# Draft Environmental and Social Impact Assessment Report (ESIA)

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# INO: Rantau Dedap Geothermal Power Project (Phase 2)

Volume V:

Appendix 8 – Skill Development Plan and Livelihood Opportunities Development

Appendix 9 – Land Acquisition and Livelihood (LAL) Impact Monitoring Report Format

Appendix 10 – Chance Finds Procedure

Appendix 11 – Public Health Awareness Raising Plan

Prepared by ESC for the Asian Development Bank

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# Provision of Integrated Social Development Program Study Services



# Skill Development Plan and Livelihood Opportunities Development



# Abbreviations

ADB	Asia Development Bank
BAPPENAS	Badan Perencanaan Pembangunan Nasional
BLK	Balai Latihan Keterampilan
BLKD	Balai Latihan Keterampilan Daerah
BLKP	Balai Latihan Keterampilan dan Produktivitas
CDM	Clean Development Mechanism
CSMS	Contractor Safety Management System
CSR	Corporate Social Responsibility
EIA	Environmental Impact Assessment
EIR	Extractive Industry Review
EMP	Environmental Management Plan
ESMP	Environmental and Social Management Plan
EPC	Engineering, Procurement and Construction
ESIA	Environmental and Social Impact Assessment
HSE	Health, Safety, and Environmental
IEE	Initial Environmental Examination
IHS	Inti Hexa Semesta
IPP	Indigenous Peoples Plan
IPs	Indigenous Peoples
ISDP	Integrated Social Development Program
NGO	Non-Governmental Organization
PDD	Project Design Document
PTSE	PT Supreme Energy
RKL	Rencana Pengelolaan Lingkungan
RPL	Rencana Pemantauan Lingkungan
SERD	Supreme Energy Rantau Dedap
UKL	Upaya Pengelolaan Lingkungan
UPL	Upaya Pemantauan Lingkungan
UPTD	Unit Pelaksana Teknis Daerah
VU	Vulnerable

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## I. Introduction

1. PT. Supreme Energy Rantau Dedap (SERD), is the operation company established by the Joint Venture of Supreme Energy, GDF Suez and Marubeni. This joint venture company has taken up the implementation of Rantau Dedap geothermal development project, which is located in the Muara Enim, Lahat and Pagar Alam Regencies of South Sumatra, approximately 255 km from Palembang (Map 1 refers).

2. The Project implementation is proposed in two phases. Phase 1 constitutes the geothermal resources exploration and drilling phase. While the steam field development and power plant construction will be taken as part of Phase 2.

3. SERD is currently undertaking exploratory drilling to investigate the geothermal resource and, if investigations are satisfactory, to subsequently undertake the development of the geothermal power project through to commercial operation of a geothermal power plant comprising two units of approximately 110MW each.



Map 1: Location of the PT. Supreme Energy Rantau Dedap (SERD)

4. The SERD, in line with its commitment to the communities in the project area and especially the affected communities has taken up the implementation of an Integrated Social Development Program (ISDP) to (i) address adverse impacts on the communities in the project area, especially the affected persons, and (ii) Implement various activities that are beneficial to the larger communities, based on community needs and expectations in the Project area.

5. The ISDP is implemented by SERD through the relations team and supported by the community relation staff. The target beneficiaries will include the land owners and coffee cultivators within the protection area directly affected by the Project, the communities in the project villages and the sub districts of Semende Darat Ulu, Kota Agung and Dempo Selatan.

6. The Subject Site includes of 4 Villages (Desa) in Kota Agung Sub District namely, Desa Sukarami, Desa Lawang Agung, Desa Karang Endah, and Desa Tunggul Bute. One rather big Village (Desa) in Semende Darat Ulu Sub District, namely Desa Segamit (Map 1 refers) and one village (Desa) in Dempo Selatan Sub District namely, Desa Penjalangan.



Map 1: The Subject Site

7. This report describes the Field Survey implemented in the area and the strategy of Capacity Building initiatives and the Local Economic Development to the most affected people in the area.

8. The Survey is aimed to describe the social and economic profiles of the affected people, as well as assess the needs of the affected households for capacity and skills building.

9. The profile identification includes (a) information of the household members, education levels, employment, age, skill levels, (b) main sources of livelihood, incomes from coffee plantations, non-agricultural activities, income expenditure pattern, savings, indebtedness, (c) land ownership information, (d) expectations and preferences of households – skill development, training requirements.

10. Furthermore, to analyse the supply side of the capacity building/ training for the targeted group, the Team also conducted consultations with government agencies, training institutes to understand the ongoing opportunities for skill development and training available members of the Forum Desa, village and community leaders, apart from the SERD team to understand the needs and priorities of the communities on skill development and training activities.

## II. Approach and Methodology

#### 2.1 General Approach

11. Based on the TOR provided, we concluded there are 4 main streams and assignments to be delivered in this Project, which related to (i) base line survey on the basic profile of the target group and their preferences on the skill development and capacity building initiatives, (ii) primary survey to the government agencies and training institutes to find the idea on skill development program, (iii) skill development and capacity building program development and (iv) fine tune the SERD's Grievance mechanism.

12. As for thus report purposes, the proses is focused on the basic social and economic profile of the targeted group, demand and supply identification for the capacity building/ skills development and local economic development. Figure 1 shows the flow and general approach of the project implementation, and the approach for this report.



#### 2.2 Methodology

13. In gathering the information through field survey and consultation with the government agencies and training institutes, the guided interview method will be applied. Therefore, questionnaire and question checked list will become the most important survey tools.

14. This also become the reason that more field surveyors will be required to implement the survey to the target group, besides the formal interview and consultation to the government agencies and training institutes.

15. There are three main contents in the questioner. **The first content** will be the basic information on social and demographical profile of the respondents, economical profile, income and expenditure pattern, and land ownership.

16. **The second content** will be the list of preferred Capacity Building activities (preferences in the skills development and training need assessment). While **the third content** is the information on the house holds knowledge and comments on the Grievance Mechanism.

17. In parallel with the survey, a series consultation with various institutions related to the capacity building and training activities will be conducted. This is to find out the current training capacity and initiatives available in the market.

18. The information gathered from this in-depth interview is aimed to find out the followings:

- Type and size of the initiatives available in the market.
- Current government policies on the capacity building initiatives.
- Current gaps on the capacity building provision in the region.

19. The targeted Institutions will be as follows:

- Local Government Development Planning Board (Bappeda) of Lahat, Muara Enim Regency and Pagar Alam City.
- Local Government Employment Unit (BKD) of Lahat, Muara Enim Regency and Pagar Alam City.
- Office of Manpower and Transmigration of Lahat, Muara Enim Regency and Pagar Alam City.
- Regional Training Center (BLKD)/ UPTD LLK UKM of Lahat Regency
- Center of Learning Activities (SKB) of Districts within Lahat, Muara Enim Regency and Pagar Alam City managed by the Sub-District Government offices.
- Community Learning Centers (PKBM) around Lahat, Muara Enim Regency and Pagar Alam City, managed by the communities, NGOs or private sectors.

20. The next step is to prepare the capacity building action plan. This stage will compile the results of three analyses. First analysis is related to the results from the primary survey, which will show the basic social and economic profile of the households, and their preference of the capacity building/ training program, and the information on the level of knowledge and comments on the Grievance Mechanism. The second analysis is the information on the current capacity building initiatives and capacity within the area and the third analysis is the current and potential local resources.

21. The capacity building action plan will become a filter in identifying and prioritizing the most suitable capacity building initiatives in each village. Figure 2 describes the process and results of the capacity building action plan provision.



#### 2.2.1 The Questioner

22. The Questioner development is the first step to be taken in the Project implementation. The questioner was designed to accommodate the three main items, namely the Social and economic Profile of the most affected people in the subject site, the interest of the most affected people on the capacity building program of their skills and knowledge, and their knowledge and appreciation on the current Grievance mechanism introduced and applied by the PT Supreme Energy.

23. The draft 1 questioner was completed and delivered to Supreme on 2<sup>nd</sup> October 2014, and was reviewed and delivered back to the Consultant by 3<sup>rd</sup> October 2014.

24. The Pilot Testing on the Questioner was conducted between 6 October and 9 October 2014 in Kabupaten Bogor, Kota Palembang, and Kabupaten Banyuasin, with the total respondents of 3, 4, and 2 respondents respectively.

25. These locations were chosen as they represent similar conditions with the subject site in Rantau Dedap. They are located around the "industrial" activities, their main economic activity is the agriculture and plantation, possess quite large land.

26. In overall, the form of the questioner was easy to be followed by both the surveyors as well as the respondents. Some notes were given to some terms, and the test also found some redundancies which need to be revised. Annex 1 shows the final draft of the questioner.

#### 2.2.2 The Respondents

27. As for the respondents, the number of households becomes the basic targeted unit. The valid basic data will be based on the latest census of Indonesian Statistical Bureau (Year of 2010) on the number of population and households per Village (Desa) in Sukarame Village, Lawang Agung Village, Karang Endah Village, Tunggul Bute Village, Segamit Village and Penjalang Village.

28. However, the Addendum1 to the Enquiry Document, dated on 21 August 2014, has changed the sample of the survey to become all the affected people, which is based on the list generated by SERD, with the total sample of about 109 respondents plus some potential respondents in the new area of Dusun Meranging.

29. Therefore, in terms of the total number of sample, we are of the opinion that the changes is still under the statistically justified number, however, we should change the distribution of sample with accordance to the list provided by the SERD.

30. Based on the list, the sample distribution will be as follows:

No.	Villages	No. Sample	No.	Villages	No. Sample
1.	Segamit	69	4.	Karang Endah	9
2.	Sukarame	3	5.	Tunggul Bute	27
3.	Lawang Agung	1	6.	Penjalang (Dusun Meringang)	8

31. Another adjustment was applied following the initial recognition in the Field. Some of the listed affected people have passed away, and the other has moved to other places. There were only 81 original listed affected people remaining in the area. The substitutions were taken based on the consultation with the Head of Villages and Hamlets. Furthermore, the Field Survey Team also took additional respondents to give more accurate data.

