


2. 討議議事録 (R/D)

RECORD OF DISCUSSIONS
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF
THE REPUBLIC OF INDONESIA
ON
JAPANESE TECHNICAL COOPERATION
FOR
THE PROJECT FOR RESEARCH AND EDUCATION DEVELOPMENT ON
INFORMATION AND COMMUNICATION TECHNOLOGY
IN SEPULUH NOPEMBER INSTITUTE OF TECHNOLOGY

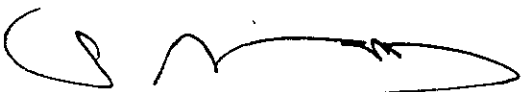
Japan International Cooperation Agency (hereinafter referred to as "JICA") had a series of discussions through Resident Representative of JICA office in the Republic of Indonesia, with the Indonesian authorities concerned with respect to desirable measures to be taken by JICA and the Government of the Republic of Indonesia for the successful implementation of the above-mentioned Project.

As a result of the discussions, JICA and the Indonesian authorities concerned agreed on the matters referred to in the document attached hereto.

Jakarta , 27 January 2006



Keiichi Kato
Resident Representative
Japan International Cooperation Agency
Indonesia Office



Satryo Soemantri Brodjonegoro
Director General,
Directorate General of Higher Education,
Ministry of National Education
Republic of Indonesia

THE ATTACHED DOCUMENT

I. COOPERATION BETWEEN JICA AND THE GOVERNMENT OF THE REPUBLIC OF INDONESIA

1. The Government of the Republic of Indonesia will implement THE PROJECT FOR RESEARCH AND EDUCATION DEVELOPMENT ON INFORMATION AND COMMUNICATION TECHNOLOGY IN SEPULUH NOPEMBER INSTITUTE OF TECHNOLOGY (hereinafter referred to as "the Project") in cooperation with JICA.
2. The Project will be implemented in accordance with the Master Plan which is given in Annex I.

II. MEASURES TO BE TAKEN BY JICA

In accordance with the laws and regulations in force in Japan, JICA will take, at its own expense, the following measures according to the normal procedures under the Colombo Plan Technical Cooperation Scheme.

1. DISPATCH OF JAPANESE EXPERTS

JICA will provide the services of the Japanese experts as listed in Annex II.

2. PROVISION OF MACHINERY AND EQUIPMENT

JICA will provide machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in Annex III. The Equipment will become the property of the Government of the Republic of Indonesia upon being delivered C.I.F.(cost, insurance and freight) to the Indonesian authorities concerned at the sea ports and/or airports of disembarkation.

3. TRAINING OF THE INDONESIAN PERSONNEL IN JAPAN

JICA will receive the Indonesian personnel connected with the Project for academic and technical training in Japan.

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

1. The Government of the Republic of Indonesia will take necessary measures to ensure that the self-reliant operation of the Project will be sustained during and after the period of Japanese technical cooperation, through full and active involvement in the Project by all related authorities, beneficiary groups and institutions.
2. The Government of the Republic of Indonesia will ensure that the technologies and knowledge acquired by the Indonesian nationals as a result of the Japanese technical cooperation will contribute to the economic and social development of the Republic of Indonesia.
3. The Government of the Republic of Indonesia will grant in the Republic of Indonesia privileges, exemptions and benefits to the Japanese experts referred to in II-1 above and their families, which are no less favorable than those accorded to experts of third countries working in the Republic of Indonesia under the Colombo Plan Technical Cooperation Scheme.
4. The Government of the Republic of Indonesia will ensure that the Equipment referred to in II-2 above will be utilized effectively for the implementation of the Project in consultation with the Japanese experts referred to in Annex II.
5. The Government of the Republic of Indonesia will take necessary measures to ensure that the knowledge and experience acquired by the Indonesian personnel from academic and technical training in Japan will be utilized effectively in the implementation of the Project.
6. In accordance with laws and regulations in force in the Republic of Indonesia, the Government of the Republic of Indonesia will take necessary measures to provide at its own expense;
 - (1) Services of Indonesian counterpart personnel and administrative personnel as listed in Annex IV ;
 - (2) Land, buildings and facilities as listed in Annex V;

- (3) Supply or replacement of machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided by JICA referred to in II-2 above ; and
- (4) Means of transport for the Japanese experts for official travel within the Republic of Indonesia.

