

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN

University of Jambi, Indonesia

AND

Georg-August-Universität Göttingen, Germany

This agreement is made and entered into by and between the University of Jambi, Indonesia, and Georg-August-Universität Göttingen, Germany, establishing the basis for their further cooperation in accordance with the following:

1. Cooperation – contact persons

1.1 Each of the parties may, if appropriate, appoint a contact person to facilitate the communication between the respective Faculties.

1.2 The Georg-August-Universität appoints Prof. Dr. Stefan Scheu as the current contact person. In case a new contact person is appointed, all involved personnel will be informed as soon as possible.

2. Staff Exchange

The partners will notify each other of the proposed faculties to be exchanged in the calendar year. The sending institution will arrange all matters for travel and accommodation cost for their staff. The host university will assist in locating accommodation.

3. Student Exchange

2.1 The partners will exchange up to two students per academic year. The aim is to have a balanced exchange over a period of three years. Annual imbalances in the exchange shall be monitored and addressed in concert by the partner faculties and other appropriate offices at the parties.

2.2 No tuition shall be charged by either partner to students admitted as exchange students. The obligation to pay other public dues or duties remains unaffected.

2.3 Students must complete one semester at their home university before becoming eligible for an exchange semester. The exchange of a student is limited to a period not exceeding two semesters; the period of exchange must be approved by both institutions.

2.4 The parties agree in principle to recognize credits earned at the host university as substitute for required credits at the home university; details shall be defined in a "learning agreement".

2.5 All travel and accommodation costs as well as any incidentals are to be financed by the students themselves or, upon availability, arranged by the sending institution. The host university will provide help in locating accommodation and will provide counsel on the subjects to be studied.

4. Projects

If the partners are involved in projects, details of monetary and scientific involvement shall be defined in a written protocol and shall function as an integral part of this MOU.

5. Funding

All activities are subject to the availability of adequate funding. Neither partner shall be held in breach of the agreement, if unforeseen circumstances prevent it from participating in any activity previously agreed on.
No tuition shall be charged by either partner at the Student Exchange program.

6. Compliance with laws

Both parties will mutually assist and cooperate to ensure that the activities to be carried out under this MOU comply with all applicable laws.

7. Effective Date and Duration

The MOU will become effective for five years starting from the date of the last signature. It will be renewed automatically unless one party notifies the other in writing two months before the end of the contract's term that the contract shall be severed. Ongoing projects and exchanges shall remain unaffected by this termination.


8. Amendment of MOU

No amendment to this MOU shall be valid unless the same is made in writing jointly by the Institutions or their authorized representatives and specifically stating the same to be an amendment to this MOU.


In witness of the terms of this Agreement, and intending to be legally bound, signatures of the following authorized representatives of the parties are affixed:



**University of Jambi
Jambi, Indonesia**



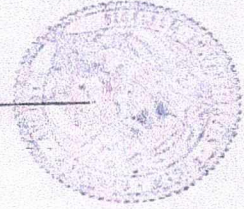
**Kemas Arsyad Somad
Rector**




Name **Bambang Irawan**
Contact Person


**Göttingen,
September 07, 2011**

**Georg-August-Universität Göttingen
Göttingen, Germany**





**Prof. Dr. Ulrike Beisiegel
President**



**Prof. Dr. Stefan Scheu
Contact Person**

**MEMORANDUM OF AGREEMENT
AMONG
FACULTY OF AGRICULTURE
UNIVERSITAS SUMATERA UTARA
AND
FACULTY OF AGRICULTURE
UNIVERSITAS JAMBI
AND
FACULTY OF AGRICULTURE
UNIVERSITAS MALIKUSSALEH
AND
INSTITUT KAJIAN DASAR PERTANIAN DAN MAKANAN
UNIVERSITI PUTRA MALAYSIA
AND
FACULTY OF ECONOMICS
PRINCE OF SONGKLA UNIVERSITY**

Ref.No.: 4162/UN5.2.1.3/KPM/2015

Ref.No.: 252/UN.24.4/KM/2016

Ref.No.: 345/UN45.3/K5/2015

Ref.No.: -

Ref.No.: MoE0521.1.15/334

This Memorandum of Agreement (MoA) is made by and among:

1. Faculty of Agriculture, Universitas Sumatera Utara, addressed at Jalan Prof. Sofyan No. 3 Kampus USU Pd. Bulan, Medan, 20155; and
2. Faculty of Agriculture, Universitas Jambi, addressed at Kampus Pinang Masak Jalan Raya Jambi – Muara Bulian km. 15, Mandalo, Jambi, 36361; and
3. Faculty of Agriculture, Universitas Malikussaleh, addressed at Jalan Cot Tengku Nie Reuleut, Aceh Utara; and
4. Institut Kajian Dasar Pertanian dan Makanan Universiti Putra Malaysia, addressed at Putra Infoport Jalan Kajang-Puchong 43400 UPM Serdang, Selangor, Malaysia; and
5. Faculty of Economics, Prince of Songkla University, addressed at 15 Karnjanavanich Rd., Hat Yai, Songkhla 90110;
6. Point two until five from hereinafter are referred as “Partner Universities”;
7. Partner Universities and Faculty of Agriculture Universitas Sumatera Utara shall be jointly referred to as “Parties” and severally as “Party”.

**Article 1
Purposes/Objectives**

- 1.1 The Parties intend to cooperate in the establishment of consortium for implementing programs such as researches, training for palm oil smallholders, creating price transparency mechanism, the improvement of palm oil management, the improvement of farmer group.
- 1.2 The vision is being a consortium to develop research and strategic activities related to improvement of the position of smallholders in the world oil market.

PAPER • OPEN ACCESS

The performance of oil palm cultivation in Muaro Jambi District

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The performance of oil palm cultivation in Muaro Jambi District

Mirawati Yanita^{1*}, Dompok Napitupulu¹, Ernawati HD¹, Gina Fauzia¹, Ira Wahyuni¹

¹Department of Agribusiness, Faculty of Agriculture, University of Jambi

*E-mail: mirawatiyanita@unja.ac.id, mherlam@gwdg.de

Abstract. The development of oil palm plantations aimed to eliminate poverty and underdevelopment, especially in rural areas through enhancement of the incomes of the smallholders. However, most of the number of plants have entered the rejuvenation period, which influenced the performance of the cultivation. The objective of this research was to identify the performance of the oil palm cultivations in Muaro Jambi District and analysed the oil palm smallholding incomes. Using survey method, the results showed that age of the smallholder plantation, land size and price, have affected the number of costs incurred and the revenues in old-aged plants. The annual income per smallholder farmer reached IDR 38,211,648 or IDR 18,964,782 per hectare per annum. The research indicated that it would be better to maximize the activities in the use of agricultural inputs and be aware of the most current related innovations and technologies in productivity improvement of oil palms.

1. Introduction

The plantation sub-sector has a wide opportunity to become the mainstay of exports. Development in plantation sector is directed to accelerate the rate of production growth from private, smallholders and state plantations. Among the estate crops, oil palm is perceived not only as a potential crop in the economic development, but also in alleviating poverty [1]. Oil palm has become one of the most important national income sources for the Indonesian economic system. Since 2009, Indonesia has become the largest producer of palm oil in the world [2], [3]. Promoting oil palm plantations have increased farmer's incomes as well as enhancing economic development [4], [5], [6], [7], [8], [9].

Development of smallholder plantations encourages the improvement of farmer welfares and foreign exchange in addition to the absorption of labours in the upstream industry sector, namely the plantations themselves and the downstream industries [10]. The prospect of developing smallholder oil palm plantations is very much determined by the existence of economic policies that favour the people, in order to encourage the realization of the welfare. Oil palm is the main commodity of farmers in Jambi Province.

Muaro Jambi Regency is a regency in Jambi Province with the largest oil palm plantation area that covers 21.22% of the total area of oil palms in Jambi Province and contributes the second largest producer of 181,832 tonnes with the productivity of 2,381 kg/ha/year. The plantations in the Sungai Bahar Sub-district were established in 1983 by PTPN VI of which the latter was established by the Central Government through the Transmigration Programme as a response to the national programme to develop areas outside Java. The transmigration programme was integrated into the oil palm plantation



development through a partnership programme between the company (large) and the smallholder plantations known as PIR-Plasma Pattern. In such partnership, the term plasma refers to the farmers of the Transmigration Programme. Hence, the partnership of PTPN VI Sungai Bahar Oil Palm Plantation Programme is called the PIR-Trans [11].

The oil palms in Tanjung Sari Village were classified under the category of producing crops (TM) which could be divided into 3 age levels, the 6-10 years, the 11-15 years and e 16-20 years. Each age level will produce different levels of production. Production is one of the factors that influence the level of income in addition to price and production factor. The use of production factors such as capital, land area, infrastructure and labour, are considerations that farmers take into account when conducting cultivation. The income level of the farmers will be determined by the FFB production, the FFB prices and the farming costs to be incurred by farmers in the oil palm cultivation process. The objective of this research is to identify the performance of oil palm cultivations in Muaro Jambi District and analyse the smallholder incomes in cultivating the oil palm.

2. Method

The research was conducted in Sungai Bahar Sub-district of Muaro Jambi Regency. The survey collected data on the: (1) description of smallholder oil palm plantations, (2) oil palm production, (3) plant age, (4) land area, (5) production costs, and (6) price of unity (IDR/kg). Data were collected from primary and secondary sources using direct interviews.

The research location was selected based on purposive sampling. The Tanjung Sari Village was selected since it represented an area with the largest plantation age of 16-20 years. The number of farmers who cultivated oil palms of 16-20 years of age totalled to 270 families. The sampling method used was quota sampling, which is a technique for determining a sample of the population with certain criteria up to the desired sample quota, using the formula from Yamane, T (1967) [6] where the 12.5% precision level of samples obtained is as follows:

$$n = \frac{N}{N \cdot (D)^2 + 1}$$

Where:

- n = Quantity of the sample
- N = Population quantity
- D = Precision level (12,5%)

The sample obtained was 52 samples with a plant age of 16-20 years. Data analysis was done descriptively and also quantitatively by calculating the production costs using the following formula [12]:

$$TC = FC + VC$$

Where:

- TC = (Total Cost) (IDR/Ha/Year)
- FC = (Fixed Cost) (IDR/Ha/Year)
- VC = (Variable Cost) (IDR/Ha/Year)

To calculate the income of oil palm cultivation by using the formula as follows:

$$PD = TR - TC$$

$$PD = (Y \times P_y) - TC$$

Where:

- PD = Income (IDR/Ha/Year)
- TR = (Total Revenue) (IDR/Ha/Year)
- TC = (Total Cost) (IDR/Ha/Year)
- Y = FFB production (Kg/Ha/Year)
- P_y = FFB price (IDR/kg)

3. Empirical results

Data area, production and productivity of smallholder oil palms in Muaro Jambi Regency, according to the 2016 sub-district as given below in table 1.

Table 1. Total Land Area of Immature Plantations (TBM), Crops (TM), Old Plants (TT), Production and Productivity of Oil Palms According to District in Muaro Jambi Regency in 2016

Sub-district	Total Land Area (ha)				Production (Ton)	Productivity (kg/ha/year)
	TBM	TM	TTM/TR	Total		
Jambi Luar Kota	563	4,330	-	4,893	16,310	3,767
Sekernan	3,662	13,930	49	17,641	37,394	2,684
Kumpe Ilir	341	12,001	22	12,364	24,679	2,056
Muaro Sebo	4,367	6,680	-	11,047	16,205	2,426
Mestong	318	3,109	-	3,427	6,569	2,113
Kumpe Ulu	1,881	13,027	-	14,908	39,227	3,011
Sungai Bahar	929	19,413	11,970	32,312	46,439	2,392
Sungai Gelam	385	672	43	1,100	1,790	2,664
Total	12,446	73,162	12,084	97,692	188,613	2,578

Source: Plantation Division, Jambi Province, 2016

As seen in table 1, out of the eight sub-districts in Muaro Jambi District, Sungai Bahar has the widest area of oil palm plantation with a total area of 32,312 ha, which was capable of producing 46,414 tons with a productivity of 2,392 kg/ha/year. The number of non-yielding crops/damaged plants, which reached 11,930 Ha, was suspected to be the reason for the existence of large oil palm areas with low productivity. This sub-district has expanded into three sub sub-districts, one of which is the Sungai Bahar Selatan sub-district, whereas the second widest sub-district for oil palm-producing land. The Tanjung Sari Village is the second largest oil palm plantation village after Bukit Makmur Village. The production has reached 1,368 Ha, approximately about 21% of the total 6,567 Ha in the Bahar Selatan District.

