the area around Kayuambon BLPP who would be accessible in terms of logistical limitations. Because most respondents are vegetable production farmers, the Indonesian project staff members conducted the supplementary survey in rice farming area at the end of March, 2000, in order to keep a healthy-balance. As a result of the supplementary survey, the responses to the questionnaire were obtained from 43 directors of extension office, 277 extension officers, 140 members of farmers' groups in the model area.

- (b) The collection and analysis of the training reports in the past

The training reports of 12 training courses conducted (after 1997) in Kayuambon BLPP among extension officers were collected by the Project team, and the training contents, participants, curriculum, trainers, etc. were analyzed.

- (c) The interview with the relevant institutions

The interview on the current conditions of the implementation of the training focused on extension officers in principal with the persons concerned of the provincial office of the Ministry of Agriculture, the provincial office of Agriculture, District Agriculture Office, Agricultural Institutions and Technology Assessment Center (BPTP), etc. were conducted by the Project team.

(5) The preliminary count of the survey results and feed back seminar

The results of survey for the directors and extension officers were added up by the Project team at the first half of March,2000. The feed back seminar was held on 21st, March 2000. The Project team gathered the comments and supplementary information from the directions and staff members of relevant institutions.

(6) Making a report

The results of the survey as a survey report in the model area were collected by the Project team. The draft survey report has been distributed to the persons concerned to obtain their comments.

(7) Survey on the institutions related to training and extension

(a) Planning of the surveys and selection of the institutions to be surveyed

The possible survey items were list down. Aspects to be interviewed were listed.

(b) Implementation of survey

For 3days starting from February 1st, 2000 interviews were conducted by the Project team.

ANNEX 8. Annual Working Plan, Progress and Result (FY1999) for the Project for Improvement of Agricultural Extension and Training

CP= Indonesian Counterpart, JE= Japanese Expert, DIKLAT,AAET= Agency of Agricultural Education and Training, BLPP, AITC= Agricultural in-service Training Center, RI= Related Institution

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

Input/Activities	Fiscal year 1999												Progress (Data No)
	4	5	6	7	8	9	10	11	12	1	2	3	
Input													
Long term Expert													Long term Experts as Chief Adviser, Project Coordinator and Expert-Extension and Training system arrived in Jakarta on 1st September 1999.
Chief Adviser													
Coordinator													
Expert-Extension and Training System													
Short term Expert													Short term experts as agricultural training assessment and strengthening institutional linkage in agricultural institution and training were dispatched from 6th to 25th March 2000.
Agricultural training assessment													
Strengthening institution linkage in agricultural extension and training													
Counterpart personnel													Two counterparts took part in a counterpart training in Japan from 13th February to 3rd March 2000.
Counterpart training in Japan													
Agricultural extension and training													
Technical equipment													Technical equipment were supplied on 30th March 2000.
Local cost													
Japanese side													Local cost for project activities was provided.
Indonesian													There is no taking measure for activities of 1999.
Joint committee													
Steering committee													The meeting was held 5 times from September 1999 to March 2000.
Project consultation team													The team dispatched from 15, May 2000 to 25, May 2000.

ANNEX 8. Annual Working Plan, Progress and Result (FY1999) for the Project for Improvement of Agricultural Extension and Training

CP= Indonesian Counterpart, JE= Japanese Expert, DIKLAT,AAET= Agency of Agricultural Education and Training, BLPP, AITC= Agricultural in-service Training Center, RI= Related Institution

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

Input/Activities	Fiscal year 1999												Out put	Progress (Data No)	Result	Personnel	Location	Target	Equipment	Cost
	4	5	6	7	8	9	10	11	12	1	2	3								
1.Survey and data analysis on extension activities for farmers in the model area													1.Potensial needs of farmers are identified for more effective extension activities		Model area is West Java: BLPP kayuanbon BEPP Bandung	CP,JE,BLPP, BIPP,BPP	Model area Provincial: West Java District: Bandung	DIKLAT BLPP, BIPP, BPP, KF,	Vehicle, Survey Material	Expenses for survey and Publication
1-1.Selection of the model area													1-1.The model area is selected based on the criteria	Data-1,2, Discussed among project personnel to list up the selection criteria. Consolidated existing data in comparative table. Visited to BLPP Kayuanbong, BLPP Cihea, BIPP Cianjur and BIPP Bandung on 14-15 October. The selection of model area is approved at steering committee on 9th November.						
a)Setting of selection criteria																				
b)Initial screening with existing data on the area																				
c)Ocular visit to the area initial selected																				
1-2.Operation/briefing to the model area													1-2.Relevant institutions are briefed on the Project	Data-3, Briefed to BLPP Kayuambong, BIPP Bandung, and visited KANWIL, DINAS for courtesy call on 16-18 November.						
a)Courtesy to the relevant offices and institutions																				
b)Preliminary information gathering														Visit BPP Cisarua, P4S Alam Lestari, BPP Lembang, P4S Tani Mandiri for general information gathering on 6-9 December.						
1-3.Planning of the surveys													1-3.Plan for extension survey is formulated and necessary survey forms are developed	Data-4, List down possible survey items Data-5,6,7,8 Questionnair forms are prepared with pre-testing	The Survey activities was completed as scheduled. (March 2000)					
a)Themes, contents and methodologies of the surveys, preparation of formats, etc														Data-9,10,11,12,13 Questionnaire survey for heads of extension centers and extension officers through BIPP on 7-22 February. Questionnaire survey for members of farmer group by Project team on 23-25 February and 29 March.						
1-4.Implementation of surveys													1-4.The extension survey is conducted							
1-5.Analysis of the survey results													1-5.Survey report is compiled	Data-14 Feed back seminar held on 21 March.						

Annex 8. Annual Working Plan, Progress and Result (FY1999) for the Project for Improvement of Agricultural Extension and Training

CP= Indonesian Counterpart, JE= Japanese Expert, DIKLAT,AAET= Agency of Agricultural Education and Training, BLPP, AITC= Agricultural In-service Training Center, RI= Related Institution

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer.																							
Input/Activities	Fiscal year 1999													Out put	Progress (Data No)	Result	Personnel	Location	Target	Equipment	Cost		
	4	5	6	7	8	9	10	11	12	1	2	3											
2.Survey and data analysis on training activities for extension officers and farmers in the model area													2.Effectiveness of the training programs is studied			Model area is West Java:	CP,JE,BLPP, BIPP,BPP	Model area	BIPP, BPP, KF	Vehicle, Survey material	Publication		
2-1.Selection of the model area													2-1.The model area is selected based on the criteria	Data-1,2 Discussed among project personnel to list up the selection criteria. Consolidated existing data in comparative table. Visited to BLPP Kayuambong, BLPP Cihea, BIPP Cianjur and BIPP Bandung on 14-15 October. The selection of model area is approved at steering committee on 9th November.		BLPP kayuambon		Provincial: West Java District: Bandung					
a)Setting of selection criteria																							
b)Initial screening with existing data on the area																							
c)Ocular visit to the area initial selected																							
2-2.Operation/briefing to the model area													2-2.Relevant Institutions are briefed on the Project	Data-3, Briefed to BLPP Kayuambong, BIPP Bandung, and visited KANWIL, DINAS for courtesy call on 16-18 November. Visit BPP Cisarua, P4S Alam Lestari, BPP Lembang, P4S Tani Mandiri for general information gathering on 6-9 December.									
a)Courtesy to the relevant offices and institutions																							
b)Preliminary information gathering																							
2-3.Planning of the surveys													2-3.Plan for training survey is formulated and necessary survey forms are developed	Data-4, List down possible survey items Data-5,6,7,8 Questionnaire forms are prepared with pre-testing on 1-2 February Data-9,10,11,12,13 Questionnaire survey for heads of extension centers and extension officers through BIPP on 7-22 February. Questionnaire survey for members of farmer group by Project team on 23-25 February and 29 March. 12 training reports in the past are collected for analysis.	The Survey activities was completed as scheduled. (March 2000)								
a)Themes, contents and methodologies of the surveys, preparation of formats, etc																							
2-4.Implementation of surveys													2-4.The training survey is conducted										
2-5.Analysis of the survey results													2-5.Survey report is compiled	Data-14 Feed back seminar held on 21 March.									

2/2:

ANNEX 8. Annual Working Plan, Progress and Result (FY1999) for the Project for Improvement of Agricultural Extension and Training

CP= Indonesian Counterpart, JE= Japanese Expert, DIKLAT,AAET= Agency of Agricultural Education and Training, BLPP, AITC= Agricultural in-service Training Center, RI= Related Institution

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

Input/Activities	Fiscal year 1999												Out put	Progress (Data No)	Result	Personnel	Location	Target	Equipment	Cost
	4	5	6	7	8	9	10	11	12	1	2	3								
3.Survey on the institutions related to training and extension													3.Potentials for further linkage with relevant institutions are clarified	Data-1,2 List down possible survey items	The Survey activities was completed as scheduled. (March 2000)	CP,JE,BLPP, BIPP,BPP	Model area Provincial: West Java District: Bandung	DIKLAT BLPP, BIPP, RI, KF,	Vehicle, Survey material	Expenses for survey
a)Planning of the surveys																				
b)Selection of the institutions to be surveyed																				
c)Implementation of surveys																				
d)Analysis of the survey results																				

3/3

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ANNEX 8. Annual Working Plan, Progress and Result (FY1999) for the Project for Improvement of Agricultural Extension and Training

CP= Indonesian Counterpart, JE= Japanese Expert, DIKLAT,AAET= Agency of Agricultural Education and Training, BLPP, AITC= Agricultural in-service Training Center, RI= Related Institution

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

Input/Activities	Fiscal year 1999												Out put	Progress (Data No)	Result	Personnel	Location	Target	Equipment	Cost
	4	5	6	7	8	9	10	11	12	1	2	3								
4. Formulation, implementation and evaluation of model training programs related to agricultural extension based on the activities mentioned in 1, 2 and 3 above in the model area													4. Model training programs for extension officers and farmers are formulated			CP, JE, BLPP, BIPP, BPP	DIKLAT, BLPP,	DIKLAT, BLPP, BIPP, BPP, KF	Vehicle, Training material, Agricultural equipment	Training expenses
4-1. Formulation of model training programs related to agricultural extension a) Training needs assessment and participatory planning b) Curriculum development													4-1. Training needs are identified and training curriculum is developed							
4-2. Implementation of model training program for extension officers and key farmers a) Conduct of training course for extension officers b) Conduct of training course for key farmers													4-2. Training courses for extension officers and farmers are conducted							
4-3. Evaluation and improvement of model training programs a) Examination of evaluation method b) Evaluation, monitoring and follow up c) Formulation of recommendations for improvement													4-3. Training courses are evaluated and points for further improvement are clarified							

ANNEX 9: Draft plan of the trial training under the Project

Tentative Title of the Training

Training for extension officers on the methods of identification and utilization information resources of locally existing advanced cases of farming

Background and Rationale:

In the current context of socio-economic development of Indonesia, there has been a general policy drive for bottom-up approach. It is also in support of the realization and promotion of development directions in line with the local autonomy and decentralization, one of the urgent political agenda of the country. With these general situations, discussions are held on necessity of further human resource development, particularly, the social preparation for the government officers especially at the field level to become active mediators between government policies and needs of the clientele in the locality.

As for the human resources development in agricultural sector in particular, agricultural extension and training have a critical role. As for the training opportunities for the extension officers, the extension officers do have a lot of practical desires and expectations. As a part of the integrated efforts to improve the entire system of extension and training, it is considered worthy to conduct a trial training for extension, which will supplement the existing training opportunities, or even to explore an innovative method to respond better to the needs and aspirations of the field extension officers.

The trial training highlights the existence of the already available skills and resources in the locality that are accessible and feasible as the subject of extension, rather than injecting external technologies and knowledge. By this manner, the daily work of the extension officers becomes as the part and parcel of the subject of training, which will secure the greater relevance of the training to the actual extension activities. The training will also encourage the positive initiatives of the extension officers and farmers themselves, through the participatory approach, to find out the solutions of the problems related to farming practices in the field.

Objectives of the training

This trial training program aims to;

- (1) explore possible methods of identifying and utilizing locally available resources of information for extension activities, taking into consideration that there are many advanced farmers as source of information and persons to consult with for extension officers in the field, and
- (2) serve as a process to encourage the initiatives of extension officers towards the solution of the problems of farmers in the field, with awareness-raising of extension officers to become more self-reliant in carrying out their duties and responsibilities, rather than to be passive followers of the instructions from the above level of administration.

Methodological features of the training

The course should be composed of several short sessions with several weeks of intervals, during which the participants would proceed with the theme of the training in their daily work in the field. Therefore, the ordinary extension activities of the individual extension officers during the entire period of training are also integrated and accredited as part and parcel of the training program. Also, the method to conduct series of session will allow a session to follow up the previous session thus there is no need for the trainers to conduct follow-up activities separately.

The major learning process should be through discussions among the co-participants, not from the lecturers who are not extension officers. Thus the common understanding of the local situation has to be secured among the participants. Major style of the session would be group discussion, group presentation, open discussion, and wrap-up with short input on activity guidance. Thus the facilitation is the key factor for the part of trainers with some basic technical reference related to the subject on which the participants would be working.