7. In accordance with the laws and regulations in force in the Republic of Indonesia, the Government of the Republic of Indonesia will take necessary measures to meet:

1. Expenses necessary for transportation within the Republic of Indonesia of the Equipment referred to in II-2 above as well as for the installation, operation and maintenance thereof;
2. Custom duties, internal taxes and any other charges, imposed in the Republic of Indonesia on the Equipment referred to in II-2 above; and
3. Running expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. Director General of Directorate General of Higher Education, Ministry of National Education (hereinafter referred to as "DGHE"), as the Project Supervisor, will bear overall supervision of the Project.
2. Rector of Sepuluh Nopember Institute of Technology (hereinafter referred to as "ITS"), as the Project Director, will bear overall responsibility for the Project.
3. Vice Rector for Cooperation, Communication and Student Affairs of ITS, as the Project Manager, will be responsible for the managerial and technical matters pertaining to the implementation of the Project.

4. The Japanese Team Leader will provide necessary recommendations and advice to the Project Director and Project Manager on any matters pertaining to the implementation of the Project.
5. The Japanese experts will give necessary technical guidance and advice to the Indonesian counterpart personnel on technical and academic matters pertaining to the implementation of the Project.
6. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee will be established whose functions and composition are described in Annex VI.

V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by JICA and the Indonesian authorities concerned, at the middle and during the last six months of the cooperation term in order to examine the level of achievement.

VI. CLAIMS AGAINST JAPANESE EXPERTS

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

VII. MUTUAL CONSULTATION

There will be mutual consultation between JICA and the Government of the Republic of Indonesia on any major issues arising from, or in connection with this Attached Document.

VIII. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For the purpose of promoting support for the Project among the people of the Republic of Indonesia, the Government of the Republic of Indonesia will take appropriate measures to make the Project widely known to the people of the Republic of Indonesia.

IX. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be four (4) years from April 1, 2006.

- ANNEX I MASTER PLAN
- ANNEX II LIST OF JAPANESE EXPERTS
- ANNEX III LIST OF MACHINERY AND EQUIPMENT
- ANNEX IV LIST OF INDONESIAN COUNTERPART AND ADMINISTRATIVE PERSONNEL
- ANNEX V LIST OF BUILDINGS AND FACILITIES
- ANNEX VI JOINT COORDINATING COMMITTEE

Master Plan

1. Objective of the Project

1.1 Overall goal

The eastern part of Indonesia will have a sufficient level of capabilities of human resource development and research activities in the field of Information and Communication Technology (hereinafter referred to as "ICT").

(The eastern part of Indonesia includes East Java.)

1.2 Project Purpose

ITS strengthens research capabilities in order to provide industries, other universities and government institutes in the eastern part of Indonesia with human resources having the state-of-the-art technologies and skills in the fields of ICT.

2. Output of the Project

2.1. ITS strengthens research activities and has the international level research capabilities.

2.2. ITS transforms the engineering education from classroom-based to laboratory-based.

2.3. Academic linkage between ITS and universities in the eastern part of Indonesia is established.

2.4. Joint activities between ITS and industries and government institutes are strengthened.

3. Project Activities of the Project

3.1.1. ITS forms Project Implementation Board (hereinafter referred to as "the Board") consisting of representatives from ITS, Electronic Engineering Polytechnic Institute of Surabaya (hereinafter referred to as "EEPIS"), industries and JICA experts.

3.1.2. JICA identifies a core Japanese university(ies) to implement the Project.

3.1.3. The project forms Research Selection Team, consisting of representatives from ITS, EEPIS and JICA experts.

3.1.4. The Research Selection Team conducts selection process for the first batch, including preparation of proposal format, research implementation guideline, setting-up of selection criteria and selection of research proposals.

3.1.5. The core university(ies) identifies appropriate research partners from Japanese universities.

3.1.6. Both laboratories in Indonesian and Japanese sides make research implementation plans.

3.1.7. ITS laboratories invite research members from EEPIS, other universities, government institutes and industries.

3.1.8. Both laboratories implement researches.

3.1.9. ICT Center regularly organizes scientific meetings in ITS.

3.1.10. The team leaders of research groups submit research reports to the Board.

3.1.11. The members of research groups submit papers to international conferences or journals.

3.1.12. Some members of labo-labo linkage attend conferences.

3.1.13. Some research groups apply for patents with a help of Business Service Unit.

3.1.14. The Project implements the second batch, following from 3.1.4 to 3.1.13.

3.1.15. The Project implements the third batch, following from 3.1.4 to 3.1.13.

- 3.2.1. ITS prepares overall implementation plan suitable for 2-year S2 program by transforming class-based education to labo-based one.
- 3.2.2. ICT Center holds awareness workshops of labo-based education for Departments of Electrical Engineering, Information Systems and Informatics.
- 3.2.3. ITS appoints all Labo-labo linkage laboratories as well as other selected laboratories as pilot laboratories.
- 3.2.4. ICT Center coordinates pilot laboratories to prepare each action plan.
- 3.2.5. Graduate students in pilot laboratories are involved in research activities.
- 3.2.6. Each pilot laboratory implements each action plan.
- 3.2.7. All pilot laboratories organize workshops to share experiences among laboratories.
- 3.2.8. Pilot laboratories develop guidelines to introduce labo-based education.