32. In the end, the final number of respondents was 122 respondents comprise of 81 original listed affected people, 31 substituted respondents and 10 additional respondents. As for the additional area (Dusun Meringang), the survey was conducted in the last period of the survey. And since the area is an additional area which has not been formally "touched" by the PT Supreme Energy, the Team and the Supreme Field Team agreed that the interview was conducted with Local Authority, in this case was the Head of District. Therefore, the analysis will be focused on the 122 respondents from the 5 Villages, and a separate description will be prepared for the results of interview and preliminary recognition in Kecamatan dempo Selatan, Kelurahan Panjalang.

33. The distribution of the final list of respondents is shown in the Table 1 and the mapping of the respondent list is described in the Map 2. Please see Annex 2 for the final list of respondents.

No	Desa/Dusun	Scope of Area	Number of Listed-Affected People	Adjusted number of respondents
Α.	Kabupaten Muara Enim			
	Desa Segamit			
	1. Dusun Segamit	4 dusun	35	43
	2. Dusun Rantau Dedap	Dusun IV	34	37
В.	Kota Pagaralam			
	Desa Penjalang	Dusun Meringang	8	Interview the Head of Kecamatan
С.	Kabupaten Lahat			
	1. Desa Tunggul Bute	Desa Tunggul Bute	27	28
	2. Desa Karang Endah		9	9
	3. Desa Lawang Agung		1	2
	4. Desa Sukarame		3	3
		Total	117	122

#### Table 1. Number and Distribution of Respondents



#### III. Description on the Socioeconomic Profile

#### 3.1 Villages Profile

34. PT. Supreme Energy Rantau Dedap (SERD), is the operation company established by the Joint Venture of Supreme Energy, GDF Suez and Marubeni. This joint venture company has taken up the implementation of Rantau Dedap geothermal development project.

35. The target beneficiaries will include the land owners and coffee cultivators within the protection area directly affected by the Project, the communities in the project villages and the sub districts of Semende Darat Ulu, Kota Agung and Dempo Selatan.

36. The coverage area of the Subject Site includes 6 villages which are located in the Muara Enim, Lahat and Pagar Alam Regencies of South Sumatra. The villages are as follows:

- 1. Muara Enim Regency (Semende Darat Ulu Sub District):
  - Segamit Village
- 2. Lahat Regency (Kota Agung Sub District):
  - Sukarame Village
  - Lawang Agung Village
  - Karang Endah Village
  - Tunggul Bute Village
- 3. Pagaralam Regency (Dempo Selatan Sub District):
  - Penjalang Village

37. These Villages cover the area of about 98.94 Km2, or about 12% of the total area of the three Sub Districts. Penjalang Village and Segamit Village are the two biggest areas in the Subject site, with area of 47 Km2 and 26 Km2 respectively, while the area of the other Villages are less than 10 Km2.

38. Table 2 Shows the area of Subject Site per village in compare to the total area of the Sub District included in the Subject Site.

39. These areas are considered as the low density areas, with total density of 169.25 persons per square kilometer, with total of 8,791 people spread over the 98.94 square kilometer areas. And most of the areas consist of coffee farm and paddy field and forest.

40. Tunggul Bute Village is the densest area at the subject site, with the density of 327 persons per square kilometer. While Karang Endah Village shows the least dense area, with density of 49.13 persons per square kilometer. Table 3 refers.

41. Map 3 describes the density path of the Villages within the Subject Site.

No.	Sub Districts/ Villages	Area (km2)		Percentage
	Kota Agung Sub District	151.98		
1.	Sukarame Village		6.43	4.2%
2.	Lawang Agung Village		7.30	4.8%
3.	Karang Endah Village		7.47	4.9%
4.	Tunggul Bute Village		4.74	3.1%
	Semende Darat Ulu Sub District	426.69		
5.	Segamit Village		26	6.0%
	Dempo Selatan Sub District	217.95		
6.	Penjalang Village		47	22%
	Total	769.62	98.94	12%

#### Table 2: Area of the Villages and Sub Districts within the Subject Site

Source: Kota Agung, Semende Darat Ulu and Dempo Selatan Sub District Statistical Bureau,

Sub District In Figures 2014. The Sub District Area by Villages



42. Table 3 shows the number and the distribution of the population and households of these targeted villages.

43. The Table describes that the total population within the Subject Site is about 8,791 persons, or about 22% of the total population of the entire three Sub Districts. Segamit Village has the highest number of population of 2,997 persons, followed by Penjalang Village of 2,384, Tunggul Bute Village of 1,550, Sukarame Village of 934, Lawang Agung of 559 and Karang Endah Village of 367 persons respectively.

44. Most of the people in the subject site work as the farmer in the coffee plantation and in the paddy field around the area.

No.	Sub Districts/ Villages	Population		Percentage	Density (person/ Km2)
	Kota Agung Sub District	12.476			
1.	Sukarame Village		934	7%	145
2.	Lawang Agung Village		559	4%	77
3.	Karang Endah Village		367	3%	49
4.	Tunggul Bute Village		1.550	12%	327
	Semende Darat Ulu Sub District	16.254			
5.	Segamit Village		2.997	18%	115
	Dempo Selatan Sub District	11.378			
6.	Penjalang Village		2.384	21%	50
	Total	40.108	8.791	22%	

# Table 3: Number of Population and Households by Villageat the Subject Site in 2013

Source: Kota Agung, Semende Darat Ulu and Dempo Selatan Sub District Statistical Bureau, Sub District In Figures 2014. The Sub District Demography by Villages

42 The facilities of these Villages indicate that the area is tending to be the rural area. The facilities available in the area are limited to the basic facilities. Unfortunately, the data for Penjalang Village facilities is not available as yet. Therefore, the analysis is limited to the five villages only.

The education facilities in the area are limited up to the Junior High School only. Table 4 indicates that 3 Junior High School are available in Tunggul Bute and Segamit Village. As for the Primary School, the distribution is rather spread out. There are four of them located in Segamit Village, two in Tunggul Bute Village and one in Karang Endah Village.

No.	Sub Districts/ Villages	Kinder Garden	Primary School	Junior High School	Senior High school
1.	Sukarame Village	-	-	-	-
2.	Lawang Agung Village	-	-	-	-
3.	Karang Endah Village	1	1	-	-
4.	Tunggul Bute Village	1	2	1	-
5.	Segamit Village	1	4	2	-
	Total	3	7	3	-

#### Table 4: Education Facilities by Villages at the Subject Site 2013

Source: Kota Agung, and Semende Darat Ulu Sub District Statistical Bureau, Sub District in Figures 2014. Education Facilities by Villages

44 Unlike the education facilities, the religion facilities in the area are quite complete. There are mosques available in every village. However, the other facilities for non-Muslim people have not available as yet. This condition indicates that the area tend to be a traditional and homogeneous area. Table 5 shows the religion facilities in the 5 villages,

45 While for the health facilities, the common facility in the area is up to the Sub-Health Center only (Puskesmas Pembantu). Table 6 describes the Health facilities by villages. The Table indicates that only one Health Center available in the area, and located in Sukarame Village.

No.	Sub Districts/ Villages	Mosques	Mushola	Church	Vihara
1.	Sukarame Village	2	-	-	-
2.	Lawang Agung Village	2	-	-	-
3.	Karang Endah Village	2	-	-	-
4.	Tunggul Bute Village	4	4	-	-
5.	Segamit Village	4	3	-	-
	Total	14	10	-	-

#### Table 5: Religion Facilities by Villages at the Subject Site 2013

Source: Kota Agung, and Semende Darat Ulu Sub District Statistical Bureau, Sub District In Figures 2014. Religion Facilities by Villages

#### Table 6: Health Facilities by Villages at the Subject Site 2013

No.	Sub Districts/ Villages	Hospital	Health Center	Sub- Health Center	Village Health Facilities
1.	Sukarame Village	-	1	-	-
2.	Lawang Agung Village	-	-	-	-
3.	Karang Endah Village	-	-	-	-
4.	Tunggul Bute Village	-	-	1	1
5.	Segamit Village	-	-	1	1
6.	Penjalang Village			1	
	Total	-	1	3	2

Source: Kota Agung, Semende Darat Ulu and Dempo Selatan Sub District Statistical Bureau, Sub District In Figures 2014. Health Facilities by Villages

46. By looking at the availability of the facilities in the Villages, it can be concluded that Segamit and Tunggul Bute Village tend to become the better equipped area. They have more sufficient facilities and sufficient crowd to do more development.

#### 3.2 Socioeconomic Profile of the Most Affected People

47. The Socioeconomic profiling is based on the field survey conducted in the 5 villages, namely, Segamit Village, Sukarame Village, Karang Endah Village, Lawang Agung Village, and Tunggul Bute village.

48. The analysis will be based on the 122 samples spread over the 5 villages.

#### 3.2.1 Social Profile

49. The social conditions of the respondents at the Subject Site is indicated as prominently *a traditional agricultural social structure*, which is indicated by domination of the male working class who mostly work as farners with relatively low income, mostly due to the low education level.

50. The respondents of the Field Survey are mostly come from the "Productive Age Group", the Figure 3 Shows that the respondents who are coming from the age group between 30 to 44 years are dominating the target group.

51. In total, the number of respondents with age between 20 years old and 60 years old is about 85% of the total respondents

52. While the number of the respondents with age over 60 years old and less than 20 years old, who are usually categorized as a dependent people, are only about 15% of the total respondents.



#### Figure 3: Number of Respondents by Age Group



53. Most of the respondents are the head of the family or the bread winner, the Survey noted that 87% of them are male, leave only 13% of them being female. Figure 4 refers.

54. The Subject Site is located quite a distance from the "urbanized" areas which have sufficient education facilities. The areas are facilitated mostly by primary education facilities. Therefore, the respondents' education background is primarily in the level of basic education.

55. About 34% of the respondents have the primary school level of education only, while another 30% and 24% of them have the junior and Senior High School certification respectively, and only 3% completing the university level.

56. This level of education is in line with the employment structure at the subject site. About 85% of the respondents are farmers who work either in their owned plantation or working as the farmer in somebody else's plantation. Only 5% and 7% of them are working as traders or in the services sector respectively. Figure 4, 5 and 6 are reflecting the above conditions in more detail.