In order to multiply the training effects, it may be given as an assignment or precondition of the participants to organize an in-house sharing seminar after each session of the training to share the learning to co-extension officers in the same extension centers (BPP).

Expected Outcomes of the training

At the end of the training, the participants are expected to;

- (1) understand how to identify the advanced cases of farming in the locality,
- (2) be able to analyze and sort out the skills from the advanced cases, and,
- (3) be able to make extension materials based on the analysis of the advanced cases by themselves.

As a bi-product of the training, the details of actual cases with which the participants deal during the training will later be compiled as information references. The extension materials they will come up with at the end of the training on the selected subject will be used in the actual extension activities, to test the applicability of the extension material, prior to the last session of the training.

25/

Tentative Framework of the Trial Training Program

Session	Contents of Training Sessions	Days of session (approx.)	Tasks to be carried out by participants in the field until next session
Session 1	Orientation: Explanation of the training course a) Rationale of the training b) Introduction of schedule and contents c) On-site needs assessment d) Formation of the working groups	1 day	a) Conduct of the in-house seminar b) Selection of suitable cases c) Preliminary information gathering on the selected cases
Session 2	Case Analysis – I: Setting of analytical framework a) Viewpoints to analyze the case b) Field trip to some successful cases in West Jawa c) Discussion to consolidate the observations d) Input on case analysis	6 days 1 day 4 days 1 day	a) Conduct of the in-house seminar b) Information gathering on their respective cases c) Case analysis and preparation for presentation
Session 3	Case Analysis – II: Examination of the analysis a) Sharing of analysis among working groups b) Group presentation c) Discussion and revision of the case descriptions d) Input on material production	2 - 3 days	a) Conduct of the in-house seminar b) Drafting of their respective part of the extension material based on the case descriptions
Session 4	Drafting of case materials for extension a) Drafting by working groups b) Presentation of the draft by groups c) Discussion and final draft production d) Input on utilization of case material	2 - 3 days	a) Conduct of the in-house seminar b) Conduct of field guidance or training to the farmers in their respective area of work, using the extension materials compiled (trial application of materials in the field extension activities)
Session 5	Follow-up: applicability of case materials in extension activities a) Sharing of experience among working groups b) Reporting on the utilization of case materials c) Discussion & wrap-up	1-2 days	

Objectives & Expected Outcomes of Each Session

- | | |
|-----------|---|
| Session 1 | <p>Objectives: (1) To provide the participants with a thorough understanding of the objectives and contents of the entire training course</p> <p>(2) To mobilize the commitment from the participants for their involvement in the course activities</p> <p>Outcomes: (1) Participants will fully understand the objectives, contents and their tasks to be carried out through the entire process of the training</p> <p>(2) Participants will be well acquainted with co-participants and be prepared and motivated to take active roles in the training</p> |
| Session 2 | <p>Objectives: (1) To provide the participants with the viewpoints and framework for case studies</p> <p>(2) To provide the participants with opportunities to be exposed to the advanced cases of farming, including technical and organizational aspects in the model area</p> <p>Outcomes: (1) Participants will be able to analyze the actual case of farming</p> <p>(2) Participants will be able to identify the unique or advance aspects of the actual cases of farming</p> <p>(3) Participants will obtain new insights from observations of different locations</p> |
| Session 3 | <p>Objectives: (1) To facilitate the participants' understanding on the process of extension material making at the field level</p> <p>(2) To provide the participants with opportunities to exchange ideas and information on different advanced farming cases within the locality</p> <p>Outcomes: (1) Participants will be acknowledged with the basics of extension material making at the field level</p> <p>(2) Participants will obtain skills to extract the prominent aspects from actual cases to identify and find out solutions of the problems in the locality</p> |
| Session 4 | <p>Objectives: (1) To facilitate the participants to compile the extension materials out of their own field experiences</p> <p>(2) To provide the participants with more technical or organizational information derived from the co-participants' works</p> <p>Outcomes: (1) Extension materials from working groups will be prepared for trial application</p> <p>(2) List of advanced cases of farming in the locality will be compiled for information dissemination</p> |
| Session 5 | <p>Objectives: (1) To provide participants to exchange experiences and opinions as feed back of trial application of the materials</p> <p>(2) To assess the applicability of the materials in the field activities</p> <p>(3) To encourage the participants to continue similar efforts by their own</p> <p>Outcomes: (1) Participants will confident and convinced with the usefulness of local case analysis in the extension activities</p> <p>(2) Participants will come up with further improvement of materials and information list by their own</p> |

NARRATIVE SUMMARY	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
OVERALL GOAL The system of agricultural extension activities and training for enhancing the management abilities of farmers is improved.	The newly developed training concept is introduced to other BLPPs.	National statistics . Statistics of farmers group with maturity index.	1. Agricultural policy will not change drastically
PROJECT PURPOSE The system for planning, implementing, monitoring and evaluating activities for training and extension is strengthened.	Most of the training courses with the newly developed training concept are conducted at BLPP Kayuambon by Indonesian staff themselves. The number of satisfied participants of training courses at BLPP Kayuambon increases by 50 percent by March 2002.	Project records	1. AAET further applies the developed system to other training programs. 2. AAET maintains a high priority for agricultural training and extension activities. 3. Economic and social conditions remain stable in Indonesia
OUT PUTS 1. Potential needs of farmers are identified for more effective extension activities. 2. The current problems of training are clarified 3. The potentials for further linkages with relevant institutions are clarified 4. Model training programs for extension officers and farmers are formulated	1. The collection rate of questionnaires reaches 80 percent and the report on farmer's needs assessment is developed by March 2000. 2. 80 percent of necessary information is obtained by March 2000. 3. 80 percent of relevant institutions are interviewed by March 2000. 4. More than 80 percent of the participants of the model training express understanding of the contents. More than 20 percent of extension officers in Bandung District is trained through the project, which conducts training for key farmers by March 2002.	1. Survey report 2. Survey report 3. Project records 4. Training completion reports	1. Training activities and AAET's commitment to the Project are maintained. 2. The financial conditions of AAET and the relevant extension institutions remain stable. 3. The relevant training and extension activities of AAET are utilized efficiently. 4. The possible change of organizational structure of AAET dose not affect the Project activities. .
ACTIVITIES 1. Survey and data analysis on extension activities for farmers in the model area. 2. Survey and data analysis on training activities for extension officers and farmers in the model area 3. Survey on the institutions related to training and extension. 4. Formulation, implementation and evaluation of model training programs concerning extension and agriculture based on the activities mentioned in (1), (2) and (3) above in the model area. 4-1. Formulation of model training programs related to agricultural extension 4-2. Implementation of a model training programs related to agricultural extension for extension officers and key farmers 4-3. Evaluation and improvement of model training programs.	INPUTS Indonesian side 1. Indonesian counterpart personnel: 1-1. Project Director, 1-2. Project Manager, 1-3. Deputy Project Manager, 1-4. Counterpart personnel for Japanese experts 1-5. Administrative and technical staff to support the Project activities. 2. Physical Facilities: 2-1. Building, facilities, experimentation fields, and other space for the Project. 2-2. Space for the machinery and equipment, 2-3. Electricity , water and communication facilities 2-4. Other land, buildings and facilities necessary for the Project 3. Operating expense: 3-1. Travel cost for field study and supervision, 3-2. Budget for training and extension activities, 3-3. Maintenance and operating expenses. Japanese Side 1. Japanese expert Long-term Experts (1-1. Chief-Adviser, 1-2. Coordinator, 1-3. Agricultural Extension and Training System) Short-term Experts (if necessary) 2. Technical training of Indonesian counterpart personnel in Japan 3. Equipment and Machinery: 3-1. Machinery and equipment for training of agricultural extension 3-2. Machinery and equipment for activities, 3-3. Vehicles and their spare parts, 3-4.Other necessary equipment and materials for technical cooperation 4. Others: Local-cost expenditure for agricultural extension and training		1. The relevant training facilities are improved continuously and administered appropriately by the Indonesian side. 2. Customs formalities do not hinder the delivery of the Equipment. 3. The budget of AAET in particular travel expenses, is available for the implementation of the Project. 4. The trained extension officers continue to work with the Project. PRE CONDITIONS Smooth coordination between training and extension is ensured among AAET activities Operational expenses for the project implementation will be allocated by the Indonesian government Appropriate number of Indonesian counterpart personnel will be assigned

AAET: Agency for Agricultural Education and Training BLPP: Agricultural In-service Training Center

12/12

Annex 11 Tentative Schedule of Implementation for the Project for Improvement of Agricultural Extension and Training System

Activities	99				00									01									02								
	9	10	11	12	1	2	3	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.Survey and data analysis on extension activities for farmers in the model area																															
1-1.Selection of the model area																															
a)Setting of selection criteria																															
b)Initial screening with existing data on the area																															
c)Ocular visit to the area initial selected																															
1-2.Operation/briefing to the model area																															
a)Courtesy to the relevant offices and institutions																															
b)Preliminary information gathering																															
1-3.Planning of the surveys																															
a)Themes, contents and methodologies of the surveys, preparation of formats, etc																															
1-4.Implementation of surveys																															
1-5.Analysis of the survey results																															

12/12

21/12/

Annex 11 Tentative Schedule of Implementation for the Project for Improvement of Agricultural Extension and Training System

Activities	99				00												01												02		
	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3
2.Survey and data analysis on training activities for extension officers and farmers in the model area																															
2-1.Selection of the model area																															
a)Setting of selection criteria																															
b)Initial screening with existing data on the area																															
c)Ocular visit to the area initial selected																															
2-2.Operation/briefing to the model area																															
a)Courtesy to the relevant offices and institutions																															
b)Preliminary information gathering																															
2-3.Planning of the surveys																															
a)Themes, contents and methodologies of the surveys, preparation of formats, etc																															
2-4.Implementation of surveys																															
2-5.Analysis of the survey results																															

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Activities	99				00								01								02										
	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3
3.Survey on the institutions related to training and extension																															
a)Planning of the surveys																															
b)Selection of the institutions to be surveyed																															
c)Implementation of surveys																															
d)Analysis of the survey results																															

12

Annex 11 Tentative Schedule of Implementation for the Project for Improvement of Agricultural Extension and Training System

Activities	99				00												01												02		
	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3
4. Formulation, implementation and evaluation of model training programs related to agricultural extension based on the activities mentioned in 1, 2 and 3 above in the model area																															
4-1. Formulation of model training programs related to agricultural extension																															
a) Training needs assessment and participatory planning																															
b) Curriculum development																															
4-2. Implementation of model training programs related to agricultural extension for extension officers and key farmers																															
a) Conduct of training course for extension officers																															
b) Conduct of training course for key farmers																															
4-3. Evaluation and improvement of model training programs																															
a) Examination of evaluation method																															
b) Evaluation, monitoring and follow up																															
c) Formulation of recommendations for improvement																															

ANNEX 12. Monitoring and Evaluation Plan

Project	The Project for Improvement of Agricultural Extension and Training System		
Duration of Cooperation	September 1, 1999 ~ March 31, 2001		
Name of Mission	Management Consultation Team	Leader	Mr. Toshihiko Taniguchi
Name of Agency	Agency for Agricultural Education And Training	General Director	IR. H. Muchtar Abdulah
Mission Period	May 15th, 2000 ~ May 25th, 2000		

I . Project structure and activities

1. Project Design Matrix (PDM: Annex 10)

In accordance with the Minutes of Understanding signed in Jakarta on August 9th, 1999, the Project team (which consists of the Japanese experts and the Indonesian counterparts in charge), and the Management Consultation Team reviewed the existing Tentative PDM for the purpose of revising the PDM by setting up objectively verifiable indicators corresponding to the overall goal, Project purpose and output.

Based on the revision of the existing PDM, the revised PDM (PDM version 1) was jointly formulated by the Project team in consultation with the Management Consultation Team.
2. Plan of Operation (PO: Annex 13)

The PO was jointly formulated by the Japanese experts and their Indonesian counterparts in charge in consultation with the Management Consultation Team. The PO will be utilized for the effective monitoring of Project activities by the Project team.

II . Monitoring and Evaluation Activities

1. Monitoring System

In accordance with the evaluation schedule, an evaluation study team will be dispatched by JICA at the termination of the Project. The evaluation study team and the Indonesian authorities concerned will organize a joint evaluation team. The joint evaluation team will examine the level of achievement based on the “ Item of Evaluation” (ANNEX 14).

2. Evaluation System

In accordance with the evaluation schedule, an evaluation study team will be dispatched by JICA at the termination of the Project. The evaluation study team and Indonesian authorities concerned will organize a joint evaluation team. The joint evaluation team will examine the level of achievement based on the “ Items of Evaluation” (ANNEX 14).

An evaluation report will be prepared, which should be signed by both the Indonesia and Japanese sides.

III. Schedule of Monitoring and Evaluation

Time	Type of monitoring and evaluation	Conducted by	Reported by
November , 2000	1 st Monitoring	Counterparts & JICA experts	Monitoring Report
May, 2001	2 nd Monitoring	“ “	“ “
October, 2001	Terminal Evaluation	Joint evaluation team	Joint evaluation report

IV. Criteria and items for monitoring and evaluation

1. Criteria and items for Monitoring (Project achievement chart: Annex 15)

Target / indicators described in “ Plan of Operation” (PO: Annex 13) should be utilized for monitoring.