- 3.3.1. ITS reforms ICT Center by assigning some additional staff members for Inter-University Link Unit.
- 3.3.2. Teaching staff in Eastern Universities participate in S2 and S3 programs in ITS and they are involved in joint researches.
- 3.3.3. ITS expands and upgrades ICT conference by inviting more participants from the eastern part of Indonesia.
- 3.3.4. Corresponding laboratories support their graduates to follow-up researches at their original universities.
- 3.3.5. ITS initiates inter-university committee to organize conference at one of universities in the eastern part of Indonesia annually.
- 3.3.6. ITS dispatches teaching staff to other universities through staff exchange program.

- 3.4.1. ITS reforms ICT Center by assigning some additional staff members for Business Service Unit.
- 3.4.2. Business Service Unit develops a database of research personnel, research topics, equipment and published papers.
- 3.4.3. Business Service Unit prepares Brochure and website to market intellectual asset in the fields of ICT at ITS.
- 3.4.4. Business Service Unit organizes a series of workshops, conferences and open campus to promote collaborative works with industries and government institutes.
- 3.4.5. ITS invites guest lecturers from industries and government institutes.
- 3.4.6. Business Service Unit provides consultation and equipment calibration services in collaboration with EEPIS.
- 3.4.7. Business Service Unit designs and provides professional training courses for industries and government institutes.
- 3.4.8. Business Service Unit encourages participation of industries and government institutes in joint researches with ITS.
- 3.4.9. Business Service Unit provides incubation functions such as office space, basic facilities and business consultation for teaching staff and graduates to start their own venture business based on outcomes of joint researches.
- 3.4.10. Business Service Unit provides service of patent registration for teaching staff

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List of Japanese Experts

1. Team leader for project management and research plan
2. Deputy team leader for coordinating and management of the project / Expert for Business and Academic Linkage
3. Expert for Intellectual Asset Management
4. Expert for Laboratory – based Education
5. Expert for Joint research (1) for Batch 1
6. Expert for Joint research (2) for Batch 1
7. Expert for Joint research (3) for Batch 1
8. Expert for Joint research (4) for Batch 2
9. Expert for Joint research (5) for Batch 2
10. Expert for Joint research (6) for Batch 2
11. Expert for Joint research (7) for Batch 2
12. Expert for Joint research (8) for Batch 3
13. Expert for Joint research (9) for Batch 3
14. Expert for Joint research (10) for Batch 3
15. Expert for Joint research (11) for Batch 3
16. Expert for Joint research (12) for Batch 3

List of Machinery and Equipment

1. Equipment for common and general use of project management
2. Equipment for the field of Information and Communication Technology
3. Equipment for joint research activities

Note:

1. The above mentioned equipment will be strongly related with the Project equipment to execute for the technical cooperation by the JICA experts and for implementation of the Project.
2. The detailed specifications and quantity of the above-mentioned equipment to be provided each year will be discussed in principle every year between the JICA experts and the Indonesian counterpart personnel based on the annual plan of the Project, within the allocated budget of the Japanese fiscal year (April-March).

List of Indonesian counterpart and administrative personnel

Counterpart personnel

Project Implementation Board

1. Project Director of the Project
2. Project Manager of the Project
3. Secretary(ies) of the Project

Joint Research Counterpart

12 (twelve) joint research team directed by Professors/Associate professors/head of laboratories

Administrative personnel

1. Full time administrative personnel at the Project
2. Secretary(ies) at the office of the Project
3. Technical supporting staff in the office of the Project

List of Buildings and Facilities

1. Land, building and facilities necessary for the Project
2. Office and basic logistics facilities for the JICA experts
3. Other facilities mutually agreed upon as necessary

Joint Coordinating Committee

(1) Functions

The Joint Coordinating Committee will meet when necessary and at least once a year in order to fulfill the following functions:

- i). To formulate the annual work plan of the Project and to coordinate and to monitor the overall progress of the Project based on the Tentative Schedule of Implementation within the framework of the Record of Discussions (hereinafter referred to as "R/D")
- ii). To review the results of the annual work plan and the progress of the Project
- iii). To review and exchange views on major issues that may arise during the implementation of the Project

(2) Membership

The member of the Committee shall comprise:

Chairperson: Director General of Higher Education, Ministry of National Education

Members: Rector of ITS
Vice Rector for Cooperation, Communication and Student Affairs of ITS
Head of ICT Center of ITS
Dean of Faculty of Industrial Technology of ITS
Dean of Faculty of Information Technology of ITS
Director of Polytechnic Elektronika Negeri Surabaya
Director of Religion and Education of BAPPENAS
JICA Experts
Representative of JICA

Note:

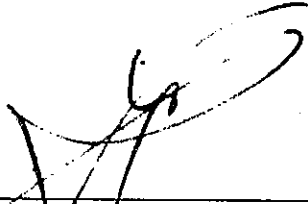
Official(s) of Embassy of Japan may attend the Joint Coordinating Committee as observer(s).

