CHANGES FOR JUSTICE PROJECT EIGHTEENTH QUARTERLY PROGRESS REPORT

OCTOBER TO DECEMBER 2014

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EXECUTIVE SUMMARY

The Changes for Justice (C4J) Project is funded by the U.S. Agency for International Development (USAID) under Contract No. DFD-I-00-08-00070-00, a Task Order under the Encouraging Global Anticorruption and Good Governance Efforts (ENGAGE) Indefinite Quantity Contract (IQC) awarded to Chemonics International Inc. with an effective date of 12 May 2010. The C4J contract effective end date was 11 May 2014, but was extended through 11 May 2015.

During this reporting period, the project deepened the reforms in the Indonesian justice sector toward producing a less corrupt, more accountable, and more efficient justice system through more efficient, credible, and transparent processes in the Supreme Court (Component 1) and Attorney General's Office (Component 2), and through increased competence and integrity of judges, prosecutors, and staff. As inthe previous quarter, most reforms were targeted at strengthening justice sector coordination at the national and local levels (i.e. among the district courts, prosecutors' offices, and rural communities) to combat threats to biodiversity (Component 3).

This is the eighteenth quarterly progress report of the C4J Project, covering the period of 1 October to 31 December 2014. This quarter, the C4J Project continued its successful cooperation with the Supreme Court in improving: the capacity of first-instance and appellate level courts' personnel through capacity building programs and human resources reforms; the transparency of public information services through automation of case information; and other organizational reforms. In cooperation with the Attorney General's Office (AGO), C4J continued reforms including: human resources development in the prosecutors' offices and development of prosecution guidelines. In conjunction with court and prosecutorial reforms, the C4J Project also continued strengthening and increasing local communities' legal knowledge and capacity to support national efforts to protect Indonesia's biodiversity.

As noted in the highlights below, the project achieved several benchmarks this quarter.

Highlights from Component 1: Sustaining and Broadening Reforms in the Supreme Court

- The Supreme Court and C4J Project completed their analysis of a survey distributed to the Information Technology (IT) staff in the Supreme Court and all types of courts under its supervision to map out precise job specifications for IT staff. The analysis will be submitted to the government's Central Statistics Agency to obtain recommendation for credit point in determining the career path of IT functional position.

- The project completed development and tested 333 court document templates (for criminal and civil case decisions, minutes, and forms) in the Case Tracking System (CTS). The testing was carried out in five district courts in December 2014.

- In November 2014, the Supreme Court and C4J Project completed discussions on the content of CTS Standard Operating Procedures. The document will be distributed next quarter.

- The Supreme Court and C4J Project jointly developed the CTS[1] version 3 indicator map for implementation of the CTS by the high courts. Regarding the map of implementation of the CTS by the district courts, C4J has proposed modifications to the definitions of data reported. Discussions on the latter will continue through next quarter.

- The Supreme Court CTS Development Team and C4J Project staff completed development and automation of the juvenile case administration workflow and design for the CTS. Enhancements to version 3 of the CTS, for criminal cases involving juveniles, were tested in the Yogyakarta District Court. The application will be tested again in the South Jakarta and Bekasi District Courts during the first quarter of 2015, before being rolled out to all general district courts.

- The C4J Project conducted a Workshop on Development and Sustainability of E-Learning for the Supreme Court (*E-learning Mahkamah Agung Republik Indonesia*, or ELMARI) for representatives from the Supreme Court Training Agency's leadership, management, and training departments. The workshop introduced the ELMARI application and familiarized them with its approaches, as they intend to develop more web-based training materials in the future. The Training Agency and C4J Project are preparing for a workshop and planning a Supreme Court Decree requiring judicial ethics e-training for judges.

- This quarter the C4J Project also cooperated with the Supreme Court Training Agency in conducting a Workshop for Supervisory Judges to introduce the new supervision program and training modules. This program provides guidance on the increased responsibilities of the high courts for monitoring and evaluating the first instance courts under their authority, and on how supervision can be conducted online through implementation of CTS in all general first instance and appellate courts. This training program will be promoted next quarter in cooperation with the Directorate General of the General Courts (*Badilum*), which provides trainers and funds through the high courts' budgets for regional CTS training programs in the high court facilities.

- Continuing technical assistance to the Supreme Court, the C4J Project provided a mentoring program to the public information staff at the Ketapang District Court, with an emphasis on sensitizing the staff to issues relating to protection of local biodiversity. This activity is being implemented in coordination with C4J Project staff leading the biodiversity program (described under Component 3).

[1] In Indonesian, the application is referred to as the SIPP (*Sistem Informasi Penelusuran Perkara*).

Highlights from Component 2: Sustaining and Broadening Reforms in the Attorney General's Office

- This quarter the C4J Project completed the consultation process on the new Prosecutorial Competencies for Heads of Provincial Prosecutor's Offices (PPOs) and District Prosecutor's Offices (DPOs). Final consultations were held with the Head of the AGO Training Agency (*Badiklat*) and the Head of the West Java PPO. The AGO now has the final version of its new Prosecutorial Competencies – including Managerial and Leadership Competencies, and Technical Competencies – and Competency Assessment Case Studies to be applied in the PPOs and DPOs respectively.

- In cooperation with AGO Information Center (*Puspenkum*), the C4J Project conducted in-house refresher trainings and mentoring sessions on public information services and media engagement at the three pilot DPOs participating in the biodiversity program (described under Component 3) in: Ketapang, West Kalimantan; Bangkinang, Riau; and Blangkejeren, Aceh.

Highlights from Component 3: Biodiversity Activity

- The AGO Environmental Task Force (*Satgas*) and C4J Project continued their cooperation to develop the Prosecution Guidelines on: Illegal Logging and Land Conversion; and Wildlife Trafficking and Poaching. This quarter, the final draft was completed and the project met with prosecutors from the Ketapang and Bangkinang DPOs to review the final version. These consultations contributed suggestions for improving the guidelines further. Articles requested by the AGO as resources to be included in the guidelines have also been completed. The guidelines will be officially launched next quarter, on 12 January 2015, at the Integrated Justice Workshop on Managing Cases to Protect Indonesia's Biodiversity.

- The C4J Project continued its coordination with the Supreme Court, AGO, Indonesian National Police (INP), and Civil Investigators from the Ministry of Forests and Environment in preparing for the Integrated Justice Workshop on Managing Cases to Protect Indonesia's Biodiversity, to be held next quarter, on 12-16 January 2015. The workshop will be led by the Supreme Court, and will bring together judges, prosecutors, police, and civil investigators to discuss improved coordination and approaches for effectively addressing the broader justice sector challenges to protect Indonesia's biodiversity.

- Continuing the biodiversity community engagement program, the C4J Project conducted a paralegal training program for male and female members of communities in five villages in the Bunga Raya Sub-district, Siak District, Riau. The project also continued assessing communities to recommend locations where future community engagement programs should be targeted and developing paralegal networks in the Pekanbaru and Kampar Districts of Riau and Ketapang District of West Kalimantan. Community engagement activities will continue next quarter, along with improvements to the biodiversity community engagement training materials and

distribution of the Community Handbook, which will be launched next quarter at the biodiversity workshop.

INTRODUCTION

This Eighteenth Quarterly Report details the overall progress of activities on the USAID Changes for Justice (C4J) Project from 1 October through 31 December 2014. Court activities are described under Component 1, prosecution activities under Component 2, and specific biodiversity program activities under Component 3.

COMPONENT 1: SUSTAINING AND BROADENING REFORMS IN THE SUPREME COURT

KRA 1.1 Enhanced Management, Transparency, and Accountability of the Supreme Court

Sub-KRA 1.1.1 Human Resources: *Human resources more strategically placed in the Supreme Court's management.*

1.1.1.1 Development of Career Path for Information Technology (IT) Staffs Position

To achieve its vision of "A Noble Judiciary," the Supreme Court continued efforts this quarter to sustain an accountable, credible, and transparent information management system through its automated case tracking system (CTS). The Supreme Court cooperated with the C4J Project on development of the new IT career path and defined functional IT positions in the Supreme Court, appellate courts, and first instance courts. If successful, the creation of IT functional positions in the courts will be a significant reform for the Supreme Court, as all levels of the judiciary will be supported by highly-competent, professional staff who are skilled at managing all aspects of IT systems in the courts.