Respondents in this study were oil palm smallholder farmers. Some limitations to the research included characteristics that were expected to hinder and influence the willingness and ability of farmers in cultivation, including age, level of education, training experience and total family members. The smallholder farmers comprised of various ages, ranging from 30 to 65 years old. Most of the respondents were around the ages of 43-48 years old under the category of productive age, who still had the physical abilities to work their land. With regards to the length of oil palm farming, it was found that the longest experience in oil palm farming was about 30 years and the lowest was about 7 years with an average activity of oil palm cultivation of 19 years. Data showed that the most of the farmers (43.31%) have been engaged in oil palm farming between 19 to 24 years, while the shortest length of being an oil palm farmer was 7 to 12 years (6.9%). The experience of this effort shows that farmers have had long enough experiences in operating palm oil.

As many as 24.13% of the farmers were high school graduates (SMA), while 52% graduated from elementary school (SD), 16% graduated from junior high school (SLTP), and 9% graduated from universities (PT). The level of education influenced the efforts to implement, process and increase production. The farmers individually owned their oil palm plantations of various land sizes. Of the 58 respondents, 77% had a land area of 1-3 ha, 14% had a land area of 4-6 ha and 9% had a large land area of 7 ha.

3.1. Description of oil palm cultivation

Land as an input that influenced the level of production would have a positive impact. In the study area, the land status was individually owned with a total land area per farmer approximately 3 ha. The age of the plants varied greatly from 6 to 20 years, with the oldest between 16 to 20 years (46%) of whom were Ex-PIR plant or plasma farmers whose plantations were firstly developed by PTPN VI and the

production was managed by KUD Dwi Jaya. The cultivation technique carried out by the farmers was of standard, beginning with the preparation of seeds focussing on superiority and quality. The average planting distance was 8x9 m, to allow the growth of the oil palm trees. In carrying out the maintenance, the farmers applied fertilisers to compete with the growth and obtained a maximum harvest outcome, as well as the provision of medicines to fight protect the plants from diseases and weeds. The types of fertilizers used were Urea, KCL, TSP and Kieserite, with the following dosages: 2.0-2.5kg/ph/year for urea, 2.5-3.0kg/ph/year for KCL, 0.7- 1.0 kg/ph/year for TSP and 1.0-1.5 kg/ph/year for Kieserite. Fertiliser was given 2-3 times a year. As for the use of medicines, the average farmers used Gramaxonmore obtained from KUD Dwi Jaya where the payments could be made in instalments. Other maintenance activities included pruning to stimulate plant growth. Pruning was done once every 6 months to one year, which often required 3 to 4 days.

The harvesting process in the study area was carried out twice a month or 24 times in one year. Direct production was marketed to plantation companies, including from Pinang Tinggi Plant and PT. ALS. In 2017, the average production for the 16-20 year old plant was 44,159 kg/year or 16,891 kg/ha/year with the current price of IDR 1,421. FFB marketing was carried out through KUD Dwi Jaya where farmers sell their FFB to KUD and the KUD would channelled them to palm oil mills according to price and distance.

3.1.1. The cultivation revenue

Revenue is the result of the multiplication between production and selling price. The amount of revenue of a business is influenced by the amount of production with the unit price of production. The higher the amount of production and the unit price of production, the higher the revenue and vice versa. Fresh Fruit Bunches are what the farmers produced from their plantations. This research found that for the plants aged 16-20 years, the average production was 34,159/kg/farmer/year and the average per hectare was 48,481 kg/year, which gave the revenue of IDR 48,629,089/farmer/year or an average revenue per hectare of IDR 24,213,563/ha/year. Revenues from the oil palm cultivation in the study area are tabulated below in table 2.

Table 2. Production and Revenue from Oil Palm Cultivation in 2017

No	Description	Revenue	
		farmer/ha/year	
		16-20 year	
		Per farmer	Per ha
1	Production (kg/year)	34,159	18,481
2	Price (IDR)	1,421	1,421
	Total	48,629,089	24,213,563

3.1.2. Cost of production in oil palm cultivation

Production costs are the values of various inputs in the form of objects and services used during the production process. In general, the costs incurred in the production process consisted of fixed costs and variable costs. Variable costs in farming included the cost of purchasing fertilizer, medicines, and labour costs, while fixed costs included equipment depreciation, road maintenance, etc. The followings were the costs incurred by the farmers in oil palm cultivation.

a. Fixed Cost

The fixed cost was the depreciation cost of the equipments through the reduction of the purchase value of the equipments in the remaining value of the tool divided by the economic life of the instrument. The instruments used were hoes, machetes, dodos, egrek, *kep. gancu, angkong, and tojok*. After calculating the depreciation cost of each equipment, the average cost of the depreciation of agricultural equipment used by the farmers totalled to IDR 319,802/year or IDR 160,459/ha/year.

b. *Variable Cost*

Variable costs, are costs incurred due to the amount of products produced, in other words, these costs are influenced by the amount of production. This fee (Table 3) is the cost used in the production process which was calculated for one year. Included in the variable costs, were the cost for purchasing fertiliser, medicine, labour costs outside family members and cost of FFB transportation which included motorbike and gasoline.

Table 3. Variable Cost of Oil Palm Cultivation in 2017

No	Variable Cost	Cost	
		(IDR/farmer/ha/year)	
		16-20 years	
		IDR/farmer	IDR/ha
1	Fertiliser	4,467,946	2,251,112
2	Medicines	303,077	150,466
3	Labour Cost (outside the household)	4,348,154	2,197,795
4	Other costs	978,462	488,849
	Total	10,097,639	5,088,222

Data shows that fertilizer costs incurred by farmers are the highest cost among other costs. The optimal use of fertilizer is expected to help plant growth and increase the production of oil palm farming. The Farmers obtained fertilizers through middlemen and KUD. The types of fertilizer used by farmers are NPK phonska, SP-26, UREA, KCL and Dolomite. Fertilizer is given 3 times in one year with an average cost of IDR 4,467,946/year and IDR 2,251,112/ha/year. Research [13] states that the average cost of oil palm fertilizer at the age of 20 years and over in the village of Ujung Tanjung Sungai Bahar Selatan District is IDR 1,287,499/Ha/year. This is not much different from the results of this study with the average cost of fertilizer at the age of plants 16-20 years of IDR 2,251,112/Ha/year.

Medicines cost incurred by the farmers was IDR. 303,077/year or IDR. 150,466/ha/year. While the calculated labour costs were the costs directly incurred by the farmer, the basis of the calculation is the labour costs outside the family where the average labour costs incurred by farmers was IDR 4,348,154. The year and for the cost per hectare is IDR 2,197,795/ha/year. Furthermore, based on the research by [13] states that the average labour cost of oil palm at the age of 20 years and over is IDR 2,775,623/Ha/year, this is not much different from the research area the costs incurred amounted to IDR 2,197,795/Ha/year. For other costs, what is calculated is the cost of motorbike gasoline and road maintenance. The cost of motorbike gasoline is used to refuel motor vehicles that will distribute fresh fruit bunches to the collection site. The average costs incurred was IDR 978,462/year or IDR 488,849/ha/year. The total cost of oil palm farming is the sum of fixed costs and non-permanent costs. Data analysis resulted in the total production cost of IDR 10,417,441/farmer/year or IDR 5,248,781/ha/year for 16-20 years old oil palm trees. The total cost of oil palm farming can be seen in table 4.

Table 4. Production Cost in Oil Palm Cultivation in 2017

Description	Cost	
	(IDR/farmers/Year)	(IDR/Ha/Year)
	16 – 20 Year	16 20 Years
Fixed Cost (FC)		
☐ Depreciation cost	319,802	160,459
Total (FC)	319,802	160,459
Variable Cost (VC)		
☐ Fertiliser	4,467,946	2,251,112
☐ Medicines	303,077	150,466
☐ Labour costs (outside the household)	4,348,154	2,197,795

Description	Cost	
	(IDR/farmers/Year)	(IDR/Ha/Year)
	16 – 20 Year	16 20 Years
Other costs	978,462	488,849
Total (VC)	10,097,639	5,088,222
Production Cost (FC + VC)	10,417,441	5,248,781

3.1.3. The income generated by oil palm cultivation

The income of cultivation is the difference between revenue and costs incurred during production. In this study, income refers to the income that the farmers received in one year, while the revenue is the product of production with selling prices. The total income earned by each farmer is given in Table 5.

Table 5. The Income Analysis of Oil Palm Cultivation, 2017

Description	Income	
	16 – 20 Year	
	(IDR/farmer/year)	IDR/ha/year)
1. Revenue		
a. Production (Kg)	34,159	18,481
b. Price (IDR)	1,421	1,421
Total revenue (IDR)	48,629,089	24,213,563
Fixed Cost (FC)		
a. Price (IDR)	319.802	160.459
Total (FC) (IDR)	319.802	160.459
Variable Cost (VC)		
a. Fertilizer	4,467,946	2,251,112
b. Medicines	303,077	150,466
c. Labour cost (outside the household)	4,348,154	2,197,795
d. Other Cost	978,462	488,849
Total (VC) (IDR)	10,097,639	5,088,222
4. Total Cost (FC + VC)	10,417,441	5,248,781
5. Income (Revenue – Total Cost)	38,211,648	18,964,782

The findings were similar to the research by [5] that many smallholders have benefited substantially from the higher returns to land and labour provided by oil palm, although the district authorities and smallholders cooperation played key roles in the realization of benefits.

4. Conclusions

- Oil palm farming in Muaro Jambi Regency is dominated by plants aged 16-20 years, which were ex-PIR or Plasma plants. At these ages, the production level were very low attributed to several factors.
- The level of income earned by the farmers was high at a certain level of production. Farmers earned an income of IDR 38,211,648/farmer/year or IDR 18,964,782/ha/year.

5. Recommendation

- Farmers should maximize using production factors and be able to innovate using current technologies to increase the productivity of the oil palm trees.
- Farmers must conduct replanting because the production was no longer optimal.
- The roles of the government in conducting counselling and in replanting activities, were highly recommended to assist the farmers in developing oil palm farming to improve their household welfare.
- The performance of the smallholder oil palm plantations could be improved by applying Good Agricultural Practices.

References

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
FACULTY OF AGRICULTURE
FACULTY OF AGRICULTURAL TECHNOLOGY
UNIVERSITY OF JAMBI, INDONESIA
AND
SCHOOL OF AGRICULTURE MEIJI UNIVERSITY, JAPAN**



Faculty of Agriculture and Faculty of Agricultural Technology, University of Jambi (Indonesia) and School of Agriculture Meiji University (Japan), agree to cooperate on international programs based on the principle of reciprocity.

This Memorandum of Understanding (MOU) encourages the exchange of faculty, scholars, students, academic information and materials in order to enhance capacities of mutual understanding between faculty members and students of both parties. Both parties agree on the following terms:

1. Promote the following exchange activities based on their respective research and educational needs:
 - a. Exchange of faculty and scholars (professors, lecturers, or researchers).
 - b. Exchange of students (undergraduate and postgraduate).
 - c. Exchange of research information and materials.
 - d. Exchange of periodical publications.
 - e. Collaboration in research and publication.
 - f. Joint supervision of postgraduate students.
 - g. Organization of joint conferences.
 - h. Other academic activities agreed by both parties.
2. The implementation of the above activities shall be separately negotiated and determined in writing by both parties. Efforts shall be made by both sides to find financial sources for carrying out the exchange programs.
3. Cooperation between the two institutions is proposed to focus on the establishment of a link between both institutions working on collaboration of research and teaching information. Other areas of mutual interest are expected to develop during the course of the MOU.
4. Nothing shall diminish the full autonomy of either institution, nor will any constraints or financial obligations be imposed by either upon the other in carrying out the MOU.
5. This MOU will be drawn up in English in two copies, with one copy for each university. Either copy is of equal validity.
6. This MOU will come into force on the date of the signature by representatives of both institutions and will remain in effect for a period of five years after which it may be renewed. If it is not cancelled by one of the parties by written notice six months in advance, it will be renewed automatically for another 5 years term; the same procedure will occur at the term of each period. The provisions of this MOU may be amended at any time by the mutual consent in writing of both institutions. This MOU may be terminated by either party by written notice at least six months in advance.

