

The Project on Knowledge Management for South-South Cooperation Plan of Operation (PO) Ver.0

December 7, 2011

Activity	Sub-activity	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14
Output 1. Knowledge and skills necessary for exercising knowledge management acquired by the key actors of South-South cooperation and know-how of knowledge management implementation accumulated.															
1.1. Identify the key actors of South-South cooperation who need to strengthen capacity for knowledge management	1.1.1. The key actors of South-South cooperation who play a pivotal role in knowledge management are identified.	█													
	1.1.2. The participant lists and seminar schedules are prepared and informed to the participants.	█													
1.2. Develop seminar materials which cater for the needs of the seminar participants	1.2.1. Informal interviews are conducted to assess the level of participants' knowledge on knowledge management.	█													
	1.2.2. Seminar curricula and contents are discussed among concerned ministries and the seminar providers.	█	█												
	1.2.3. Seminar materials including methodology and tools for knowledge management are developed.	█	█												
1.3. Conduct seminars for the key actors of South-South cooperation.	1.3.1. Seminars on knowledge management are conducted.		█												
	1.3.2. Questionnaire surveys to seminar participants are conducted and analyzed to evaluate the level of understanding.		█												
	1.3.3. Based on the answers to the questionnaires, seminar curricula and contents are revised/ improved where necessary.	█	█	█	█	█	█	█	█	█	█	█	█	█	█
1.4. Monitor levels of understanding and use of knowledge and skills on knowledge management and conduct mentoring when necessary.	Same as in the left	█	█	█	█	█	█	█	█	█	█	█	█	█	█
1.5. Record, analyze and document the know-how of knowledge management implementation	1.5.1. Workshops/ meetings for reflecting on the experience of knowledge management implementation are held.												█	█	█
	1.5.2. The experience of knowledge management implementation is recorded, analyzed and the												█	█	█

	know-how is documented or filmed.																		
1.5. Clarify roles and responsibilities of the key actors of South-South cooperation in implementing knowledge management and establish task forces teams	Same as in the left																		
Output 2. Identified Indonesia's comparative advantages for implementing South-South cooperation and revealed expectations from prospective partner countries.																			
2.1. Review Indonesia's development experiences (including development by the private sector initiatives such as state enterprises and civil society organizations) by way of literature review, interviews and workshops, etc.	2.1.1. Formulate an activity plan for literature review, interviews, workshops, etc.																		
	2.1.2. Information is gathered and recorded by conducting literature review, interviews, workshops, etc.																		
2.2. Identify Indonesia's comparative advantages	2.2.1. Meetings are held to analyze the record produced in 2.1.2. and Indonesia's comparative advantages are identified.																		
2.3. Review past requests from partner countries of South-South cooperation by way of literature review, interviews and workshops, etc. and also activities of South-South cooperation by other emerging countries when needed.	2.3.1. A scope of stocktaking on partner countries requests is clarified through discussions with concerned parties.																		
	2.3.2. Formulate an activity plan for literature review, interviews, workshops, etc.																		
	2.3.3. Review activities of South-South cooperation by other emerging countries where necessary.																		
	2.3.4. Information is gathered and recorded by conducting literature review, interviews, workshops, etc.																		
2.4. Identify the expectations of the prospective partner countries	2.4.1. Meetings are held to analyze the record produced in 2.3.4. and the expectations of the prospective partner countries are identified.																		
Output 3. The Indonesia's comparative advantages and expectations presented in a tangible form, shared with key actors and communicated in and outside Indonesia.																			
3.1. Analyze Indonesia's comparative advantages in terms of sectors, aid schemes, implementing	3.1.1. Detailed analysis on the identified comparative advantages is made and confirmed through meeting.																		

agencies, approaches, implementation mechanisms, efficiency (budget), effects, impact																			
3.2. Analyze the expectations of the prospective partner countries in terms of sectors, aid schemes, implementing agencies, approaches, implementation mechanisms, efficiency (budget), effects, impact, etc.	3.2.1. Detailed analysis on the expectations of the prospective partner countries is made and confirmed through a meeting.																		
3.3. Compile the in-depth information gathered by Activity 3.1. and 3.2 and produce documents, films, database, directories of experts and institutions, maps useful for South-South cooperation	3.3.1. Formulate an activity plan to produce materials useful for South-South cooperation using the analysis produced in 3.1.1. and 3.2.1..																		
	3.3.2. Documents, films, database, directories of experts and institutions, maps are produced according to the activity plan.																		
3.4. Disseminate documents and other products made in Activity 3.3. to the key actors of South-South cooperation through the distribution of materials and/or by providing easy access to the materials.	3.4.1. Materials to be distributed in the form of hardcopies are selected, then printed and distributed.																		
	3.4.2. Using the Intranet and Internet, softcopies of the materials and database are made accessible to the key stakeholders.																		
3.5. Disseminate documents and other products made in Activity 3.3. in and outside Indonesia through the Internet and/or various conferences.	3.5.1 Documents and other products are uploaded on the Internet.																		
	3.5.2. Documents and other products are used for conference presentations, etc.																		
	3.5.3. The activities and outputs of the Project are presented and shared with the stakeholders at a workshop.																		
3.6. Develop an initial information system including the Activities 3.3., 3.4. and 3.5.	3.6.1. Examine the current operation of AIMS, SSC Information System and other database. Formulate an activity plan for developing an initial information system																		
	3.6.2. Develop initial information system																		