2. Criteria and items of evaluation

The list of criteria for evaluation is shown in ANNEX 14“ Items of Evaluation”.

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27

ANNEX 13. Plan of Operation for the Project for Improvement of Agricultural Extension and Training

CP= Indonesian Counterpart, JE= Japanese Expert, DIKLAT,AAET= Agency of Agricultural Education and Training, BLPP, AITC= Agricultural in-service Training Center, RI= Related Institution

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

Activities	99				00				01				02				Out put	Personnel	Location	Target	Equipment	Cost
	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12						
2.Survey and data analysis on training activities for extension officers and farmers in the model area																	2.Effectiveness of the training programs is studied	CP,JE,BLPP, BIPP,BPP	Model area	DIKLAT BLPP, BIPP, BPP, KF	Vehicle, Survey Materials	Expenses for survey and Publication
2-1.Selection of the model area																	2-1.The model area is selected based on the criteria					
a)Setting of selection criteria																						
b)Initial screening with existing data on the area																						
c)Ocular visit to the area initial selected																						
2-2.Operation/briefing to the model area																	2-2.Relevant institutions are briefed on the Project					
a)Courtesy to the relevant offices and institutions																						
b)Preliminary information gathering																						
2-3.Planning of the surveys																	2-3.Plan for training survey is formulated and necessary survey forms are developed					
a)Themes, contents and methodologies of the surveys, preparation of formats, etc																						
2-4.Implementation of surveys																	2-4.The training survey is conducted					
2-5.Analysis of the survey results																	2-5.Survey report is compiled					

27

ANNEX 13. Plan of Operation for the Project for Improvement of Agricultural Extension and Training

CP= Indonesian Counterpart, JE= Japanese Expert, DIKLAT,AAET= Agency of Agricultural Education and Training, BLPP, AITC= Agricultural in-service Training Center, RI= Related Institution

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

[illegible]

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BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

[illegible]

Annex 14. Item of Evaluation

Items of Evaluation		Indicators
1.Effectiveness	1-1.Achievement of Project purpose	1.Recommendations on agricultural extension and training system
	1-2.Contribution of outputs to achieve project purpose	1.Improved guidelines on training activities for extension officers
	1-3.Contribution of activities to achieve outputs	1.Number of training courses 2.Number of participants 3.Number of training materials
2.Efficiency	2-1.Timing, quality and quantity of inputs to produce outputs	1.Input for planned activities is provide as scheduled 2.Sufficient quality and quantity of inputs provided to produce output Input from Japan: Experts, c/p training, equipment, subsidy of local running cost Input from Indonesia c/p personnel, land, buildings, local running cost 3.Sufficient output is produced as scheduled
	2-2.Linkages with other types of cooperation	1.Number of collaborative activities with other agricultural institution
3.Impact	3-1.Direct impacts on project purpose level	1.Credits point of training instructors and extension officers
	3-2.Indirect impacts on overall goal level	1.Improved methods of training for extension are disseminated to other training centers of AAET 2.Number of training centers applying training programs related to extension activities developed through the Project
4.Rationale	4-1.Rationale of overall goal	1.Priority of agricultural extension and training among agricultural policy and strategies
	4-2.Rationale of project purpose	1.Relation between project purpose and overall goal 2.Needs/interests of AITC and extension officers
	4-3.Rationale of project design	1.Relation among overall goal, project purpose, outputs, activities and input designed in PDM
5.Sustainability	5-1.Institutional aspects	1.Government policy of agricultural extension and training is remained unchanged 2.Project counterparts stay in the project and continue to work for agricultural extension and training
	5-2.Financial aspects	1.Sufficient budget is allocated to continue activities
	5-3.Technical aspects	1.Methodologies improved by the project meet to extension officer's needs 2.System of agricultural extension and training improved by the project is adopted to AAET programs

ANNEX 15 Project Achievement Chart
Project Outputs

Items / Activities	Targets / Indicators	Schedule*					Progress %	Distinguished Achievement	Progress and Countermeasures
		00 I	00 II	01 I	01 II	02 I			
1. Survey and data analysis on extension activities for farmers in the model area	1. Potential needs of farmers are identified for more effective extension activities								
1-1. Selection of the model area	1-1. The model area is selected based on the criteria								
a) Setting of selection criteria									
b) Initial screening with existing data on the area									
c) Ocular visit to the area initially selected									
1-2. Operation/briefing to the model area	1-2. Relevant institutions are briefed on the Project								
a) Courtesy to the relevant offices and institutions									
b) Preliminary information gathering									
1-3. Planning of the surveys	1-3. Plan for extension survey is formulated and necessary survey forms are developed								
a) Themes, contents and methodologies of the surveys, preparation of formats, etc									
1-4. Implementation of surveys	1-4. The extension survey is conducted								
1-5. Analysis of the survey results	1-5. Survey report is compiled								

* I : April ~ September

* II: October ~ March

7/7

ANNEX 15 Project Achievement Chart

Project Outputs

Items / Activities	Targets / Indicators	Schedule*					Progress %	Distinguished Achievement	Progress and Countermeasures
		00		01		02			
		I	II	I	II	I			
2.Survey and data analysis on training activities for extension officers and farmers in the model area	2.Effectiveness of the training programs is studied								
2-1.Selection of the model area	2-1.The model area is selected based on the criteria	■							
a)Setting of selection criteria									
b)Initial screening with existing data on the area									
c)Ocular visit to the area initial selected									
2-2.Operation/briefing to the model area	2-2.Relevant institutions are briefed on the Project	■							
a)Courtesy to the relevant offices and institutions									
b)Preliminary information gathering									
2-3.Planning of the surveys	2-3.Plan for training survey is formulated and necessary survey forms are developed	■							
a)Themes, contents and methodologies of the surveys, preparation of formats, etc									
2-4.Implementation of surveys	2-4.The training survey is conducted	■							
2-5.Analysis of the survey results	2-5.Survey report is compiled	■							

* I : April ~ September

* II: October ~ March

7/7

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ANNEX 15 Project Achievement Chart
Project Outputs

Items / Activities	Targets / Indicators	Schedule*					Progress %	Distinguished Achievement	Progress and Countermeasures
		00		01		02			
		I	II	I	II	I			
3.Survey on the institutions related to training and extension a)Planning of the surveys b)Selection of the institutions to be surveyed c)Implementation of surveys d)Analysis of the survey results	3.Potentials for further linkage with relevant institutions are clarified	■							

*I : April ~ September

*II: October ~ March

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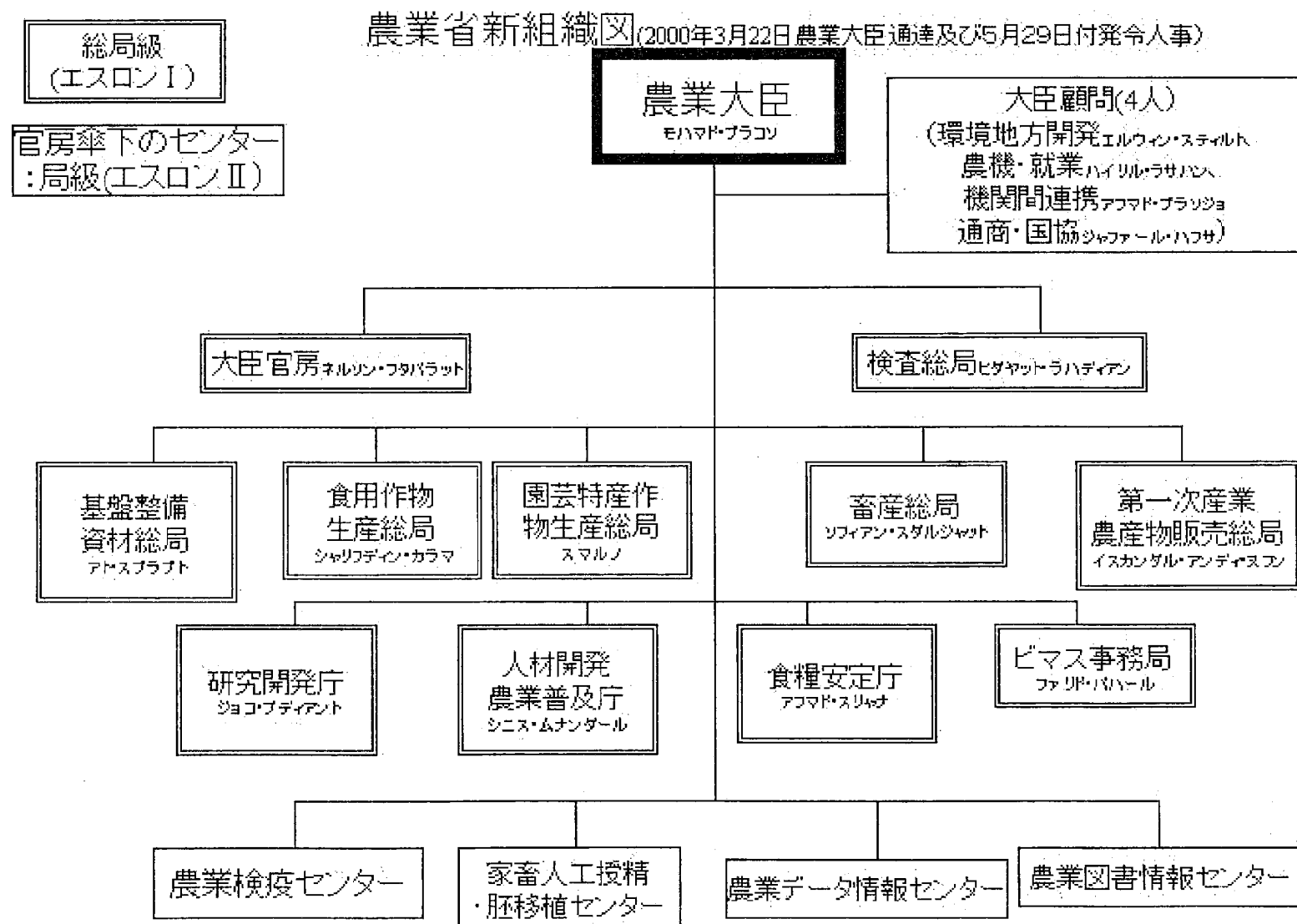
ANNEX 15 Project Achievement Chart
Project Outputs

Items / Activities	Targets / Indicators	Schedule*					Progress %	Distinguished Achievement	Progress and Countermeasures
		00 I	00 II	01 I	01 II	02 I			
4. Formulation, implementation and evaluation of model training programs related to agricultural extension based on the activities mentioned in 1, 2 and above in the model area	4. Model training programs for extension officers and farmers are formulated								
4-1. Formulation of model training programs related to agricultural extension a) Training needs assessment and participatory planning b) Curriculum development	4-1. Training needs are identified and training curriculum is developed								
4-2. Implementation of model training programs related to agricultural extension for extension officers and key farmers a) Conduct of training course for extension officers b) Conduct of training course for key farmers	4-2. Training courses for extension officers and farmers are conducted								
4-3. Evaluation and improvement of model training programs a) Examination of evaluation method b) Evaluation, monitoring and follow up c) Formulation of recommendations for improvement	4-3. Training courses are evaluated and points for further improvement are clarified								