57. The above social conditions show that the Subject Site is prominently a traditional agricultural social structure.



Figure 6: Number of Respondents by Type of Employment



#### 3.2.2 Economic Profile

58. The results of the Field survey indicate that economic development of the Subject Site is still have a plenty room for improvement. The economic profile can be categorized as the traditional agricultural based economy indicated by two indicators, namely, high employment rate with reatively low income; and with the fact that the education level of the people is not sufficient to boost up the economy, due to the decent individual wages/ income.

59. Furthermore, the economic growth of the area is rather stagnant, since most of the respondents do not have sufficient room for saving and investment. Mostly the income of the respondents is utilized to fulfill their basic needs.

60. The respondents are also having a huge economic burden, indicated by low household income, together with high number of dependents within one family.

61. Although the unemployment rate in the Subject Site is relatively low of about 2% only (figure 6 refers), but at the same time the monthly household's income of the respondents mostly remain low.

62. The Survey found that about 26% of the respondents stated that their Monthly Household income is still between IDR 500,000 and IDR 1,500,000, and another 34% for those who have the Monthly Household income between IDR 1,500,000 and IDR 2,500,000.

63. Meanwhile, the expenditure of the respondents is also mostly around IDR 500,000 and IDR 2,500,000. By this means that most of the respondents have a stagnant economic pattern, not much room for saving and investment. The Survey found that only 11.38% of the respondents saving their income, mostly up to IDR 400,000 (Figure 8 and 9 refers).

64. Figure 7 shows the household income and expenditure pattern of the respondents at the subject site.



Figure 7: Monthly Household's Income and Expenditure of the Respondents







65. The economic burden of the respondents is also indicated by the number of dependents per household, which will determine the level of expenditure compared to the income.

66. The Survey indicated that the number of dependent in the households varied quite significantly between 1 and 12 persons. The Figure10 describes the number of the dependents of the Households.

67. The Figure shows that quite a significant number, about 56% the households, have the number of dependents between 3 to 5 persons, the common number in Indonesia. Furthermore, the Table describes that about 32% of the respondents have dependents between 6 and 12 persons, while the rest 12% have less than 3 persons.

68. These facts together with the low level of households' income indicated that the economics of the family at the Subject Site is still in the level of surviving.



#### Figure 10: Number of Dependents per Household at the Subject Site

69. Another economic indicator is the property ownership, in this case is the farm/ plantation land and house ownership.

70. Based on the Survey results, it is noticed that only about 7% of the respondents do not own their land. About 5% of the respondents are renting the land, while another 2% the land are belong to the Foundation or the Village as the "wakaf" (donation).

71. This means that 93% of the farm/ plantation land is owned by the respondents, whether it is purchased, own by family or as an inheritance. This is possible since most of the respondents, 60% of them, have been living in the Subject site more than 10 years, and the land price was still very affordable. Figure 11 and 12 refers.



Figure 12: Length of Stay of the Respondents



Final Report: DRAFT SKILL DEVELOPMENT PLAN AND LIVELIHOOD OPPORTUNITIES DEVELOPMENT Provision of Integrated Social Development Program Study Services – PT IHS 72. The Survey results indicate that most of the respondents, of about 50.8%, own the farm/ plantation land with total area of between 0.5 ha and 1.5 ha, this is the typical size of the Farm in the area, which is more manageable in terms of operation and maintenance.

73. Another typical land area is the farm/ plantation with area between 1 ha and 1.5 ha, about 23% of respondents are included into this category. Another 19.7% and 10.7% possess land with total area between 1.5 ha and 2.0 ha, and between 2.0 ha and 2.5 ha. Only 3.3% has land with total area more than 2.5ha.

74. The Figure further shows that only few respondents who has land with area less than 0.5ha. It is recorded that only 1.6% of respondents fall into this category. Figure 13 refers.



75. The SERD has acquired some of the total land owned by the respondents, to be developed as part of the Project implementation. Compensation has been given to the related respondents as the most affected people within the Subject Site.

76. Figure 14 describes that part of the land owned by the respondents has been acquired by the Company. It shows that mostly the Company acquires land about 0.5 ha or less from the respondents as stated by about 54.2% of the respondents. Furthermore, most of the acquired lands are taken from the non-productive area. This is quite appropriate for the land owner, since most of them own about 0.5 ha to 1 ha, which would give them some space for working or investing in the remaining area.



77. Compensation to the land owner has been settled to the amount of between IDR 5 million to more than IDR 50 million, depend on the land size and number of trees in the area. Figure 15 refers.

78. Unfortunately, most of respondents do not have sufficient knowledge to utilize the compensation wisely. Most of the respondents use the money for consumptive purposes, including purchasing house and vehicle, purchase the TV, pay the debt, house renovation, pay the tuition fee for the school, pilgrimage for Hajj, and medical treatment.

79. Very few of them save or invest the money into more profitable and sustainable investment, like buy the land, buy coffee seeds, and using it for the working capital.



80. Another economic indicator is house ownership and houses conditions. The Survey indicates that based on the house ownership, about 76.43% of the respondents owned their house by purchased the house (72.36%) or as an inheritance (4.07%).

81. Table 8 shows the house ownership of the respondents. The Table also shows that only about 5% of the respondents renting their house. While for the rest of the respondents, the house is belong to the family (parents, parents in law, children), and about 4% stated that house is belong to their work institution.

82. The Survey found that 93.5% of the houses are single houses. About 94.30% is covered by Zinc roof, and 61.8% have a board wall. This is a typical house in the rural area. Furthermore, these houses are located just in adjacent to their Farm/ plantation.

No	House Ownership	Percentages
1	Purchased	72,36%
4	Inheritance	4,07%
2	Parent's house	7,32%
3	Parent in Law's house	4,88%
5	Children's house	2,44%
6	Rented	4,88%
8	Others	4,07%
	Total	100,00%

Table 7: Houses Ownership of the Respondents



## Table 8: Roof Materials

No	Roof Materials	Percentages
1	Zinc	94,30%
2	Roof Tile	1,63%
3	Shingle	1,63%
4	Others	2,44%
	Total	100,00%

#### **Table 9: Wall Materials**

No	Wall Materials	Percentages
1	Board	61,79%
2	Zinc	0,81%
3	Wood	10,57%
4	Brick	19,51%
5	Others	7,32%
	Total	100,00%

#### IV. Capacity Building/Skill Development Action Plan

#### 4.1 Demands for Capacity Building

#### 4.1.1 Types of Training

83. The analysis of the demand for capacity building is based on the findings from the field survey at the Subject Site. The Survey indicates list of training offered to the respondents who can chose more than one training types. Based on that survey, it is noted the preference of the respondents on the training types.

84. Figure 17 shows the preference of the respondents on the training types. The Figure indicates that generally respondent choose training which suits to their background. Since most of them are Farmers, their most interested area is the cultivation related matters.

85. The Figure describes that more than 50% of the respondents choose the training related to coffee cultivation (81.15%), agricultural cultivation (80.33%), alternative coffee cultivation technology (71.31%), and training on entrepreneurship (57.38%).



86. Another favorite farm related training programs are Fish Farming (45.90%), and Cow/ Goat Husbandry (37.70%).

87. As for the services sector, the favorite training type is the training for Motorcycle Workshop, this is due to the fact that most of transportation mode is provided by the motorcycle, therefore the demand for mechanics is quite high. About 47.54% of the respondents choose this type of training to be implemented.

88. According to the survey results, it is noted that the demand for more specific training, which has no direct relation to the farm related issues is rather low. Training for car workshop and cookery are chosen by 24.52% and 27.87% of respondents respectively. While the interest for training for fashion, heavy vehicle workshop, and cosmetology are less than 20%.

89. Furthermore, about 7.38% of respondents give the following suggestions for the additional type of training, namely:

- Agriculture productive uplift
- Water processing
- Passion fruit cultivation
- How to plant vegetables
- Moral improvement
- Union training
- Car driving training
- Sewing course
- Seniors gymnastics

#### 4.1.2 Desired Training Methods

90. In terms of training method, most of the respondents are more interested on having a practical training method like On-the-job type of training. They are not really keen to have a class-lecturing-session type of training.

91. Learning the best practices and field trip are two other training methods they would like to have. Table 10 shows the respondents' preferences in terms of training method.

Training Methods	Percentage
On the job training	62%
Learning from the best practices	39%
Field Trip	24%
Discussion and problem solving	17%
All model combination	15%
Lecturing	6%

#### Table 10: Respondents' Preference on Training Method

#### 4.1.3 Training Time Management

92. Due to the fact that most of the respondents are the farmers, who mostly spend more time in the farm/ plantation, most of them prefer to have short time training with duration of about 2-3 hours per day.

93. Table 11 describes the respondents' preference in training duration. It shows that 44% of the respondents prefer to have a 2-3 hours session,

Training Duration per Day	Percentage
2-3 Hours	44%
Full Day	20%
Half Day a.m.	16%
Half Day p.m.	8%
1 Hour	7%
Morning – Evening	2%
Evening after 6 p.m.	1%
Suit to the program	2%

Table 11: Preference on Training Duration

94. In general respondents prefer to have the morning session training. They indicate that 8 a.m. is the ideal starting time for the training program. This preference might be related to their working schedule in the field. Table 12 refers.

Table 12: respondents' preference on Training Hours

Training Hours	Percentage	
Morning	42%	
08:00	54%	
10:00	7%	
Noon	15%	
13:00	11%	
15:00 – 17:00	4%	
Evening	9%	

95. As for the training day, the respondents were given a choice for multiple answers to suit their preference. The survey indicates that Friday and the weekends are the favorite days for training. Figure 18 refers.

96. The Figure shows that 54% of the respondents prefer Sunday as the training day, followed by Friday (22%) and Saturday (21%). This is due to the fact that usually they take day off during the weekend.



## 4.1.4 The Facilitator

97. The respondents have quite high expectation on the profile and attitude of the training facilitators. In general they prefer someone who has wide and broad experiences, but on the other hand possess good inter-personal skills and tend to be a good facilitator rather than an instructor.

98. High Educational Degree and scientifically explanations would not be the important factors for the respondents. They would prefer the more down-to-the-earth person with common and daily language. This preference would be tightly in line with the respondents' education background.