MINUTES OF MEETING
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
THE AUTHORITIES CONCERNED
OF
THE GOVERNMENT OF THE REPUBLIC OF INDONESIA
ON
THE PROJECT FOR RESEARCH AND EDUCATION DEVELOPMENT ON
INFORMATION AND COMMUNICATION TECHNOLOGY
IN SEPULUH NOPEMBER INSTITUTE OF TECHNOLOGY


Japan International Cooperation Agency (hereinafter referred to as "JICA") had a series of discussions through the Resident Representative of JICA in the Republic of Indonesia, with the Indonesian authorities concerned for the purpose of working out the details of the above-mentioned technical cooperation Project.

As a result of the discussions, JICA and Indonesian authorities concerned agreed to summarize the matters referred to in the document attached hereto as a supplement to the Record of Discussions.


Jakarta , 27 January 2006



Keiichi Kato
Resident Representative,
Japan International Cooperation Agency
Indonesia Office



Satryo Soemantri Brodjonegoro
Director General,
Directorate General of Higher Education,
Ministry of National Education
Republic of Indonesia



Mohammad Nuh
Rector,
Sepuluh Nopember Institute of Technology,
Republic of Indonesia

THE ATTACHED DOCUMENT

I. PROJECT DESIGN MATRIX

JICA explained that the Project Design Matrix (hereafter referred to as the "PDM") is commonly used in Japanese technical cooperation in order to manage and implement projects efficiently and effectively. It will also be used as a reference for monitoring and evaluating the Project.

As a result of discussions, both sides agreed to apply the PDM as shown in ANNEX I to the Project with the following understanding:

1. The PDM is a logically designed matrix which defines the initial understanding of the framework of technical cooperation for the Project and indicates the logical steps toward the achievement of the Project purpose.
2. The PDM is to be flexibly revised according to the progress and achievements of the Project, upon approval by the Joint Coordinating Committee.

II. TENTATIVE SCHEDULE OF IMPLEMENTATION

The schedule is subject to change within the scope of the Record of Discussion (hereinafter referred to as the 'R/D'), when necessity arises, in the course of project implementation.

The Tentative Schedule of Implementation is shown in ANNEX II.

III. PLAN OF OPERATION

The Plan of Operation has been tentatively formulated according to the R/D. The Plan of Operation for the entire period of the Project is shown in ANNEX III.

The Annual Plan of Operation is to be drafted by both the Indonesian and Japanese experts according to the Plan of Operation and is to be submitted to the Joint Coordinating Committee. The activities are subject to change within the scope of the R/D, if necessity arises, in the course of Project implementation.

IV. ADMINISTRATION OF THE PROJECT

1. With reference to Article IV of the R/D, both the Indonesian and Japanese side agreed that under the overall responsibility of the Project Director, coordination of administration and implementation of the Project will be carried out through mutual consultation by both the Indonesian and the Japanese side.
2. The Organizational Chart of the Project is given in ANNEX IV.
3. The functions of Information and Communication Technology Center are established by assigning the Head and necessary administrative staff.

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IV. SPECIAL ISSUE

Indonesian side will provide special scholarship fund for teaching staff from universities in eastern part of Indonesia to joint graduate program in Sepuluh Nopember Institute of Technology.

- ANNEX I PROJECT DESIGN MATRIX (PDM)
- ANNEX II TENTATIVE SCHEDULE OF IMPLIMENTATION
- ANNEX III PLAN OF OPERATION
- ANNEX IV ORGANIZATIONAL CHART OF INFORMATION AND COMMUNICATION TECHNOLOGY CENTER

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PROJECT DESIGN MATRIX (Draft)

Project Title: Project for Research and Education Development on ICT in ITS (PREDICT-ITS)

Executing Bodies: Directorate General of Higher Education (DGHE), Institut Teknologi Sepuluh Nopember (ITS) and Japan International Cooperation Agency (JICA)