* I : April ~ September

* II: October ~ March

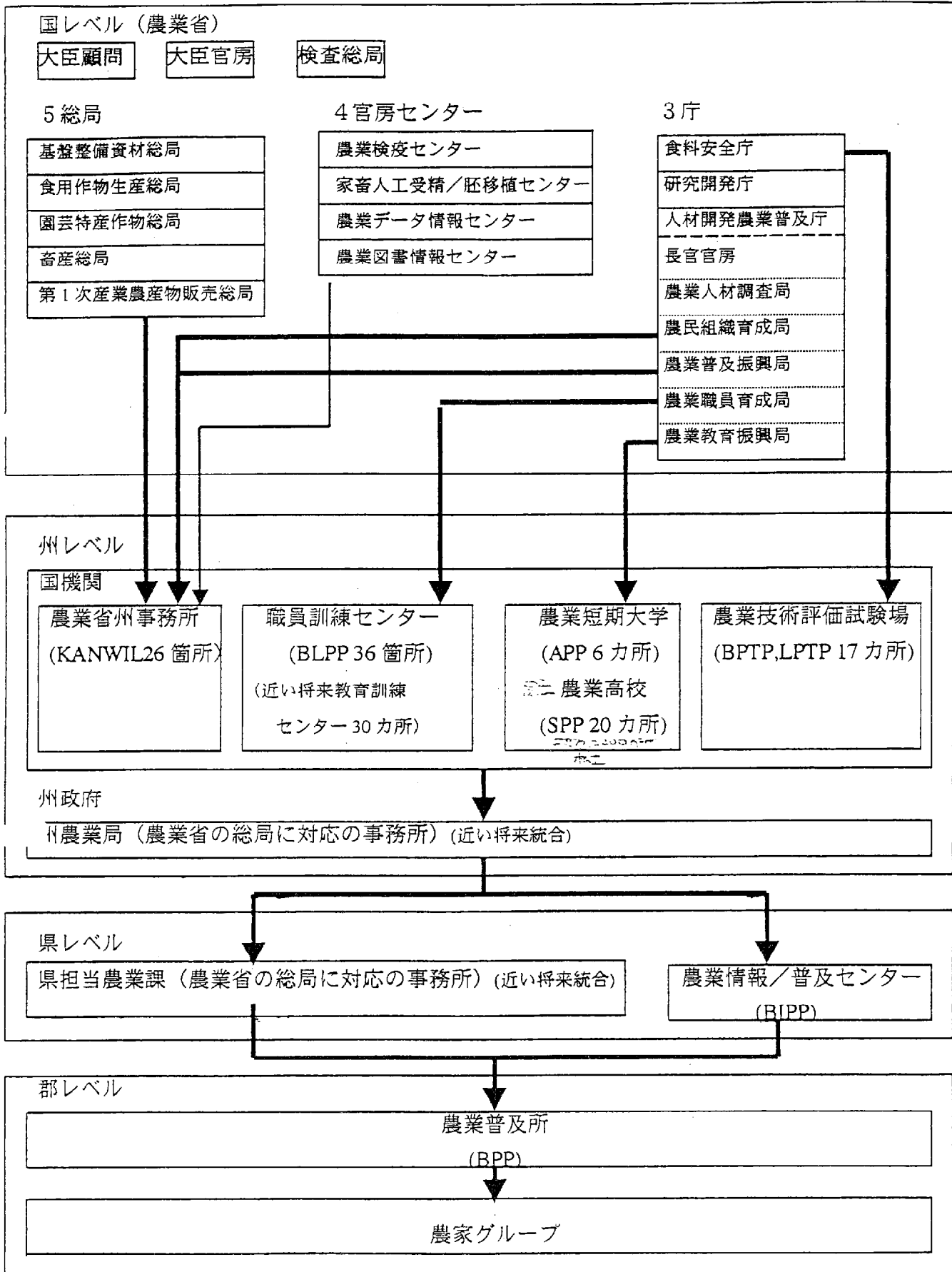
(2) 農業省新組織図



(3) 農業普及組織のつながり

農業普及組織のつながり

00.4.18



教育訓練庁(Badan Pendidikan dan Pelatihan Pertanian : DIKLAT)

技術教官グループ (Kelompok Jabatan Fungsional)

長官官房 (Sekretariat Badan)

企画課 (Bagian Penysunan Program)

(人材班、農業教育訓練班、普及班)

人事課 (B. Kepagawaian) (3 班)

会計課 (B. Keuangan) (3 班)

法務広報課 (B. Peraturan Perundan—Undangan Kelembagaan dan
Hubungan Masyarakat) (3 班)

庶務調達課 (B. Tata Usaha dan Perlengkapan) (3 班)

農業人材評価局(Pusat Pengkajian Sumber Daya Manusia Pertanian)

技能グループ(Kelompok Jabatan Fungsional)

庶務班 (Subbagian Tata Usaha)

技術サービス課 (Bidang Pelayanan Teknik)

(農業労力班、農業職員班、農業教育訓練班)

職員教育訓練局(P. Pembinaan Pendidikan dan Pelatihan Pegawai)

技能グループ(Kelompok Jabatan Fungsional)

庶務班 (Subbagian Tata Usaha)

事務職技能職教育訓練課(B. Diklat Struktural dan Fungsional)

(事務職訓練班、技能職訓練班、留学・協力班、人材班)

技術教育訓練課(B. DIKLAT Teknis)

(作物教育訓練班、畜水産教育訓練班、行政・管理教育訓練班)

農業教育開発局 (P. Pembinaan Pendidikan Pertanian)

技能グループ(Kelompok Jabatan Fungsional)

庶務班 (Subbagian Tata Usaha)

農業教育業務課 (B. Penyelenggaraan Pendidikan Pertanian)

(作物班、畜産班、水産班、協力班)

農業教育開発課(B. Pengembangan Pendidikan Pertanian)

(登録班、整備班、人力班)

農業普及開発局 (P. Pembinaan Penyuluhan Pertanian)

技能グループ(Kelompok Jabatan Fungsional)

庶務班 (Subbagian Tata Usaha)

普及課 (B. Tata Penyuluhan)

(青年女性農漁民班、自立普及班、情報通信班)

人材課(B. Sumberdaya)

(プロ農業普及員班、農業普及員登録班、整備班)

組織班(B. Kelembagaan)

(普及員組織班、農民組織班、協力班)

(4) カウンターパートの配置

カウンターパートの配置

分野	氏名	役職
総括	Ir. H. Muchtar Abdulah	教育訓練庁長官
〃	Ir. Moh. Anas Rasyid, M.Ed	職員教育訓練局長官
〃	Dr. A. Soedradjat Martaamidjaja	農業普及開発局長官
運営管理	Ir. Asep Suryaman, M.Ed	職員教育訓練局 事務職
〃		技能職教育訓練課長
普及／研修システム	Ir. Ridha Ismail	農業普及開発局人材課長
〃	Ir. Herry Achmad Bazuri, M.Sd	事務職技能職教育訓練課技能グループ
〃	Is. Lindawati Anggodo	農業普及開発局人材課 プロ農業普及員班
〃	Ir. Asep Adinata	カユアンボン農業教育訓練センター教官
〃	Ir. Dadi Sumardi	〃
〃	Oman Adburachman, B.SC	バンドン県農業情報普及センター
〃	Mr. Djedje Tusuf	普及員
〃	Mr. Didi Moelyadi	〃

(5) T S I に沿った具体的な活動内容と活動のねらい

TSIに沿った具体的な活動内容と活動のねらい

Tentative Plan of Operation for the Project for Improvement of Agricultural Extension and Training

CP= Indonesian Counterpart, JE= Japanese Expert, DIKLAT,AAET= Agency of Agricultural Education and Training, BLPP, AITC= Agricultural in-service Training Center, RI= Related Institution
BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

Activities	99				00				01				02				Out put	Personnel	Location	Target	Equipment	Cost
	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4		
1.Survey and data analysis on extension activities for farmers in the model area																	1.Potensial needs of farmers age identified for more effective extension activities	CP,JE,BLPP, BIPP,BPP	Model area	DIKLAT BLPP, BIPP, BPP, KF	Vehicle, Survey Materials	Expenses for survey and Publication
1-1.Selection of the model area																	1-1.The model area is selected based on the criteria		Provincial: West Java			
a)Setting of selection criteria																			District: Bandung			
b)Initial screening with existing data on the area																						
c)Ocular visit to the area initial selected																						
1-2.Operation/briefing to the model area																	1-2.Relevant institutions are briefed on the Project					
a)Courtesy to the relevant offices and institutions																						
b)Preliminary information gathering																						
1-3.Planning of the surveys																	1-3.Plan for extension survey is formulated and necessary survey forms are developed					
a)Themes, contents and methodologies of the surveys, preparation of formats, etc																						
1-4.Implementation of surveys																	1-4.The extension survey is conducted					
1-5.Analysis of the survey results																	1-5.Survey report is compiled					

モデル地区の選定は関係機関との協議の基に西ジャワ州に決定された。州内には4カ所の農業職員訓練センターが存在するが、水稻以外にも高地野菜、畜産を含む多様な農業が営まれている地域に位置するカユアンボン農業職員研修センター(BLPP Kayuambon)が、モデル地域中核センターとして望ましいと判断された。

1.2.3.の活動項目〈普及,研修,関係機関との連携に関する調査〉は農家、普及員、普及所長、関係機関を対象に調査を実施し、2000年3月までに報告書にまとめられた。また3月21日には、バンドン県内の全普及所長及び関係機関への調査結果報告セミナーが、農業職員訓練センターで行われた。3月29日には、教育訓練庁官房の主催にてセミナーが開催され、合同会議メンバー野中央官庁関係機関への報告が行われた。

TSIに沿った具体的な活動内容と活動のねらい

Tentative Plan of Operation for the Project for Improvement of Agricultural Extension and Training

CP= Indonesian Counterpart, JE= Japanese Expert, DIKLAT,AAET= Agency of Agricultural Education and Training, BLPP, AITC= Agricultural in-service Training Center, RI= Related Institution
BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

Activities	99				00				01				02				Out put	Personnel	Location	Target	Equipment	Cost					
	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12							1	2	3	4	5
2.Survey and data analysis on training activities for extension officers and farmers in the model area																	2.Effectiveness of the training programs is studied	CP,JE,BLPP, BIPP,BPP	Model area	DIKLAT BLPP, BIPP, BPP, KF	Vehicle, Survey Materials	Expenses for survey and Publication					
2-1.Selection of the model area																	2-1.The model area is selected based on the criteria										
a)Setting of selection criteria																											
b)Initial screening with existing data on the area																											
c)Ocular visit to the area initial selected																											
2-2.Operation/briefing to the model area																	2-2.Relevant institutions are briefed on the Project										
a)Courtesy to the relevant offices and institutions																											
b)Preliminary information gathering																											
2-3.Planning of the surveys																	2-3.Plan for training survey is formulated and necessary survey forms are developed										
a)Themes, contents and methodologies of the surveys, preparation of formats, etc																											
2-4.Implementation of surveys																	2-4.The training survey is conducted										
2-5.Analysis of the survey results																	2-5.Survey report is compiled										
3.Survey on the institutions related to training and extension																	3.Potentials for further linkage with relevant institutions are clarified										
a)Planning of the surveys																											
b)Selection of the institutions to be surveyed																											
c)Implementation of surveys																											
d)Analysis of the survey results																											
2（研修実態調査）、3（関係機関との連携調査）の具体的な活動内容と活動のねらいは1（普及実態調査）と同じ。																											

Tentative Plan of Operation for the Project for Improvement of Agricultural Extension and Training

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

[illegible]

2000年4月より6月に計画されている研修ニーズ設定活動は終了した。

1.2.3.の調査結果を分析したうえ、現在の普及の問題点を整理し、研修ニーズを設定した。調査結果より、普及員は技術的情報が少なく農家の要望に答えるのに苦労しているが、現地には優良農家／グループ（優良農業事例）が存在しているにもかかわらず、普及活動に十分利用されていないことが判明した。また調査全体をとおして、普及員は自ら計画／工夫して活動するよりも、上部の指示を待つ姿勢が強い傾向がある。

研修プログラム概要は以下のとおり設定された。

- 1.研修名：普及員による優良農業事例の発掘／活用法
- 2.研修内容：1)普及員により優良農業事例集を作成し県内の普及員が広く利用する方法について研修する。
- 2)地域に存在する優良農業事例から個々の技術や活動事例等を優良農業情報集にまとめ普及素材として利用する方法について研修する。

(注) 優良農業事例集：地域に存在する優良農家、グループ等の活動事例を概略説明を加えて一覧表にまとめることで、普及員は優良な情報を容易に入手できる。

優良農業情報集：優良農業事例から、普及素材として利用できる技術や活動事例等を詳細に調査し情報集にまとめることにより、全普及員が情報を利用できる。

- 3.期待される成果：普及員の自助努力による普及情報の発掘／分析／作成能力が向上する。優良農業事例集が完成する。優良農業情報集が完成する。（情報の共有化）
4.研修対象者：Bandung県内の普及所（BPP）20カ所の普及員（PP）で各普及所より2名づつ、および研修に参加した各普及所管内の農家
5.研修場所：農業職員訓練センター（BLPP Kayuambong）、BPP、農村

2001年3月より5月に計画されている研修ニーズ設定は、2000年に実施される上記の研修試行結果を基に検討される。

カリキュラム開発は研修進捗に沿って作成されるが、この研修は講師が主導するのではなく、普及員が自主的に優良農業事例を調査し、彼等の工夫によって普及素材となる事例集や情報集を作成し、利用するものである。

Tentative Plan of Operation for the Project for Improvement of Agricultural Extension and Training

[illegible]

April 15, 2000

Report of the Model Area Survey (FIRST DRAFT)

Background and Objectives of the Survey

Agricultural extension and training have a critical role in the entire development process in agricultural sector in Indonesia. The integrated efforts have been made in assisting farmers in coping with the problems in changing circumstances. In further pursuit of this thrust, the Project for Improvement of Agricultural Extension and Training System (PIAETS) is being implemented by Agency for Agricultural Education and Training (AAET) with technical cooperation from the government of Japan. General objective of the Project is to develop further the human resources in agricultural sector, in particular, capability of planning, implementing, monitoring and evaluating extension and training activities. This capability enhancement process may include among others the following;

- a) identification of potentials and needs for more effective extension and training activities
- b) trial conducts of improved training for extension officers and farmers, and,
- c) building up of systematic linkages among related institutions

The outcomes would be summed up in a form of recommendation for further improvement of agricultural extension and training.

This particular project also centers its focus on the agricultural human resources development, particularly in the context of the autonomous local government administration, in which development thrusts and strategies of the locality would be prioritized and formulated based on the local needs and aspirations.