99. Related to those preferences, the survey asked the respondents on the degree of important of several aspects related to the profile of facilitators. Three categories were introduced, namely: Very Important, Important and Not Important. Table 13 shows the results of the survey by putting the most favorable answer on each category.

Facilitator's attitude	Degree of Important
Experienced and fit with the material	very important
Use daily language	very important
Serious	important
Insightful	important
Give a lot of case examples	important
Serious but friendly	important
Good inter-personal skills	important
Mastering the Technologies	important
Has complete reference	important
Has connection with the government	important
Systematic	important
Has high educational degree	Not important
Use scientifically language	Not important

#### Table 13: Degree of Important of Facilitator Profile

#### 4.2 Supplies for Capacity Building Initiatives

100. The analysis on the supply for capacity building initiatives is based on the consultations and interview with the Governments and Private institutions, as well as the higher education institutions.

101. The consultations concluded that in the South Sumatera Province, there are various institutions which can be contributed in providing the Capacity Building initiatives for the people at the Subject Site through various trainings and well programmed skill developments. Those Institutions are managed either by the government, private, society organization or even university.

102. Government Institutions who usually provide these trainings to wide-scale community generally work under the Department of Labor and Transmigration (Depnaketrans). In South Sumatera Depnaketrans there is 1 UPTD Vocational Training Centre (BLK) Province level, and 13 UPTD District/City level. The existence of these BLK is one of many instruments of human capacity building through knowledge transfer, skill, and productive working ethos. The main task from this BLK is to implement numbers of training and labor skill in various Industrial sectors. Then these tasks will be implemented in the form of various vocational skills training enforcement.

103. Skill training is also provided by private institutions around South Sumatera, especially Palembang. Private Skill Training Institutions mostly focused on computer training, automotive, foreign language, hand phone technicians, cookery, and fashion.

104. According to the Local Accreditation Institution of the South Sumatera Province, there were 3 accredited institutions established in South Sumatera up to August 2013. The Institutions are PTS Solution Palembang, Poltek Palembang and LPK Duta Prima Palembang.
105. Nevertheless, there are many more institutions that have not been accredited as yet but have a good reputation as the training institutions. They are very cooperative and eager to take part in developing the capacity building at the Subject Site, for example the PalCom Tech and Komputer MDP training center.

106. In the South Sumatera, there are also various skill training centers which are managed by the Society Organization who are mainly focused in the Community Development or Capacity Building, for instant the Khatulistiwa Hijau, WBH and Yayasan Bina Vitalis.

107. As for the Universities, there are two institutions that have a lot of experiences and excellent human resources in order to provide these skill trainings, namely Sriwijaya University and Politeknik Sriwijaya. Both of them are also supported by relatively complete facilities to perform public skill trainings

## 4.2.1 Government Training Institutions

## A. BLK of the South Sumatera Province

108. The BLK of South Sumatera Province is located at Jl. Residen H. Amaluddin Sako Palembang 30164 Phone. 0711-81187 Fax. 0711-813753. This BLK is quite sufficient in providing vocational training and possesses various agriculture vocations which are very relevant to the Rantau Dedap people needs as *the most affected people*. All other existing vocations in Province BLK are as follows:

NO	VOCATIONAL	SUB VOCATIONAL
1.	Automotive	1. Light Vehicles 2. Motorcycle
2.	Mechanical Technology	<ol> <li>Production Machine</li> <li>Welding</li> </ol>
3.	Electricity	<ol> <li>Electronics</li> <li>Industry Electricity</li> <li>Power Installation</li> <li>Cooling Technology</li> <li>Lighting Technology</li> </ol>
4.	Construction	1. Wood
5.	Trade System	1. Office Computer
6.	Various Vocational	<ol> <li>Sewing/Tailor</li> <li>Cosmetology</li> </ol>
7.	Agriculture	<ol> <li>Farming</li> <li>Fishery</li> <li>PHP</li> <li>Livestock</li> <li>Cultivation</li> </ol>

Table 14: Vocational and Sub Vocational of BLK of the South Sumatera Province

## B. BLKP of Palembang City

109. Balai Latihan Keterampilan dan Produktivitas (BLKP) Palembang is located at JI. Kapten Anwar Sastro Palembang 30129 phone. 0711-318066. BLKP is a Disnaketrans Technical Implementer unit.

- 110. This BLK implements various trainings in the following aspects:
  - Automotive sector,
  - Electricity,
  - Mechanical and technology,
  - Construction,
  - Trade system,
  - And various other vocations like cosmetology and hair dresser.

## C. BLK of Prabumulih City

111. BLK of Prabumulih city is located at Jl. Jenderal Sudirman Km 3.5 Prabumulih, phone. 0713-320618. the vocational provided by this BLK are as follows:

#### Table 15: Vocational Provided By BLK of Prabumulih City

NO	VOCATIONAL								
1.	Bicycle Automotive								
2.	Gasoline Car Automotive								
3.	Electric Welding								
4.	Cosmetology								
5.	Office Secretary								
6.	Electricity Installation								
7.	Furniture								
8.	Cooking								
9.	Sewing/ Tailor								

#### D. BLK of Musi Banyuasin District

112. BLK of Musi Banyuasin district is located at JL. Kolonel Wahid Udin, Lk.II, Kelurahan Kayuara 30711 Sekayu Phone 0713-320618 Fax. 0713-320618. This BLK's programs are as follows:

## Table 16: Vocational Provided By BLK of Banyuasin

NO	Vocational						
1	Office Computer						
2	Computer Technicians						
3	Cosmetology						
4	Cooling Technology						
5	Sewing/ Tailor						
6	Motorcycle						
7	Electricity welding						
8	Embroidery						

## E. BLK of Pagaralam District

113. BLK of Pagaralam is located at Jl. Mayjen S. Parman No. 1 Pagaralam Phone. 0730-622528. This BLK is working under the Agency of Social and Labor Pagaralam. As the characteristic of the city, the BLK's main focus is on the agriculture. Another focus is also given to the training on the electricity or machines.

## F. BLK of Banyuasin District

114. BLK of Banyuasin district is located at JL. Lingkar Sukojo Banyuasin, Phone. 0711 7690 038. This BLK run their activities in their own workshop building.

115. The building size is approximately 10m x 15m. And this building is becoming very useful for the youth training activities in Banyuasin. This BLK has 3 vocational, which are automotive, sewing/tailor, and computer skills.

## G. BLK of Lahat District

116. BLK of Lahat District is located at Jl. Jend. A. Yani Km.1,5, Pagar Agung, Lahat Regency. This Institution's vocational are focus on the following programs:

- Electric welding,
- Electronics,
- Motorcycle,
- Hair Dressing
- Mechanic, and
- Gardening seed manufacture.

## H. BLK of Baturaja OKU District

117. BLK of Baturaja Ogan Komering Ulu (OKU) district is located at JL Jend Ahamad Yani, Km 4 Kemelak Baturaja, Phone. +62 735 321152. This BLK has the following vocational:

- Sewing,
- Cosmetology,
- Metal machinery.

118. BLK Baturaja is also provide on-site primary training in the community centers, among others the industrial sector and computer processing skills and carbide welding in Lekis Rejo village, electronic trainings in Kurup village, and lighting electricity in Sumber Bahagia village.

## I. BLK of Musi Rawas

119. BLK of Musi Rawas is located at Jl. Wateryang No. 91 Kab. Musi Rawas Prop. Sumatera Selatan, Phone. 0733-322150. This BLK provides skill training in automotive only.

## J. BLK of Ogan Komering Ilir (OKI) District

120. BLK of Kayuagung OKI district provides trainings in the following areas:

- Agriculture,
- Sewing,
- Computer, and
- Cosmetology

#### K. BLK Indralaya

121. BLK Indralaya Ogan Ilir is located at Jl. Indralaya Lintas Timur Km. 35 Kec. Indralaya Kab. Ogan Ilir, Phone 0711-580692 Fax. 0711-580692.

122. Thus BLK provides vocational in the following areas:

- Agriculture,
- Sewing, and
- Computer.

#### 4.2.2 **Private Institutions**

123. Private Capacity Building and training institutions in South Sumatera are mostly provide training in service sectors and technology related matters.

124. Training on computer, Language and hospitality are becoming their prime offer to the market. The Institutions are as follows:

#### A. PTS Solution Palembang

125. Palembang Techno Science (PTS) Solution Palembang, is located in Jl. Jenderal Bambang Utoyo No 1F Terminal Lemabang. This institution provides trainings in Computer activities and has been accredited B.

#### B. Poltek Palembang

126. Pelatihan Kerja Politeknik Kebun Jahe Institution is located in Jl.Jend Sudirman 579, Palembang, telp. 0711319854. This institution provides hospitality training, and categorized as accredited C.

## C. LPK Duta Prima Prabumulih

127. LPK Duta Prima Prabumulih is addressed at JI. Jenderal Sudirman 2 C Prabumulih. This institution provides Computer Operating training.

128. In 2010, this institution gained the block grant Pendidikan Kecakapan Hidup for LPK (PKH-LPK) as the reward from the government. The reward of 20 million rupiah was awarded as a capital to conduct training for 20 training participants.

## D. Palcom Tech Palembang

129. LKP Palcom Tech is located at JI Basuki Rahmat Palembang 30127, phone 0711380022. This LKP provides Computer training. For this moment, it has 3 branch offices in Lahat, Baturaja, and Kota Prabumulih.

## E. LPK Dewantara Mandiri Baturaja

130. LPK Dewantara Mandiri is located in JL Selamet Riyadi, No. 263, Baturaja Timur Kabupaten Ogan Komering Ulu, phone 0735323527 0735320620. It provides Computer trainings for people.

## 4.2.3 Higher Education Institutions

## A. Sriwijaya University

131. Sriwijaya University has a FISIP Sociology Laboratorium (Labsos) that can be utilized as an alternative in providing capacity building and training at the Subject Site. This Laboratorium has various experiences in doing society empowerment and also has one special pilot village in Ogan Komering Ilir.

132. The Pilot Village which is managed by LabSos has a goal to mobilize the village's economy that supported by social capital owned by their local native. This FISIP Labsos often conduct researches with cooperation with the stakeholders, one of them is PT ConocoPhilips, in social mapping and social network between their 1<sup>st</sup> and the second ring of PT ConocoPhilips area, as part of an effort to increase the villager's capacity.