For University of Jambi,

Prof. Johni Najwan, SH., MH., Ph.D.
Rector, University of Jambi

3/31/2016

For Meiji University,

Prof. Toshio Harigaya, Ph.D.
Dean, School of Agriculture

3/16/2016

**COOPERATION AGREEMENT BETWEEN PRINCIPAL INVESTIGATORS
AND COUNTERPARTS
AS PART OF INTERNATIONAL RESEARCH COLLABORATION**

of Research project: "C07"

Principal Investigator(s) of University of Goettingen:

Name/s: Prof. Dr. Matin Qaim; Dr. Stefan Schwarze
Institution address: University of Goettingen; Department of Agricultural Economics
and Rural Development; 37073 Goettingen
e-mail: mqaim@uni-goettingen.de; s.schwarze@agr.uni-goettingen.de

Hereinafter referred to as the **First Party**.

And

Counterpart(s) of UNJA

Name: Zakky Fathoni, MSc
Institution: University of Jambi (UNJA)
Address: Department of Agribusiness; Jambi 36138, Indonesia
Email/phone: fa_thonee@yahoo.com; +62 (0) 81271202981

Hereinafter referred to as the **Second Party**.

Agreement period: from: June 21, 2012 till: December 31, 2015

This Collaborative Research Agreement, effective as of June 21, 2012 is made by and between the above mentioned partners under supervision of the respective cooperation office. Prevailing laws and regulations as well as the Standard Operational Procedure (SOP) of the CRC 990 applies for all signing partners.

The first party involves following field researcher(s):

- 1) Dr. Vijesh Krishna (Mr.)
- 2) Michael Euler (Mr.)

The second party involves following person(s):

- 1) Zakky Fathoni (Mr.)
- 2) M. Yuda Ramdhani (Mr)
- 3) Yulismi (Mrs)

Coordination office CRC 990
JFB Institute for Zoology & Anthropology, Berliner Strasse 28
Georg-August-University Goettingen, 37073 Goettingen
Tel. +49 (0)551-39 12118
CRC990@uni-goettingen.de

HEREWITH the parties agree as follows:

Aims:

The agreement aims to direct the scientific cooperation between the Principal Investigators from the University of Goettingen with their team of researchers and their counterpart at UNJA in order to achieve the research goals of the C07 subproject and to improve the scientific capacity of the partner university. The partners will share responsibilities and benefits as described in this agreement.

General:

I) General obligations of the First Party:

The First Party will:

- a) present the research concept and work plan in a public seminar at the beginning of the field research
- b) present preliminary results at the end of the research activities in a public seminar
- c) conduct joint field visits with the main counterpart at the beginning of the research
- d) provide progress reports, as required by RISTEK regulations on a quarterly basis, to the coordination office of the CRC 990 in Bogor and the counterparts.
- e) involve the counterpart in publication efforts and develop at least one joint publication in co-authorship. Adequate scientific input is required and should be agreed on in detail in written form separated to this agreement.
- f) provide and share any research results and data obtained during the research.

II) General obligations for the Second Party:

The Second Party will:

- a) give technical direction for the PIs and their research teams
- b) support administrative procedures and communication with the CRC 990 coordination office and other relevant offices in Jambi
- c) support the logistics of the household surveys, including identification, training, and supervision of the local teams of field enumerators

III) Support of the respective CRC 990 coordination offices:

The coordination offices in Bogor and Jambi will:

- a) provide necessary letters or documents for the administrative process required for the field activities (supporting letter, recommendation letter etc.)
- b) facilitate scientific presentations of all team members related to this research,
- c) provide assistance for reporting to the State Ministry of Research and Technology as required by RISTEK regulations
- d) provide any other administrative assistance related to this agreement

In case of export of samples and specimen, the coordination offices will coordinate the necessary arrangements for the Material Transfer Agreement (MTA) and data

sharing referring to International and National legal aspects. Copies of any MTA will be forwarded to RISTEK.

IV) Additional agreement:

Financials for 2012:

*Compensation for establishing and supervising the teams of enumerators for the survey time (September to December) and preparatory phase (June to August).
1500 EUR*

*Field allowance of 5 EUR per day for 40 days:
40 x 5 EUR = 200 EUR*

Zakky Fathoni is welcome to visit Goettingen once during the project phase, in 2013 or later. The travel cost will be borne by the C07 subproject.

Scientific work plan:

Zakky Fathoni will support primary data collection, especially concerning the planning and implementation of the households surveys in 2012 and 2015. This will involve identification, training, and supervising the field enumerators. He will also supervise UNJA students who may use the collected data for their thesis work.

Access Benefit Sharing:

Both parties of this agreement will have full access to the data collected as part of this subproject. The PIs and other researchers from Goettingen offer to hold lectures, seminars, and short teaching units at UNJA during their stays in Jambi.

Date 21 June 2012



Matin Qaim

Zakky Fathoni

Coordinator



**universitas
MALIKUSSALEH**
The Blessing University



UPM
UNIVERSITI PUTRA MALAYSIA



**MEMORANDUM OF AGREEMENT
AMONG
FACULTY OF AGRICULTURE
UNIVERSITAS SUMATERA UTARA
AND
FACULTY OF AGRICULTURE
UNIVERSITAS JAMBI
AND
FACULTY OF AGRICULTURE
UNIVERSITAS MALIKUSSALEH
AND
INSTITUT KAJIAN DASAR PERTANIAN DAN MAKANAN
UNIVERSITI PUTRA MALAYSIA
AND
FACULTY OF ECONOMICS
PRINCE OF SONGKLA UNIVERSITY**

Ref.No.: 4162/UN5.2.1.3/KPM/2015

Ref.No.: 252/UN.24.4/KM/2016

Ref.No.: 345/UN45.3/K5/2015

Ref.No.: -

Ref.No.: MoE0521.1.15/334

This Memorandum of Agreement (MoA) is made by and among:

1. Faculty of Agriculture, Universitas Sumatera Utara, addressed at Jalan Prof. Sofyan No. 3 Kampus USU Pd. Bulan, Medan, 20155; and
2. Faculty of Agriculture, Universitas Jambi, addressed at Kampus Pinang Masak Jalan Raya Jambi - Muara Bulian km. 15, Mandalo, Jambi, 36361; and
3. Faculty of Agriculture, Universitas Malikussaleh, addressed at Jalan Cot Tengku Nie Reuleut, Aceh Utara; and
4. Institut Kajian Dasar Pertanian dan Makanan Universiti Putra Malaysia, addressed at Putra Infoport Jalan Kajang-Puchong 43400 UPM Serdang, Selangor, Malaysia; and
5. Faculty of Economics, Prince of Songkla University, addressed at 15 Karnjanavanich Rd., Hat Yai, Songkhla 90110;
6. Point two until five from hereinafter are referred as "Partner Universities";
7. Partner Universities and Faculty of Agriculture Universitas Sumatera Utara shall be jointly referred to as "Parties" and severally as "Party".

**Article 1
Purposes/Objectives**

- 1.1 The Parties intend to cooperate in the establishment of consortium for implementing programs such as researches, training for palm oil smallholders, creating price transparency mechanism, the improvement of palm oil management, the improvement of farmer group.
- 1.2 The vision is being a consortium to develop research and strategic activities related to improvement of the position of smallholders in the world oil market.

1.3 The mission are:

1. Establish the MoU and MoA among consortium member;
2. Construct linkages between the issues;
3. Identify issues related to smallholders' position in the international market and develop the policy briefs;
4. Develop a research roadmap, strategic plan, and research proposal;
5. Conduct researches and public awareness related to smallholders' position in the international market that involve relevant partners;
6. Implementation the strategic plan together with relevant partners.

1.4 Partner Universities appointed Faculty of Agriculture Universitas Sumatera Utara as the coordinator for implementing the programs and other universities as the counterpart.

Article 2 **Responsibilities/Rights and Obligations**

The Parties agree to cooperate in the preparation and execution of the program as stated in Article 1, with the description as follows:

2.1 Partner Universities are responsible in:

- a. Facilitating and arranging consortium programs in each
- b. Providing materials for consortium database and website
- c. Participating in consortium programs
- d. Monitoring and evaluating the achievement and sustainability of the programs

2.2 Faculty of Agriculture Universitas Sumatera Utara is responsible in:

- a. Coordinating the implementation of consortium programs
- b. Monitoring and evaluating the achievement and sustainability of the programs
- c. Reporting implementation and achievement of the programs

Article 3 **Budget Activity**

3.1 The budget fund for the establishment of the consortium and implementing programs in the first year is IDR62.182.236.00 or according to the existing rate approximately USD4.484.19 as discussed and agreed among the parties;

3.2 The budget in point 3.1 is provided by Direktorat Kelembagaan dan Kerjasama Kementerian Riset, Teknologi, dan Pendidikan Tinggi (Hibah Pengembangan Konsorsium Keilmuan - PKKPTN)

3.3 The budget fund for implementing programs in the second to fifth year will be estimated separately in each current period.

3.4 The budget in point 3.3 could be provided by Direktorat Kelembagaan dan Kerjasama Kementerian Riset, Teknologi, dan Pendidikan Tinggi (Hibah Pengembangan Konsorsium Keilmuan - PKKPTN), partner universities, or other parties that cooperate with the consortium.

Article 4 **Time Period**

The period of this Agreement shall be 5 years from July 2015 to July 2019

Article 5 **Reporting**

5.1 Faculty of Agriculture Universitas Sumatera Utara shall provide the narrative program report to Partner Universities two week after all of the activities accomplished.

Article 6 Confidentiality

Except with the consent of all party universities, the Parties shall hereby guarantee that they will keep all data and information relating to the finance, business, marketing, products and other service in their knowledge or arising hereunder as confidential and they will not divulge the same to any third parties of no interest therein for any reason whatsoever during and following the expiration hereof, except for things that have come into public domain or are required to be divulged by provision of the applicable laws, as of the signing date hereof for five (5) years.

Article 7 Notification and Correspondence

7.1 Every notification required or allowed here under (hereinafter referred to as "Notification") shall be made in writing and declared to have been received:

- a. on the date of receipt of such notification by the party concerned if delivered in person; or
- b. on receipt of written confirmation from the recipient if delivered through registered mail; or
- c. on the date of delivery if delivered through facsimile, or email.

7.2 Notification shall be addressed to the following addresses:

	FACULTY OF AGRICULTURE UNIVERSITY OF SUMATERA UTARA	FACULTY OF AGRICULTURE UNIVERSITAS JAMBI	FACULTY OF AGRICULTURE UNIVERSITAS MALIKUSSALEH	INSTITUT KAJIAN DASAR PERTANIAN DAN MAKANAN UNIVERSITI PUTRA MALAYSIA	FACULTY OF ECONOMICS PRINCE OF SONGKLA UNIVERSITY
Address	Jl. Prof. Sofyan No. 3 Kampus USU Pd Bukan Medan, Indonesia	Kampus Puing Masid, Jalan Raya Jambi - Muara Bulan km 15 Mendala, Jambi, 36361	Jalan Cot Tengku Nie Reuleut, Aceh Utara	Putra Infoport Jalan Kajang-Puchong 43400 UPM Serdang Selangor, Malaysia	15 Karnjanavanch Rd., Hat Yai, Songkhla 90110
Phone	(061) 8213236		(062) 61541373	0389471075	+66 (0) 7428-6984
Email	diana.ch@espo.or.id		info@unmal.ac.id	ikdpm@upm.edu.my	grad@group.psu.ac.th
Att.					