Duration: 1 April 2006 – 31 March 2010, 4 years

Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions
<p>(Overall goal) The eastern part of Indonesia will have a sufficient level of capabilities of human resource development and research activities in the field of ICT. (The eastern part of Indonesia includes East Jawa.)</p>	<ul style="list-style-type: none"> • Number of teaching staff with S2 and S3 degree increases in universities in the eastern part of Indonesia. • Number of patents applied increases and number of research papers published in international journals increases in the eastern part of Indonesia. 	<p>Statistics of DGHE</p> <p>Statistics of patents and international journals</p>	<p>The present government policy to develop ITS as an ICT Center continues.</p>
<p>(Project Purpose) ITS strengthens research capabilities in order to provide industries, other universities and government institutes in the eastern part of Indonesia with human resources having the state-of-the-art technologies and skills in the fields of ICT.</p>	<ul style="list-style-type: none"> • At least 12 joint researches are conducted with Japanese researchers and at least 20 joint researches are conducted with researchers outside ITS. • All graduates students in target departments are involved in laboratory researches • An average length of S2 course in ICT related departments becomes 2.5 years. • At least 10 universities in the eastern part of Indonesia and EEPIS participate in the project. • At least 30 companies and government institutes participate in the project. 	<p>Project monitoring and evaluation report</p>	
<p>(Output) 1. ITS strengthens research activities and has the international level research capabilities.</p>	<ul style="list-style-type: none"> • 3-5 joint researches are conducted with Japanese universities every batch. • At least 1 research paper from each joint research is presented at international level conference or journal every year. • At least 5 universities in the eastern part of Indonesia are involved in joint researches each batch. • At least 6 scientific meetings are organized per year • An annual research report from each joint research is prepared. • At least 4 patents are applied for registration during the project period. 	<p>Project monitoring and evaluation report</p>	

<p>2. ITS transforms the engineering education from classroom-based to laboratory-based.</p>	<ul style="list-style-type: none"> • Introduction plan for labo-based education is prepared and authorized. • Awareness workshops are held once a year. • All laboratories involved in labo-labo linkage are appointed as pilot laboratories. • The action plan is prepared after awareness workshop. • At least 2 graduate students are involved in activities of each pilot laboratory. • 2 workshops for sharing experiences among laboratories are conducted. • A set of guideline to introduce labo-based education is developed by pilot laboratories. 	<p>Project monitoring and evaluation report</p>	
<p>3. Academic linkage between ITS and universities in the eastern part of Indonesia is established.</p>	<ul style="list-style-type: none"> • At least 1 full-time administrative staff and 1 academic staff are assigned for Inter-University Link Unit in ICT Center. • At least 12 teaching staff from universities in the eastern part of Indonesia become members of joint researches per year. • 10 research results from ITS for 1st and 2nd year and 25 research results for the following years from ITS, universities and polytechnics in the eastern part of Indonesia are presented at conference organized by ITS. • All S2 graduates of this program continue their researches at their universities. • One conference at one of member universities per year is held. • One ITS staff is dispatched for 2 weeks to each member university and polytechnic every year. 	<p>Project monitoring and evaluation report</p>	
<p>4. Joint activities between ITS and industries and government institutes are strengthened.</p>	<ul style="list-style-type: none"> • At least 1 full-time administrative staff and 1 academic staff are assigned for Business Service Unit in ICT Center. • Database of ICT related research resources is constructed. • Brochure and website for ICT related activities in ITS are developed. 	<p>Project monitoring and evaluation report</p>	

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	<ul style="list-style-type: none"> • Workshop, conference and open campus are held at least once a year. • At least one course per department per semester is delivered by lectures from industries and government institutes. • At least 10 services for consultation and calibration are provided. • At least one week professional training course per semester per faculty is implemented. • At the end of the project, at least 50 % of Labo-labo linkage researches include participants from industries. • At least 5 new venture companies are established. 		
(Activities)	(INPUTS)		
<p>1.1. ITS forms Project Implementation Board, consisting of representatives from ITS, EEPIS, industries and JICA experts.</p> <p>1.2. JICA identifies a core Japanese university(ies) and forms a group of Japanese universities to support the project.</p> <p>1.3. The project forms Research Selection Team, consisting of representatives from ITS, EEPIS and JICA experts.</p> <p>1.4. The Research Selection Team conducts selection process for the first batch, including preparation of proposal format, research implementation guideline, setting-up of selection criteria and selection of research proposals.</p> <p>1.5. The core university(ies) identifies appropriate research partners from Japanese universities.</p> <p>1.6. Both laboratories in Indonesian and Japanese sides make research implementation plans.</p> <p>1.7. ITS laboratories invite research members from EEPIS, other universities, government institutes and industries.</p> <p>1.8. Both laboratories implement researches.</p> <p>1.9. ICT Center regularly organizes scientific meetings in ITS.</p>	<p>1. Indonesian side:</p> <p>a. Offices and other facilities necessary for the project management.</p> <p>b. Laboratory space for joint researches</p> <p>c. Assignment of necessary number of counterpart personnel</p> <p>d. Assignment of academic and administrative staff for ICT Center.</p> <p>e. Expenses necessary for activities by the counterpart.</p> <p>f. Expenses necessary for activities by ICT Center.</p> <p>g. Expenses for participants to attend conferences, workshops and training programs.</p> <p>h. Special scholarship fund for teaching staff from universities in the eastern part of Indonesia to join graduate programs in ITS</p> <p>i. Expenses for publication to international journals</p> <p>j. Expenses for publishing research papers</p> <p>k. Expenses for patent registration</p>		Appropriate research partners from Japanese universities are identified.

