

TRAINING AGREEMENT OF IMPLEMENTATION

Between

MINISTRY OF JUSTICE OF TIMOR-LESTE

Henrique De Oliveira Ximenes

General Director of Justice of The Democratic Republic of Timor-Leste, located on Avenida 20 de Maio, Colmera Number 47 th, Dili. Timor-Leste.

And

SMILE GROUP OF YOGYAKARTA, INDONESIA

Iman Suaji

Director of Smile Group Training Center & IT Solutions, located on Jl. Prof Dr. Sardjito 24 Yogyakarta Indonesia

For

MANAGEMENT, ADMINISTRATION AND INFORMATION TECHNOLOGY TRAINING PROGRAMM

An agreement between the **Ministry of Justice of Timor-Leste** and **Smile Group of Yogyakarta, Indonesia**, collectively referred to herein as the Parties are entered into. Pursuant to the prevailing laws and regulation in Indonesia and Timor-Leste, as well as the procedures and policy of the both Government Indonesia and Timor-Leste concerning International cooperation.

Article 1

PURPOSE AND OBJECTIVE

1. The purpose of this agreement is to find and implement the necessary things associated with the delivery of training to the staff of the Ministry of Justice of Timor - Leste in **Management, Administration and Information Technology program, particularly in Digital Module, E-DMS, E-Procurement and Logistics Management, Financial Management** or other types of training.
2. The objective of this agreement is to increase the ability and capacity of human resources in the Ministry of Justice of Timor-Leste.

**Article 2
DEFINITION**

In this Agreement unless the content otherwise would imply:

1. Participants mean the staff provided by the Ministry of Justice of Timor-Leste.
2. Participants mean any staff of the Ministry of Justice of Timor-Leste who were selected and accepted to attend this training program for some period at the Smile Group of Yogyakarta.

**Article 3
ELIGIBLE PARTICIPANTS**

This training program will be limited to the Ministry of Justice of Timor-Leste staffs, who were selected and accepted to attend short training programs in Management, Administration and Information Technology course program, particularly in Digital Module, E-DMS, E-procurement and Logistic Management, Financial Management or other types of trainings at the Smile Group of Yogyakarta.

**Article 4
NUMBER OF STAFFS**

The number of the staffs of the Ministry of Justice of Timor-Leste who will participate in the short training in Management, Administration and Technology Information or other types of training at the Smile Group of Yogyakarta is approximately 10 to 15 people.

**Article 5
OBLIGATION OF THE MINISTRY OF JUSTICE OF TIMOR-LESTE**

1. The Ministry of Justice of Timor-Leste is required to send 10 to 15 staffs to attend each training program at the Smile Group of Yogyakarta.
2. The Ministry of Justice of Timor-Leste is obliged to pay the tuition fee of each program to its staffs.

**Article 6
OBLIGATION OF SMILE GROUP**

1. The Smile Group of Yogyakarta is obliged to conduct the training for Ministry of Justice of Timor-Leste staffs.
2. The Smile Group of Yogyakarta is obliged to assign qualified experts and lectures to assists in the implementation of activities under this agreement.
3. The Smile Group of Yogyakarta is obliged to pay other expenses associated with training, accommodation and tour packets (field trips) for training participants.

Article 7
TRAINING ARRANGEMENTS

The Ministry of Justice of Timor-Leste and the Smile Group of Yogyakarta agree as follows:

1. The goals, topics and materials for the Management, Administration and Information Technology Training will be as agreed to prior to the start of the course program and in line with the Minister of Justice staffs needs. Course subjects shall be designed and conducted by lectures and tutors at the Smile Group Yogyakarta. As well as the tours packets (field trips) shall conducted by tutors at Smile Group Yogyakarta.

2. The Smile Group of Yogyakarta agreed to provide the following training schedule:
 - ✓ Time of training : 08.00 – 15.00 WIB.
 - ✓ Duration of training : 5 days efective (35 hours)/ training material
 - ✓ Period of training : May 26, 2016 – April 30, 2017
 - ✓ Place of training : Jl. Prof Dr. Sardjito 24 Yogyakarta - Indonesia

Article 8
FINANCIAL ARRANGEMENTS

1. Fees (training cost)

Ministry of Justice of Timor-Leste agrees to pay the Smile Group of Yogyakarta in the total amount of USD in annex 1.