Article 8 Miscellaneous

8.1 Any amendments to the matters provided herein may be conducted only upon approval of the Parties as set out in the form of amendment or addendum, which shall constitute inseparable part hereof.

8.2 In case of any difference in the interpretation of the implementation of provision herein, the Parties shall agree to settle the same in a mutual consensus in writing within a period of three (3) months calendar day.

8.3 The implementation of this MoA shall be subjected to the provisions and laws and regulations of the Republic of Indonesia, The Kingdom of Malaysia and The Kingdom of Thailand.

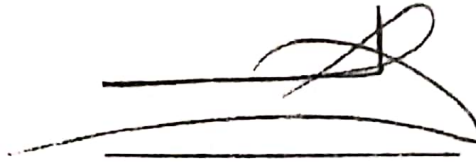
8.4 Each Party agrees to refrain from and prevent employees and partners from paying or offering to pay bribes or other illicit payment to customers, government officials or employees, political parties or candidates, or other third-parties in order to obtain or retain business or any improper advantage.

8.5 Each Party and its employees must avoid activity that could induce other Party's employees to have a conflict of interest

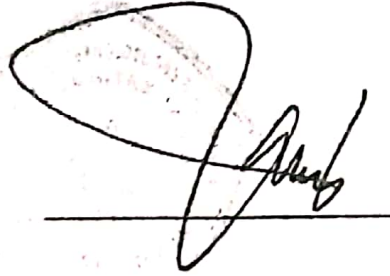
8.6 A Party may terminate this MoA within three (3) months prior notice in writing.

This MoA shall be made in faith to be made and entered into 5 (five) original copies, respectively having above an equal sheet paper with internet and equal force of law following the signing there of and equal legal force following the signing there of by the Parties.

Faculty of Agriculture
Universitas Sumatera Utara
Name : Prof. Dr. Ir. Darma Bakti, MS
Position : Dean
Date : 11 September 2015
Place : Medan



Faculty of Agriculture
Universitas Jambi
Name : Dr. Ir. H. Saad Murdy, MS
Position : Dean
Date : 11 September 2015
Place : Medan

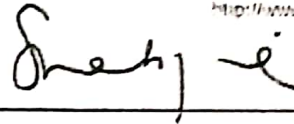


Faculty of Agriculture
Universitas Malikussaleh
Name : Dr. Ir. Mawardati, MS
Position : Dean
Date : 11 September 2015
Place : Medan

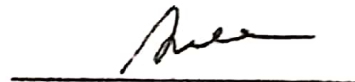


ASSOC. PROF. DR. SHAUFIQUE F. SIDIQUE
Director
Institute of Agricultural and Food Policy Studies
Universiti Putra Malaysia
43400 UPM Serdang, Selangor, Malaysia
Tel : +603-8947 1070 Faks : +603-8947 1097
<http://www.ifspm.upm.edu.my>

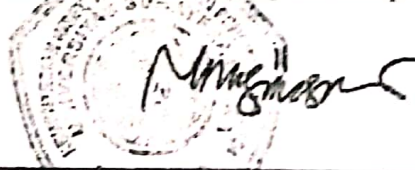
Institut Kajian Dasar Pertanian dan Makanan
Universiti Putra Malaysia
Name : Dr. Shaufique F. Sidique
Position : Director
Date : 11 September 2015
Place : Medan



Faculty of Economics
Prince of Songkla University (PSU)
Name : Prof. Dr. Aree Wiboonpongse
Position : Dean
Date : 11 September 2015
Place : Medan



Acknowledged by:
University of Sumatera Utara
On behalf of Rector,
Vice Rector for Planning and Cooperation



Prof. Dr. Singrum Natasya Sirait, SH, MLI

LETTER OF AGREEMENT
AMONG COLLEGES, POLYTECHNICS, UNIVERSITIES OF
INDONESIA-PHILIPPINES-THAILAND
FOR THE PROJECT "2nd BATCH OF SEA-TVET STUDENT INTERNSHIP
EXCHANGE UNDER THE SEAMEO POLYTECHNIC NETWORK IN
SOUTHEAST ASIA"
(SEA-TVET PROJECT)

Herewith partners:

Southeast Asian Ministers of Education Organization (SEAMEO) Secretariat, a regional intergovernmental organization established in 1965 among governments of Southeast Asian countries to promote regional cooperation in education, science and culture, located in Bangkok, Thailand, represented in this document by its Director, Dr. Ir Gatot Hari Prowijanto. The participating universities below agree to join the project.

Indonesia Institutions

- 1 Pharmacy Academy of Toraja
- 2 Astra Manufacturing Polytechnic
- 3 Atlas Nusantara Engineering Colleges (STTAR)
- 4 Bogor Agricultural University, Vocational College
- 5 Kopertip Indonesia
- 6 Perguruan Tinggi Bina Insani
- 7 Politeknik Elektronika Negen Surabaya (PENS)
- 8 Polytechnic of LPP Yogyakarta
- 9 Manufacture Polytechnic of Bandung
- 10 State Manufacture Polytechnic of Bangka Belitung
- 11 State Polytechnic of Bali
- 12 State Polytechnic of Bandung
- 13 State Polytechnic of Batam
- 14 State Polytechnic of Bengkalis
- 15 State Polytechnic of Fakfak
- 16 State Polytechnic of Jakarta
- 17 State Polytechnic of Jember
- 18 State Polytechnic of Madiun
- 19 State Polytechnic of Medan
- 20 State Polytechnic of Creative Media
- 21 State Polytechnic of Padang
- 22 State Polytechnic of Samarinda
- 23 State Polytechnic of Semarang
- 24 State Polytechnic of Sriwijaya
- 25 State Polytechnic of Argiculture Pangkep

26. Polytechnic of Piksi Ganesha Bandung
27. Polytechnic of Rafflesia
28. STIKOM InterStudi
29. STIK Imanuel Indonesia
30. STIKI Malang
31. STMIK Asia
32. STIE ASIA,
33. STMIK Handayani
34. Trisakti School of Tourism
35. University of Dian Nuswantoro
36. University of Gadjah Mada, Vocational College
37. Kalimantan Islamic University, Banjarmasin
38. University of Kebangsaan
39. University of Kristen Indonesia Toraja, Faculty of Engineering.
40. Lambung Mangkurat University
41. University of Muhammadiyah Malang
42. University of Muhammadiyah Purwokerto
43. University of Muhammadiyah Surakarta
44. State University of Padang
45. Indonesia University of Education
46. PGRI Madiun University
47. Sebelas Maret University
48. Syiah Kuala University
49. Tadulako University
50. Jambi University
51. Lamongan Community College
52. University of Muhammadiyah Magelang
53. Marine and Fisheries Polytechnic of Sidoarjo
54. State Polytechnic of Tanah Laut
55. Sumenep Community College
56. State Polytechnic of Banyuwangi
57. State Polytechnic of Shipbuilding Surabaya
58. State Polytechnic of Fishery Tual
59. State Polytechnic Manufacture of Bandung
60. State Polytechnic of Malang
61. Ganesha University of Education
62. State Polytechnic of Pontianak
63. Shipbuilding Institute of Polytechnic Surabaya
64. STKIP Mega Rezky

Malaysia Institutions

1. Politeknik Ungku Omar

Philippines Institutions:

1. Don Bosco One TVET Philippines Inc
2. Iloilo Science and Technology University
3. Mindoro State College of Agriculture and Technology
4. Pangasinan State University
5. Tarlac Agricultural University

Thailand Institutions:

1. Chiang Rai Rajabhat University
2. Thaiyothaya Business Administration Technological College
3. Thai Business Administration Technological College
4. Thaksina Business Technological College
5. Thepsatr Rajabhat University
6. Wimol Business Administration Technological College
7. Lampang Rajabhat University

Agree as follows:

In part the TVET Student Internship Exchange of SEAMEO Polytechnic Network Project among Indonesian, Philippines and Thailand institutions. The participating institutions agree that:

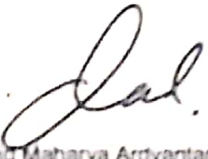



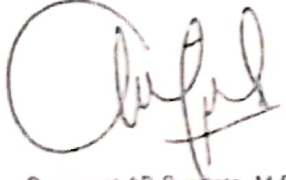
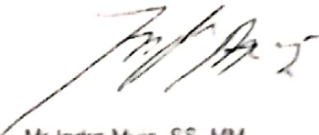




- a. The 2nd batch of TVET student internship exchanges will be applied for Indonesian Higher Education and TVET Bachelor students
- b. The map/representation will be as follows but not limited to:
 - i. Hospitality and Tourism
 - ii. Mechanicals, Electronics, Electrical, Mechanical and Manufacturing Engineering
 - iii. Industrial Technology
 - iv. Automotive Technology
 - v. Construction/ Civil Engineering/ Architecture
 - vi. Marine
 - vii. Chemical Engineering
 - viii. Information/ Computer Science
 - ix. Multi media and Animation
 - x. Creative Industry
 - xi. Agriculture and Animal Production
 - xii. Food Technology
 - xiii. Business, Commerce and Accounting
- c. The institutions will start the 2nd batch of internship exchanges for 1 to 3 months (30 to 90 Days) as the following tentative traveling schedule:
 - i. Traveling schedule of option I: August 2018
 - ii. Traveling schedule of option II: September 2018
- d. The multi countries internship exchange can be considered among the partners but the partners must be agreed in this multi countries internship exchange
- e. The sending institutions shall provide support in arranging for the air ticket, meals, daily allowance, international health and travel insurance of the participating students
- f. The receiving institutions will be responsible for arranging internship with international industrial partners and provides opportunities for students in classroom observation and other arrangements as stated in the SEAMEO Polytechnic Network's guideline
- g. The receiving institutions will be responsible for accommodation and transportation services from and to the nearest airport

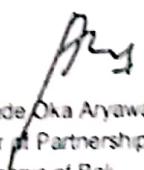





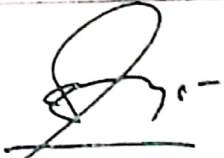


- h. The receiving institutions must provide mentor (s) and buddy (ies) for the participation students.
- i. The agreement will be implemented in reciprocal way.
- j. The eligibility of the students will be ensured by the sending institutions, receiving institutions, and industry partners (optional)
- k. The sending institutions shall conduct the pre-departure orientation for the participating students.
- l. The sending institutions shall ensure that the students are required to write the self-report using the Blog and submit the Company Supervisor Evaluation Form to SEAMEO at the end of internship period.
- m. SEAMEO Secretariat will issue e-Certificate of Completion only for the students who submit their blog address and evaluation forms to the person in charge of SEAMEO Secretariat.
- n. The 4th SEAMEO Polytechnic Network Meeting will be hosted by **Pangasinan State University, Philippines in the 3rd week of October 2018 (tentative)**. The 3rd batch of student internship exchange program will be discussed at the meeting.

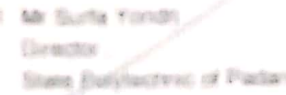
Signed in Surabaya, Indonesia on the 5th day of April 2018 and Witnessed by SEAMEO Secretariat, Thailand.