<p>1.10. The team leaders of research groups submit research reports to the Board.</p> <p>1.11. The members of research groups submit papers to international conferences or journals.</p> <p>1.12. Some members of labo-labo linkage attend conferences.</p> <p>1.13. Some research groups apply for patents with a help of Business Service Unit.</p> <p>1.14. The Project implements the second batch, following from 1.4 to 1.13.</p> <p>1.15. The Project implements the third batch, following from 1.4 to 1.13.</p> <p>2.1. ITS prepares overall implementation plan suitable for 2-year S2 program by transforming class-based education to labo-based one.</p> <p>2.2. ICT Center holds awareness workshops of labo-based education for Departments of EE, IS and Informatics.</p> <p>2.3. ITS appoints all Labo-labo linkage laboratories as well as other selected laboratories as pilot laboratories.</p> <p>2.4. ICT Center coordinates pilot laboratories to prepare each action plan.</p> <p>2.5. Graduate students in pilot laboratories are involved in research activities.</p> <p>2.6. Each pilot laboratory implements each action plan.</p> <p>2.7. All pilot laboratories organize workshops to share experiences among laboratories.</p> <p>2.8. Pilot laboratories develop guidelines to introduce labo-based education.</p> <p>3.1. ITS reforms ICT Center by assigning some additional staff members for Inter-University Link Unit.</p> <p>3.2. Teaching staff from universities in the eastern part of Indonesia participate in S2 and S3 programs in ITS and they are involved in joint researches.</p> <p>3.3. ITS expands and upgrades ICT conference by inviting more participants from the eastern part of Indonesia.</p>	<p>2. Japanese side:</p> <p>a. Dispatch of Japanese experts for project management and ICT related research.</p> <p>b. Training of counterpart personnel in Japan.</p> <p>c. Provision of equipment.</p> <p>d. Provision of fund necessary for the implementation of research activities</p> <p>e. Expenses necessary for activities by ICT Center.</p> <p>f. Expenses for participants to attend conferences, workshops and training programs</p> <p>g. Expenses for publication to international journals</p> <p>h. Expenses for patent registration</p>		<p>Domestic scholarship budget is secured</p> <p>Teaching staff after completion of graduate program continue to work for their original universities.</p>
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<p>3.4. Corresponding laboratories support their graduates to follow-up researches at their original universities.</p> <p>3.5. ITS initiates inter-university committee to organize conference at one of universities in the eastern part of Indonesia annually.</p> <p>3.6. ITS dispatches teaching staff to other universities through staff exchange program.</p> <p>4.1. ITS reforms ICT Center by assigning some additional staff members for Business Service Unit.</p> <p>4.2. Business Service Unit develops a database of research personnel, research topics, equipment and published papers.</p> <p>4.3. Business Service Unit prepares Brochure and website to market intellectual asset in the fields of ICT at ITS.</p> <p>4.4. Business Service Unit organizes a series of workshops, conferences and open campus to promote collaborative works with industries and government institutes.</p> <p>4.5. ITS invites guest lecturers from industries and government institutes.</p> <p>4.6. Business Service Unit provides consultation and equipment calibration services in collaboration with EEPIS.</p> <p>4.7. Business Service Unit designs and provides professional training courses for industries and government institutes.</p> <p>4.8. Business Service Unit encourages participation of industries and government institutes in joint researches with ITS.</p> <p>4.9. Business Service Unit provides incubation functions such as office space, basic facilities and business consultation for teaching staff and graduates to start their own venture business based on outcomes of joint researches.</p> <p>4.10. Business Service Unit provides service of patent registration for teaching staff.</p>			<p>These original universities support teaching staff after graduate program for continuing their research activities.</p> <p>Other universities in the eastern part of Indonesia participate in the project.</p> <p>(Pre-conditions)</p> <ul style="list-style-type: none"> • Teaching staff in target departments of ITS accept the project. • Counterpart personnel are available for the project. • Counterpart budget is available for the Project. • ITS maintains its mandate as the leading university for research and education in the field of ICT.
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TENTATIVE SCHEDULE OF IMPLEMENTATION (TSI)

Subject of Activities	2006				2007				2008				2009				2010	
	1	4	7	10	1	4	7	10	1	4	7	10	1	4	7	10	1	4
I. Term of Cooperation	_____																	
II. Input from Indonesia	_____																	
1. Assignment of counterpart personnel	_____																	
2. Assignment of administrative personnel	_____																	
3. Allocation of budget	_____																	
III. From Japan	_____																	
1. Dispatch of experts	_____																	
2. Training of counterpart personnel in Japan	-----																	
3. Provision of equipment	-----																	
IV. Joint Coordinating Committee	▲ ▲				▲				▲				▲					
V. Project Evaluation	▲																	