In 2014, the Supreme Court conducted an IT survey, in cooperation with the C4J Project, to map the IT work in the Supreme Court and each of its working units in the judiciary. The survey result was used by the Supreme Court to demonstrate its needs for the IT functional positions, per Decree No. 16 of 2008, on Technical Guidelines on Obtaining Credit Points for Functional Positions. After reviewing the survey responses, Erwin Widanarko, Head of Functional Positions in the Supreme Court's Personnel Bureau and C4J's Training Specialist met with Daryanto, Head of Functional Positions for IT at the government's Agency for Central Statistics (*Badan Pusat Statistik*, or BPS). The Supreme Court demonstrated to BPS through the survey data that it has unique IT needs compared to other government institutions, with a stronger focus on supporting case management.

Daryanto appreciated the first step that the Supreme Court had taken in conducting the survey to map IT activities in the courts. To make it easier to synthesize the information, he requested that the Supreme Court put the responses in groups to ease the identification of differences in IT needs among working units. In addition to this, he also found that there were some activities that needed to be elaborated to make them clearer and more understandable to those outside the courts. BPS provided the template used by the Ministry of Finance when it requested similar credit points for its IT functional positions.

A second group of survey results was reviewed in October 2014. C4J's Budget and Finance Expert, IT Specialist, IT Officer, and Training Specialist met with Supreme

Court representatives, including Joko Upoyo and his IT team and Erwin Widanarko from the Personnel Bureau, to discuss the additional survey results, feedback from BPS, and recommended next steps. Joko Upoyo responded that the Supreme Court IT Team would process the survey data to work optimally in standardizing IT activities in the judiciary and determining the appropriate credit points for IT functional positions.
By December 2014, the Supreme Court had completed the data analysis and standardization of IT activities. In cooperation with the C4J Project, the the IT team's analysis was compiled into one document using the Ministry of Finance's template as recommended by BPS. The revised data will be submitted to BPS early next quarter to obtain its recommendation on the credit points for IT functional positions.

Sub-KRA 1.1.2 Budget and Finance: *Enhanced quality and efficiency of the Supreme Court administration and finance staff*

1.1.2.2 Support Prior to Supervision Training Program for High Court Judges. *Please refer to Supervisory Judges Workshop on Sub-KRA 1.2.4 Supervision Training on KRA 1.2. Improved Capacity, Integrity, and Technical Legal Competence of Judges and Court Staff (Education and Training)*

1.1.2.3 CTS Roadmap Developmen*t*

While the case tracking system (CTS) has now been implemented in 350 general district courts and 30 general high courts in Indonesia, there remain a number of related issues that must be addressed to fully sustain the CTS. Since mid-2014, the C4J Project has been working closely with the Supreme Court's Head of Facilities Maintenance for Information Technology and the Supreme Court's Directorate General for General Courts (*Badilum*) to develop the CTS Roadmap. The CTS Roadmap provides a holistic vision for sustaining the CTS through 2019, consistent with the Supreme Court's Blueprint objectives. This quarter, the C4J Project and *Badilum* conducted two focus group discussions (FGDs) to finalize the Roadmap on:

- FGD I : 22 – 24 October
- FGD II : 19 – 21 November

Through these FGDs, the team identified many reforms that must be addressed, including: human resources management; facilities and infrastructure; budgets; monitoring and supervision; training programs; software development; and organizational reforms to realize the vision of a CTS as an automated application that supports court case administration, and that provides data and information as the basis for policy development and decision-making.

The CTS Roadmap will be completed in the first quarter of 2015. The Supreme Court and *Badilum* will use the roadmap for preparing programs, activities, and budgets to sustain the CTS through 2019.

Photo left:
A Working Group from the Supreme Court discusses development of the CTS Roadmap.

The Supreme Court has showed its commitment to sustaining the CTS by allocating a substantially increased budget of IDR 40 million for procurement of "CTS server" and supporting server equipment in each general district court in Indonesia in 2015.

Sub-KRA 1.1.3 Case Management: *Strengthen court capacity to use case management systems*

1.1.3.1 CTS Roadmap Development

Please refer to CTS Roadmap Development on Sub-KRA 1.1.2 Budget and Finance.

1.1.3.2 Standardization of Court Document Template

In this reporting period, The C4J Project continued assisting the Supreme Court's Case Management Working Group to finalize the templates for civil and criminal cases prior to installing and automating them in the CTS. During this period, the review was conducted through three FGDs and a series of other meetings at the Supreme Court, as follows:

- FGD I : 29 – 30 September
- FGD II : 13 – 14 October
- FGD III : 29 October – 1 November
- Meetings : 7, 14, and 17 November, and 12 December

The team has finalized all document templates for general and special criminal cases and for general civil cases. Some special civil cases require further discussion. The Case Management Working Group, composed of several Supreme Court justices, has committed itself to completing the templates development process during the first quarter of 2015.

The C4J IT team successfully tested the automated templates for 178 civil cases and 131 criminal cases templates at the Yogyakarta District Court during the first and second weeks of December 2014. The templates will also be tested by the CTS Development Team in their respective district courts, as well as at the Bekasi District Court in West Java and the South Jakarta District Court. All testing of templates will be completed in January 2015.

To further support standardization of court practices, implementation of the automated templates, and compliance with using the templates through the CTS in all general courts, a Chief Justice Decree is being developed. The new decree is anticipated next quarter.

1.1.3.4 Development of CTS Standard Operating Procedures (SOP)/Technical Guideline

Implementation of automation offers opportunities to streamline business processes in the courts. Following implementation of the CTS, the Supreme Court, *Badilum*, and C4J team started discussing the development of new technical guidelines to streamline case management procedures in automated courts, since the old Book II predates the advent of automation and, therefore, focuses on manual case management processes.

In addition to the team from *Badilum*, the discussions were also attended by chief judges, deputy chief judges, as well as judges, acting registrars, deputy registrars, and IT staff from various district courts. The technical guidelines were finalized in December through two focus group discussions (FGDs) on:

- FGD I : 14 – 17 September
- FGD II : 11 – 14 November

The new technical guidelines provide the standard operating procedures for managing civil cases, criminal cases, and supervision using the CTS.

Following development of the technical guidelines this quarter, C4J's Court Business Process Specialist met with the Director of *Badilum* to discuss implementation of them through a new policy directive from *Badilum*. The technical guidelines will be piloted by *Badilum* next quarter, along with inspection visits to select general high courts and district courts.

Photo right:
Judges examine and evaluate each steps written on the draft of CTS SOP in order to provide best practices in implementing CTS.

Sub-KRA 1.1.4 Information Technology. *Improved IT capacity at District Courts*

1.1.4.1 Case Tracking System (CTS) Enhancement for the General High Courts

By the end of this quarter, version 3 of the CTS had been applied in all 350 general district courts and 30 general high courts. The C4J Project IT team worked together with

the Supreme Court's CTS Development Team to monitor, analyze, and fix minor bugs and errors reported by the courts regarding the CTS.

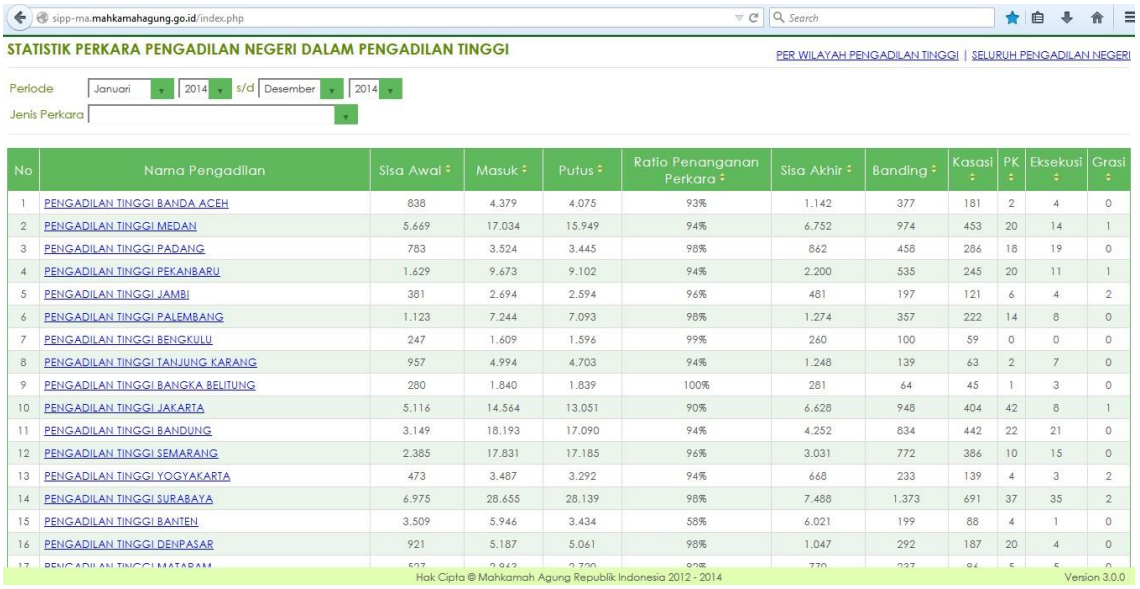
To support supervision of CTS implementation by the Supreme Court, the Supreme Court's CTS Development Team developed an indicator map for monitoring the high courts. The map can be accessed at http://sipp-ma.mahkamahagung.go.id/map/maps-pt.php.