Signed by


Indonesia Institutions:

 1 Mr David Maharya Ardyantara Director of Development and Partnership Pharmacy Academy of Toraja	 2 Mr Tonny Pongoh Deputy Director Astra Manufacturing Polytechnic
 3 Ms Betty Dewi Puspasari, S Kom, MT Rector Atlas Nusantara Engineering Colleges (STTAR)	 4 Dr D Iwan Riswandi, M Si Vice Director of Vocational College Bogor Agricultural University
 5 Dr rer nat AB Susanto, M Sc Board Director Kopertip Indonesia	 6 Mr Indra Muis, SS, MM Head of International Office and Collaboration Perguruan Tinggi Bina Insani
 7 Dr Zaini Aniel, ST, MT Director Politeknik Elektronika Negeri Surabaya	 8 Ratna Sri Harjanti, ST, M Eng Vice Director of Academic Polytechnic of LPP Yogyakarta
 9 Dede Buchon Muslim Masch, Ing HTL, M T Director Manufacture Polytechnic of Bandung	 10 Dr Sugeng Ariyono Director State Manufacture Polytechnic of Bangka Belitung

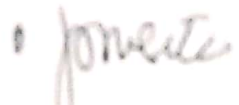
 11 Ir. I Gede Made Oka Aryawan, M.T Vice Director of Partnership State Polytechnic of Bali	12 Mr Harita Chamidy Head, Office of International Affairs State Polytechnic of Bandung
 13 Dr Ulf Brajawidagda Vice Director for Academic Affairs State Polytechnic of Batam	 14 Mr Teguh Widodo S Sos M SM M Rech Vice Director of Students and Cooperation State Polytechnic of Bengkalis
 15 Mr Ilyas Mansur Director State Polytechnic of Fakfak	 16 Mr Abdillah Alwi, SE, M Si Director State Polytechnic of Jakarta
 17 Dr Ir N Bambang Eko Sulistyono, MSi Lecturer / Vice Director of Cooperation Affairs State Polytechnic of Jember	 18 Mr Muhamad Fajar Subkhan Director State Polytechnic of Madiun
 19 Nursiah, S.E., M.Si Vice Director I State Polytechnic of Medan	 20 Dr Purnomo Ananto, MM Director State Polytechnic of Creative Media




21 Mr Surfa Yandi
Director
State Polytechnic of Padang




22 Dr Indah Martati SE MM
Head of International Office and Partnership
State Polytechnic of Semarang




23 Mr Budi Prasetya
Vice Director of Planning and Cooperation
State Polytechnic of Semarang




24 Mr Ahmad Tegwa
Director
State Polytechnic of Singaperbangsa




25 Nur Rahmawaty Arma Ph D
Vice Director of Institutional Collaboration
State Polytechnic of Agriculture Pangreh




26 Dr H K Prihartono AM Drs S Sos S Kom MEd
President Director
Polytechnic of Piasa Gareaha Bandung



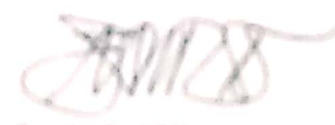
27 Mr Agus Fajar Haradi MT
Chief of Development and Cooperation
Polytechnic of Reflesia




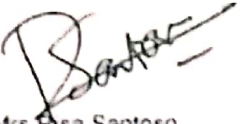






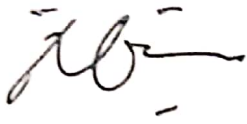
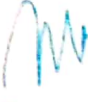
28 Dr Guntur F Prasanto
Vice Chairman Partnership and
Entrepreneurship
STANOM InerSiud

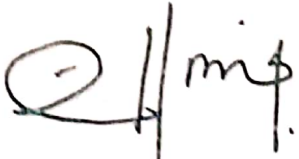







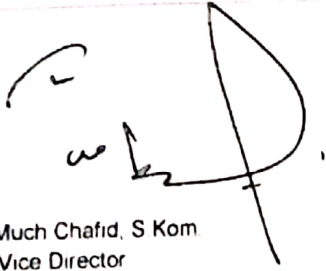



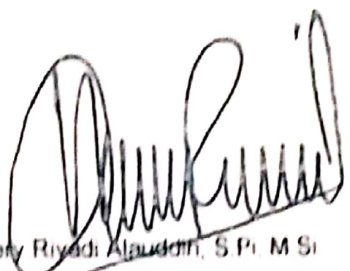

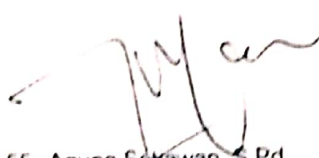

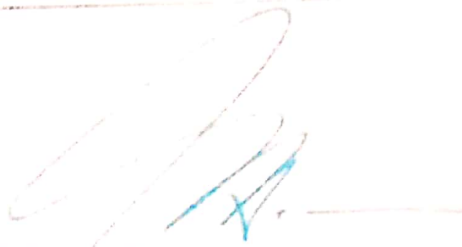


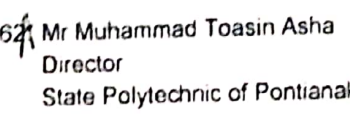
29 Mr Agung Setia Budi
Director of Development and Partnership
STN InerSiud Indonesia



30 Dr Eva Handiyanti
Rector
STN Malang

 31 Mr Danang Arbian, M Kom Chairman of LPMA STMIK Asia STMIK Asia	 32 Mrs Risa Santoso Chairman of LPMI STIE Asia
 33 Mr Maximilianus David, MA Director Development and Students STMIK Handayani	 34 Ms Fetty Asmanati, SE, MM President Tnsakti School of Tounsm
35 Dr Raden Arif Nugroho, M Hum Dean of Faculty of Humanities University of Dian Nuswantoro	36 Mr Agus Nugroho Vice Dean, Academics and Students Affairs University of Gadjah Mada Vocational College
 37 Dr Hengki Head of Language Center and International Office Kalimantan Islamic University (UNSIKA)	 38 Mrs Arini Retnoningsih Head of Electrical Engineering Study Program University of Kebangsaan
 39 Dr Drs Nehru P Pongsapan M, Pd Head, Office of International Affairs University of Kristen Indonesian Toraja	 40 Arief Budiman, Ph D Director International Office Lambung Mangkurat University
 41 Dr Ahmad Mubin MT Dean, Faculty of Engineering University of Muhammadiyah Malang	 42 Mr Taufiq Tamam Dean, Faculty of Engineering and Science University of Muhammadiyah Purwokerto (UMP)

 43 Mr Muhammad Alfah Hendrawan Vice Dean Engineering Faculty University of Muhammadiyah Surakarta	 44 Prof Dr Syahril Bakhtiar Vice Rector IV Planning and Collaboration State University of Padang
 45 Mr Chairul Furqon Head of Management Study Program Indonesian University of Education	 46 Dr Sigit Ricahyono Head Cooperation and PR Office PGRI Madiun University
 47 Dr Indah Widiastuti Staff of International Office Sebelas Maret University (UNS)	 48 Dr Iskandar Hasanuddin Vice of Dean Academic Affairs Syiah Kuala University
 49 Dr Zeffitini, MT Vice Dean for Student Affairs Faculty of Engineering Tadulako University	 50 Prof Dr Ir H Zulkifli Alamsyah, M Sc Vice Rector for Planning Collaboration and Information System Affairs Jambi University
 51 Much Chafid, S Kom Vice Director Lamongan Community College	 52 Ir Eko Muh Widodo MT Rector University of Muhammadiyah Magelang

 <p>53 Dr. M Hery Riyadi Alaudin, S.Pi. M.Si. Director Marine and Fisheries Polytechnic of Sidoarjo</p>	 <p>54 Dr. Mufrida Zein, M.Pd Director State Polytechnic of Tanah Laut</p>
 <p>55 Agung Sutrawan, S.Pd Vice Director Sumenep Community College</p>	 <p>56 Son Kuswadi Director State Polytechnic of Banyuwangi</p>
 <p>57 Eko Julianto Director State Polytechnic of Shipbuilding Surabaya</p>	<p>58 Tual State Polytechnic of Fisheries</p>
<p>59 State Polytechnic of Manufacture Bandung</p>	 <p>60 Dr. Nur Salam Director of International Office State Polytechnic of Malang</p>
 <p>61 Prof. Dr. A. A. I. N. Marhaeni, MA. Chairman of Institute of Instructional Development and Quality Assurance Ganesha University of Education</p>	 <p>62 Mr. Muhammad Toasin Asha Director State Polytechnic of Pontianak</p>

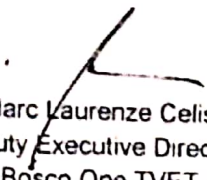

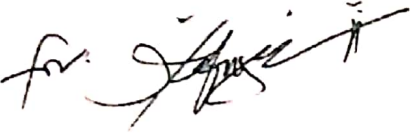


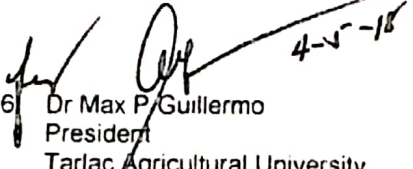


Dr. Arman Jaya
Director
State Polytechnic of Malacca



Dr. Dr. Asif Moin Khan
Director
D'ACF Mega Realty

Philippines Institutions:

 <p>1 Dr Marc Laurence Celis Deputy Executive Director, National Office Don Bosco One TVET Philippines, Inc.</p>	<p>for: </p> <p>2 Dr Nemia Mabaqui Director, National and International Affairs Iloilo Science and Technology University</p>
<p>for: </p> <p>3 Mr Jerome Jef Zamora Student Internship Abroad Programme Coordinator / Asst Prof III Mindoro State College of Agriculture and Technology (MINSCAT)</p>	 <p>4 Mrs Gloria Pontejos-Morris School Director, Training & Assessment MOCA Family Farm Rlearning Center INC</p>
 <p>5 Dr Dexter R. Buted President Pangasinan State University</p>	 <p>6 Dr Max P. Guillermo President Tarlac Agricultural University</p> <p>4-5-18</p>

Thailand Institutions:

 <p>1. Dr. Natthaphon Senth Assistant President Division of International Affairs Chiang Rai Rajabhat University</p>	 <p>2. Ms. Vittawee Lamsongfun Director Thasayothaya Business Administration Technological College</p>
 <p>3. Mrs. Yasmaluck Peng-on Director The Business Administration Technological College</p>	<p>4. Mrs. Pularat Suphaluckkarn Director, Center for International Vocational Educator Promotion The Tech Group</p>
 <p>5. Ms. Nongluck Traikulwong Director Thakorn Business Technological College</p>	 <p>6. Mrs. Chintana Vachirue President Thesath Rajabhat University</p>
 <p>7. Mrs. Sarumrat Tungsakorn International Program Manager Wong Business Administration College (WBAC)</p>	

Non-signing participating institution

Ungku Omar Polytechnic
Represented by
Ms. Yuen Fui Sim
Internationalisation Officer

Witnessed



Dr. Ir. Gatot Hari Probowiryo
Director
SEAMEO Secretariat



**MEMORANDUM OF AGREEMENT
AMONG
FACULTY OF AGRICULTURE
UNIVERSITAS SUMATERA UTARA
AND
FACULTY OF AGRICULTURE
UNIVERSITAS JAMBI
AND
FACULTY OF AGRICULTURE
UNIVERSITAS MALIKUSSALEH
AND
INSTITUT KAJIAN DASAR PERTANIAN DAN MAKANAN
UNIVERSITI PUTRA MALAYSIA
AND
FACULTY OF ECONOMICS
PRINCE OF SONGKLA UNIVERSITY**

Ref.No.: 4162/UN5.2.1.3/KPM/2015

Ref.No.: 252/UN.24.4/KM/2016

Ref.No.: 345/UN45.3/K5/2015

Ref.No.: -

Ref.No.: MoE0521.1.15/334

This Memorandum of Agreement (MoA) is made by and among:

1. Faculty of Agriculture, Universitas Sumatera Utara, addressed at Jalan Prof. Sofyan No. 3 Kampus USU Pd. Bulan, Medan, 20155; and
2. Faculty of Agriculture, Universitas Jambi, addressed at Kampus Pinang Masak Jalan Raya Jambi – Muara Bulian km. 15, Mandalo, Jambi, 36361; and
3. Faculty of Agriculture, Universitas Malikussaleh, addressed at Jalan Cot Tengku Nie Reuleut, Aceh Utara; and
4. Institut Kajian Dasar Pertanian dan Makanan Universiti Putra Malaysia, addressed at Putra Infoport Jalan Kajang-Puchong 43400 UPM Serdang, Selangor, Malaysia; and
5. Faculty of Economics, Prince of Songkla University, addressed at 15 Kamjanavanich Rd., Hat Yai, Songkhla 90110;
6. Point two until five from hereinafter are referred as “Partner Universities”;
7. Partner Universities and Faculty of Agriculture Universitas Sumatera Utara shall be jointly referred to as “Parties” and severally as “Party”.