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	Year	2006												2007												2008												2009												2010		
		Month	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	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3		
Project Phase		← 1st phase →												← 2nd phase →												← 3rd phase →												← 4th phase →														
Research Batch		← 1st batch →												← 2nd batch →												← 3rd batch →												← 4th batch →														
Semester		← 1st semester →						← 2nd semester →						← 1st semester →						← 2nd semester →						← 1st semester →						← 2nd semester →						← 1st semester →														
Output 1 ITS strengthens research activities and has the international level research capabilities.																																																				
1	ITS forms Project Implementation Board, consisting of representatives from ITS, EEPIS, industries and JICA experts.	■																																																		
2	JICA identifies a core Japanese university(ies) and forms a group of Japanese universities to support the project.	■																																																		
3	The project forms Research Selection Team, consisting of representatives from ITS, EEPIS and JICA experts.	■																																																		
4	The Research Selection Team conducts selection process for the first batch, including preparation of proposal format, research implementation guideline, setting-up of selection criteria and selection of research proposals.	■																																																		
5	The core university(ies) identifies appropriate research partners from Japanese universities.	■																																																		
6	Both laboratories in Indonesian and Japanese sides make research implementation plans.	■																																																		
7	ITS laboratories invite research members from EEPIS, other universities, government institutes and industries.	■																																																		
8	Both laboratories implement researches.	■																																																		
9	ICT Center regularly organizes scientific meetings in ITS.	■																																																		
10	The team leaders of research groups submit research reports to the Board.	■																																																		
11	The members of research groups submit papers to international conferences or journals.	■																																																		
12	Some members of labo-labo linkage attend conferences.	■																																																		
13	Some research groups apply for patents with a help of Business Service Unit.	■																																																		
14	The Project implements the second batch, following from 1.4 to 1.13.	preparation																								publishing																										
15	The Project implements the third batch, following from 1.4 to 1.13.													preparation																								publishing														
Output 2 ITS transforms the engineering education from classroom-based to laboratory-based.																																																				
1	ITS prepares overall implementation plan suitable for 2-year S2 program by transforming class-based education to labo-based one.	■																																																		
2	ICT Center holds awareness workshops of labo-based education for Departments of EE, IS and Informatics.	■																																																		
3	ITS appoints all Labo-labo linkage laboratories as well as other selected laboratories as pilot laboratories.	■																																																		
4	ICT Center coordinates pilot laboratories to prepare each action plan.	■																																																		
5	Graduate students in pilot laboratories are involved in research activities.	■																																																		
6	Each pilot laboratory implements each action plan.	■																																																		
7	All pilot laboratories organize workshops to share experiences among laboratories.	■																																																		
8	Pilot laboratories develop guidelines to introduce labo-based education.	■																																																		