Image above: *CTS Version 3 indicator map for the general high (appellate) courts. High courts which have implemented the CTS, and have a daily clearance rate of 75% or higher, are marked in blue. Should the courts have a daily clearance rate between 50%-75%, the CTS indicator is yellow. Those high courts that have not yet implemented the CTS and/or have a clearance rate below 50% are marked in red. A clearance rate is the ratio between cases disposed and cases filed. It is an indicator for whether the courts are keeping up with their cases.*

To supervise how effectively the district courts are utilizing the CTS, the CTS Development Team has developed a table of general district court case statistics for review by the high courts in each province. This court performance monitoring tool can be accessed by the general high courts and the Supreme Court through http://sipp-ma.mahkamahagung.go.id (a user login is required). Persons from the public who wish to check the general district courts' performance can visit each district court's website. The case statistics table enables any user with access to generate customized case statistics for both the general district and high courts based on a specific time period, type of case, etc. on such performance data per reporting period as:

- Pending cases from previous period;
- Cases filed;
- Cases disposed;
- Cases pending;
- Clearance rate;
- Backlog (cases exceeding the required time standard, e.g., 5 months for district courts, or as provided by law);
- Cassation;

- Appeals;
- Execution of judgments; and
- Clemency.



sipp-ma.mahkamahagung.go.id/index.php

STATISTIK PERKARA PENGADILAN NEGERI DALAM PENGADILAN TINGGI

PER WILAYAH PENGADILAN TINGGI | SELURUH PENGADILAN NEGERI

Periode Januari 2014 s/d Desember 2014

Jenis Perkara

No	Nama Pengadilan	Sisa Awal	Masuk	Putus	Ratio Penanganan Perkara	Sisa Akhir	Banding	Kasasi	PK	Eksekusi	Grasi
1	PENGADILAN TINGGI BANDA ACEH	838	4.379	4.075	93%	1.142	377	181	2	4	0
2	PENGADILAN TINGGI MEDAN	5.669	17.034	15.949	94%	6.752	974	453	20	14	1
3	PENGADILAN TINGGI PADANG	783	3.524	3.445	98%	862	458	286	18	19	0
4	PENGADILAN TINGGI PEKANBARU	1.629	9.673	9.102	94%	2.200	535	245	20	11	1
5	PENGADILAN TINGGI JAMBI	381	2.694	2.594	96%	481	197	121	6	4	2
6	PENGADILAN TINGGI PALEMBANG	1.123	7.244	7.093	98%	1.274	357	222	14	8	0
7	PENGADILAN TINGGI BENGKULU	247	1.609	1.596	99%	260	100	59	0	0	0
8	PENGADILAN TINGGI TANJUNG KARANG	957	4.994	4.703	94%	1.248	139	63	2	7	0
9	PENGADILAN TINGGI BANGKA BELITUNG	280	1.840	1.839	100%	281	64	45	1	3	0
10	PENGADILAN TINGGI JAKARTA	5.116	14.564	13.051	90%	6.628	948	404	42	8	1
11	PENGADILAN TINGGI BANDUNG	3.149	18.193	17.090	94%	4.252	834	442	22	21	0
12	PENGADILAN TINGGI SEMARANG	2.385	17.831	17.185	96%	3.031	772	386	10	15	0
13	PENGADILAN TINGGI YOGYAKARTA	473	3.487	3.292	94%	668	233	139	4	3	2
14	PENGADILAN TINGGI SURABAYA	6.975	28.655	28.139	98%	7.488	1.373	691	37	35	2
15	PENGADILAN TINGGI BANTEN	3.509	5.946	3.434	58%	6.021	199	88	4	1	0
16	PENGADILAN TINGGI DENPASAR	921	5.187	5.061	98%	1.047	292	187	20	4	0
17	PENGADILAN TINGGI MATARAM	527	2.843	2.720	92%	770	227	84	5	5	0

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Image above: *Statistical report in the CTS for general district and high courts in Indonesia.*

To maintain a high level of court performance, district court staff are required to input case progress data into the CTS within 24 hours, and preferably by the close of business. Data entered into the local CTS is then synchronized with the Supreme Court's database to produce national data on courts' case management and performance. Each district court's case data is accessible online through its local website or at its public information desk. Through such strategy, the CTS keeps all courts and the public updated on the status of cases.

Support on Standardized Court Document Development. During the reporting period, the C4J IT team continued supporting focus group discussions (FGDs) and meetings with the Supreme Court and Directorate General for the General Courts (*Badilum*) to finalize the court document templates for criminal and civil case orders, minutes, and decisions. Following the FGDs, the IT team, in cooperation with the Supreme Court CTS Development Team, automated the case templates in the CTS as an enhancement to version 3. The IT Team then tested all of the templates in the Yogyakarta District Court on 8 December.

For further information about the activity, please refer to *Standardization of Court Document Template on Sub-KRA 1.1.3 Case Management.*

Support on CTS Version 3 Standard Operating Procedure (SOP) Development. The C4J IT team supported *Badilum* staff and the Court Business Process Specialist in facilitating the FGDs and development of the technical guidelines (standard operating procedures) for automated courts.

Development of Juvenile Case Administration Flow. This quarter, the Supreme Court and C4J Project also cooperated on enhancing the CTS to comply with Law No. 11 of 2012, on Juvenile Justice.[2] In cooperation with the Supreme Court's Training Agency and the Bureau for Public and Legal Relations (*Humas*), the C4J IT and training teams developed the enhancements, building largely on the work completed on the new Certification Program for Judges Managing Juvenile Cases, to automate the case management processes mandated by the Juvenile Justice Law. The CTS enhancements were developed by the C4J IT team and Supreme Court CTS Development team based on PERMA No. 4 of 2014, which implements Law No. 11 of 2012 in the courts, including:

- Diversion of juvenile cases first before a formal hearing process, as provided by the law;
- General data reporting forms, including of the suspects, victims, and parents of the juveniles' parents; and
- Standardized juvenile case reports.

The enhancements were completed in December, and they will be tested in the Bekasi and South Jakarta District Courts prior to being rolled out to all district courts next quarter.

[2] In Indonesia, juveniles accused of committing a crime and who are 14 years of age and younger do not have their cases adjudicated in the courts. Juveniles from 14 to 18 years of age who are accused of a crime punishable with imprisonment of less than 7 years may have their cases adjudicated, but the state must first undertake efforts to divert the case. Juveniles from 14 to 18 years of age charged with crimes punishable with imprisonment of 7 years or more must go directly through the formal investigation, prosecution, and adjudication processes. Diversion is an attempt to reconcile the dispute between the defendant (i.e., younger juveniles accused of lesser crimes) and the victim and/or the state outside of the formal legal processes that must be applied to adults. Diversion is applied at all levels of the police, prosecutors, and courts for a period of 30 days. If diversion succeeds at the police level, it does not need to go to the prosecutors. If it succeeds at the prosecutors level, it does not need to go to the courts. Courts must also first attempt diversion. If diversion fails at all levels, then the criminal case must go through the formal adjudication process. Other legal protections are also already in force to protect the identify of juvenile victims and juvenile witnesses. applied to adults. Diversion is applied at all levels of the police, prosecutors, and courts for a period of 30 days. If diversion succeeds at the police level, it does not need to go to the prosecutors. If it succeeds at the prosecutors level, it does not need to go to the courts. Courts must also first attempt diversion. If diversion fails at all levels, then the criminal case must go through the formal adjudication process. Other legal protections are also already in force to protect the identify of juvenile victims and juvenile witnesses.