As the first step of its implementation, the project has conducted this survey on the extension and training activities in one selected area, with the following objectives:

- (1) to clarify the current situation of the extension activities in the field, particularly at the level of extension officers,
- (2) to observe the problems felt by the extension officers in the day-to-day activities in the field,
- (3) to grasp the farmers' needs and anticipation towards extension,
- (4) to clarify the details of system and methods of training activities conducted by Agricultural In-Service Training Centers (*Balai Latihan Pegawai Pertanian*: BLPP), and,
- (5) to obtain similar information on the training activities related to extension by other institutions.

The findings of this survey are to be utilized in the following process of project implementation, namely for formulation of trial training program for extension officers to be conducted in the model area.

Survey Methodology

This survey employed the following methods:

- (1) General information gathering from existing documents
- (2) General information gathering through ocular visit
- (3) Analysis of reports and other reference documents
- (4) Three kinds of questionnaire surveys for extension officers, head of extension centers (*Balai Penyuluhan Pertanian*: BPP), and members of farmer groups with a feedback gathering
- (5) Semi-formatted interviews with relevant offices in the Area, such as Provincial Branch of the Ministry of Agriculture (*Kantor Wilaya Departamen Pertanian*: KANWIL-Deptan), Agricultural Technology Assessment Station (*Balai Penkajian Teknologi Pertanian*: BPTP), Provincial or District Office of Agriculture (*DINAS Pertanian*), and so forth.

The entire process took about six (6) months from November 1999 to April 2000. For the preparation of questionnaire, the project team has consulted with staff of the Agricultural Extension and Information Center (*Balai Informasi dan Penyuluhan Pertanian*: BIPP) at the district level, and conducted pre-testing in the field prior to the actual implementation. As for the questionnaire survey, responses from 43 heads of BPP, 274 extension officers out of 277 in the district, and 140 members of farmer groups were obtained.

For detailed analysis, there are data disaggregated by the working level of extension workers and by the main agricultural commodity of the area. The latter comparison is applied both for extension workers and sample farmers.

Limitation of the survey

The first and most important limitation of this survey is the limited time and manpower allotted for the survey in the entire plan of operation of the Project. This problem of time limitation is partly attributed to the entire duration of the Project, i.e. only 2 year and 6 months. The limitation posed several constraints as follows in the actual conduct of the survey.

Firstly, the coverage of the survey was quite small. With the decision made prior to the survey activities, the West Jawa Province has been designated as the Model Area of the Project. However, with limited time allotted for the survey, it is practically impossible to conduct a survey that covers the entire area of the Province. Thus the survey is conducted in one sample district that is accessible from the BLPP Kayuambon, the "base camp" for the model area activities. Considerations were also given to the variation of commodities produced in the area to obtain

general picture of extension and training, which is not concentrated on certain specific commodity. As the results, this survey has been conducted in Bandung District. Therefore, it is one of the limitations of this survey that the sample area is only one district in the entire province, thus the result of this survey should not by any means be interpreted as the reflection of the general situation of the province, let alone the conditions of the entire country.

Another limitation is related to the nature of the survey. Since the theme of the project as a whole is the improvement of extension and training system, the focus of the survey is also more on training-related issues for extension, rather than on the system and contents of extension itself in depth. Thus the problems regarding extension activities at the field level are analyzed not in a holistic manner but rather in general terms.

There is also a methodological limitation, i.e. heavy reliance on conventional questionnaire method. Although interviews and discussions were also conducted on training and linkages, the major part of the survey on extension was through the questionnaire, not through more participatory method. Despite the fact that the survey only covers one district, there are more than 250 extension officers assigned in more than 40 BPPs. If the survey would have taken any method that is more participatory such as group interviews or sessions, it might have to target only a part of the already limited coverage. There is also a consideration to avoid creating so much expectation among survey respondents for the future project activities, which might be quite possible in case if the survey would be conducted through any method which employs direct contact by the project team, inclusive of the foreign members. However, it should be admitted that this methodological constraints might have sacrificed the preciseness of the analysis in any part, since it is based solely on whatever the responses actually given by the respondents.

Anyway, the aim of this survey itself is not to come up with a comprehensive study but to view the general situation of the extension and training in the sample area, which is to be utilized for formulation of trial training program for extension in the later course of project activities. Thus, whatever the effects of these limitations on the results of this survey would be made up in the process of future activities to be implemented.

1. About the Survey Area

The area of coverage of this survey is Bandung District. Bandung District has the area of 309,207 ha., among which the 138,153 ha. are categorized as agricultural land. The district is composed of 435 villages, with population over 3.5 million. The number of farming households is reported as 432,364, categorized as the owner-cultivators (37%), the landlords (13%), the sharecroppers

(22%), and the landless (28%). Agricultural production in the district is also with wide variety: there are 58,557 ha. of paddy land, among which 13,206 ha. are with complete irrigation, 33,796 ha. with partial irrigation and 11,495 ha. are rain-fed. There are also 79,565 ha. of dry land, utilized for horticultural production, for livestock rearing, and as forest. Production of major agricultural products is shown in the table 1 below.

Table 1: Production of major agricultural produce in FY 1997 (ton)

	West Jawa Province	Bandung District
Rice (irrigated)	9,958,570	720,241
Rice (rain-fed)	179,018	39,209
Corn	336,014	62,100
Soybean	207,019	3,049
Shallot	163,211	24,682
Cabbage	394,383	115,787
Potato	230,848	104,740
Mustard green	173,298	35,438
Spring onion	38,651	18,648

Administratively, there are 43 sub-districts in Bandung District. In terms of units of extension activities, there is one (1) BIPP in the district, and BPPs in all of these sub-districts, where field extension activities are being implemented.

2. General Situation of the Extension Activities in the Area

2-1 General characteristics of extension officers in the Area

The majority (83%) of the extension officers in Bandung District are male. This may lead an assumption that there are not so much difficulties for the male extension officers to deal with female farmers or female farmer groups.

Table 2: Distribution of extension officers by sex

Sex	District PP	%	Field PP	%	All PP	%
Male	21	84	209	83	230	83
Female	4	16	43	17	47	17
Total	25		252		277	

More than 75% of the extension officers in Bandung District are already over the age 40, with an average age of 43 years old. The youngest extension officer is 29, and the oldest is 56 years old as of the time of survey analysis (March 2000).

Table 3: Distribution of extension officers by age

Age	District PP	%	Field PP	%	All PP	%
less than 30	0	0	3	1	3	1
30 - 34	0	0	14	6	14	5
35 - 39	6	25	42	17	48	17

40 - 44	6	25	80	32	86	31
45 - 49	7	29	95	38	102	37
50 - 54	5	21	17	7	22	8
55 or more	0	0	1	0	1	0
Data not available	1		0		1	
Total	25		252		277	

As to the educational background, nearly 80% of the extension officers are without D3/SM, which recently became the basic qualification of the extension officers. This trend, however, appears in a different picture if the data is disaggregated between field extension officers and extension officers at district level: the holders of degree higher than D2 among the extension officers at district level compose as high as 54%, making clear contrast with 17% among the field extension officers. Although the fact implies that the massive measures have to be made to enhance the qualifications in accordance with the new regulations, there seems to be a feeling against such way of qualifications by educational background, especially among those extension officers who have served in the field for long time.

Table 4: Distribution of extension officers by educational attainment

Educational attainment	District PP	%	Field PP	%	All PP	%
High school graduate	11	46	205	82	216	79
D1	0	0	3	1	3	1
D2	0	0	1	0	1	0
D3	1	4	19	8	20	7
S1	11	46	22	9	33	12
S2	1	4	1	0	2	1
Data not available	1		1		2	
Total	25		252		277	

About three-fourth (72%) of the extension officers in Bandung District are the original dwellers of this particular district. There are only a nominal number of extension officers who were born in places outside West Jawa Province. This fact may indicate that most of the extension officers do not feel cultural or customary difficulties in dealing with the farmers in this area.

Table 5: Distribution of extension officers by place of origin

Place	District PP	%	Field PP	%	All PP	%
Bandung District	11	69	169	72	180	72
Adjascent districts (Cianjur, Garut, Purwakarta, Sumedang)	1	6	20	9	21	8
Other district in West Jawa Province	4	25	43	18	47	19
Other province	0	0	3	1	3	1
Data not available	9		17		26	
Total	25		252		277	

Among 222 extension officers with available data, more than 140 persons (56%) have already served as extension officers for more than 20 years. This fact also coincides with the age distribution. Nevertheless, the period of service at the current BPP is relatively short, which may be attributed to the fact that many of BPPs in Bandung District were established quite recently.

Table 6: Distribution by years of service as extension officers

Years	District PP	%	Field PP	%	All	%
Less than 10 years			10	5	10	5
10 - 14 years			29	13	29	13
15 - 19 years			42	19	42	19
20 - 24 years			91	36	91	33
25 - 29 years	2		44	20	46	21
30 years or more			4	2	4	2
Data not available	23		32		55	
Total	25		252		277	

The majority (85%) of the extension officers have experiences of farming activities by him/herself. They do the farming mainly in their own land, or the rented land.

2-2 Working conditions of extension officers

Based on the responses given by the heads of BPP, there are about 6 extension officers in one BPP, covering 11 villages on average. An average BPP in Bandung District deals with more than 50 farmer groups (*kelompok tani dewasa*), 4 female farmer groups (*kelompok wanita tani*, KWT), 6 youth farmer groups (*teruna tani*, TT), and consults with 34 contact farmers (*kontak tani*).

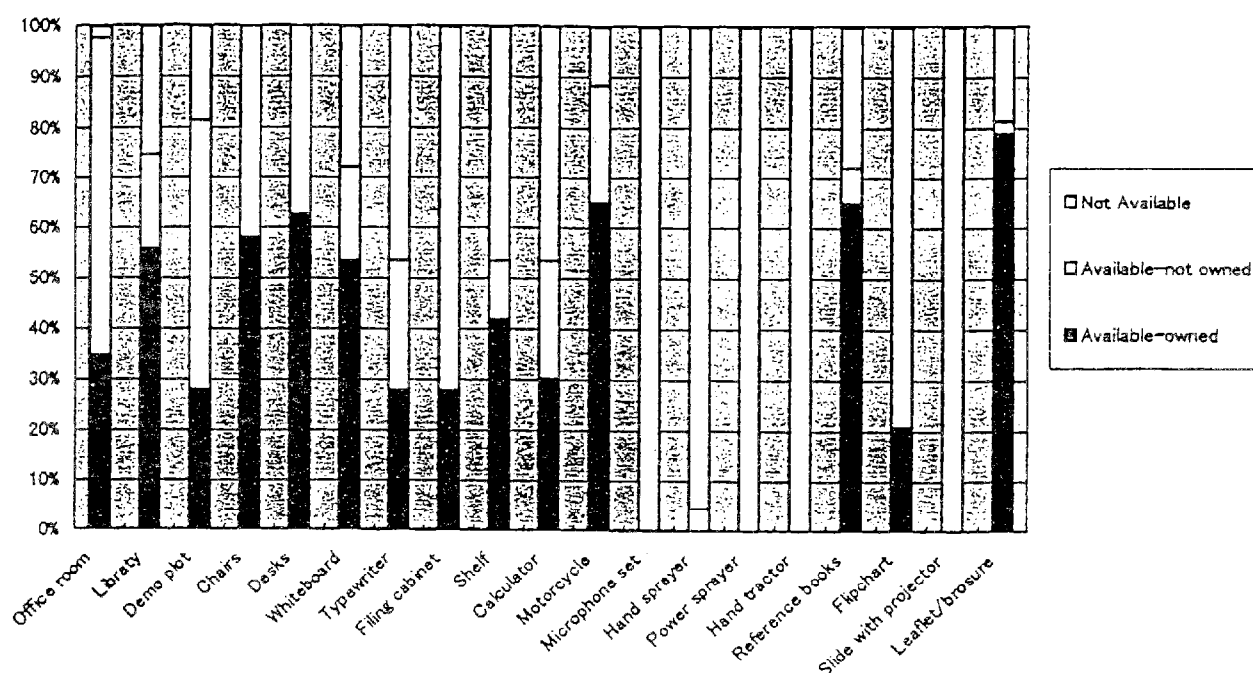
Table 7: Coverage of extension activities by BPP

	No. of PP	No. of village	Farmer groups	Female farmer groups	Youth farmer groups	Contact farmers
Maximum	10	21	151	15	107	85
Minimum	3	4	9	0	0	5
Average per BPP	5.8	10.5	52.6	3.9	5.8	34.4
Total	251	451	2262	164	243	1480

BPPs are generally suffering from insufficiency of facilities for their extension activities. Only one third (35%) of BPPs have the office space of their own. About 40% of BPPs do not own even the basic office equipment such as chairs and desks. Motorcycles and reference books are found in relatively large number of BPPs (both 65%), though the number is still limited. Nearly one fifth (19%) of the BPPs do not have demo plot, and even those BPPs with demo plot do not have farm tools such as sprayers. This insufficiency in terms of facilities may be attributed to the relatively recent establishment of the majority of the BPPs. Since the BPPs are

supposed to be the field unit of administration under the district government, further coordination and support might be needed.