133. Another existing laboratory under UNSRI's study programs also conducts various trainings to develop the people's capacity. For example, the Faculty of Agriculture gives trainings and empowerment to increase the farmers' capacity. Another example is the Faculty of Economy who collaborates several times with the stakeholders in this capacity building efforts.

134. Other optional place to commence this skill training in order to develop public's capacity in Sriwijaya University is the Lembaga Pengabdian kepada Masyarakat (LPM). This institution conducts public services such as village society empowerment through their Community Service (Kuliah Kerja Nyata/ KKN) program or other cooperative activities with the stakeholders annually.

## B. Politeknik Sriwijaya

135. The other University that can be an alternate for developing capacity Building at the Subject Site is Politeknik Sriwijaya (POLSRI). This university is located in Bukit Besa just adjacent to the Sriwijaya University Palembang.

136. The POLSRI has tons of experiences in cooperation activity with the stakeholders in Capacity Building business. For example, the collaboration with the Ministry of Public Works, ConocoPhilips, JOB Pertamina Talisman Jambi Merang and PT PLN. That cooperation were held either as opened class or fixed schedule trainings.

## 4.3 Community Capacity Building Strategy

137. In general, the survey results indicate that the development of the capacity required by the community at the Subject Site focused on improving life skills, especially in the field of agricultural/ plantation, animal husbandry, and fisheries. The Subject Site economic life is strongly influenced by the production of coffee and the fluctuations in the price of coffee. The failure in the harvest or low market price of coffee would greatly affect the public welfare. On the other hand, the income from other employment is generally not too significant, since the nature of the side employment is still in the same sector, which is agriculture/ farm related works, which mostly was merely to meet subsistence needs.

138. The respondents at the Subject Site are also hoping to get training in the field of breeding cow/ goat and fisheries. Although both of these activities have not become the main source of livelihood of the villagers as yet, but both are considered quite promising for improving the welfare of the society. Therefore, training in the field of animal husbandry and fishery could be an option to improve the productivity of the society. At least the results can be used as a safety net for household economy.

139. General strategy in developing the capacity of the most affected community at the Subject Site could be implemented through the development of the life skill based on local economy, by focusing on the skills which are tailored to the local environment conditions and local basic skills available in the community. The strategy would be applied by using the people-centered, participatory, empowering, gender equity, and sustainable approach.

140. The strategy is three folded, aims in enhancing the knowledge on the integrated business approach, improve the local economy by optimizing the local resources, and sustainable approach to strengthen the community ability in dealing with other stakeholders. Figure 19 refers.

141. The Figure elaborates that the capacity building strategy would be implemented into three clusters of activities as follows:

- a. Integrated business skills development, a series of activities designed to provide the knowledge, improve skills, and change the attitudes of individuals, so it can be used as a source of business to meet the needs in a sustainable manner.
- b. Community economic development, which is directed towards maximizing local resources to develop resilience and economic independence of the community, in order

to achieve accelerated economic development through the involvement of local governments, businesses, and local communities.

c. Community assistance, which is aimed at organizing activities, social learning, strengthening networks among groups and community organizations, as well as the processes of facilitation and consultation between the community and other stakeholders.

142. The above strategy would be implemented through series of training to the community. There will be two types of training that can be conducted, namely economic life skill training based agriculture and livestock/ fisheries and training for stakeholders meeting.



## 4.3.1 Life Skill Training

143. Based on the needs analysis, it is concluded that there is a need to develop the community capacity in thinking, deciding, and do something that is considered appropriate to solve the problems faced by utilizing their owned ability. Therefore, the development efforts and capacity building could be done mainly in two areas of economic life, namely (1) the agricultural/ plantation, particularly coffee plantation starting from planting, maintenance, and coffee processing technology, resulting in high-quality coffee, and marketing of coffee at a high selling price, and focusing on the vegetables production that has the 3-6 months harvest period; (2) breeding cows/ goats and fisheries.

144. With regard to the identified needs, the Life Skill Training is intended to develop the potential and skills in the field of agricultural cultivation of coffee and other crops, and livestock/ fisheries as a means to meet their needs and improve the quality of life. With life skills training, community gain life skills in accordance with the expertise and capabilities. These skills are aimed to drive the economy for their survival.

145. With accordance to the demand for capacity building survey, the following training activities could become an alternative program, namely:

- 146. Main Training Activities:
  - Training on Efficient Coffee Cultivation Process
  - Training on Efficient Agriculture Cultivation Process
  - Introduction on Alternative Coffee Cultivating Technology
  - Training on Fish Farming Mechanism
  - Training on Cow/ Goat Breeding Process
- 147. Supporting Training Activities:
  - Training on Automotive Mechanical Skills
  - Training on Motorcycle Workshop Management

## 4.3.2 Stakeholder Meeting Training

148. It is important to introduce the Stakeholders Meeting Training to the public to provide skills in the development of rural economic network with stakeholders, both the government and the business world. This training also will equip ability of rural communities in developing synergistic partnerships with stakeholders, so that social capital can be used to accelerate the improvement of rural economy. Stakeholders Meeting Training can also develop the soft skills in the community in an argumentative dialogue with stakeholders.

149. The nature of the trainings and other initiatives in this regards have to be for the managerial level. The training would be addressed to the "group leader", such as the member of Forum Desa, other informal leaders, the local association leaders, and the local entrepreneurs.

#### 150. List of training on this regards is as follows:

- Training on Entrepreneurship
- Training on the Effective Marketing
- Language Training
- Training on the SME Management
- Introduction on the Basic Computer for business management

- 151. Soft skill training:
  - Training on effective speaking
  - Training on negotiation skills
  - Training on basic accountancy system

152. Besides training activities, other initiatives can also be arranged to accommodate the needs of the Community to build the networks.

153. Initiatives like conducting regular or scheduled business gathering with local and also regional business institutions, Governments and other stakeholders would give opportunities to the community to interact with the other stakeholders. In this regards the Forum Desa could take the lead.

## 4.3.3 Community Assistance

154. The Community Assistance focuses on the formation of public awareness of the importance of strengthening the sustainable approach to the economic development. Community assistance is a process associated with the consolidation of social ties and network, especially in solving social and economic problems together. This assistance is also aimed to maintain the sustainability of the training outcomes. The Assistance will be conducted to the community in a certain period of time.

## 4.4 Community Capacity Building Through Skill Trainings Institutions

155 Profile of skill training institutions in South Sumatera shows that there numbers of options for skill training Institutions which can be chosen as the selected Institutions to develop the Rantau Dedap's people skill and capacity. These choices can be selected and tailored to the Community needs.

156. BLKI South Sumatera Province is one of the government's institutions which is possible to be selected to provide this Capacity Building and skill training program due to their existing vocational and their future programs. The BLK has also vocational in agriculture area which is potentially required by the people at the Subject Site.

157. BLKP Palembang is also be used to do trainings in collaboration with the stakeholders outside the existing vocational. One of them is the Food Processing Trainings, Computer Skill Training, and Stakeholders Meeting. Those training were held by cooperating with JOB Pertamina Talisman Jambi Merang. The training was done in a public residential area, which make it easy to be accessed by the society.

158. The private institutions would contribute in the more service oriented training, including computer skills, language training and other soft skill training.

159. The Higher Education Institutions like Sriwijaya University and Politeknik Sriwijaya could give some more prepared programs. They have an institutionalized competence and skills, facilities and their experiences in conducting the capacity building programs, and supported by scientific methods which can make a better result.

160. The Higher Education Institutions would be more appropriate to provide the Stakeholder Meeting Training and the community assistance program.

161. To manage all the capacity building initiatives, including the creation of specific tailored made trainings, the system requires one unit that able to become a "HUB" for the initiatives. The Unit can be placed within the Company Structure or appointing one professional capacity building institution with sufficient experience and track record as the Capacity Building Manager.

162. The main role of the Capacity Building Manager is act as the clearing house for the capacity building initiatives of the Company. The roles include analyses and accommodate further the capacity building needs, select the beneficiaries, matching the needs and the providers, manage the training program implementation, and feeling the gaps of capacity building providers including developing tailored made training programs.

## V. Livelihood Development Program

163. The Livelihood Development in the Subject Site is aimed to cater to the economically most unfortunate people and for the most vulnerable people. Therefore, the type of activities will be determined by these target groups.

164. It is recognized that the economics of the Subject Site is need to be improved. The main issues are low wages and income from the coffee plantation activities. The production of coffee has been going down due to the reduction of the plantation area and pricing management failure, which push the price down.

165. There is a need for a breakthrough in the coffee plantation management to boost up the production as well as the price.

166. At the same time, a quick yielding program is also required to cater to the most unfortunate and vulnerable people in the area.

## 5.1 Strategy For The Livelihood Development

167. In general, two types of activities can be developed, namely the employment provision for those who are still active but having problem in finding sufficient income to support the basic needs of the family. The other activity is catering the most vulnerable people by providing the safety net program.

## 5.2 Employment Provision Program

168. Based on the survey of the current employment, most of the people in the Subject Site are working as the farmer for the coffee plantation, with low income/ wages.

160. On the other hand the coffee production is going down, so as the prices. Ideally to boost up the local economy, the coffee plantation revitalization program should be introduced. There is a need to have the breakthrough in terms of having more productive coffee plantation, increase the price and plantation sustainable development program. This would take some times.

170. Another approach would be by creating new livelihood program, either in the primary sectors (agriculture), in the secondary sector (trading, marketing), or the tertiary sector (services).

171. In the short run, the most possible sector that could give more immediate yield is the service sector. Therefore, the employment provision is focused on the employment creation through the service sector. Several opportunities have been started to be implemented. The following program can become alternatives:

- Providing transportation facilities
- Providing the stone crusher facilities
- Providing services for the neighborhood (laundry, catering)
- Providing services for the Company

172. In the long run, the coffee plantation revitalization program could be introduced, and the employment provision program will be tied up to that revitalization program.

173. The revitalization program would comprise of a multi aspect development. The program consists of coffee plantation production enhancing program, marketing, and pricing management. The program will be closely related to the capacity building program on the life skill development, in terms of providing the appropriate human resources.