KRA 1.2 Improved Capacity, Integrity, and Technical Legal Competence of Judges and Court Staff (Education and Training)

Candidate Acting Registrar[3] Education (CARE) Program. During this quarter, the C4J Judicial Training Team supervised the completion of eight videos demonstrating actual hearing processes for criminal, civil, religious, and state administrative cases (two videos for each type of case). These videos have been submitted to the Supreme Court Training Agency for use as teaching tools and practice sessions on minutes-taking during the Candidate Acting Registrar Education (CARE) Program. These professional quality videos were produced at the request of the Training Agency, which liked the original idea of practicing minutes-taking in the context of an actual hearing process, but found that the earlier recordings were not of sufficiently high quality and too difficult to hear. The new videos were used during the most recent training program at the Training Agency in October 2014.

Sub-KRA 1.2.1 Juvenile Certification Program for Court Judges. *Please refer to Development of Juvenile Case Administration Flow on 1.1.4.1 Case Tracking System (CTS) Enhancement for the General High Courts*

Sub- KRA 1.2.2 Enhanced Training Opportunities for Judges through E-Learning Application

ELMARI Development and Sustainability Workshop and Decree Establishment. By the end of the previous quarter, the handover of the ELMARI (*E-Learning Mahkamah Agung Republik Indonesia*) Program from the C4J Project to the Supreme Court Training Agency has been conducted. The Training Agency has started to take on full responsibility for operating the application with C4J staff on call to assist with implementation as needed. To further support ELMARI, the C4J Judicial Training Team has agreed to conduct bi-weekly meetings with the Training Agency through the next quarter to evaluate implementation of the ELMARI system and to discuss appropriate solutions for any challenges encountered.

On 23-24 October, the C4J Judicial Training Team and Training Agency held a Workshop on E-learning Sustainability and Development for members of the Training Agency's Leadership and Management, and Education and Training Centers. The workshop was designed to introduce ELMARI to team members as well as to familiarize them with the application as future managers and developers of the web-based training materials. The workshop was followed by 34 persons, including:

- Head of the Supreme Court Training Agency;
- High officials of the Leadership and Management Center (*Pusdiklat Menpim*);
- Trainers from the *Pusdiklat Menpim;*

[3] The term "Acting Registrar" dates back to a misunderstanding in translation many years ago, and has become part of the legal vernacular in Indonesia. It is translated from "Panitera Pengganti". In essence, they report to the Head Registrar (who reports to the Chief Judge). They are assigned to judicial panels of 3 judges to manage the preparation and conduct of hearings, case file, and minutes-taking during hearing processes. They are also required to keep the CTS updated on events and hearing processes for each case, once registered by the registry staff. They are permanent court staff. An easier translation of the position, for persons new to the Indonesian judicial system, would be "Assistant Registrar".

- ELMARI Team from *Pusdiklat Menpim* and the Technical Judicial Training Center (*Pusdiklat Teknis Peradilan*); and
- Staff from the *Pusdiklat Menpim.*

Photo left:
A Supreme Court Training Agency IT team member assists the Pusdiklat Menpim official to access ELMARI in order to develop web-based training questions.

As of December 2014, 335 judges from the general, religious, and state administrative courts had taken e-trainings on judicial ethics through ELMARI. Reflecting on this number, the Training Agency has expressed the importance of a binding regulation to require e-training studies by all judges in the future. C4J has agreed to host a workshop to discuss the establishment of a Supreme Court Decree on E-Training on Judicial Ethics, to be held next quarter.

A meeting with the Training Agency was held on 5 December at the C4J Project office to review progress in implementation of e-learning to date and recommendations on future development. The Training Agency shared its perception that ELMARI is suitable for technical trainings, but difficult to utilize for leadership and managerial development. Responding to this concern, the C4J Judicial Training Team held a follow-up meeting with the Leadership and Management Center (*Pusdiklat Menpim*) to discuss how ELMARI may be utilized as a resource for non-technical trainings. The teams also discussed the importance of reflecting within ELMARI the separate leadership structures that oversee technical as opposed to non-technical trainings within the Training Agency. C4J is now assisting the Center to implement of a course specifically on leadership management. The Judicial Training Team and the Center also agreed to revamp the ELMARI website with two separate paths – one path for leadership development under *Pusdiklat Menpim*, and the second path for technical training programs under *Pusdiklat Teknis Peradilan*.

At the end of this quarter, the C4J Judicial Training Team assisted *Pusdiklat Menpim* to present their part of the ELMARI program at a special ceremony awarding ISO 9001:2008 Certification to *Pusdiklat Menpim* by PT TUV Nord Germany-Indonesia. At the ceremony, held on 17 December, the Head of *Pusdiklat Menpim*, Ibu Tin Zuraida, successfully presented the new and revised ELMARI Program in front of Chief Justice Hatta Ali and Vice Chief Justices M. Saleh and Suwardi, as well as to all Echelon I officials of the Supreme Court and distinguished invitees.

To further support the development of ELMARI, the Supreme Court Training Agency has allocated approximately IDR 100 million for application maintenance in its 2015 budget.

Sub-KRA 1.2.4 Supervision Training

Supervisory Judges Workshop. Continuing the implementation of the new Supervision Program, which increases the responsibilities of high courts for monitoring and evaluating the first instance courts under their authority, particularly online through the CTS, the Supreme Court Training Agency conducted a Supervisory Judges Workshop on 20-24 October, and 27-31 October. The training was facilitated by C4J subcontractor *Lembaga Independensi Peradilan* (LeIP), with the C4J Project staff participating as observers.

Prior to the workshop, C4J Project staff briefed LeIP on CTS version 3, and showed them how the application supported the judges' supervisory functions. To finalize the training module and prepare trainers for the Supervisory Judges Workshop, the C4J Project facilitated a training convention on 17 October to finalize both the technical and non-technical training modules. The training convention was attended by the:

- Head of the Supreme Court Training Agency;
- Head of the Training Agency's Education and Training Center (*Pusdiklat Teknis Peradilan*);
- Head of the Training Agency's Leadership and Management Center (*Pusdiklat Menpim*);
- High court judges within the Training Agency;
- Technical leaders within the Training Agency;
- Trainers; and
- LeIP.

Photo left:
Members of Supreme Court's Training Agency and trainers and discuss training methodologies and modules during final preparation for the Supervisory Judges Workshop.

Based on the C4J Project's observations during the workshop, a review meeting was held on 27 November with the Training Agency and LeIP. The C4J Project team recommended that future supervisory judges workshops focus on the non-technical aspects of supervision in addition to the technical. C4J also suggested that, to firmly establish new supervision approaches and expertise, the next workshop should be held for a longer period of time (ten working days instead of only five) to be more comprehensive and to refine supervision techniques through more intensive discussions and practice sessions. It was agreed that another Training of Trainers (TOT) Program for the Supervisory Judges Workshop be held in early January 2015, for potential trainers from

the Supreme Court's Supervision Agency, along with the best participants/trainers from the two Supervisory Judges Workshops held in 2014.

To support coordination within the Supreme Court on supervision, next quarter the C4J Project will fund visits by *Badilum* staff to high courts and district court to provide training programs, using *Badilum* trainers and the high courts' facilities, and to conduct their own CTS supervision visits.

KRA 1.3 Improved Court and Public Interaction

Sub-KRA 1.3.1 Public Information: *Improved public information service standards and transparency*

1.3.1.1 Standardization of the Information Desk and Information Provisions in the Court

Development of Court Public Service Standards. This quarter the C4J Communications Specialist continued working with the the Supreme Court to develop guidance on standardized public services to be applied in courts throughout Indonesia. The standardization is being documented through actual court practices in Indonesia, including photos, testimonials, media articles, and reports on:

- Professional information desk services;
- Legal aid services;
- Community relations;
- Media services;
- Court designs for public access and accessibility in public areas;
- Court security;
- Public waiting areas;
- Public information access through the CTS;
- Websites; and
- Supervision and accountability.

The document will be submitted to the Supreme Court as a resource to complement the Supreme Court Chief Justice Decrees (SK) No. 1-144 of 2011, on Public Information; SK No. 26 of 2012, on Public Services; and PERMA 1 of 2014, on Standardized Legal Aid Services.

In evaluating the public service reforms implemented so far, the Supreme Court's Public and Legal Relations Bureau (*Humas*) plans to conduct a public services performance survey, utilizing questions similar to the public perception survey conducted with funding through the C4J Project in 2013. *Humas* initially planned to conduct the performance survey in January 2015, but due to budget availability, the survey has been postponed until March 2015.