Graph1: Facilities of BPPs



In two-third (67%) of BPPs, the regular meeting among extension officers is held twice a month, while one among five BPPs holds the meeting once a month. Those meetings serve as the opportunities for extension officers to be informed with directions and guidance from relevant offices, to discuss the administrative matters, and to exchange opinions related to the problems and possible solutions among the co-extension officers. There are occasions in almost all BPPs to invite farmers to BPPs to discuss relevant matters. Nearly half (52%) of BPPs conduct such meeting twice a year. As to the needs to meet with Provincial or District Offices of Agriculture, the majority (95%) of the heads of BPP still feel the meeting is necessary, particularly for technical consultation.

Table 8: Regular meeting among extension officers at BPP

Frequency	No. of BPP	%
Once a week	5	12
Once a month	9	21
Twice a month	29	67
Others	1	2
Total	43	

Table 9: Special meeting with farmers at BPP

Frequency per year	No. of BPP	%
Once	3	7

Twice	22	52
Three times	7	17
Four times	6	14
Six times	2	5
Eight times	1	2
Data not available	1	
No meeting	1	
Total	43	

2-3 Extension Activities

The extension officers who are charged with 2 villages compose 43% of all extension officers in the district, followed by those ones with 1 village (38%). The average number of villages for one extension officer is 1.8 villages. An average extension officer takes care of more than 9 farmer groups and about 1 youth farmer group. One for two extension officers deals with one female farmer group. On average, an extension officer consults with 6 contact farmers in his/her area of responsibility.

Table 10: Coverage of extension officers

	No. of PP	No. of village	Farmer groups	Female farmer groups	Youth farmer groups	Contact farmers
Total	251	451	2262	164	243	1480
Average per PP	n.a.	1.8	9	0.6	1	5.9

The 60% of the extension officers select the topics / technologies to disseminate based on their extension work plan. However, about 20% of extension officers still follow the program guidance from relevant offices at the district level, such as DINAS and BIMAS, while 14% of extension officers base their decision on their own assessment of local situation or on the request from farmers. Among the extension officers working in the area of vegetable production, more extension officers select topic because of the farmers' request. These data indicate the necessity to review the way of formulating the extension work plan by the extension officers.

Table 11: Reasons for selecting extension topics

	District PP	%	Field PP	%	All PP	%	PP veg	%	PP paddy	%
BIPP Program	5	22	6	2	11	4	1	3	3	3
BIMAS Program	4	17	11	5	15	5			4	5
DINAS Program	3	13	27	11	30	11	6	15	4	5
Extension Plan	6	26	159	66	165	60	22	55	64	74
Request from farmers	5	22	19	8	24	9	6	15	5	6
Assessment of local situation			15	6	15	5	3	8	5	6
Other			5	2	5	2	2	5	1	1
Data not available			9		9		1		4	
Total	23		251		274		41		90	

More than half of the respondents (56%) meet with contact farmers or head of farmer groups as the most common ways of meeting with farmers. There are also 14% of respondents who meet with demo plot farmers. Only one among five extension officers normally meets with members of farmer group at their meeting. Although in the concept of LAKU, the extension officers are to meet with leading farmers only, the chance for the ordinary farmers to meet and consult with extension officers seems to be limited. This may create the psychological distance among the farmers to the extension officers.

Table 12: Most common method of meeting with farmers

Method	District PP	%	Field PP	%	All PP	%
Meet contact farmer/head of farmer groups	13	57	141	56	154	56
Meeting of farmer groups	4	17	48	19	52	19
Farmer conducting demo plot	4	17	34	14	38	14
Any farmer met in the village	2	9	20	8	22	8
Other method			7	3	7	3
Data not available			1		1	
Total	23		251		274	

The most emphasized aspect of extension activities in current undertaking varies from one BPP to another; the 30% of BPPs put priority on the production technology, followed by post-harvest and marketing (23%) as well as strengthening of farmer organizations (23%). As to the current needs of the farmers in their working area, 47% of extension officers feel that the post harvest and marketing is the most important concern of the farmers. In the vegetable production area, this aspect is considered most important by as high as 60% of extension officers. About one-fourth (25%) of all extension officers responded that the farmers need further enhancement of their production technologies, while 18% of extension officers see the pest and disease control as the major concern of the farmers in their area. Although this result is obtained from the personal opinions of the extension workers, there is a clear indication that their needs and aspirations vary depending on the conditions of their working areas.

Table 13: Needs of the farmers perceived by extension officers

	District PP	%	Field PP	%	All PP	%	PP veg	%	PP paddy	%
Production technology	3	13	64	26	67	25	7	17	23	26
Pest & disease control	1	5	47	19	48	18	9	23	22	24
Post harvest & marketing	15	65	111	45	126	47	24	60	34	38
Organizational management	4	17	21	8	25	9			8	9
Other			6	2	6	2			3	3
Data not available			2		2		1			
Total	23		251		274		41		90	

2-4 Problems encountered in the conduct of extension activities

There are various difficulties in carrying out the duties as extension officers. In terms of administrative constraints, nearly 90% of extension officers answer that they suffer from insufficiency of either transportation or tools/equipment for extension.

Table 14: Administrative problems encountered

	District PP	%	Field PP	%	All PP	%
Transportation facilities	9	41	121	49	130	49
Tools for extension activities	9	41	94	38	103	38
Coordination with other institutions	3	14	22	9	25	9
Others	1	4	11	4	12	4
Data not available	1		3		4	
Total	23		251		274	

For technical aspect, 41% feels that they have difficulties to respond to the farmers' questions that are out of their field specialization. More than one-third (34%) of respondents feel difficulties in identifying the farmers' problems. It should be noted that about one forth (24%) of extension officers in the vegetable production area see the farmers' technologies more advanced than their own, while the ratio among all extension officers is only 13%.

Table 15: Technical problems encountered

	District PP	%	Field PP	%	All PP	%	PP veg	%	PP paddy	%
Questions out of specialization	7	32	101	42	108	41	16	39	33	38
Identification of farmers' problems	7	32	82	34	89	34	12	29	34	40
Farmers technology more advanced	3	13	30	13	33	13	10	24	9	10
Others	5	23	29	12	34	13	3	7	10	12
Data not available	1		9		10					
Total	23		251		274		41		86	

As to the farmers' attitudes, nearly 60% of respondents encounter the problem that the farmers are not yet interested in the new technologies demonstrated by the extension officers. About one-third (35%) also suffers from the farmers' "wait and see" attitudes.

Table 16: Problems related to the farmers' attitudes

	District PP	%	Field PP	%	All PP	%
Not interested in new technology	8	36	148	59	156	58
"wait and see" attitude	10	46	85	34	95	35
Not cooperating to PP	0		10	4	10	4
Others	4	18	8	3	12	4
Data not available	1				1	
Total	23		251		274	

The major source for consultation for the extension officers is the co-extension officers in the same BPP (85%). Technical information is obtained from staff of

BIPP and DINAS by more than 40% of extension officers. Nearly one-fourth (24%) of the extension officers also rely on the knowledge from advanced farmers in the working area. It is noteworthy that advanced farmers are considered to be more accessible source of information for the field extension officers than the research institutions, while the access to the research institutions for the extension officers at the district level is much higher (35%) than for field extension officers (8%). In the disaggregated table, the extension officers in the vegetable production area seem to rely more on research institutions (17%), than the extension officers in paddy production area (9%). This difference may be partly explained by the degree of necessity to obtain upgraded information for the production of the respective crops. About 10% of extension officers also obtain necessary information from other sources, which include books, journals, or agricultural newspapers. The total picture obtained from these data can be summarized that the source of information for extension officers is quite limited.

Table 17: Source of consultation for extension officers (multiple answers)

	District PP	%	Field PP	%	All PP	%	PP veg	%	PP paddy	%
Other PP in the BPP	7	30	224	89	231	85	36	88	78	87
PP in other BPP	1	4	28	11	29	11	6	15	7	8
Staff of BIPP	12	52	105	42	117	43	14	34	41	46
Staff of DINAS	13	57	106	42	119	44	1	2	1	1
Advanced farmer in the area	8	35	57	23	65	24	14	34	41	46
Staff or BPTP/research institutions	8	35	21	8	29	11	7	17	8	9
Staff of BLPP	0	0	4	2	4	1	11	27	21	23
Other source	3	13	24	10	27	10	3	7	7	8

2-5 Farmers perception on extension activities

Majority (54%) of the sample farmers interviewed in the area regard the extension officers as most important source of information related to farming activities. In general picture, the problems that these farmers face in farming activities include marketing (22%), insufficiency of irrigation facilities (27%), pest and disease control (19%), and so forth. Similarly, the common prospects for future farming activities are the expansion of market channels (40%), application of more advanced farming technologies such as mechanization (24%), and increase of production scale (22%).

Table 18: Farmers' problems in farming activities

Problems	Vegetable area		Paddy area		Total	
	No.	%	No.	%	No.	%
Insufficiency of irrigation	15	19	23	37	38	27
Pest & disease control	14	18	13	21	27	19
Unavailability of farm inputs	4	5	8	13	12	9
High cost of farm inputs	11	14	8	13	19	14
Lack of technological information	4	5	0	0	4	3

Insufficiency of labor	2	3	5	8	7	5
Marketing	27	35	4	6	31	22
Others	0	0	2	3	2	1
Total	77		63		140	

Table 19: Farmers' prospects in future farm activities

Prospect	Vegetable area		Paddy area		Total	
	No.	%	No.	%	No.	%
Increase of production scale	13	17	18	29	31	22
Advanced farming technology	14	18	19	30	33	24
Introduction of high value crops	10	13	4	6	14	10
Expansion of market channels	34	44	22	35	56	40
Others	6	8	0	0	6	4
Total	77		63		140	

These problems and prospects of the farmers are precisely reflected in their expectation towards the extension officers: i.e. to disseminate knowledge on advanced technologies (43%), to channel the production finance (24%), and to channel market information (20%). However, there are considerable differences between the farmers in vegetable production area and paddy production area. As to the secondary source of information other than extension officers, the farmers in the paddy production area rely more on the contact farmers (21%) compared to the farmers in the vegetable production area (11%), and consultation with PHP is observed among 15% of farmers in paddy production area while PHP is not at all considered as source of information among the farmers in the vegetable production area. As for the problems of farming, marketing is considered to be the most serious problem by 35% of the farmers in the vegetable production area, while it is considered to be a problem by only 6% of the farmers in the paddy area. For the farmers in the paddy production area, insufficiency of irrigation (37%) and pest and disease control (21%) are more important problems. Similarly, expectation for extension officers also shows different scope: in the paddy production area, 60% of farmers want extension officers to deliver knowledge of advanced technology, while in the vegetable production area, more than 60% of farmers expect extension officers to channel either production finance or market information, rather than technical information. These differences should not be overlooked, since it implies that the extension officers working in the different area encounter different requests and challenges from the farmers of the areas.

Table 20: Source of agricultural information for farmers

Source	Vegetable area		Paddy area		Total	
	No.	%	No.	%	No.	%
Contact Farmer	8	11	13	21	21	15
Co-farmers in the kelompok	11	15	3	5	14	10
Radio programs	1	1	2	3	3	2

Extension officers	42	56	32	52	74	54
PHP	0	0	9	15	9	7
Family/relatives in the village	2	3	0	0	2	1
Co-farmer (non-kelempok member)	11	15	0	0	11	8
Other advanced farmers	0	0	1	2	1	1
Other sources	0	0	2	3	2	1
Data not available	2		1		3	
Total	77		63		140	

Table 21: Expectation towards extension officers

Assistance from Extension	Vegetable area		Paddy area		Total	
	No.	%	No.	%	No.	%
Knowledge of advanced technology	22	29	37	60	59	43
Solution of technical problem	1	1	3	5	4	3
Guidance in farm planning	5	7	6	10	11	8
Assistance in organizational activities	2	3	0	0	2	1
Channeling of production finance	27	36	6	10	33	24
Channeling of market information	19	25	9	15	28	20
Others	0	0	1	2	1	1
Data not available	1		1		2	
Total	77		63		140	

3. Training Activities and Training Needs

3-1 Training activities of BLPP Kayuambon

Generally, there are three categories of training for extension officers. The first one is the “Basics of the Agricultural Extension (*Dasar Penyuluhan Pertanian*)”, which is normally to include theories, methodologies and practical knowledge on extension activities. This basic training is divided into two courses: *Dasar I and II*. The second one is the “Special Basics for Agricultural Extension Officers (*Dasar Khusus bagi Penyuluh Pertanian*)”, which is supposed to focus on certain commodity or technology of production. However, in some undertakings, the title is used for a combination of Dasar I & II for extension officers, in which the contents are more on the extension in general. The third one is the training on specific theme, such as entrepreneurship or agribusiness. Contents of this category of training are more on the conceptual introduction with some exposure to the actual case studies.