174. As the bridging program, the employment creation in the other plantation can be introduced. For the moment, there is a strawberry plantation in the Subject Site and the potential on Fisheries and Cow/ Goat breeding.



## Figure 20: Strawberry Plantation at the Subject Site

## 5.3 Safety Net Program

175. The safety net program is directed to cater the most vulnerable people, in the form of economic assistance package based on the need of the people.

176. There will be several categories of vulnerable people, it could be caused by the incapable of the bread winner in providing economic support to the family due to the aging problem, or due to the large number of dependents in the family, physical handicap, etc.

177. Therefore, type of assistance would be varied, starting from the basic needs fulfillment (charity), soft loan program, or the scholarship program for the children.

## VI. Selection of the Beneficiaries for the Skill Development Program

## 6.1 Life Skill Training and Supporting Training Program

178. The Life Skill Training is intended to develop the potential and skills in the field of agricultural cultivation of coffee and other crops, and livestock/ fisheries as a means to meet their needs and improve the quality of life.

179. With life skills training, community gain life skills in accordance with the expertise and capabilities. These skills are aimed to drive the economy for their survival. Therefore, the trainings are directed to those who are still productive, show interest to learn new things, and yet still earn very low income.

180. Furthermore, the life skill development should be accompanied by the supporting training development to cater to the need of skills for the services sector. In this case, focus is given to the development of the actumotive related activities, particularly in providing the skillful automotive mechanics and the automotive workshop management.

181. The training will be directed to those who have sufficient education background at the level of Senior High Scholl at the least.

## 6.1.1 The Ciriteria of the Target Group

182. To meet the above goal, the following criterias are set to filter out the respondents. The beneficiary citerias for the life skill training are:

- 1. Age between 17 and 45 years old
- 2. Minimum education level: Elementary School
- 3. Total Household Income less than IDR 1.500.000 per month
- 4. The training preferences are covered by the Program.
- 183. As for the supporting training proram, the beneficiary criterias are as follows:
  - 1. Age between 17 and 45 years old
  - 2. Minimum education level:
    - for the mechanic and fashion training: Elementary School
    - for Automotive Workshop Management: Senior High School
  - 3. Total Household Income less than IDR 1.500.000 per month

## 6.1.2 The Proposed Beneficiaries

Respondents No.	Name	Sex	Age	Education		Life Skill Training	g Programs P	reference			Supporting	
					Training on Efficient Coffee Cultivation Process	Training on Efficient Agriculture Cultivation Process	Introduction on Alternative Coffee Cultivating Technology	Training on Fish Farming Mechanism	Training on Cow/ Goat Breeding Process	Automotive Mechanic	Automotive Workshop Mamagement	Fashion
R22	Mukrad	М	43	Elementary School						х		
R68	Nelson	М	42	Elementary School			x	x		х		
R48	Holwani	М	34	Elementary School						х		
R81	Dadang Mulyana	М	36	Junior High School	x		x		x			
R63	Riduan	М	30	Junior High School								
R36	Sadikin (Tahmim)	М	35	Senior High School								
R116	Zarwanudin	М	41	Elementary School					x	х		
R96	Januar	М	21	Elementary School			x	х	x	х		
R19	Mursidah	F	25	Elementary School		x	x	х		х		х
R28	Ali Candra (Misran)	М	27	Elementary School								х
R104	Wiliadi	М	34	Elementary School					x			х
R11	Buthani	М	36	Elementary School						х		
R13	Aulia	М	41	Elementary School								х
R47	Akram	М	33	Elementary School					x			x
R111	Candra	М	25	Junior High School					x			x
R99	Lasman	М	32	Junior High School						х		х

Respondents No.	Name	Sex	Age	Education		Life Skill Training		Supporting				
					Training on Efficient Coffee Cultivation Process	Training on Efficient Agriculture Cultivation Process	Introduction on Alternative Coffee Cultivating Technology	Training on Fish Farming Mechanism	Training on Cow/ Goat Breeding Process	Automotive Mechanic	Automotive Workshop Mamagement	Fashion
R112	Putrawan	М	39	Junior High School				х	x	х		x
R15	Zainal Arifin	М	31	Junior High School						х		
R113	Jon Kanidi	М	27	Junior High School				х		х		x
R32	Zaidan Hasbi	М	41	Junior High School								
R107	Midi	М	29	Senior High School						х	x	x
R21	Mardan	М	41	Senior High School								
R105	Jusri	М	44	Senior High School								
R16	Hakim (Watoni)	М	43	smu/tidak tamat pt					x			x
R52	Jamatul	М	18	Elementary School					х			x
R74	Munai	F	25	Elementary School								x
R6	Hasan	М	30	Elementary School						х		x
R38	Setinan	М	31	Elementary School								
R77	Martini	F	32	Elementary School								
R118	Hamzah	М	35	Elementary School					x			
R110	Kamis (Kamson)	М	30	Elementary School						х		x
R120	Juli Pahlepi	М	40	Elementary School			x	х	x	х		x
R61	Syahrinudin	М	38	Elementary School		x						

Respondents No.	Name	Sex	Age	Education		Life Skill Trai	ning Programs P	reference		ę	Supporting	
					Training on Efficient Coffee Cultivation Process	Training on Efficient Agriculture Cultivation Process	Introduction on Alternative Coffee Cultivating Technology	Training on Fish Farming Mechanism	Training on Cow/ Goat Breeding Process	Automotive Mechanic	Automotive Workshop Management	Fashion
R64	Lina Hartati (Tantawi)	F	18	Junior High School		x						
R46	Muhammad bin Ibrahim	М	34	Junior High School			x	x	x	х		х
R56	Zamril	М	41	Junior High School					x			х
R67	Azhar C	М	30	Junior High School		x				х		х
R62	Saparudin	М	36	Junior High School		x	x					х
R92	Hartini	F	39	Junior High School		x	x					х
R26	Agustan	М	40	Junior High School		x	x					x
R24	Irawan Saputra	М	27	Junior High School		x	x			х		
R108	Rahmidi	М	25	Senior High School								x
R35	Alwani	М	32	Senior High School		x	x			х	х	
R57	H Amiril	М	32	Senior High School								
R117	Habibi	М	32	Senior High School					x	х	х	х
R4	Firdaus	М	37	Senior High School	x		x					х
R41	Subhan	М	40	Senior High School	x		x					
R84	Saparudin	F	40	Senior High School	x		x			х	х	х

Respondents No.	Name	Sex	Age	Education		Life Skill Training Programs Preference						Supporting			
					Training on Efficient Coffee Cultivation Process	Training on Efficient Agriculture Cultivation Process	Introduction on Alternative Coffee Cultivating Technology	Training on Fish Farming Mechanism	Training on Cow/ Goat Breeding Process	Automotive Mechanic	Automotive Workshop Mamagement	Fashion			
R5	Muhammad	М	35	Senior High School						х	x	x			
R40	Muzid Tahidin	М	31	Senior High School	x		x		x						
R90	Ahmad Firmansyah	М	37	Senior High School					x			х			
R53	Hasan Basri	М	30	University	х		х			х	х				
R100	Syahril M Nuh	М	41	University					х	х	х	х			

## 6.2 The Stakeholder Meeting Training

184. The nature of the stakeholder-meeting-trainings is directed for the managerial level. The training would be addressed to the "group leaders", such as the member of Forum Desa, other informal leaders, the local association leaders, and the local entrepreneurs.

185. Therefore, beside the age and education level factors, the main criteria of the beneficiaries for the stakeholder meeting training will be focused more to the leadership and the knowledge on the functions and involvement in the Forum Desa.

## 6.2.1 The Ciriteria of the Target Group

- 1. Age between 25 and 55 years old
- 2. Minimum Education level: Junior High School
- 3. Sufficient Knowledge on and actively involved in the Forum Desa
- 4. Good Leadership Capacity
- 5. Community leader (formal and informal)
- 6. Local Entrepreneur

## 6.2.2 The Proposed Beneficiaries

No	Name	Sex	Age	Education	Remarks
1	Muhammad	Μ	35	Senior High School	<ul> <li>Member of School committee</li> <li>Aware of the existence of Supreme/SERD,</li> <li>Used to be invollved actively in the Forum Desa, and has a negative perception on the Forum.</li> </ul>
2	Sukran	Μ	40	Elementary School	<ul> <li>Member of Farmer Association,</li> <li>Aware on the Forum Desa, and used to be onvolved in the Forum.</li> <li>Has a negative perception on the Forum Desa.</li> </ul>
3	Daulan Syehwani	М	35	Elementary School	<ul> <li>Member of Forum Desa</li> <li>Member of Village Community Council</li> <li>Has a positive perception towards the Forum.</li> </ul>
4	Maftuhul Fuad	Μ	50	Junior High School	<ul> <li>Active member of Forum Desa</li> <li>Has a positive perception towards the Forum.</li> <li>Informal Leader in the Community</li> </ul>

No	Name	Sex	Age	Education	Remarks
5	Teuku Afifudin (Sapawi)	М	50	Junior High School	<ul> <li>Owner of Pondok Pesantren Darul Ulum,</li> <li>Member of the Forum Desa,</li> <li>Member of the Village Community Council.</li> <li>Member of Village Empowerment Committee.</li> </ul>
6	Ali Candra (Misran)	М	27	Elementary School	<ul> <li>Used to be a member of the Forum Desa.</li> <li>Advisor to the Village Youth Organization</li> <li>Has a negative perception on Forum Desa.</li> </ul>
7	Jamidi	М	46	Junior High School	<ul> <li>Never involved in the Forum Desa,</li> <li>Member of the Village Community Council.</li> <li>Member of Village Empowerment Committee.</li> </ul>
8	Taksil	М	40	Senior High School	<ul> <li>Active Member of the Forum Desa,</li> <li>Member of the Village Community Council.</li> <li>Member of Village Empowerment Committee.</li> <li>Advisor to the Village Youth Organization</li> <li>Village administrator (Sekdes)</li> </ul>
9	Zaidan Hasbi	М	41	Junior High School	<ul> <li>Member of the Forum Desa</li> <li>Participated in the comparison study tour to Kamojang, Garut, conducted by PT SERD.</li> <li>Has a positive attitude towards the Forun Desa.</li> </ul>
10	Muzid Tahidin	М	31	Senior High School	<ul> <li>Used to be a member of the Forum Desa.</li> <li>Advisor to the Village Youth Organization</li> <li>Has a positive attitude to the Forum Desa.</li> </ul>
11	Markun	М	38	Senior High School	<ul> <li>Member of the Village Community Council.</li> <li>Does not aware on the existence of the Forum Desa.</li> </ul>
13	Jasurah	М	55	Junior High School	<ul><li>Chief of the Pondok Pesantren (TPA),</li><li>Does not aware on the Forum Desa</li></ul>
14	Tisro	М	46	Junior High School	<ul><li>Active Member of Forum Desa</li><li>Member of An NGO</li></ul>