**Article I
Purposes/Objectives**

- 1.1 The Parties intend to cooperate in the establishment of consortium for implementing programs such as researches, training for palm oil smallholders, creating price transparency mechanism, the improvement of palm oil management, the improvement of farmer group.
- 1.2 The vision is being a consortium to develop research and strategic activities related to improvement of the position of smallholders in the world oil market.

- 1.3 The mission are:
1. Establish the MoU and MoA among consortium member;
 2. Construct linkages between the issues;
 3. Identify issues related to smallholders' position in the international market and develop the policy briefs;
 4. Develop a research roadmap, strategic plan, and research proposal;
 5. Conduct researches and public awareness related to smallholders' position in the international market that involve relevant partners;
 6. Implementation the strategic plan together with relevant partners.
- 1.4 Partner Universities appointed Faculty of Agriculture Universitas Sumatera Utara as the coordinator for implementing the programs and other universities as the counterpart.

Article 2 Responsibilities/Rights and Obligations

The Parties agree to cooperate in the preparation and execution of the program as stated in Article 1, with the description as follows:

- 2.1 Partner Universities are responsible in:
- a. Facilitating and arranging consortium programs in each
 - b. Providing materials for consortium database and website
 - c. Participating in consortium programs
 - d. Monitoring and evaluating the achievement and sustainability of the programs
- 2.2 Faculty of Agriculture Universitas Sumatera Utara is responsible in:
- a. Coordinating the implementation of consortium programs
 - b. Monitoring and evaluating the achievement and sustainability of the programs
 - c. Reporting implementation and achievement of the programs

Article 3 Budget Activity

- 3.1 The budget fund for the establishment of the consortium and implementing programs in the first year is IDR62,182,236.00 or according to the existing rate approximately USD4,484.19 as discussed and agreed among the parties;
- 3.2 The budget in point 3.1 is provided by Direktorat Kelembagaan dan Kerjasama Kementerian Riset, Teknologi, dan Pendidikan Tinggi (Hibah Pengembangan Konsorsium Keilmuan - PKKPTN)
- 3.3 The budget fund for implementing programs in the second to fifth year will be estimated separately in each current period.
- 3.4 The budget in point 3.3 could be provided by Direktorat Kelembagaan dan Kerjasama Kementerian Riset, Teknologi, dan Pendidikan Tinggi (Hibah Pengembangan Konsorsium Keilmuan - PKKPTN), partner universities, or other parties that cooperate with the consortium.

Article 4 Time Period

The period of this Agreement shall be 5 years from July 2015 to July 2019

Article 5 Reporting

- 5.1 Faculty of Agriculture Universitas Sumatera Utara shall provide the narrative program report to Partner Universities two week after all of the activities accomplished.

**Article 6
Confidentiality**

Except with the consent of all party universities, the Parties shall hereby guarantee that they will keep all data and information relating to the finance, business, marketing, products and other service in their knowledge or arising hereunder as confidential and they will not divulge the same to any third parties of no interest therein for any reason whatsoever during and following the expiration hereof, except for things that have come into public domain or are required to be divulged by provision of the applicable laws, as of the signing date hereof for five (5) years.

**Article 7
Notification and Correspondence**

7.1 Every notification required or allowed here under (hereinafter referred to as "Notification") shall be made in writing and declared to have been received:

- a. on the date of receipt of such notification by the party concerned if delivered in person; or
- b. on receipt of written confirmation from the recipient if delivered through registered mail; or
- c. on the date of delivery if delivered through facsimile, or email.

7.2 Notification shall be addressed to the following addresses:

	FACULTY OF AGRICULTURE UNIVERSITY OF SUMATERA UTARA	FACULTY OF AGRICULTURE UNIVERSITAS JAMBI	FACULTY OF AGRICULTURE UNIVERSITAS MALIKUSSALEH	INSTITUT KAJAN DASAR PERTANIAN DAN MAKANAN UNIVERSITI PUTRA MALAYSIA	FACULTY OF ECONOMICS PRINCE OF SONGKLA UNIVERSITY
Address	Jl. Prof Sofyan No.3 Kampus USU Pd. Bulan Medan, Indonesia	Kampus Pinang Masak Jalan Raya Jambi – Muara Bulian km. 15, Mendalo, Jambi, 36361	Jalan Cot Tengku Nie Reuleut, Aceh Utara	Putra infoport Jalan Kajang-Puchong 43400 UPM Serdang, Selangor, Malaysia	15 Karnjanavanich Rd., Hat Yai, Songkhla 90110
Phone	(061) 8213236		(062) 64541373	0389471075	+66 (0) 7428-6984
Email	drana.ch@espo.or.id		info@unimal.ac.id	ikdpm@upm.edu.my	grad@group.psu.ac.th
Att.					

**Article 8
Miscellaneous**

8.1 Any amendments to the matters provided herein may be conducted only upon approval of the Parties as set out in the form of amendment or addendum, which shall constitute inseparable part hereof.

8.2 In case of any difference in the interpretation of the implementation of provision herein, the Parties shall agree to settle the same in a mutual consensus in writing within a period of three (3) months calendar day.

8.3 The implementation of this MoA shall be subjected to the provisions and laws and regulations of the Republic of Indonesia, The Kingdom of Malaysia and The Kingdom of Thailand.

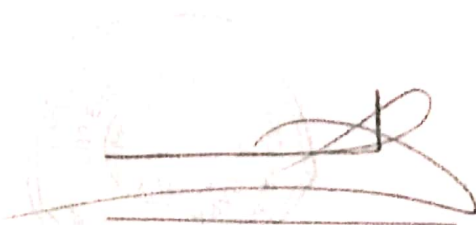
8.4 Each Party agrees to refrain from and prevent employees and partners from paying or offering to pay bribes or other illicit payment to customers, government officials or employees, political parties or candidates, or other third-parties in order to obtain or retain business or any improper advantage.

8.5 Each Party and its employees must avoid activity that could induce other Party's employees to have a conflict of interest

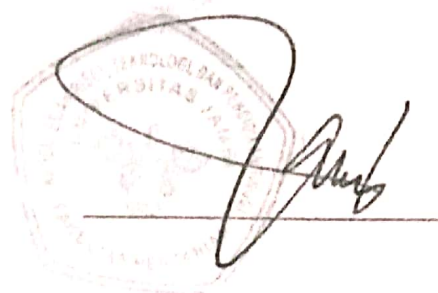
8.6 A Party may terminate this MoA within three (3) months prior notice in writing.

This MoA shall be made in faith to be made and entered into 5 (five) original copies, respectively having above an equal sheet paper with internet and equal force of law following the signing there of and equal legal force following the signing there of by the Parties.

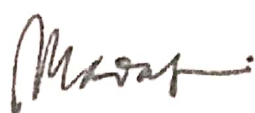
Faculty of Agriculture
Universitas Sumatera Utara
Name : Prof. Dr. Ir. Darma Bakti, MS
Position : Dean
Date : 11 September 2015
Place : Medan



Faculty of Agriculture
Universitas Jambi
Name : Dr. Ir. H. Saad Murdy, MS
Position : Dean
Date : 11 September 2015
Place : Medan

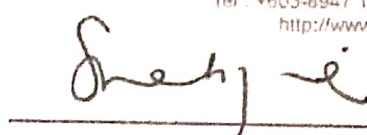


Faculty of Agriculture
Universitas Malikussaleh
Name : Dr. Ir. Mawardati, MS
Position : Dean
Date : 11 September 2015
Place : Medan

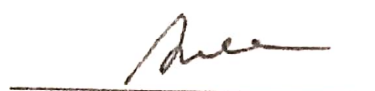


ASSOC. PROF. DR. SHAUFIQUE F. SIDIQUE
Director
Institute of Agricultural and Food Policy Studies
Universiti Putra Malaysia
43400 UPM Serdang, Selangor, Malaysia
tel : +603-8947 1070 Faks : +603-8947 1087
<http://www.ikdpm.upm.edu.my>

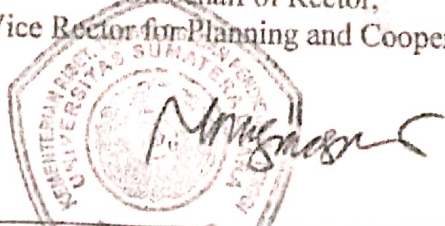
Institut Kajian Dasar Pertanian dan Makanan
Universiti Putra Malaysia
Name : Dr. Shaufique F. Sidique
Position : Director
Date : 11 September 2015
Place : Medan



Faculty of Economics
Prince of Songkla University (PSU)
Name : Prof. Dr. Aree Wiboonpongse
Position : Dean
Date : 11 September 2015
Place : Medan



Acknowledged by:
University of Sumatera Utara
On behalf of Rector,
Vice Rector for Planning and Cooperation



Prof. Dr. Ningrum Natasya Sirait, SH, MLI

LETTER OF AGREEMENT
AMONG COLLEGES, POLYTECHNICS, UNIVERSITIES OF
INDONESIA-PHILIPPINES-THAILAND-VIETNAM
FOR THE PROJECT "3rd BATCH OF SEA-TVET STUDENT INTERNSHIP
EXCHANGE UNDER THE SEAMEO POLYTECHNIC NETWORK IN
SOUTHEAST ASIA"
(SEA-TVET PROJECT)

Herewith partners:

Southeast Asian Ministers of Education Organization (SEAMEO) Secretariat, a regional intergovernmental organization established in 1965 among governments of Southeast Asian countries to promote regional cooperation in education, science and culture, located in Bangkok, Thailand, represented in this document by its Director, Dr. Ir. Gatot Hari Priowirjanto. The participating institutions below agree to join the project.

Indonesia Institutions:

1. Astra Manufacturing Polytechnic
2. Bina Insani College
3. Bogor Agricultural University
4. Ganesha University of Education
5. Indonesia University of Education
6. Kalimantan Islamic University, Banjarmasin
7. Lambung Mangkurat University
8. Muhammadiyah University of Prof. DR. Hamka
9. Pangkep State Polytechnic of Agriculture
10. PGRI Madiun University
11. PGRI University of Semarang
12. Politeknik Elektronika Negeri Surabaya
13. Polytechnic Piksi Ganesha Bandung
14. Polytechnic of LPP Yogyakarta
15. State Polytechnic of Bandung
16. State Polytechnic of Batam
17. State Polytechnic of Banyuwangi
18. State Polytechnic of Bengkalis
19. State Polytechnic of Madiun
20. State Polytechnic of Medan
21. State Polytechnic of Padang
22. State Polytechnic of Pontianak
23. State Polytechnic of Samarinda
24. State Polytechnic of Semarang

25. State Polytechnic of Sriwijaya
26. State University of Padang
27. State University of Surabaya
28. Sebelas Maret University
29. STIKI Malang
30. InterStudi Jakarta
31. STMIK ASIA
32. STIE ASIA
33. Tidar University
34. Tunas Pembangunan University
35. University Muhammadiyah Purwokerto
36. University of Pembangunan Nasional "Veteran" Yogyakarta
37. University of Muhammadiyah Malang
38. University of Muria Kudus
39. Airlangga University
40. Manufacture Polytechnic of Bandung
41. Toraja Christian University of Indonesia
42. State Polytechnic of Jakarta
43. University Islam Indonesia
44. University of Jambi

Malaysia Institutions

1. Tuanku Sultanah Bahiyah Polytechnic
2. Ungku Omar Polytechnic
3. Sultan Azlan Shah Polytechnic

Philippines Institutions:

1. Cavite State University
2. Central Luzon State University
3. Iloilo Science and Technology University
4. KRYZ Vocational & Technical School (KVTS) Inc.
5. Mariano Marcos State University
6. Mindoro State College of Agriculture and Technology
7. Negros Oriental State University
8. Pangasinan State University
9. President Ramon Magsaysay State University
10. Remnant Institute Inc.
11. Sultan Kudarat State University
12. Tarlac Agricultural University
13. University of Antique
14. Don Bosco One TVET Philippines, Inc.
15. Nueva Ecija University of Science and Technology
16. Isabela School of Arts and Trades
17. Southern Isabela College of Arts and Trades
18. Pangasinan School of Arts and Trades