Sub-KRA 1.3.2 Media and Public Relations: *Improved court engagement with the media and public*

1.3.2.1 Media and Communication Training for District Court.

Public Information Service and Media Engagement Coaching. In conjunction with the biodiversity program described under Component 3, C4J's Communications Specialist continued the in-house mentoring and coaching on public information services and media engagement at district courts to improve court public information services to the public, including through an accessible public information desk, media services, and community relations.

Direct mentoring was provided this quarter to Ketapang District Court in West Kalimantan on 16-17 October. The Communications Specialist shared knowledge on management of public information services and media relations, in accordance with SK No. 1-144 of 2011, on Public Information, and SK No. 26 of 2012, on Public Services. Judges appointed by the court were trained on public speaking and media management, especially on how to deal with negative publicity and to manage crisis communications. In addition, the training program trained registrars on how to manage public information requests and disputes responsively.

Component 1. Trainings, Workshops, and Events Participation Summary

Table 1 provides a summary breakdown by gender and judge and non-judge participation in C4J activities during this reporting period.

TABLE 1: QUARTER 18 TOTAL PARTICIPATION BY POSITION TITLE AND GENDER (N=NUMBER)

NO.	Events Title	Events Type	Male		Female		Total Participants per Activity		Judge				Non Judge			
									Male		Female		Male		Female	
			N	%	N	%	N	%	N	%	N	%	N	%	N	%
1	**Meeting:** E-Learning Development and Sustainability on C4J office - Jakarta, October 2, 2014	Meeting	8	89%	1	11%	9	100%	0	0%	0	0%	8	89%	1	11%
2	**Focus Group Discussion:** Current Development on Supervision Training at Supreme Court Training Center - Ciawi, October 13, 2014	FGD	8	67%	4	33%	12	100%	4	33%	0	0%	4	33%	4	33%
3	**Focus Group Discussion:** CTS Document Template 1 at Supreme Court Office - Jakarta, October 13-14, 2014	FGD	16	73%	6	27%	22	100%	11	50%	4	18%	5	23%	2	9%
4	**Focus Group Discussion:** CTS Standard of Procedure, BSD City, October 14-17, 2014	FGD	9	90%	1	10%	10	100%	3	30%	0	0%	6	60%	1	10%
5	**Meeting:** Trainers' Convention Curriculum Development for Supervision Training, Supreme Court Office - Jakarta, October 17, 2014	Meeting	21	81%	5	19%	26	100%	8	31%	1	4%	13	50%	4	15%
6	**Focus Group Discussion:** CTS Roadmap 1, BSD City, October 22-24, 2014	FGD	11	73%	4	27%	15	100%	2	13%	1	7%	9	60%	3	20%

7	**Training:** E-Learning Development and Sustainability at C4J Office - Jakarta, October 23-24, 2014	Training	25	86%	4	14%	29	100%	0	0%	0	0%	25	86%	4	14%
8	**Meeting:** IT Career Path at Supreme Court Office - Jakarta, October 28, 2014	Meeting	10	91%	1	9%	11	100%	0	0%	0	0%	10	91%	1	9%
9	**Focus Group Discussion:** CTS Document Template 2 at SC RI Training Center - Ciawi, October 29-31, 2014	FGD	18	78%	5	22%	23	100%	12	52%	3	13%	6	26%	2	9%
10	**Focus Groud Discussion:** Standard of Operation for Supervision, BSD City, November 11-14, 2014	FGD	7	78%	2	22%	9	100%	4	44%	0	0%	3	33%	2	22%
11	**Focus Group Discussion:** CTS Roadmap 2, BSD City, November 19-21, 2014	FGD	10	71%	4	29%	14	100%	0	0%	0	0%	10	71%	4	29%
12	**Workshop:** CTS Juvenile Enhancement, Jogyakarta, November 24 - December 24, 2014	Workshop	8	100%	0	0%	8	100%	0	0%	0	0%	8	100%	0	0%
13	**Focus Group Discussion:** Plenary Supervision Training at Hotel Alila - Jakarta, November 27, 2014	FGD	9	64%	5	36%	14	100%	8	57%	1	7%	3	21%	2	14%
14	**Meeting:** Mentoring Preparation Meeting on E-Learning at C4J Office - Jakarta, December 5, 2014	Meeting	6	86%	1	14%	7	100%	0	0%	0	0%	6	86%	1	14%
15	**Workshop:** CTS Enhancement Testing Juvenile Program	Workshop	35	56%	28	44%	63	108%	5	8%	5	8%	30	48%	28	44%
TOTAL			**201**	**74%**	**71**	**26%**	**272**	**100%**	**57**	**21%**	**15**	**6%**	**146**	**54%**	**59**	**22%**

COMPONENT 2: SUSTAINING AND BROADENING REFORMS IN THE ATTORNEY GENERAL'S OFFICE

KRA 2.1 Enhanced Management, Transparency and Accountability of the Attorney General Office (AGO)

Sub-KRA 2.1.1 Human Resources: *Improved AGO's Human Resources Capacity*

Development of Competency Model for Strategic Positions in the AGO. During this quarter the C4J Project continued to cooperate with the Attorney General's Office (AGO) to complete the technical competency models for Heads of Provincial Prosecutor's Offices (PPOs) and District Prosecutor's Offices (DPOs). The competency models consist of three documents that support prosecutors' competency assessment:

- Leadership and Technical Prosecutorial Competencies;
- Competency Assessment Case Studies for Technical and Managerial Competency in DPOs; and
- Competency Assessment Case Studies for Technical and Managerial Competency in PPOs.

By the end of the last quarter, the case studies for the Heads of PPOs had been reviewed by the C4J Prosecution Advisor and Head of AGO Training Agency. The C4J Team also met with the Head of West Java PPO and his deputy in November for the final review of the competency document and case studies for Heads of DPOs.

All final edits to the three competency models have been completed by the C4J Project's subcontractor, *Langkah Mitra Selaras* (LMS), along with recommendations on implementing the assessment instruments. The final competency documents and report will be submitted to the AGO by the end of January 2015.

The competency models will play an important role in becoming assessment reference tools for hiring Echelon I and II positions in the AGO. The AGO has announced that it will apply an open recruitment scheme beginning 2015.

Sub-KRA 2.1.2 Prosecutorial Capacity: *Development of Prosecution Guidelines*

Development of Prosecution Guidelines. The development of Prosecution Guidelines on: Illegal Logging and Land Conversion; and Wildlife Trafficking and Poaching are described under Component 3, Sub-KRA 3.1.1.1, Development of Prosecution Guidelines.

KRA 2.3 Strengthened Public Information Interface in the Prosecutor's Office

In-house Refresher Training and Mentoring Sessions. Following a Public Information Services Workshop in October, and in cooperation with the AGO Information Center (*Pusat Penerangan Hukum*, or *Puspenkum*) the C4J Communications Specialist mentored DPO staff on public information services and media engagement at the following DPOs:

- Ketapang District Prosecutor's Office, West Kalimantan : 16-17 October;
- Bangkinang District Prosecutor's Office, Riau : 21-22 October;
- Blangkejeren District Prosecutor's Office, Aceh : 29 October.

In addition to responding to public information requests, the FGDs addressed the challenges of managing information disputes raised by the media or information seekers, especially disputes relating to biodiversity cases.

The trainings at the DPOs were attended by the:

- Head of the Intelligence Division;
- Head of General Crimes Division;
- Head of Special Crimes Division; and
- DPO staff members.

Photo left:
Prosecutors at Blangkejeren District Prosecutors' Office are mentored on providing effective public information and media services.

Component 2. Trainings, Workshops, and Events Participation Summary

All events related to activities under Component 2 are directly related to Component 3 activities. Therefore, the Component 2 data is included within "Component 3. Training, Workshops, and Events Participation Summary."

COMPONENT 3: BIODIVERSITY

KRA 3.1 Management and Accountability Enhancement in the Supreme Court to Support Bureaucratic Reform

Sub-KRA 3.1.1 Improved Prosecution of Crimes Relating to Biodiversity

3.1.1.1 Development of Prosecution Guidelines

This quarter the C4J Project neared completion of the Prosecution Guidelines for: Illegal Logging and Land Conversion; and Wildlife Trafficking and Poaching. Based on the fourth draft of the guidelines, the AGO's Environmental Task Force and C4J Biodiversity Team met with prosecutors from local District Prosecutors' Offices (DPOs) to obtain their feedback on the guidelines. These meetings were joined by the project's subcontractors, Indonesian Center for Environmental Law (ICEL) and Wildlife Conservation Society (WCS). .