As the actual cases, for the period from FY1997/98 to FY1999/2000, the information on a total of 12 training courses held for the extension officers were obtained. The 5 courses are funded by AAET, 6 by Provincial Office for Food Crop Production (*DINAS Tanaman Pangan dan Hortikultura, Jawa Barat: Diperta-Jabar*), and 1 by Provincial Office for Livestock Production (*DINAS*

Peternakan, Jawa Barat: Dipnak-Jabar). The duration of these training ranges from 14 to 30 days (23 days on average) with 3 to 9 days (6 days on average) in the field. The total number of participants for the above-mentioned 12 training courses is 235 persons (average 20 persons per training). The participants are invited from 4 – 20 district per training, and on average, 10 districts are covered for one course. Participants are predominantly male (88%), probably reflecting the sex-ratio among extension officers in general. The 54% of participants are the extension officers in the 30's, followed by the 43% in the 40's. The 64% of the participants are with 10 – 19 years of experience as extension officers, while 21% have already served for more than 20 years.

Simply calculated, there are 4 training courses held per year on average, each of which is for 25 to 30 extension officers. Taken into consideration the total number of extension officers in West Java Province, i.e. more than 3,700 persons, it should generally be concluded that the chance for extension officers to attend those training is absolutely limited. There is also a doubt for the relevance of the training contents to the level of experiences of the training participants. For instance, more than 50% of participants of the Basic Extension Course held in 1997 were extension officers with more than 15 years of experiences. The contents of the course seem to be on the basics for the extension officers relatively new in the service, although the years of service is not stated as one of the criteria of participants' selection. The comments from extension officers on the relevance of training contents to their field activities are to be reconsidered in this line.

3-2 Training for extension officers

As for the training experiences, among 225 respondents, 53% have attended at least one training course since 1996. However, the rest of respondents have not enjoyed any training opportunity since five years ago. There is even 17% whose latest training experience was ten years ago or before. The number of training courses attended by extension officers varies from 1 to more than 10 times per person. The majority (63%) of the respondents have attended 2 to 4 times of training, while 16% has no training experience. If the years of service as extension officers are taken into consideration, it should be admitted that the training opportunities are considerably limited. However, it is observed that the extension officers at the district level tend to have more training experiences compared to the field extension officers. The percentage of those who have attended 5 or more training in the former group compose 24%, twice as much as the 12 % among the latter group.

Table 22: Latest training attended by extension officers

Year	District PP	%	Field PP	%	All PP	%
1981 – 85	0	0	1	0	1	0

1986 - 90	5	24	34	17	39	17
1991 - 95	3	14	64	31	67	30
1996 -	13	62	105	51	118	53
Data not available	2		47		49	
Total	23		251		274	

Table 23: Number of training courses ever attended

No. of training	District PP	%	Field PP	%	All PP	%
Never attended any training	1	4	42	17	43	16
Once	2	7	25	10	27	10
Twice	0	0	45	18	45	17
Three times	3	13	34	14	37	14
Four times	11	48	76	30	87	32
Five times	2	7	2	1	4	1
6 - 10 times	4	17	18	7	22	8
11 times or more	0	0	9	4	9	3
Total	23		251		274	

Among 724 training courses reported by extension officers in the survey, 711 training are reported with information on the training institutes. Out of those 711 training courses, 414 courses (58%) are reported to be conducted by BLPPs, while 95 courses (14%) by agriculture-related offices (DINAS *pertanian*), and 21 courses (3%) by research institution such as BPTP and BIP. Although the responses may not be precise enough in terms of financial and operational responsibilities of training institutions, it can generally be concluded that BLPP is regarded as the major training institution for the extension officers.

Table 24: Training institutions

Training Institution	No. of courses	%
BLPP	414	58
BIPP	7	1
DINAS (Food crop)	55	8
DINAS (Livestock)	22	3
DINAS (Estate crop)	7	1
DINAS (Fishery)	11	2
BIMAS	17	2
Research stations	21	3
Stock seed farms	3	0
KANWIL	10	1
Ministry of Agriculture	47	7
AAET	14	2
APP	8	1
DINAS (Public works)	16	2
DINAS (Cooperatives)	2	0
Family welfare	3	0
BAPPENAS & Pemda	4	1
Others	50	7

Total	711
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As to the duration of the training, 709 answers are obtained with details, of which 24% is for less than 7 days, 33% is for one week to less than two weeks, and 22% is for two to four weeks, while only 3% is for more than 35 days. Training conducted by BLPP during and before 1980s has tendency to be longer than the training after 1990s. The training conducted by DINAS, BPTP, and/or SPHB seem to have general tendency to cover shorter duration compared to those by BLPP.

Table 25: Duration of training courses attended by extension officers

Duration	No. of courses	%
1 - 6 days	170	24
7 - 13 days	237	33
14 - 20 days	114	16
21 - 26 days	41	6
27 - 34 days	125	18
35 - 59 days	2	0
60 - 89 days	8	1
More than 90 days	12	2
Total	709	

About 20% of the training courses attended by the extension officers are to be categorized as the compulsory training such as orientation (*Orientasi PPL*) and basic training for extension workers (*Dasar PPL*). It should be noted that the extension officers have attended not only training in the field of agriculture, but also the training on the subjects related to cooperatives, irrigation, and social welfare. This fact implies that at the field level, the extension officers are expected to play various roles, not limited to the pure agricultural technologies.

As for the follow up of these training courses, 75% of the training with available data were with any form of follow up by the training institution, while extension officers who attended the rest of 25% of training did not received any kind of follow up as they could remember.

Table 26: Follow-up of the training courses

	No. of courses	%
Yes	494	75
No	161	25
Total	655	

As for the possible obstacles for the participation of extension officers in the training, 35% of the heads of BPP thinks that the duration of training is too long. Another factor commonly raised by 17% of the heads of BPP is that the extension officers are too busy in their field activities. The latter factor may be interpreted as

a reason for the former factor. It is also noteworthy that the responses categorized as others include the irrelevance of the contents of training to their daily work / needs in the field.

Table 27: Possible obstacles for extension workers to attend training

Obstacle	No. of BPP	%
Duration of training too long	13	35
Place of training too far	4	11
PP too busy with field activities	6	17
Level of training too high	1	3
Level of training too low	3	8
Other	10	27
Data not available	6	
Total	43	

In terms of the survey on the training needs of the extension officers, only 23% of the heads of BPP has experienced the interview by any training institute. This implies the scarcity of training opportunity itself for extension officers, and possible scope for future improvement of training needs survey by the training institutions.

Table 28: Experience of the heads of BPP on training needs survey

	No. of BPP	%
Yes	10	23
No	33	77
Total	43	

The aspect of management and organization is currently considered to be the most needed topic of training by 53% of extension officers, followed by the production technologies (by 37%). This result generally implies that, while technology is still needed in the field, more extension officers are conscious about the management aspect of the farming for their future extension activities. In the disaggregated table, however, it is found that the priority is on the contrary among the extension officers working in the vegetable production area: the 50% want training on agricultural technology, while the needs for management remain 38%. This result also supports the assumption on the distinction among extension officers based on the conditions in their working area, as previously analyzed in 2-3 above.

Table 29: Desired topic of training for extension officers

Topic	District PP	%	Field PP	%	All PP	%	PP veg	%	PP paddy	%
Agricultural technology	4	17	91	37	95	35	20	50	34	38
Extension methodology	4	17	15	6	19	7	3	8	3	3
Management & organization	13	57	133	53	146	54	15	38	50	56
Others	2	9	10	4	12	4	2	5	2	2
Data not available			2		2		1		1	
Total	23		251		274		41		90	

3-3 Training for farmers

About a half (49%) of sample farmers interviewed responded that they have had chance to attend any training. However, if disaggregated by the commodity of the area, there is a conspicuous contrast between the farmers in the paddy production area, the 73% of whom have attended any training and those in the vegetable production area with only 30%. This difference may be interpreted as a proof of the assumption that the training towards the farmers has heavily been focused on the staple food production, especially rice, in line with the development thrust of the past. The major training courses attended by the respondents include Field School on Integrated Pest Management (SLPHT), Training on Agribusiness Incubator (Inbis), and so forth, while many of the reported training courses were the informal information dissemination at the field level by extension officers or BPP.

Table 30: Training experience by the farmers

	Vegetable area		Paddy area		Total	
	No.	%	No.	%	No.	%
Had any kind of training	23	30	46	73	69	49
Never had training	54	70	17	24	71	51
Total	77		63		140	

4. Institutional Linkages for Training and Extension

As for the conduct of training for extension officers, the linkages can be observed in terms of invitation of resource persons for the training. If you look at the training courses held at BLPP as previously mentioned, for 12 training courses, a total of 235 resource persons was invited, i.e. 20 persons per course on average. The majority (66%) of the resource persons are the in-house instructors of BLPP, while 12% comes from DINAS and 9% from BPTP. Resource persons from other institutions include staff of KANWIL and successful farmers in the area. Aside from invitation of resource persons from other institutions for the training, there are also efforts for systematic information sharing through inclusion of BLPP staff in the research committee under KANWIL as board members.

In the survey area, BIPP and DINAS also have training plans for extension officers, which, however, tend to be conducted in the form of information dissemination without particular training curriculums. According to the interview with the staff in KANWIL, they regards the BLPP as the major training implementing agency in the field of agriculture, thus entrust training programs to BLPP, rather than to conduct them by itself.

The institutional linkages to strengthen the operation of extension activities are

observed to be still weak. There are still 9% of extension officers in Bandung District feeling that the coordination among different agencies becomes the most serious administrative problem for their activities. This relatively weak coordination may be attributed to the fact that the establishment of the extension system with BIPP is still a recent event, thus a sort of confusion is being experienced at the field level as a transitional problem.

(7) 実証研修の草案

Draft plan of the trial training under PLAETS

Tentative Title of the Training

Training for extension officers on the methods of identification and utilization information resources of locally existing advanced cases of farming

Background and Rationale:

In the current context of socio-economic development of Indonesia, there has been a general policy drive for bottom-up approach. It is also in support of the realization and promotion of development directions in line with the local autonomy and decentralization, one of the urgent political agenda of the country. With these general situations, discussions are held on necessity of further human resource development, particularly, the social preparation for the government officers especially at the field level to become active mediators between government policies and needs of the clientele in the locality.

As for the human resources development in agricultural sector in particular, agricultural extension and training have a critical role. As for the training opportunities for the extension officers, the extension officers do have a lot of practical desires and expectations. As a part of the integrated efforts to improve the entire system of extension and training, it is considered worthy to conduct a trial training for extension, which will supplement the existing training opportunities, or even to explore an innovative method to respond better to the needs and aspirations of the field extension officers.

The trial training highlights the existence of the already available skills and resources in the locality that are accessible and feasible as the subject of extension, rather than injecting external technologies and knowledge. By this manner, the daily work of the extension officers becomes as the part and parcel of the subject of training, which will secure the greater relevance of the training to the actual extension activities. The training will also encourage the positive initiatives of the extension officers and farmers themselves, through the participatory approach, to find out the solutions of the problems related to farming practices in the field.

Objectives of the training

This trial training program aims to;

- (1) explore possible methods of identifying and utilizing locally available resources of information for extension activities, taking into consideration that there are many advanced farmers as source of information and persons to consult with for extension officers in the field, and
- (2) serve as a process to encourage the initiatives of extension officers towards the solution of the problems of farmers in the field, with awareness-raising of

extension officers to become more self-reliant in carrying out their duties and responsibilities, rather than to be passive followers of the instructions from the above level of administration.

Methodological features of the training

The course should be composed of several short sessions with several weeks of intervals, during which the participants would proceed with the theme of the training in their daily work in the field. Therefore, the ordinary extension activities of the individual extension officers during the entire period of training are also integrated and accredited as part and parcel of the training program. Also, the method to conduct series of session will allow a session to follow up the previous session thus there is no need for the trainers to conduct follow-up activities separately.

The major learning process should be through discussions among the co-participants, not from the lecturers who are not extension officers. Thus the common understanding of the local situation has to be secured among the participants. Major style of the session would be group discussion, group presentation, open discussion, and wrap-up with short input on activity guidance. Thus the facilitation is the key factor for the part of trainers with some basic technical reference related to the subject on which the participants would be working.

In order to multiply the training effects, it may be given as an assignment or precondition of the participants to organize an in-house sharing seminar after each session of the training to share the learning to co-extension officers in the same extension centers (BPP).

Expected Outcomes of the training

At the end of the training, the participants are expected to;

- (1) understand how to identify the advanced cases of farming in the locality,
- (2) be able to analyze and sort out the skills from the advanced cases, and,
- (3) be able to make extension materials based on the analysis of the advanced cases by themselves.

As a bi-product of the training, the details of actual cases with which the participants deal during the training will later be compiled as information references. The extension materials they will come up with at the end of the training on the selected subject will be used in the actual extension activities, to test the applicability of the extension material, prior to the last session of the training.