Thailand Institutions:

1. Thepsatri Rajabhat University
2. Wimol Business Administration Technological College
3. Phuket Technology College

Vietnam Institutions:

1. Duy Tan University

Agree as follows:

To join the TVET Student Internship Exchange of SEAMEO Polytechnic Network Project among Indonesia, Malaysia, Philippines, Thailand and Vietnam Institutions. The participating institutions agree that:

- a. The agreement will be implemented in reciprocal way.
- b. The 3rd batch of TVET student internship exchange will be applied for Diploma, Higher Diploma and TVET Bachelor students.
- c. The major/specialisation will be as follows, but not limited to:
 - i. Mechatronics, Electronics, Electrical, Mechanical and Manufacturing
 - ii. Industrial Technology
 - iii. Informatics/ Computer Science
 - iv. Hospitality and Tourism
 - v. Agriculture and Animal Science
 - vi. Business, Commerce and Accounting
 - vii. Creative Industry, Multimedia
 - viii. Civil Engineering
 - ix. Health Science/Nursing/ Public Health
- d. Each participating institution will submit the list of eligible students for at least 2 students with the same gender in equal number, but not more than 6 students of each study area to the SEAMEO Secretariat for mapping.
- e. The institutions will start the 3rd batch of internship exchange for 1 to 3 months (30 to 90 Days) as the following tentative traveling schedule:
 - i. Traveling schedule of option I: Starting Sat. 26 January 2019
 - ii. Traveling schedule of option II: Starting Sat. 9 February 2019

f. The Sending Institutions will be responsible for:

- i. Recruiting eligible students (Good academic performance, proficiency English communication, attitude, maturity, good health),
- ii. Coordinating with SEAMEO for the student mapping list,
- iii. Preparing travel arrangement for outbound students,
- iv. Conducting pre-departure orientation for outbound students,
- v. Coordinating with Receiving Institutions for arrangement of online interview, letter of acceptance, travel schedule, and travel preparation,
- vi. Ensuring the important travel documents which the outbound students must have: 1) Valid passport, 2) Student/education visa (if needed), 3) International health insurance, 4) Health certificate.
- vii. Ensuring that the students will submit 1) Self-Report Blog during internship, 2) Company Supervisor Evaluation Form and 3) Overall Project Evaluation to SEAMEO at the end of internship period.

g. The Receiving Institutions will be responsible for:

- i. Partnering with industries according to the study areas and agreed internship period of inbound students,
- ii. Arranging internship programme according to the agreed period, including orientation, internship with industry, class room observation, and other excursion/student activities,
- iii. Coordinating with SEAMEO for the student mapping list,
- iv. Preparing accommodations for inbound students,
- v. Providing mentor (s) and buddy (ies) for inbound students,
- vi. Preparing airport transfer for inbound students,
- vii. Coordinating with Sending Institutions for arrangement of online interview, letter of acceptance, travel schedule, and travel preparation,
- viii. Ensuring the important travel documents which the inbound students must submit: 1) Valid passport, 2) Student/education visa, 3) International health insurance, 4) Health certificate

h. For budgeting, it will be based on the following cost sharing agreement between the agreed parties:










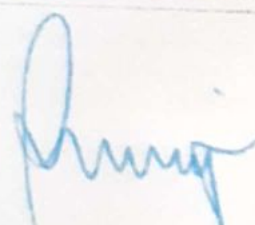
- i. Sending Institutions/Parents shall be responsible for 1) passport/visa fee, 2) health check-up cost, 3) International health and travel insurance, 4) returned air-ticket, 5) daily meals, 6) daily public transportation for internship, and 7) pocket money.

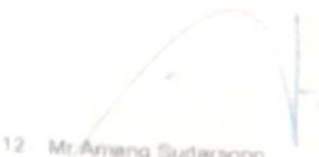


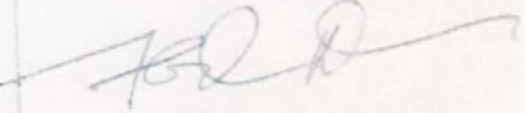
- ii. Receiving institutions shall be responsible for 1) accommodation, 2) transportation for airport transfer, 3) Student extra activities required by Receiving Institutions for the inbound students to join.
- i. The eligibility of the students must be ensured by the sending institutions, receiving institutions, and industry partners (optional).
- j. The cancellation of students must be informed to the SEAMEO Secretariat before the student online interview. For any cancellation after the online interview or receiving of the Letter of Acceptance, the Sending Institution must find the "replacement".




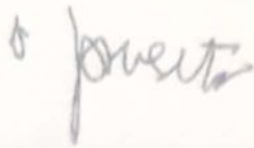





In the case of no replacement, that institution will be excluded in the following one batch.

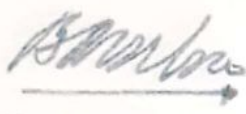


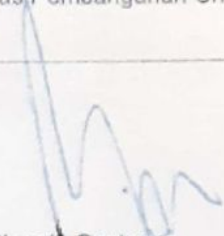
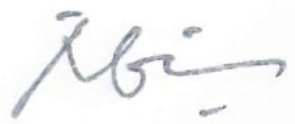
- k. SEAMEO Secretariat will issue e-Certificate of Completion only for the students who submit 1) Blog, 2) Company Supervisor Evaluation Form, 3) Overall Project Evaluation Form to the person in charge of SEAMEO Secretariat.
- l. The 5th SEAMEO Polytechnic Network Meeting will be hosted by the Department of Polytechnic and Communication College Education, Ministry of Education of Malaysia in March 2019. The 4th batch of TVET Student Internship Exchange Program will be discussed at the meeting.
- m. The 6th SEAMEO Polytechnic Network Meeting will be hosted by Duy Tan University, Vietnam tentatively in Oct 2019. The 5th batch of TVET Student Internship Exchange Program will be discussed at the meeting.

Signed in Pangasinan, Philippines on 18 October 2018 and Witnessed by SEAMEO Secretariat, Thailand.

 18/10 2015 1. Mr Tonny Pongoh Deputy Director Astra Manufacturing Polytechnic	 2. Mr Indra Muis, S.S., M.M. Head of International Office and Collaboration Bina Insani College
 3. Mr Wawan Oktariza Vice Dean School of Vocational Sciences Bogor Agricultural University	 4. Mrs Anak Agung Istri Ngurah Marhaeni Chair, Institute for Instructional Development and Quality Assurance Ganesha University of Education
 5. Prof Dr H. R. Asep Kadarohman, M.Si Rector Indonesia University of Education	 6. Dr Hengki Head of Language Center and International Office Kalimantan Islamic University, Banjarmasin
 7. Arlef Budiman, Ph D Director of International Office Lambung Mangkurat University	 8. Mr Said Romadlan Dean of Faculty of Social Sciences and Politics Muhammadiyah University of Prof. DR. Hamka
 9. Dr Nur Rahmawaty Arma Vice Director of Institutional Collaboration Pangkep State Polytechnic of Agriculture	 10. Dr Sigit Ricalhyono, S.S., M.PD. Head, Cooperation & Public Relation Bureau PGRI Madiun University

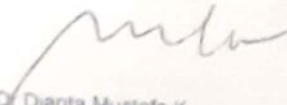
<p>11. Dr Nur Hidayat UPGRIS International Office Director PGRJ University of Semarang</p>	 <p>12. Mr Amang Sudarsono Head of PENS International Cooperation Office Politeknik Elektronika Negeri Surabaya</p>
 <p>13. Mrs Santy Christinawati, S.S., M.Hum Coordinator of International Relations Office Polytechnic Piksi Ganesha Bandung</p>	<p>14. Ms Ratna Sri Harjanti ST M Eng Vice Director of Academic Polytechnic of LPP Yogyakarta</p>
<p>15. Dr Ir Rachman Imbang, T., MT Director State Polytechnic of Bandung</p>	<p>16. Mr Priyono Eko Sanyoto Director State Polytechnic of Batam</p>
 <p>17. Ms Riza Rahimi Bachtar, S.P.,M.P,MBA International Affairs Coordinator State Polytechnic of Banyuwangi</p>	<p>18. Mr Ir Muhamad Milchan, M.T Director State Polytechnic of Bengkalis</p>
<p>19. Nursiah, S.E., M. Si. Vice Director I State Polytechnic of Madiun</p>	 <p>20. Mr Abdul Rahman, ST, MT Programme Coordinator State Polytechnic of Medan</p>

 21. Mr Daddy Budiman Deputy Director of Cooperation Affairs State Polytechnic of Padang	 22. Mr Muhammad Tohsin Asha Director State Polytechnic of Pontianak
 23. Dr Indah Martati, SE., MM Head of International Office and Partnership Poines State Polytechnic of Samarinda	 24. Drs. Budi Prasetya, MSi Vice Director of Planning and Cooperation State Polytechnic of Semarang
 25. Drs Zakaria, M.Pd. Vice Director for Cooperation State Polytechnic of Sriwijaya	 26. Prof Dr Syahril Bakhtiar, MPd Vice Rector IV for Collaboration, and Information Technology State University of Padang
 27. Prof. Dr Eko Hariadi Dean of Engineering Faculty, Universitas Negeri Surabaya State University of Surabaya	28. Dr Indah Widiastuti Staff of International Office Sebelas Maret University
 29. Mr Daniel Rudiawan Sijabat Vice Rector of Academic Affairs STIKI Malang	 30. Dr Guntur Freddy Prisanto Vice Chairman on Partnership and Entrepreneurship InterStudi Jakarta

<p>31. Mr Danang Arbian, M.Kom Chairman of LPMA STMIK ASIA STMIK ASIA</p>	<p>32. Mrs Risa Santoso Chairman of LPMI STIE ASIA</p>
 <p>33. Prof. Dr Sukarno, M.Si Dean Faculty of Education and Teacher Training Tidar University</p>	 <p>34. Prof Dr Ir. Tresna Priyana Soemardi, SE.MS Rector Tunas Pembangunan University</p>
 <p>35. Mr Muhammad Taufiq Tamam Dean of Faculty of Engineering and Science University Muhammadiyah Purwokerto</p>	 <p>36. Dr Singgin Saptoro Vice Rector for Student Affairs and Cooperation University of Pembangunan Nasional "Veteran" Yogyakarta</p>
 <p>37. Dr Ahmad Mubin, MT Dean of Faculty of Engineering University of Muhammadiyah Malang</p>	<p>38. Dr Suparno, SH., MS Rector University of Muria Kudus</p>
<p>39. Prof. Dr. H. Widi Hidayat, S.E., MSi., Ak., CA., CMA Dean of Faculty of Vocational Airlangga University</p>	<p>40. Ms Dra. Fatonah, M.Pd Head of International Relation Office Manufacture Polytechnic of Bandung</p>



41. Dr Dirsahru P Pongasapan, MPd
Head of Office of International Affairs
Toraja Christian University of Indonesia



42. Dr Dianta Mustofa K.
Vice Director for Cooperation Affairs
State Polytechnic of Jakarta






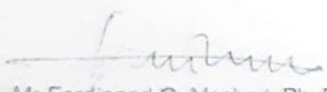
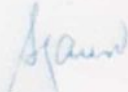

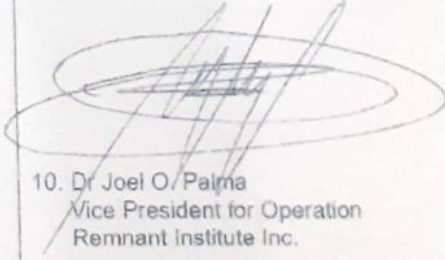
43. Dr. Wiryono Raharjo
Vice Rector for Networking and
Entrepreneurship
University Islam Indonesia

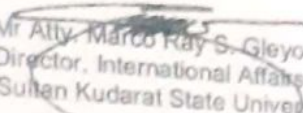











44. Prof H Johni Majwan, SH, MH, PhD
Rector
University of Jambi



Philippines Institutions:

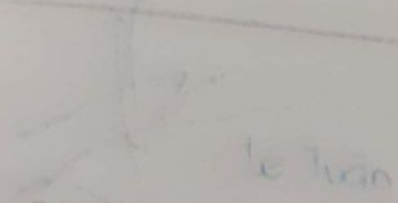
 1. Dr Hernando D. Robles University President Cavite State University	 2. Wignie G. Villanueva Dean, College of Business Administration Central Luzon State University
 3. Dr Raul F. Muyong President III Iloilo Science and Technology University	4. Mrs Mary Queen Carillo Biag School Administrator KRYZ Vocational & Technical School (KVTS) Inc.
5. Dr Shirley C. Agrupis President Mariano Marcos State University	6. Dr Baldomero J Bicaldo Vice President for Academic Affairs Mindoro State College of Agriculture and Technology
 7. Mr Ferdinand Q. Masbad, Ph. D, TM CIT Extension Program Coordinator Negros Oriental State University	 8. Dr Paulo V Cenas OIC President Pangasinan State University
 9. Mrs Lillian F. Uy Dean President Ramon Magsaysay State University	 10. Dr Joel O. Palma Vice President for Operation Remnant institute Inc.