The team conducted meetings with prosecutors from the Ketapang DPO on 16 October, and with Bangkinang DPO on 22 October. The team had planned to visit the Blangkejeren DPO in Aceh, but had to cancel the visit due to major floods and landslides in the area. As the feedback was obtained, the subcontractors supported the C4J Project in editing the guidelines.

Photo left:
Prosecutors, C4J team, and subcontractors discuss the draft of the Prosecution Guidelines with officials from the Ketapang District Prosecutors' Office. The officials recommended that the guidelines address local situations, which may differ from the national context. The feedback from these consultations is being incorporated in the final version of the guidelines.

All articles requested by the AGO as resource materials were completed by the end of December. The final versions of the prosecution guidelines were submitted to the AGO General Crimes Unit for final approval and endorsement from the Attorney General. The new prosecution guidelines will be printed and launched at the opening of the biodiversity joint workshop on 12 January. Prosecutors attending the workshop will be instructed by the AGO to use the guidelines as a resource during the workshop sessions.

The guidelines will complement the guidance developed by Indonesia's Presidential Unit for Monitoring and Controlling Development (UKP4) for managing environmental cases

using the multi-door (multiple charges) approach, as well as recent legislation such as Law No. 18 of 2013, on the Prevention and Eradication of Forest Destruction.

Sub-KRA 3.1.2 Training on Management of Biodiversity Cases

Development of Training Materials for the Joint Biodiversity Workshop

After the first joint biodiversity workshop for judges and prosecutors in Bali last quarter, C4J reviewed evaluations and revised parts of the materials, agenda, trainers, and exercises to improve the program. The next workshop will be held in Jakarta on 12-16 January for judges, prosecutors, police, as well as civil investigators from the Ministry of Forests and Environment from the C4J Project's three pilot biodiversity program locations in Riau, Aceh, and West Kalimantan.

The focus of the January workshop will be on improving justice sector coordination, including: improved investigative techniques; collection and documentation of evidence; valuation of state loss; recognizing the role of sophisticated criminal networks and connections between environmental crimes and other types of criminal activities; administrative law issues such as licensing; and opportunities available for improved coordination with civil case processes; and increased public participation, including in the investigation.

Utilizing the "multi-door" approach, the January workshop will encourage a range of legal actions at one time instead of relying merely on one charge, one defendant, or solely violations of environmental laws which may be more difficult to prove.

During this quarter, the C4J Project collaborated with trainers, subcontractors ICEL and WCS, as well as with the United Nations Office on Drugs and Crime (UNODC), to develop the agenda, training module, and case studies. The workshop's case studies will provide each group of participants with opportunities to develop a plan for confiscation, investigation, prosecution, management of the hearings process, adjudication, and execution, as well as for participants to provide feedback to each other based on their respective responsibilities.

The C4J Biodiversity Team, Judicial Training Team, and Prosecutorial Reform Expert have been working intensively with the Supreme Court, Attorney General's Office, Criminal Investigation Bureau of the National Police Agency, and Special Investigators from Ministry of Natural Environment and Forestry in preparation for the biodiversity workshop in January. The Supreme Court will lead the workshop, and all invitations will be sent in under the Supreme Court's name. The AGO will be invited to launch the new Prosecution Guidelines, and the Supreme Court and AGO will jointly launch the new Community Handbook.

KRA 3.2. Improved Court and Public Interaction

Sub KRA 3.2.1 Public Information Campaign

During this quarter, the work on messaging strategies, Community Handbook, and posters continued. The messaging strategy will be incorporated in the joint biodiversity workshop

in January in the hope of generating support from the Supreme Court and the other justice sector institutions, as well as from the media.

The new Community Handbook will support legal awareness of the communities, including providing them with basic knowledge on environmental laws and regulations, case processes, legal aid, documentation of crimes, filing complaints, and citizen journalism to increase public and justice sector collaboration. In finalizing the Community Handbook, the C4J Project worked with communities in the three pilot biodiversity program locations through focus group discussions (FGDs), as well as consultations with other donors and a legal expert from the Faculty of Law of Gajah Mada University. The book will be officially launched by the Supreme Court in the Integrated Justice Sector Workshop on Managing Cases to Protect Indonesia's Biodiversity held in January.

Posters are being developed for target audiences in the courts, prosecutors' offices, and public places. The posters will be completed and distributed next quarter.

Sub KRA 3.2.2 Public Information Training Program

3.2.2.1 Training for courts and prosecutors' offices on providing public information services

Activities related to this KRA are addressed under Components 1 and 2.

For further information about the activities, please refer to "Public Information Services and Media Engagement Coaching" in Sub-KRA 1.3.2.1 Media and Communication Training for District Courts on Public Information Services and Media Engagement, and in KRA 2.3 Strengthened Public Information Interface in the Prosecutors' Office on "In-house Refresher Training and Mentoring Sessions."

3.2.2.2 Training for the public on how to access public information services in the courts and prosecutors' offices

Training programs on accessing public information services are rolled up within the training program for community paralegals (described under sub-KRA 3.2.3) and guidance is included in the Community Handbook.

Sub-KRA 3.2.3 Community engagement and development of paralegals

The Paralegal Trainings have been designed to continue identifying the most promising communities to work with, involving women's groups in transferring knowledge, and empowering female community members to protect their natural environment.

This quarter the C4J Project team conducted FGDs with communities in: Pekanbaru, Siak District, and Kampar District in Riau; and in Ketapang, West Kalimantan. The FGDs were designed to:

- Map out local biodiversity issues, awareness, appreciation of the local threats and risks from environmental damage, and gaps in knowledge in order to provide the most effective advocacy strategies;
- Identify new target groups of paralegals including women's groups, assess their training needs, and provide guidance on establishing local paralegal networks;
- Evaluate and discuss with alumni of previous paralegal training programs how they have successfully applied their knowledge and supported their communities in addressing threats to biodiversity;
- Plan internships for paralegals at the local district courts.

The FGDs in Riau, on 14-20 October, were conducted with the following groups:

- At Pekanbaru:
    - Forest Rescue Riau Network (*Jikalahari*);
    - *Bunga Bangsa;*
    - Riau Women Working Group (RWWG);
    - Institute of Social and Economic Change (ISEC); and
    - advocates from local legal aid organizations.
- At Siak District:
    - 24 male community members from Jatibaru, Kemuning Muda, Bunga Raya, and Tuah Indra Pura Villages; and
    - 8 female community members from Tuah Indra Pura Village.
- At Kampar District:
    - 8 male community members from Sei Liti, Padang Sawah, Domo, Kuntu, and Batu Sanggan villages; and
    - 14 female community members from Domo, Padang Sawah, Sei Liti, and Gema Villages.

The FGDs in West Kalimantan were conducted with communities in:

- Sebadak Raya Village, Nanga Tayap Sub-district, Ketapang District;
- A women's group and Forest Village Management Body (*Lembaga Desa Pengelola Hutan Desa*/LDPHD) at Laman Satong, Matan Hilir, Utara Sub-district, Ketapang District;
- Paralegal alumni in Laman Satong Village and community leaders at Padu Banjar and Penjalaan Village in Simpang Hilir Sub-district, Kayong Utara District.

Through the FGDs, the C4J Biodiversity Team identified various biodiversity threats faced by the communities in Riau and West Kalimantan. For example, communities in Kampar, Riau have been facing challenges from illegal logging, land grabbing, land conversion, wildlife poaching and trafficking. Those in Siak, Riau have been dealing with land grabbing by a palm oil plantation operated in their area. Communities in Laman Satong have been trying to combat illegal logging by filing cases, yet they have faced challenges in preparing the cases because they have little understanding about village forests. Thus, the trainings and mentoring are being tailored to each community's specific needs.

Photo left:
FGD with LDPHD members in Manjau sub-village, Laman Satong village, Ketapang, West Kalimantan, in November 2014.

At the first paralegal training for communities in Bunga Raya Sub-district, Siak District, Riau, on 16-17 December, the C4J Project cooperated with non-governmental organizations *Wahana Lingkungan Indonesia* (*Walhi*) and *Perkumpulan Elang*, and teachers from the Forest Rescue Riau Network (*Jikalahari*), advocates, and experts on law, paralegals, and palm oil plantations. Throughout the training, participants studied such issues as: the importance of gender equality and collaboration; basics of Indonesia's laws and regulations; civil and criminal cases processes; effective law enforcement practices; spatial panning; the role of paralegals in serving their communities' interests; and public information and legal aid services in the courts. Teachers also trained participants on how to collect supporting evidence relating to a case, and led participative sessions on documenting case events chronologically and formulating plans of action.