No	Name	Sex	Age	Education	Remarks
17	Syahril M Nuh	М	41	University	<ul> <li>Former Head of Village</li> <li>Currently is a member of the Local Administrator.</li> </ul>
18	Pahran	М	38	Senior High School	<ul><li>Vice Head of BPD,</li><li>Does not aware on the Forum Desa.</li></ul>
19	Rahmidi	Μ	25	Senior High School	<ul> <li>Used to be a Member of the Forum Desa,</li> <li>Member of the Village Community Council.</li> <li>Secretary of the Village Youth Organization</li> <li>Dissapointed for not being recruited by PT SERD</li> </ul>
21	Nazarudin	М	48	Senior High School	<ul> <li>An Ustadz (Religion Teacher)</li> <li>Member of the Village Community Council.</li> </ul>

## VII. Selection of the Beneficiaries for the Livelihood Development Program

## 7.1 Employment Provision Program

186. The Employment Provision Program is targeted to those who are still active with difficulties in finding sufficient income.

## 7.1.1 Criteria of the Target Group

- 187. Therefore, the eligible criteria of the target group including the followings:
  - Productive age group
  - Number of dependents more than 3 persons
  - Total household monthly income less than IDR 500,000
  - No additional/ secondary employment

#### 7.1.2 The Proposed Beneficiaries

Respondenst No.	Name	Age	Employment	Number of Dependents	Main Income	Remarks
R88	Anuar	59	Farmer Labor	5	< Rp. 500.000	Living in his owned house with his wife and 4 Children. One of the children is working for PT Supreme. He does not have any side jobs.
R12	Umsila	56	Farmer Owner	2	< Rp. 500.000	A widow living in her owned house with her daughter and the mother. Has a secondary job with income less than Rp.500.000.
R75	Sohirin	56	Farmer Owner	4	< Rp. 500.000	Living in his owned house with his wife, 2 children and 1 grand children. As the bread winner, and he does not have any secondary jobs.
R121	Sinwani/Mukhlis in	55	Farmer Owner	7	< Rp. 500.000	Living in his owned house with the wife and 6 children. Has a secondary job as the farm labor occasionally with income less than Rp.500.000.

Respondenst No.	Name	Age	Employment	Number of Dependents	Main Income	Remarks
R114	Hadi	54	Farmer Owner	8	< Rp. 500.000	He has two wifes and 7 children. Living in his owned house. The children are working and contribute to his economy. He has occasional jobs with income less than Rp500.000.
R20	Irfani/Haryani	54	Farmer Owner	6	< Rp. 500.000	Living in his owned house with the wife and 4 children. Three of the Children are students. He does not have any secondary jobs.
R123	Nasrun	53	Farmer Owner	3	< Rp. 500.000	Living in his owned house with the wife and 5 children. Four of the Children are students. He has occasional secondary job with income less than Rp500.000.
R98	Syarifudin	53	Farmer Owner	9	< Rp. 500.000	Living in his parent's house with his wife and 8 childrens, 3 children are still student. He does not have any secondary jobs.
R102	Sarhandi	52	Farmer Owner	7	< Rp. 500.000	Living in his owned hpuse with wife and 6 childrens, 3 children are still student. He does not have any secondary jobs.
R119	Nazarudin	48	Farmer Owner	6	< Rp. 500.000	Living in his owned house with wife and 5 childrens with age between 15 years and 30 years old. All the Children are out of the school to assist the father to work in the farm. He does not have any secondary work.

Respondenst No.	Name	Age	Employment	Number of Dependents	Main Income	Remarks
R14	Luthun/Mursiah	47	Farmer Owner	12	< Rp. 500.000	A widow living in her owned house with her parents, 6 children, 2 son/ daughter in law, ad 2 grand children. All the children are working wirh income less than Rp500.000. She has a side job as the farmer.
R23	Silahudin	47	Farmer Owner	4	< Rp. 500.000	Living in the School foundation's house with his wife and 3 children (2 in school and 1 baby). Has a secondary job as the teaher.
R82	Kasrudin	47	Farmer Labor	4	< Rp. 500.000	Living in his owned house with the wife and three children who are still in the school. He gets 50% of the yield from the Farm. He has various kinds of secondary jobs with income less than Rp500.000 per month in total.
R105	Jusri	44	Farmer Owner	5	< Rp. 500.000	Living in his owned house with the wife and four children who are still in the school. He has various kinds of secondary jobs with income less than Rp500.000 per month in total.
R16	Hakim/Watoni	43	Farmer Owner	9	< Rp. 500.000	Living in his owned house with his wife and 5 children, also supporting his mother in law and 2 brothers/ sisters in law. He does not have any side jobs.
R116	Aulia	41	Farmer Owner	5	< Rp. 500.000	Living in the rented house with the wife and 4 children, 3 children is still in the school and another one is a baby. He has a side job as the farm labor and the income is in the form of rice.

Respondenst No.	Name	Age	Employment	Number of Dependents	Main Income	Remarks
R13	Mardan	41	Farmer Owner	4	< Rp. 500.000	Living in his owned house with the wife and 3 children, the children are still in the school. He has a side job as the farm labor and the income of less than RP500.000
R21	Zaidan Hasbi	41	Farmer Owner	4	< Rp. 500.000	Living in the rented house with the wife and 3 children, two are still in the school. He does not have any side jobs.
R32	Zarwanudin/Wa ndin	41	Farmer Owner	6	< Rp. 500.000	Living in the parents in law house with the wife and 5 children who are still in the school. He has side job as the farmer labor with income berween Rp500.000 and Rp1.500.000.
R112	Putrawan	39	Farmer Owner	4	< Rp. 500.000	Living in his owned house with the wife and 3 children who are still in the school. He was quite vocal towards Supreme. And he does not have any side jobs.
R11	Buthani	36	Farmer Owner	7	< Rp. 500.000	Living in his house (inheritant/ tunggu tubang) with his wife and 2 chidren, supporting the economy of grand mother, parent in law, uncle, and brothers/ sisters in law. He has side job as the farmer with income less than Rp. 500.000
R104	Wiliadi	34	Farmer Owner	3	< Rp. 500.000	Living in his owned house with the wife and 2 toddlers. He does not have any side jobs.
R47	Akram	33	Trader	3	< Rp. 500.000	Living in his owned house with the wife and 2 children. Working as a trader and has side job as farmer with income between Rp. 500.000 - Rp. 1.500.000.

Respondenst No.	Name	Age	Employment	Number of Dependents	Main Income	Remarks
R99	Lasman	32	Farmer Owner	6	< Rp. 500.000	Living in his parents' house with his wife and 5 children. Two children are still in the school, while the other 3 are not. He does not have any side jobs.
R15	Zainal Arifin	31	Farmer Owner	7	< Rp. 500.000	Living in the parents in law's house with the wife and 2 children and 2 brothers in law who are still in the school, and parents in law. He has side job as the farmer labor with income less than Rp500.000. Both the parents in law and the wife are also work occasionally with income of less thab Rp500.000.
R107	Midi	29	Farmer Owner	2	< Rp. 500.000	Living in the parents in law's house with the wife and 1 infant. He does not have any side jobs.
R113	Ali Candra/Misran	27	Farmer Owner	2	< Rp. 500.000	Living in his owned house with the wife and one child. He has a side job as the vegetables vendor with total monthly income between Rp. 500.000 - Rp. 1.500.000
R28	Jon Kanidi	27	Farmer Owner	8	< Rp. 500.000	Living in the parent's house with two children who are still in the school. Supporting the parent in law and 3 brother/ sisters in law. He does not have any side jobs.
R111	Kurnain/ Mursidah	25	Farmer Owner	2	< Rp. 500.000	Living in his owned house with the wife and one infant. He does not have any secondary jobs.

Respondenst No.	Name	Age	Employment	Number of Dependents	Main Income	Remarks
R19	Candra	25	Farmer Owner	9	< Rp. 500.000	Living in his owned house with the wife and 5 children, 1 son in law, one grand child and mother. He does not have any side jobs. The eldest daughter and her husband are supporting the economy by working occasionally with total monrhly income of about Rp. 500.000
R96	Januar	21	Farmer Owner	2	< Rp. 500.000	Living in the parents' house with the wife and one toddler. He does not have any side jobs.

## 7.2 Safety Net Program

188. The Safety Net Program is targeted to the most vulnerable people. This category of person can be defined as people who are not able to take activities due the age, disabilities, and have quite high burden.

## 7.2.1 Criteria of the Target Group

- 189. The eligible criteria for this group are as follows:
  - Elderly people with age more than 60 years old, female-single-parents or has any disabilities.
  - Number of dependents more than 3 persons.
  - Total household monthly income less than IDR 500,000
  - No additional employment

## 7.2.2 The Proposed Beneficiaries

Respondenst No.	Name	Age	Employment	Number of Dependents	Main Income	Remarks
R65	Cik Dernah	80	Un- employment	7		An elderly widow, living in her owned house with her son and grand sons, supported by the grand sons who has an income of less than Rp500.000.
R115	Kaluri	90	Famers Owner	3	< Rp. 500.000	Living in his owned house with his wife (60 years), and 2 children (52 years and 30 years) who work with income less than Rp. 500.000.
R89	Basin	83	Famers Owner	6	< Rp. 500.000	Living in his owned house with his wife and children who support the family income of less than Rp.500.000. He does not have any secondary jobs.
R17	Jaswan	62	Famers Owner	9	< Rp. 500.000	Living in his grand children's house with his wife (60 th). No secondary jobs.
R91	Senaiyati (Alm. Rahman)	62	Famers Owner	5	< Rp. 500.000	A widow living about 2 km from her farm, has a secondary job with income less than Rp. 500.000

## VIII. Grievance Mechanism Redevelopment

190. The Grievance Mechanism Redevelopment is aimed to review the current mechanism developed by PT Supreme Energy, by taking into account the logical sequences of the Mechanism and the comments from the community through the primary field survey.