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PLAN OF OPERATION

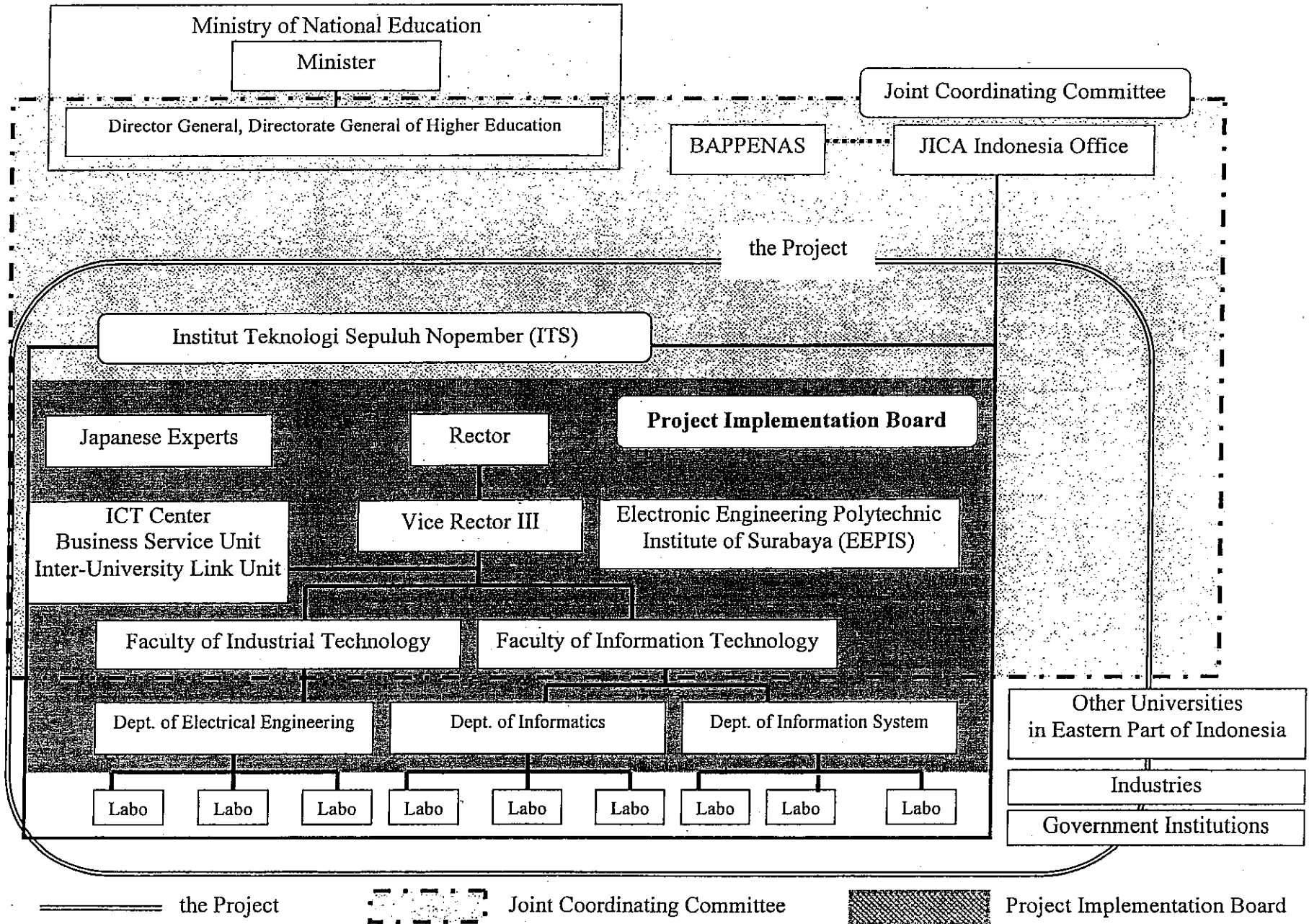
ANNEX III

	Year	2006												2007												2008												2009												2010		
		Month	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	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3		
Project Phase		← 1st phase →												← 2nd phase →												← 3rd phase →												← 4th phase →														
Research Batch		← 1st batch →												← 2nd batch →												← 3rd batch →												← 4th batch →														
Semester		Break						1st semester						2nd semester						Break						1st semester						2nd semester						Break						1st semester								
Output 3 Academic linkage between ITS and universities in Eastern Indonesia is established.																																																				
1	ITS reforms ICT Center by assigning some additional staff members for Inter-University Link Unit.	██████████																																																		
2	Teaching staff in Eastern Universities participate in S2 and S3 programs in ITS and they are involved in joint researches													██████████												██████████												██████████												██████████		
3	ITS expands and upgrades ICT conference by inviting more participants from Eastern Universities.	△																								△												△														
4	Corresponding laboratories support their graduates to follow-up researches at their original universities.																									██████████												██████████												██████████		
5	ITS initiates inter-university committee to organize conference at one of Eastern Universities annually.													■												■												■												■		
6	ITS dispatches teaching staff to other universities through staff exchange program																									■												■												■		
Output 4 Joint activities between ITS and industries and government institutes is strengthened.																																																				
1	ITS reforms ICT Center by assigning some additional staff members for Business Service Unit.	██████████																																																		
2	Business Service Unit develops a database of research personnel, research topics, equipment and published papers.													██████████												██████████												██████████												██████████		
3	Business Service Unit prepares Brochure and website to market intellectual asset in the fields of ICT at ITS.													██████████												██████████												██████████												██████████		
4	Business Service Unit organizes a series of workshops, conferences and open campus to promote collaborative works with industries and government institutes.	△																								△												△														
5	ITS invites guest lecturers from industries and government institutes.	██████████												██████████												██████████												██████████												██████████		
6	Business Service Unit provides consultation and equipment calibration services in collaboration with EEPIS.													██████████												██████████												██████████												██████████		
7	Business Service Unit designs and provides professional training courses for industries and government institutes.													■												■												■												■		
8	Business Service Unit encourages participation of industries and government institutes in joint researches with ITS.																									██████████												██████████												██████████		
9	Business Service Unit provides incubation functions such as office space, basic facilities and business consultation for teaching staff and graduates to start their own venture business based on outcomes of joint researches.																									██████████												██████████												██████████		
10	Business Service Unit provides service of patent registration for teaching staff.																									██████████												██████████												██████████		

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ORGANIZATIONAL CHART OF THE PROJECT

ANNEX IV



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———— the Project [Dotted Box] Joint Coordinating Committee [Hatched Box] Project Implementation Board