The sessions on gender equality and documenting cases proved to be highlights of the training. The participants enthusiastically spoke their mind about women's roles and on how to enhance collaboration and women's contribution in society. At the end of the session, both male and female participants had achieved a heightened, shared understanding on empowering women's participation within the family and society, and on how women can support their community in solving the land grabbing issues.

On the last day of the training, a Community Log Book was distributed to the participants to help them document their paralegal/advocacy activities. The Community Log Book will be collected within two months on a follow-up visit to assist the C4J Biodiversity Team in examining how far the participants have applied and benefitted from the knowledge received during the trainings.

Photo left:
Paralegal Training participants practice writing down activities and eventsrelating ot cases chronologically. The notes will assist the group in reviewing the chronology of events, defining problems, developing strategies, and planning the next steps in combatting threats to biodiversity in their area.

These rural communities have low levels of awareness about laws and regulations protecting biodiversity, and about how to follow a legal process, seek legal aid, and/or obtain legal advice to help them resolve their disputes. Customary law and village leaders are still the preferred sources of authority when seeking solutions to their disputes. Hence, a strategy of the C4J Project – and other donors – is to help bridge the traditional *adat* system for resolving disputes with the formal justice system by: 1) teaching local leaders how to access the formal justice system when their local dispute resolution efforts fail; 2) equipping local community leaders to advocate on behalf of their community as paralegals; and 3) inspiring a strong culture of outreach and public service from the courts and prosecutors' offices, e.g., through increased transparency, legal aid services, public information services, media services, public relations, and community outreach.

Component 3. Trainings, Workshops and Events Participation Summary

Table 3 provides a summary breakdown by gender, and prosecutor and non-prosecutor of participation in C4J activities during the reporting period:

TABLE 3: QUARTER 18 TOTAL PARTICIPATION BY POSITION TITLE AND GENDER (N=NUMBER)

NO.	Events Title	Events Type	Male		Female		Total Participants per Activity		Judge				Non-Judge				Prosecutor				Non Prosecutor				Community			
									Male		Female		Male		Female		Male		Female		Male		Female		Male		Female	
			N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%
1	**Focus Group Discussion:** FGD Paralegal with Community, Kampar - Siak - Pekanbaru, Riau, October 14-20, 2014	FGD	36	55%	30	45%	66	100%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	36	55%	30	45%
2	**Meeting:** Mentoring Biodiversity Case Handling in District Court and Courtesy Meeting with Police and Special Investigator (PPNS), Ketapang, October 14-15, 2014	Meeting	7	100%	0	0%	7	100%	3	43%	0	0%	4	57%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
3	**Meeting**: Development Prosecution Guidelines Meeting at Three Pilot Areas, Ketapang, October 16, 2014	Meeting	7	78%	2	22%	9	100%	0	0%	0	0%	0	0%	0	0%	3	33%	0	0%	4	44%	2	22%	0	0%	0	0%
4	**Training:** In-house Public Information Training for District Court, Ketapang, October 16-17, 2014	Training	12	86%	2	14%	14	100%	5	36%	1	7%	7	50%	1	7%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
5	**Training:** In-house Public Information Training for District Prosecutor's Office, Ketapang, October 16-17, 2014	Training	17	74%	6	26%	23	100%	0	0%	0	0%	0	0%	0	0%	6	26%	1	4%	11	48%	5	22%	0	0%	0	0%
6	**Training:** In-house Public Information Training for District Prosecutor's Office, Bangkinang, October 21-22, 2014	Training	7	50%	7	50%	14	100%	0	0%	0	0%	0	0%	0	0%	1	7%	4	29%	6	43%	3	21%	0	0%	0	0%
7	**Meeting**: Development Prosecution Guidelines Meeting at Three Pilot Areas, Bangkinang, October 21-22, 2014	Meeting	6	86%	1	14%	7	100%	0	0%	0	0%	0	0%	0	0%	3	43%	0	0%	3	43%	1	14%	0	0%	0	0%
8	**Meeting:** Mentoring Biodiversity Case Handling in District Court and Courtesy Meeting with Police and Special Investigator (PPNS), Bangkinang, October 21-22, 2014	Meeting	9	100%	0	0%	9	100%	6	67%	0	0%	3	33%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
9	**Training:** In-house Public Information Training for District Prosecutor's Office, Blangkejeran, October 28-30, 2014	Training	7	100%	0	0%	7	100%	0	0%	0	0%	0	0%	0	0%	6	86%	0	0%	1	14%	0	0%	0	0%	0	0%
10	**Focus Group Discussion:** FGD Paralegal with Community, Ketapang, November 19-24, 2014	FGD	27	59%	19	41%	46	100%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	27	59%	19	41%
11	**Training:** Community Paralegal Training, Siak, December 16-18, 2014	Training	15	75%	5	25%	20	100%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	15	75%	5	25%
	TOTAL		**150**	**68%**	**72**	**32%**	**222**	**100%**	**14**	**6.31%**	**1**	**0.45%**	**14**	**100.00%**	**1**	**100.00%**	**19**	**8.56%**	**5**	**2.25%**	**25**	**11.26%**	**11**	**4.95%**	**78**	**35.14%**	**54**	**24.32%**

ANNEX A: C4J Q18 INDICATORS

C4J PERFORMANCE MONITORING PLAN FY 2014 ACHIEVEMENT
Current Reporting Period: Q18 Fiscal Year 2014 (October-December 2014)

NO	INDICATORS	TARGET	FY 14/15 ACHIEVEMENT				TO DATE	REMARKS FOR CURRENT REPORTING PERIOD
			Q17	Q18	Q19			
COMPONENT 1: SUSTAINING AND BROADENING REFORMS IN THE SUPREME COURT								
1.1	Number of judges trained with U.S. government assistance	150	224	0			224	No update during this period of reporting as the project was focused on providing capacity building for non-judge positions. However, during this fiscal year as much as 15% of participants were female. The number of people trained has exceeded the target set for this fiscal year.
1.2	Number of non-judge court staff who received U.S. government training	300	374	29			403	During this reporting period, the project has provided capacity building for 29 non-judge positions on the e-learning topic. 14% female participation in these series of capacity building activties was recorded during this period. In total during this fiscal year, 33% participants were female. The number of people trained has exceeded the target set for this fiscal year.
1.3	Percentage of target personnel satisfied with project trainings	80%	84%	97%			90%	During this period of reporting, the satisfaction level for training participants was recorded at 97% and average score during this fiscal year was 90%, significantly higher than the annual target.
1.4	USG assisted courts' case management implementation are improved	350	350	350			350	This indicator is completed where all district courts (out of 352 district courts in 33 provinces) have implemented the CTS version 2 and more than 100 cases per court have been entried. Reference: http://cts.mahkamahagung.go.id/map/map.php The project is now moving into overseeing the implementation of the CTS and provide mentoring as necessary to the district courts assisting them to implement the system and increase the quality of the data entered in CTS. This is a non-cumulative indicator.
1.5	Recommendations for a more sustaining and broden reforms in the Supreme Court are submitted	5	1	0			1	No update during this period of reporting. Q17: During this period of reporting, the document on Court's Budget Independency Implementation was completed. The project is planning to produce the following documents: 1. Recommendation on IT career path 2. Recommendation on *Pelaksanaan Kemandirian Anggaran Peradilan* 3. Recommendation on *Biaya Standar Pengoperasian Peradilan*