<p>11.  Mr. Atty. Marco Ray S. Gleyo Director, International Affairs Sultan Kudarat State University</p>	<p>12.  Dr. Max P. Guillermo University President Tarlac Agricultural University</p>
<p>13.  Prof. Mahalia D. Denosta Director, International Programs University of Antique</p>	<p>14.  Dr. Marc Laurence Cells Deputy Executive Director, National Office Don Bosco One TVET Philippines, Inc.</p>
<p>15.  Engr. Feliciano P. Jacoba, Ed.D. University President Nueva Ecija University of Science and Technology</p>	<p>16.  Dr. Igmedio S. Casticon Vocational School Superintendent Isabela School of Arts and Trades</p>
<p>17.  Dr. Danilo P. Pacis Vocational Instruction Supervisor Southern Isabela College of Arts and Trades</p>	<p>18.  Gerardo E. Amansec AO Designate Pangasinan School of Arts and Trades</p>
<p>19.  Dr. Carlos B. Carizal OIC Vocational School Administrator Bangui Institute of Technology</p>	<p>20.  Prof. Jesus C. Salagubang Training Instruction Supervisor Luciano Millan Memorial School of Arts Trades</p>

Thailand Institutions:

<p>1. Mrs Chintana Vechmee President Thepsatri Rajabhat University</p>	<p><i>Benjamat Yoopenkaew</i></p> <p>2. Mrs Benjamat Yoopenkaew International Programme Manager Wimol Business Administration Technological College</p>
<p><i>Benjamat Yoopenkaew</i></p> <p>3. Mrs Benjamat Yoopenkaew International Programme Manager Phuket Technology College</p>	

Vietnam Institutions:

 1. Dr Hang Le Vice Provost Duy Tan University	
--	--

Malaysia:

Non-signing participating institutions but including in implementation:

Ungku Omar Polytechnic
Represented by:
Mr Muhammad Zubir Bin Mohd Hanifah
Deputy Director

Tuanku Sultanah Bahiyah Polytechnic
Represented by:
Madam Yusma Yusof
Director

Sultan Azlan Shah Polytechnic
Represented by:
Dr Naimah Md Khalil
Director

Witnessed,



Dr Ir Gatot Hari Priowirjanto
Director
SEAMEO Secretariat



LETTER OF INTENT
between
UNIVERSITY OF JAMBI
(Jambi, Indonesia)
and
FACULTY OF AGRICULTURE, SHINSHU
UNIVERSITY
(Nagano, Japan)



Considering the good relationship in joint research and short term student internship program between Faculty of Animal Science, University of Jambi and Faculty of Agriculture, Shinshu University (2013 to present), both faculties agree to step up to other academic joint programs. Representing the respective faculty, the officials of the International Office (I.O.) of University of Jambi and the International Center for Agricultural Education and Research (ICAER), Faculty of Agriculture, Shinshu University discussed the detail of potentially realistic programs, and agreed to sign a **Letter of Intent** and strongly commit to implementing it in the following years (2016 ~).

After the sign of this intent, I.O. and ICAER will follow up with further discussion on designing appropriate mechanism of proposed programs based on bilateral discussion held on October 8, 2015 (attached):

1. To start looking for potential sources of funding for each proposed program (see attachment)
2. To design appropriate format of each program
3. To make timeline for the implementation of the program
4. To deliberate all the program information to, but not limited to Professors and students in Faculty of Animal Sciences or Faculty of Agriculture.
5. To elaborate the possibility of involving other universities multilaterally (e.g. Suranaree University of Technology, Thailand and Bangladesh Agricultural University, Bangladesh).

This Letter of Intent is signed in the Ina Campus of Shinshu University by representatives of both institutes on 8th October 2015.

Director of International Office
University of Jambi

Prof. Adrizal, Ph.D.

Director of International Center for
Agricultural Education and Research,
Faculty of Agriculture, Shinshu University

Prof. Tamao Ono



August 6th, 2015

Dear Professor Dr. Adrizal, Head of International Office, University of Jambi

We are delighted that the student exchange and internship programs will be organized in October, 2015 based on the fruitful implementation in the previous year.

On this occasion, we would like to invite you to evaluate the programs for two years and also discuss the further developments of our academic cooperation including the exchange programs for professors as well as students, and also joint researches, as committed in the Memorandum of Understanding for Academic Cooperation and Exchange between the University of Jambi and Faculty of Agriculture, Shinshu University signed in 2014.

Terms and conditions of your invitation are as follows:

<Term and Conditions>

Period of Invitation: October 6th, 2015 to October 10th, 2015

Purpose: Courtesy visit

Accepting Professor:

- Professor Dr. Soichiro NAKAMURA, Dean of the Faculty of Agriculture,
- Professor Dr. Tamao ONO, Vice Dean of the Faculty of Agriculture/ Director of International Center for Agricultural Education and Research (ICAER)

Should you have any questions concerning this matter, please feel free to contact us.

We are looking forward to having you at Faculty of Agriculture, Shinshu University.

Yours sincerely,

(Signature)

Professor Dr. Soichiro NAKAMURA

Dean, Faculty of Agriculture, Shinshu University

MEMORANDUM OF UNDERSTANDING
BETWEEN
FACULTY OF AGRICULTURE
FACULTY OF AGRICULTURAL TECHNOLOGY
UNIVERSITY OF JAMBI, INDONESIA
AND
SCHOOL OF AGRICULTURE MEIJI UNIVERSITY, JAPAN

明治大学
MEIJI UNIVERSITY

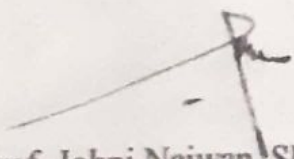
Faculty of Agriculture and Faculty of Agricultural Technology, University of Jambi (Indonesia) and School of Agriculture Meiji University (Japan), agree to cooperate on international programs based on the principle of reciprocity.

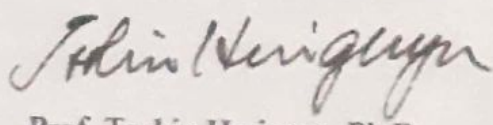
This Memorandum of Understanding (MOU) encourages the exchange of faculty, scholars, students, academic information and materials in order to enhance capacities of mutual understanding between faculty members and students of both parties. Both parties agree on the following terms:

1. Promote the following exchange activities based on their respective research and educational needs:
 - a. Exchange of faculty and scholars (professors, lecturers, or researchers).
 - b. Exchange of students (undergraduate and postgraduate).
 - c. Exchange of research information and materials.
 - d. Exchange of periodical publications.
 - e. Collaboration in research and publication.
 - f. Joint supervision of postgraduate students.
 - g. Organization of joint conferences.
 - h. Other academic activities agreed by both parties.
2. The implementation of the above activities shall be separately negotiated and determined in writing by both parties. Efforts shall be made by both sides to find financial sources for carrying out the exchange programs.
3. Cooperation between the two institutions is proposed to focus on the establishment of a link between both institutions working on collaboration of research and teaching information. Other areas of mutual interest are expected to develop during the course of the MOU.
4. Nothing shall diminish the full autonomy of either institution, nor will any constraints or financial obligations be imposed by either upon the other in carrying out the MOU.
5. This MOU will be drawn up in English in two copies, with one copy for each university. Either copy is of equal validity.
6. This MOU will come into force on the date of the signature by representatives of both institutions and will remain in effect for a period of five years after which it may be renewed. If it is not cancelled by one of the parties by written notice six months in advance, it will be renewed automatically for another 5 years term; the same procedure will occur at the term of each period. The provisions of this MOU may be amended at any time by the mutual consent in writing of both institutions. This MOU may be terminated by either party by written notice at least six months in advance.

For University of Jambi,

For Meiji University,


Prof. Johni Najwan, SH., MH., Ph.D.
Rector, University of Jambi


Prof. Toshio Harigaya, Ph.D.
Dean, School of Agriculture

3/31/2016

3/16/2016

Memorandum of Understanding
for
ACADEMIC COOPERATION AND EXCHANGE SCHOLAR
between
UNIVERSITY OF JAMBI, INDONESIA
and
FACULTY OF AGRICULTURE, SHINSHU UNIVERSITY, JAPAN

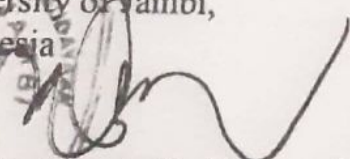
University of Jambi in Indonesia and the Faculty of Agriculture, Shinshu University in Japan ("the Parties") agree to make Memorandum of Understanding (MoU) for the academic cooperation and exchange programs with an expectation that the cooperation and exchange in academic areas of mutual interests would bring fruitful results for the advancement of research, education and international understanding between the Parties.

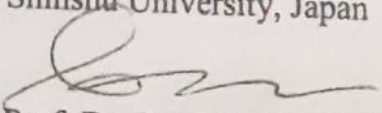
1. The Parties shall jointly develop some or all of the following academic activities based on their academic, educational and technical needs:
 1. Internship of students.
 2. Exchange of academic scholars.
 3. Exchange of students.
 4. Planning and execution of joint research programs.
 5. Planning and execution of academic activities such as conferences and seminars.
 6. Exchange of academic materials, publications and information.
 7. Other cooperation which is deemed appropriate by the Parties.
2. Terms and conditions for the cooperation and exchange in research shall be negotiated and agreed by the Parties and shall be stipulated in a separate agreement.
3. Terms and conditions for the student exchange shall be negotiated and agreed by the Parties and shall be stipulated in a separate agreement.
4. In carrying out this memorandum, the full autonomy of each party shall never be restricted, and neither party shall impose any constrains or financial obligations upon the other.

This Memorandum of Understanding is valid for five years starting from its signing date. At the beginning of the fourth year, the Parties shall review the results of the activities carried out under this MoU and discuss whether this MoU shall be continued. Even while this MoU is valid, it may be amended or corrected by a written consent of the Parties. Each Party may terminate this MoU by giving a written notice to the other Party and such termination shall take effect six months after the date of such written notice; provided, however, that any exchange activity then ongoing shall be continued until its stated term ends.

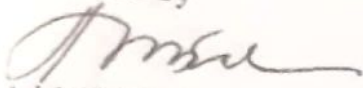
Nothing in this MoU shall be constructed as creating a legal relationship between the Parties.

This MoU is signed in two copies in English. Each Party to the agreement shall retain one copy.

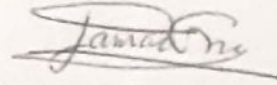
Date *Feb 23, 2015*
 University of Jambi,
 Indonesia

 Prof. Dr. Drs. Aulia Tasman, M.Sc.
 Rector, University of Jambi

Date *Feb. 2, 2015*
 Faculty of Agriculture,
 Shinshu University, Japan

 Prof. Dr. Soichiro NAKAMURA
 Dean, Faculty of Agriculture,
 Shinshu University

Witnessed by



Adrizal, Ph.D.
Director, International office
University of Jambi



Prof. Dr. Tamao ONO
Director, International Center for
Agricultural Education and Research
Faculty of Agriculture,
Shinshu University