Tentative Framework of the Trial Training Program

Session	Contents of Training Sessions	Days of session (approx.)	Tasks to be carried out by participants in the field until next session
Session 1	Orientation: Explanation of the training course a) Rationale of the training b) Introduction of schedule and contents c) On-site needs assessment d) Formation of the working groups	1 day	a) Conduct of the in-house seminar b) Selection of suitable cases c) Preliminary information gathering on the selected cases
Session 2	Case Analysis – I: Setting of analytical framework a) Viewpoints to analyze the case b) Field trip to some successful cases in West Jawa c) Discussion to consolidate the observations d) Input on case analysis	6 days (1 day) (4 day) (1 day)	a) Conduct of the in-house seminar b) Information gathering on their respective cases c) Case analysis and preparation for presentation
Session 3	Case Analysis – II: Examination of the analysis a) Sharing of analysis among working groups b) Group presentation c) Discussion and revision of the case descriptions d) Input on material production	2 - 3 days	a) Conduct of the in-house seminar b) Drafting of their respective part of the extension material based on the case descriptions
Session 4	Drafting of case materials for extension a) Drafting by working groups b) Presentation of the draft by groups c) Discussion and final draft production d) Input on utilization of case material	2 - 3 days	a) Conduct of the in-house seminar b) Conduct of field guidance or training to the farmers in their respective area of work, using the extension materials compiled (trial application of materials in the field extension activities)
Session 5	Follow-up: applicability of case materials in extension activities a) Sharing of experience among working groups b) Reporting on the utilization of case materials c) Discussion & wrap-up	1-2 days	

Objectives & Expected Outcomes of Each Session

- Session 1 Objectives: (1) To provide the participants with a thorough understanding of the objectives and contents of the entire training course
(2) To mobilize the commitment from the participants for their involvement in the course activities
Outcomes: (1) Participants will fully understand the objectives, contents and their tasks to be carried out through the entire process of the training
(2) Participants will be well acquainted with co-participants and be prepared and motivated to take active roles in the training
- Session 2 Objectives: (1) To provide the participants with the viewpoints and framework for case studies
(2) To provide the participants with opportunities to be exposed to the advanced cases of farming, including technical and organizational aspects in the model area
Outcomes: (1) Participants will be able to analyze the actual case of farming
(2) Participants will be able to identify the unique or advance aspects of the actual cases of farming
(3) Participants will obtain new insights from observations of different locations
- Session 3 Objectives: (1) To facilitate the participants' understanding on the process of extension material making at the field level
(2) To provide the participants with opportunities to exchange ideas and information on different advanced farming cases within the locality
Outcomes: (1) Participants will be acknowledged with the basics of extension material making at the field level
(2) Participants will obtain skills to extract the prominent aspects from actual cases to identify and find out solutions of the problems in the locality
- Session 4 Objectives: (1) To facilitate the participants to compile the extension materials out of their own field experiences
(2) To provide the participants with more technical or organizational information derived from the co-participants' works
Outcomes: (1) Extension materials from working groups will be prepared for trial application
(2) List of advanced cases of farming in the locality will be compiled for information dissemination
- Session 5 Objectives: (1) To provide participants to exchange experiences and opinions as feed back of trial application of the materials
(2) To assess the applicability of the materials in the field activities
(3) To encourage the participants to continue similar efforts by their own
Outcomes: (1) Participants will confident and convinced with the usefulness of local case analysis in the extension activities
(2) Participants will come up with further improvement of materials and information list by their own

(8) 日本人専門家派遣実績

農業普及研修システム改善計画

日本人専門家の派遣実績

専門家氏名 長期専門家	指導科目	派遣期間	派遣前の所属	指導内容
及川 章	チーフアドバイザー	99/9/1~02/3/31	農水省	総括
大泉 泰雅	業務調整	"	JICA特別嘱託	運営管理
赤松 啓子	普及／研修システム	"	JICA特別嘱託	普及／研修システム改善のための調査、研修計画設定／試行
短期専門家				
河村 政孝	農業研修実態評価	00/3/6~00/3/25	青森県青森地域農業 改良普及センター	研修計画策定に係る助言／指導を行う。 日本における普及事業及び普及員を対象とする研修事業について事例 を紹介する。
加藤 成一	普及研修実施における 行政等との連携方法	00/3/6~00/3/25	元千葉県	インドネシアにおける連携強化の可能性についてC/Pと検討し提言を まとめる。 日本における行政／試験研究機関／普及組織の連携の実態を紹介する。

(9) カウンターパート配置実績

農業普及研修システム改善計画

CPの配置実績

2000.1.10

氏名／役職	CPの専門分野	技術移転を行った専門家	実施機関での勤務期間	研修受入期間	研修内容	研修当時の役職	現在の役職、 離職年月、離職先
Mr. H. Muchtar Abdullah 教育訓練庁長官	総括(Project Director)	及川 章					
Mr.Moch Anas Rasyid 職員教育訓練局長官	総括(Project Manager)	及川 章		(2000年度予定)	普及行政	職員教育訓練局長官	
Dr. A. Soedradjat Martaamidja 農業普及開発局長官	総括(Deputy Project Manager)	及川 章					
Mr. Asep Suryaman 職員教育訓練局 事務職技能職教育訓練課長	運営管理	大泉 泰雅	10年(99.9)	99/2/13- .3/3	農業普及研修	職員教育訓練局 事務職技能職教育訓練課長	
Mr. Ridha Ismail 農業普及開発局人材課長	運営管理	大泉 泰雅	12年(99.9)	99/2/13- .3/3	農業普及研修	農業普及開発局人材課長	
Mr. Herry Achmad Bazuri 事務職技能職教育訓練課 技能グループ	普及／研修システム	赤松 啓子	10年(99.9)	(2000年度予定)	農業普及研修	事務職技能職教育訓練課 技能グループ	
Ms. Lindawati Anggodo 農業普及開発局人材課 プロ農業普及員班	普及／研修システム	赤松 啓子	15年(99.9)	(2000年度予定)	農業普及研修	農業普及開発局人材課 プロ農業普及員班	
Mr.Asep Adinata Kayuambon 農業教育訓練センター 教官	研修システム	赤松 啓子	14年(99.9)				
Mr. Djedje Tusuf Bandong県農業情報普及センター 普及員	研修システム	赤松 啓子					
Mr.Didi Moelyadi Bandong県農業情報普及センター 普及員	研修システム	赤松 啓子					

(10) 機材供与実績

Inventory of Technical Equipment (PSDPP/PIAETS)

P3danP2=P. Pembinaan Pendidikan dan Pelatihan Pegawai.

P4=P. Pembinaan Penyuluhan Pertanian

BLPP Lembang=

Provided by technical cooperation programme

1999.11.25

Item No	Supplied year	Equipment, model, maker etc	Quantity	Total amount	Supplied place	Managing /using section	Remarks
1	1999	Vehicle Kuda GLS	2	RP229,000,000	Jakarta	P3 dan P2	
2		Copy machine NP-6130	1	US\$4,371.00	"	"	
3		Sorter MS-A1	1	US\$2,171.40	"	"	
4		Document Feeder ADF	1	US\$1,438.00	"	"	
5		Power Supply for NP-6130	1	US\$224.00	"	"	
6		Personal Computer PC-300GL	3	US\$4,059.00	"	P3 dan P2, P4, BLPP Lembang	
7		Printer BJC6000	3	US\$1,122.00	"	"	
8		Scanner 5200C for PC	3	US\$1,023.00	"	"	
9		Digital Camera DC280 Zoom	3	US\$2,932.60	"	"	
10		Software MS Office 2000	3	US\$1,594.50	"	"	
11		Presenter system Multimedia projector ELP7550	2	US\$16,350.00	"	P3 dan P2, BLPP Lembang	
12		Trolley for Multimedia projector	2	US\$750.00	"	"	
13		Wireless Amplifier ZW770C	2	US\$3,500.00	"	"	
14		Over head projector & screen HP4000S, Screen70"	2	US\$2,310.00	"	"	

(11) 研修コース実績

農業普及研修システム改善計画

研修コースの実績

研修コース名	開催期間	研修対象	受講者数	研修内容	備考
普及／研修現状調査手法セミナー	00,2,7及び2,22	普及員	各70名	バンドン県における普及／研修実情調査手法について 普及員による普及／研修に関する自己診断法について	普及員が調査手順を習得すると共にバンドン県の実情を把握し今後の活動計画策定の資料とする。
普及活動のための組織連携に関するセミナー	00,3,21	普及員	100名	プロジェクトで実施した普及員、農家調査結果の報告と討議、 短期専門家による日本の普及活動のための組織連携について紹介	
農業普及。研修システムセミナー	00,3,29	合同会議メンバー 農業省関係者	30名	プロジェクトの活動状況の紹介、 農家調査結果について討議	本プロジェクトの合同会議が延期されていることから、今回のセミナーで関係者に活動報告ができたことは意義がある。また、今回のセミナーは教育訓練庁の官房が主催したことにも意義がある。

BIPP= Agricultural Extension Information Center, BPP= Agricultural Extension Office, KF= Key Farmer,

[illegible]

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Activities	99 00 01 02												Out put Tregel/Indicators	Personnel	Location	Target	Equipment	Cost
	9	10	11	12	1	2	3	4	5	6	7	8						
2.Survey and data analysis on training activities for extension officers and farmers in the model area													Effectiveness of the training programs is studied	CP,JE,BLPP, BIPP,BPP	Model area	DIKLAT BLPP, BIPP, BPP, KF(P4S, KTNA,PM, Koperasi Tani etc)	Vehicle, Survey Material	Expenses for survey and Publication
2-1.Selection of the model area																		
a)Setting of selection criteria																		
b)Initial screening with existing data on the area																		
c)Ocular visit to the area initial selected																		
2-2.Operation/briefing to the model area																		
a)Courtesy to the relevant offices and institutions																		
b)Preliminary information gathering																		
2-3.Planning of the surveys																		
a)Themes, contents and methodologies of the surveys, preparation of formats, etc																		
2-4.Implementation of surveys																		
2-5.Analysis of the survey results																		
↓																		
2.Survey and data analysis on training activities for extension officers and farmers in the model area													2.Effectiveness of the training programs is studied	CP,JE,BLPP, BIPP,BPP	Model area	DIKLAT BLPP, BIPP, BPP, KF	Vehicle, Survey Materials	Expenses for survey and Publication
2-1.Selection of the model area													2-1.The model area is selected based on the criteria		Provincial: West Java			
a)Setting of selection criteria													briefed on the Project		District: Bandung			
b)Initial screening with existing data on the area																		
c)Ocular visit to the area initial selected																		
a)Courtesy to the relevant offices and institutions																		
b)Preliminary information gathering																		
2-3.Planning of the surveys													2-3.Plan for training survey is formulated and necessary survey forms are developed					
a)Themes, contents and methodologies of the surveys, preparation of formats, etc																		
2-4.Implementation of surveys													2-4.The training survey is conducted					
2-5.Analysis of the survey results													2-5.Survey report is compiled					

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Activities	99				00				01				02				Out put Treget/Indicators	Personnel	Location	Target	Equipment	Cost
	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12						
3.Formulation, implementation and evaluation of model training programs concerning extension and agriculture based on the activities mentioned in 1 and 2 above in the model area																		CP,JE,BLPP, BIPP,BPP	DIKLAT BLPP,	DIKLAT BLPP, BIPP, BPP, KF(P4S, KTNA,PM, Koperasi Tani etc)	Vehicle, Training Material Agricultural-equipment	Training expenses
3-1.Formulation of model training programs regarding extension and agriculture																						
a)Training needs assessment and participatory planning																						
b)Curriculum development																						
3-2.Implementation of model training program for extension officers and key farmers at the AITC(BLPP)																						
a)Conduct of training course for extension officers																						
b)Conduct of training course for key farmers																						
3-3.Evaluation and improvement of model training programs																						
a)Examination of evaluation method																						
b)Evaluation, monitoring and follow up																						
c)Formulation of recommendations for improvement																						
↓																						
3.Survey on the institutions related to training and extension																		CP,JE,BLPP, BIPP,BPP	Model area	DIKLAT BLPP, BIPP, BPP, RI, KF	Vehicle, Survey Material	Expenses for survey
a)Planning of the surveys																						
b)Selection of the Institutions to be surveyed																						
c)Implementation of surveys																						
d)Analysis of the survey results																						

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Activities	99			00			01			02			Out put Treget/Indicators	Personnel	Location	Target	Equipment	Cost		
	9	10	11	12	1	2	3	4	5	6	7	8							9	10
4.Enhancement of Cupertino between the AITC(BLPP) and other institutions dealing with training and extension including of research institutions and local government														A systematised institutional set-up is developed at the model area with consideration for applicability other areas	CP,JE,BLPP, BIPP,BPP	Model area Provincial: awst Java District: Bandung Sub-district Lenbang Cisarua	DIKLAT BLPP, BIPP, BPP, RI KF(P4S, KTNA,PM, Koperasi Tani etc)	Vehicle, Survey Material Training Material Agricultural- equipment	Expenses for survey and training	
4-1.Survey on the institutions related to training and extension																				
a)Planning of the surveys																				
b)Selection of the institutions to be surveyed																				
c)Implementation of surveys																				
d)Analysis of the survey results																				
4-2.Formulation and implementation of the AITC(BLPP) cooperation program with other institutions related to training and extension																				
a)Integration of linkages with other institutions into planning of training courses to be conducted under 3 above																				
b)Implementation of the training courses with other institutions																				
c)Joint evaluation by AITC(BLPP) and participating institutions																				
d)Organization of regular consultative meeting																				
e)Compilation of local resources for training and extension in a reference form																				
f)information drive for strengthening of institutional linkages																				
↓ Next Page														↓		↓		↓		↓

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PM = Advance Farmer, Koperasi Tani= Farmers' Cooperative

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