NO	INDICATORS	TARGET	FY 14/15 ACHIEVEMENT				TO DATE	REMARKS FOR CURRENT REPORTING PERIOD
			Q17	Q18	Q19			
								4. Simplified *Otomatisasi Buku II Pola Bindalmin* 5. Roadmap for sustaining CTS development
KRA 1.1. Enhanced Management, Transparency, and Accountability of the Supreme Court to Support Bureaucratic Reforms								
1.6	Working groups to enhance management, transparency and accountability in the Supreme Court are established	1	1	1			1	The working group is ongoing and four meetings were conducted during this period of reporting. This is a non-cumulative indicator.
1.7	Case Tracking System for High Courts and District Courts is enhanced	1	1	1			1	Case Tracking System version 3 was developed and training sessions have been completed for High Courts and District Courts staff. This is a non cumulative indicator.
KRA 1.2. Improved Capacity, Integrity and Technical Legal Competence of Judges and Court Staff								
1.8	Supreme Court Training Center (PUSDIKLAT) is able to sustain the web-based e-learning application for judges developed by C4J	1	1	1			1	The system has been handed over to the PUSDIKLAT and several meetings have been conducted to ensure they could follow this up. Two meetings were held during this period of reporting. This is a non cumulative indicator.
1.9	The Supreme Court Training Agency is able to develop training module on supervision for high court judges for general, administrative and religious courts	1	0	0			0	Module is close to being finalized and training will be conducted in early January. There are possible changes that may be required following the training; therefore the module is expected to be finalized during next period of reporting.
KRA 1.3. Improved Court and Public Interaction								
1.10	Documentation of lessons learned on standardization of information desk and information provision in the courts is existed	1	1	1			1	Documentation of lessons learned are detailed in notes of meetings with the Supreme Court as well as recorded in travel reports, outlining the actual findings from project staff field visits. These findings are used as the basis of discussions with the Supreme Court to advise them on how to move forward in the standardized process for an information desk and information provision to the courts. This is a non cumulative indicator.
COMPONENT 2: SUSTAINING AND BROADENING REFORMS IN THE ATTORNEY GENERAL'S OFFICE								
2.1	Technical competencies guidelines for the Heads of DPO and Head of PPOs is finalized	1	0	0			0	The case studies for the Heads of PPO were reviewed by the Head of Attorney General Office Training Agency, project's adviser, and Head of West Java Provincial Prosecutor's Office, and delivered to the project's subcontractor for final revision. The document will be submitted by end of January 2015. This is a non cumulative indicator.

NO	INDICATORS	TARGET	FY 14/15 ACHIEVEMENT				TO DATE	REMARKS FOR CURRENT REPORTING PERIOD
			Q17	Q18	Q19			
2.2	Recommendations for sustaining and broadening reforms in the Attorney General's Office are submitted	2	0	2			2	Final draft for Competency Guidelines and Prosecution Guidelines are completed. Furthermore, the Prosecution Guideline will be launched during the advanced Biodiversity Case Management Joint Workshop scheduled in January 2015.
KRA 2.1. Enhanced Management, Transparency and Accountability in the AGO								
2.3	Development of working groups to enhance management, transparency and accountability in the Attorney General's Office is established	1	1	1			1	During this period of reporting, a series of meeting have been conducted with the Attorney General's Office as well as provincial offices to discuss both the guidelines for competency and prosecution. These activities will be on going until the completion of the respective document. This is a non cumulative indicator.
KRA 2.2. Improved Staff Technical Competence and Accountability								
2.4	Integration of new Biodiversity training modules into AGO Training Agency (BADIKLAT) core training	1	0	0			0	Several training modules were developed and will be integrated into the AGO BADIKLAT core training before the project completion in 2015. This is a non cumulative indicator.
KRA 2.3. Strengthened Public Information Interface in the Prosecutor's Office								
2.5	Technical assistance to District Prosecutors' Offices for managing public services is provided	1	0	1			1	Technical assistance was provided for the District Prosecutors' Offices in regards to issues related to public information services. These activities were conducted in parallel to the Biodiversity activities and were held at DPOs in Ketapang, Bangkinan and Blangkajeren. These are the last set of activites and the project will not conduct similar activites and will not be reported in the next period of reporting. This is a non cumulative indicator.
COMPONENT 3: BIODIVERSITY ACTIVITY								
3.1	Number of people receiving USG supported training in natural resources management and/or biodiversity conservation	100	80	78			158	During this period of reporting, the project has provided capacity building for 78 people on the topic of natural resources management and/or biodiversity. These participants include judges, prosecutors, District Prosecutor's Office staff, and members of the community. During this period of reporting, 25.6% female participation was recorded.
3.2	Number of days of training on natural resources management and/or biodiversity conservation supported by USG assistance	30	9	12			21	During this period of reporting, a total of 12 days of training has been carried out for capacity building activities. Up to project completion, a total of 30 days will be implemented for capacity building activities.
3.3	Percentage of targeted personnel satisfied with project trainings	80%	94%	86%			90%	During this period of reporting, level of training participants' satisfaction with the trainings conducted by the project is recorded at 86%. Average score during this fiscal year is 90%, significantly higher than annual target.

NO	INDICATORS	TARGET	FY 14/15 ACHIEVEMENT				TO DATE	REMARKS FOR CURRENT REPORTING PERIOD
			Q17	Q18	Q19			
3.4	Change of understanding of Supreme Court/Attorney General Office staff on biodiversity issues	1	1	1			1	During this period of reporting, the project met with representatives from courts and prosecutors' offices to discuss issues related biodiversity and its case handling. This is a non cumulative indicator.
3.5	Number of women paralegal established in C4J-assisted area	1	0	0			0	No update during this period of reporting. Training activities were conducted and it is expected the women paralegals will be established in Ketapang and other areas.
3.6	Number of biodiversity issues related reports sybmitted by communities	1	0	0			0	No update during this period of reporting. Training and events activity were conducted in C4J assisted area to ensure communities are exposed with these issues and it is expected there will be reports submitted at later stages.
KRA 3.1. Improved Capacity, Integrity, and Technical Legal Competency								
3.7	Change in the legal and regulatory framework for biodiversity issues	2	0	2			2	The development of Prosecution Guidelines for wildlife tracking & illegal lodging are completed and will be officialy handed over to the Attorney General's Office in January.
3.8	Number of training modules developed with USG assistance	3	2	1			3	The handbook for Community Paralegals was completed during this period of reporting. Q17: During this period of reporting, two modules on managing cases of civil and criminal relating to biodiversity for judges and prosecutors, respectively, were completed and have been tested during Biodiversity joint training in August 2014. The training module on public information and civil action is stil being developed and expected to be completed earlier in 2015.
KRA 3.3. Improved Court and Public Interaction								
3.9	Number of awareness activities undertaken	10	7	11			18	Several activities have been conducted to ensure improved court and public interaction. These include activities conducted in the court and the villages of the project's assisted area. While this indicator has exceeded its set target, progress will be reported in the event any acivity conducted during next period of reporting.

ANNEX B: C4J LOCAL SUBCONTRACTOR DELIVERABLES ACCEPTED

The following deliverables from Indonesian subcontractors were accepted by C4J. All deliverables are available for review. Relevant deliverables have been shared with USAID and project counterparts.

Component 1			
Sub-Key Result Area	**Subcontractor**	**Deliverables Name**	**Date of Acceptance**
1.2.1.3	Suprapto	1. Recording/filming and timesheet (extra day)	23-Oct-14
		2. Editing/Post production	12-Dec-14
1.2.4	Indonesian Institute for Independent Judiciary (LeIP) (Fixed Price Subcontract - Supervision and Advancement Training For Supervision High Court Judges (SAT))	1. Draft training materials	24-Oct-14
		2. Final observation report of the pilot training	20-Nov-14

Component 3			
Sub-Key Result Area	**Subcontractor**	**Deliverables Name**	**Date of Acceptance**
3.1.1	Wildlife Conservation Society (WCS) (Fixed Price Subcontract - Biodiversity - Development of Wildlife Trafficking and Poaching Training Modules for Prosecutors)	6. Fourth draft of wildlife trafficking and poaching prosecution guidelines	15-Sep-14

3.1.1	Wildlife Conservation Society (WCS) (Fixed Price Subcontract - Biodiversity - Development of Wildlife Trafficking ad Poaching Prosecution Guidelines)	6. Fourth draft of wildlife trafficking and poaching prosecution guidelines	18-Dec-14
		7. Final draft of wildlife trafficking and poaching prosecution guidelines	30-Dec-14
		8. Final report on the development process of prosecution guidelines (Narrative)	30-Dec-14
3.1.1	Indonesian Center for Environmental Law (ICEL) (Fixed Price Subcontract - Biodiversity - Development of Training Modules for Judges and Prosecutors respectively, on managing cases relating to threats to biodiversity)	6. Final report on training modules and training implementation development process	15-Sep-14
3.2.1	Indonesian Center for Environmental Law (ICEL) (Fixed Price Subcontract - Biodiversity - Development of Prosecution Guidelines on Illegal Logging and Land Conversion)	6. Fourth Draft of Illegal Logging and Land Conversion Prosecution Guidelines	18-Dec-14
		7. Final Draft of Illegal Logging and Land Conversion Prosecution Guidelines	22-Dec-14
		8. Final Report on the Development Process of Prosecution Guidelines (Narrative)	22-Dec-14