2. Invoicing and Procedure of Payment

The Smile Group of Yogyakarta shall invoice the Ministry of Justice of Timor-Leste the total cost under the agreement, and the Ministry of Justice of Timor-Leste shall make payment within thirty (30) days of receipt of an invoice from the Smile Group of Yogyakarta. Any additional costs such as international bank transfer fees shall be paid by the Ministry of Justice of Timor-Leste. The payment shall be made in US Dollars to the following banking details;

Bank Name	Bank MANDIRI
Bank Address	KC Yogyakarta UGM
Account Name/ Beneficiary	Ir. Iman Suaji – SMILE GROUP
Account Number	137-00-0793377-9
Swift Code	BMRIIDJA

**Article 9
TERM OF THE AGREEMENT**

1. This agreement is effective as 26th of May 2016, and expires on 30th of April 2017.
2. This agreement shall remain in force until all of the staffs has been completed the training program, unless terminated earlier in accordance with agreement of both parties.

**Article 10
INDEMNITY**

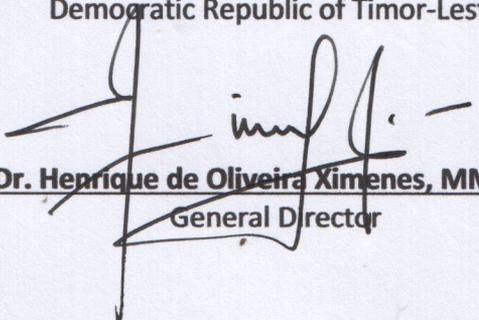
Neither of the parties in this agreement will be held responsible for any expenses, losses, damages, cost, claims suits and proceeding sustained or incurred as a direct or indirect result of the participants that it accept as part of the agreement.

Authorized representatives of the Smile Groups of Yogyakarta and the Ministry of Justice of Timor-Leste shall, given two original agreements of implementation documents. Each party shall hold one original signed document, with both documents being equally authentic.

In witness where of the parties hereto have caused this agreement to be executed by their duly authorized representatives.

This agreement is effective since the date of its signing.
Yogyakarta, May 26, 2016

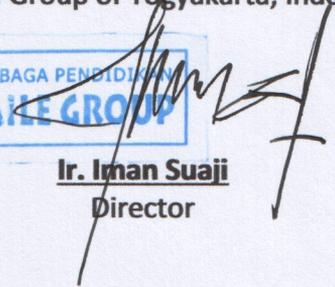
The Ministry of Justice of the
Democratic Republic of Timor-Leste


Dr. Henrique de Oliveira Ximenes, MM, QIA

General Director

The Smile Group of Yogyakarta, Indonesia




Ir. Iman Suaji

Director

Annex 1
AGREEMENT OF IMPLEMENTATION

Ministry of Justice of Timor-Leste
and
Smile Group of Yogyakarta
for
Management, Administration and Information Technology Short Training Programm

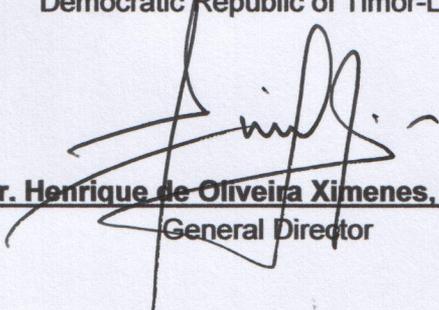
The following types of training will be participate by Ministry of Justice Timor Leste staffs, joining the short training programm at Smile Group Yogyakarta.

No	Type of Training	Amount/Cost/ Person	Paticip ants	Ammount (USD)	Effective Days
1	E-DMS (Electronic Document Management System) and Logistics	USD 850.00	4	USD 3,400.00	1 week (5 days effective)
2	Develop the skills and knowledge of human resources with technical and specialized training (Administration, Financial, Budgeting, Human Resources and other matters relevant)	USD 1,000.00	7	USD 7,000.00	1 week (5 days effective)
Total				USD 10,400.00	
Tax 10%				USD 1,040.00	
Total Due				USD 11,440.00	

In witness whereof, the parties hereto have caused this agreement to be executed by their duly authorized representatives.

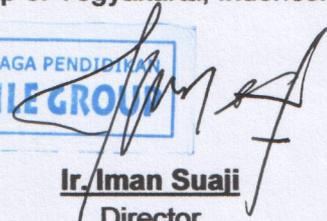
This agreement is effective since the date of its signing : May 26, 2016

The Ministry of Justice of the
Democratic Republic of Timor-Leste


Dr. Henrique de Oliveira Ximenes, MM, QIA
General Director

Smile Group of Yogyakarta, Indonesia




Ir. Iman Suaji
Director