191. The redevelopment is applied to enhance the effectiveness of the Mechanism to ensure that any Grievances are processed appropriately in transparent and fairness manner for both parties. Moreover, the mechanism should ensure the proper record and filing system for evaluation purposes.

## 8.1 Existing Grievance Mechanism of PT. Supreme Energy.

192. PT Supreme Energy has established the Grievance Resolution Mechanism and has been applied though the year of its operation.

193. The Company's activities are based on the concept of partnership. However, the Company recognizes that complaints during the Project development may arise. The Project also recognizes the need to acknowledge such complaints or claims and to have an established grievance tracking and resolution mechanism to efficiently and transparently address issues as they arise.

194. Accordingly community members in the Project area, particularly those who are mostly affected should have access to the grievance tracking and resolution mechanism.

195. While the Project aims to resolve the majority of individual, group and community grievances by direct resolution at individual or group level, a hierarchal grievance resolution mechanism has been developed as follows:

- 1. direct resolution at the individual or group level;
- 2. community-level resolution through public meetings;
- 3. resolution through a stakeholder group comprising Project representatives, government representatives, religious and village leaders, and the complainants; and finally
- 4. recourse to legal counsel if the grievance cannot be resolved.

196. The Company establishes a centralized grievance log and tracking system. This database will be utilized to allow all registered grievances to be tracked and recalled as and when necessary. The Project's performance in managing and closing out grievances will be reviewed as part of internal and external monitoring.

197. The followings is the complaints resolution process of the Grievance Mechanism of PT Supreme Energy.

## 198. Resolution Step by Step

- **Step 1:** Complaints may be expressed verbally or in writing to the Project field representative PT Supreme Energy in Muara Laboh, Rantau Dedap or Rajabasa. Complaints received by other Project personnel will be forwarded to the Project field representative.
- Step 2: Site Support Manager will be responsible for documenting verbal and written complaints. Complaints will be written onto a complaints log and action form (see attached). The complaints log and action form records (a) who reports the complaint; (b) the date the complaint was received and recorded; (c) the nature of the complaint; (d) information of proposed corrective action; (e) date of response (verbal and written) provided to the complainant; (f) corrective actions taken by whom and when, and (g) the date the complaint was closed out.
- Step 3: All complaints log and action forms will be forwarded to the management team. Appropriate actions to close out the complaint will be determined and written onto the form. Where necessary the Relation, Project, Security and/ or SHE team will investigate complaints from the community and an investigation report will be developed.
- **Step 4:** A written response for every grievance will be prepared within 14 days. The response will be delivered verbally before the written copy is provided to the complainant. The complainant will be asked to sign and date the complaints log and action form to confirm receipt of the Project response.

Management PT Supreme Energy recognizes that eventually timelines for possible actions will be determined by the nature of the grievance. If more time is required to implement appropriate actions, the Relations and/ or Security team will inform the complainant. Relation and/ or Security Team, however, will assume responsibility for ensuring all actions are implemented to close out the complaint.

In most cases the written response and agreed actions may be sufficient to resolve complaints.

## If unresolved,

- **Step 5:** the complainant will be referred to the Grievance Resolution Committee. The Committee will comprise department of Relations, Security, and Site Support. Other sections or department i.e., SHE, Legal, Project, Subsurface, Drilling, Supply Chane Management, Contract, Accounting, HRD, etc will be included on a needs basis. The Grievance Resolution Committee aims to resolve complaints within 21 days. Again, depending on the nature of the complaint, a longer timeline may be agreed upon with the complainant. If an agreeable solution is reached, the complainant will be asked to sign on the log book, date, complaints and the agreements to confirm receipt of and agreement with the Project response.
- **Step 6:** Should all the steps above be insufficient in resolving the issue, the final resolution is found by legal counsel. The Indonesian law jurisdiction shall apply.

199. Figure 20 shows the flow chart of the resolution process established in the Grievance Mechanism of PT Supreme Energy.





## 8.2 Issues on the Existing Grievance Mechanism

## 8.2.1 Filing and Evaluation System

200. Based on the existing grievance resolution procedure, the complaints are logged in and reviewed by the Grievance Resolution Committee for appropriate action plan. The written response on the grievance will be then given to the Complainant within 14 to 21 days to be agreed upon and signed by both parties. It was mentioned that in most cases the written response and agreed actions may be sufficient to resolve complaints.

201. However, the process does not include the post actions evaluation in its "loops", which ensure the common agreement of both parties on the results of the grievance resolutions. This step is skipped out, and assuming that the complainants have agreed and satisfied with the results as they have signed the agreed responses.

202. Furthermore, the Grievance Mechanism does not show the regular filing and archiving procedure which provides a formal recording of the grievances and the resolutions as well as the results of the grievance resolutions. The mechanism closes the complaint log out as the actions are completed.

# 8.2.2 Community Appreciation on the Existing Grievance Mechanism of PT Supreme Energy

203. A field survey to the most affected people's appreciation on their appreciation to the Grievance Mechanism was conducted in parallel with the socio-economic profile survey.

204. Based on the Survey, it was indicated that only about 12% of the respondents aware on the existence of the Mechanism. Figure 21 shows the number of respondents by their awareness on the Grievance Mechanism.



## Figure 21: Awareness on the Grievance Mechanism

205. Out of this, about 87% of them are familiar with the procedure. Therefore, in total there was only about 10% of the total respondents who are aware on the existence of the Mechanism and familiar with the procedure (Table.17 refers).

## Table 17: Cross Tabulation between the Awareness of the Grievance Mechanism and<br/>knowledge on the Grievance Procedures

Awareness of the Grievance	Knowledge on the Grievance Procedures			
Mechanism	Familiar	Does not Familiar		
Does not aware on the Mechanism	2%	86%		
Aware of the Mechanism	10%	2%		

206. This condition is aroused due to the fact that the Mechanism has not been disseminated sufficiently. About 81.30% of respondents indicate that they do not aware on such disseminations.

## Table 18: Frequency of the Grievance Mechanism Dissemination

No	Dissemination on the Grievance Mechanism	Percentage
1	Not aware on the dissemination of the Mechanism	81,30%
2	2 - 3 times per annum	7,32%
3	> 3 times per annum	1,63%
4	Once a year	5,69%
5	Once a year but not properly scheduled	0,81%
6	Not answering	2,44%
7	Never known on the mechanism	0,81%
	Total	100,00%

207. For those who are aware on the Mechanism and familiar with the procedures, the survey indicates that accumulatively about 46% of the respondents think that the grievance process takes too long, another 21% sees the process is rather quick, while the rest do not give answer. Figure 22 refers.



208. Most of the grievances are logged in by individual or through the Village apparatus directly to the Company. Most of the respondents do not aware on the existence of "Forum Desa" who can represent them in dealing with other stakeholders. Only about 19% of the respondents aware on the existence of the "Forum Desa". Figure 23 refers.



Figure 23: Awareness on the Forum Desa

209. The respondents were split equally on their answer to the question about the difficulties on logging in the grievance to the Company. About 35.77% of the respondents say that they do not have any difficulties on logging in the grievances, while another 32.52% of them say the otherwise.

No	Difficulties on Logging in the Grievances	Persentase
1	Do not have any difficulties	35,77%
2	Having difficult	32.52%
3	Do not aware on the Mechanism	2,44%
4	Not answering	29,27%
	Total	100,00%

## Table 18: Difficulties on Logging in the Grievances

## 8.3 PT Supreme Energy's Grievance Mechanism Redevelopment

210. It has been identified that there are two main issues on the existing Grievance Mechanism of the SERD. Firstly, the existing grievance process requires the maintenance of a grievance log, unfortunately it is not regularly maintained at the site. SERD shall require strengthening its grievance process, through formal recording of the grievances.

211. Based on the existing grievance resolution procedure, the complaints are logged in and reviewed by the Grievance Resolution Committee for appropriate action plan. The written response on the grievance will be then given to the Complainant within 14 to 21 days to be agreed upon and signed by both parties. It was mentioned that in most cases the written response and agreed actions may be sufficient to resolve complaints.

212. However, the process does not include the post actions evaluation in its "loops", which ensure the common agreement of both parties on the results of the grievance resolutions. This step is skipped out, and assuming that the complainants have agreed and satisfied with the results as they have signed the agreed responses.

213. Furthermore, the Grievance Mechanism does not show the regular filing and archiving procedure which provides a formal recording of the grievances and the resolutions as well as the results of the grievance resolutions. The mechanism closes the complaint log out as the actions are completed.

214. The second issue was the insufficient dissemination of the grievance mechanism to the community.

215. The redevelopment of the grievance mechanism is aimed to answer to these two challenges through the improvement of the filling/ archiving and evaluation procedures and develop a regular dissemination mechanism.

## 8.3.1 Grievance Log Filing/ Archiving and Evaluation Procedure

216. In overall the Company's Grievance mechanism has been established and operated effectively in accommodating the grievance. However, these efforts have not been recorded properly to become a formal document to be presented to the either internal management or to the community.

217. The current procedure shows that the only document signed by the Company and the complainant is the complaints log and action form to confirm receipt of the Project response. While the document recording the results and the agreement on the results have not been provided as yet.

218. Therefore, one mechanism of recording the results that can be evaluated regularly is essential to be added.

219. The Figure 2 shows the redeveloped grievance mechanism of the Company. The Figure describes that one process of agreement on the results is added and then will be followed by filing and archiving process. All the results of the grievance resolutions and actions will be

confirmed to the Complainants and the agreement will be formally documented and archived as the minutes of the agreement. Otherwise, the process will be going back to the complaint review by the Grievance Resolution Committee.

220. This additional steps in the procedure will provide the Company with the formal binding document so that the Relations Team maintains the records and updates both to the management and the communities on how the grievances are addressed.



## Figure 24: Redeveloped Grievance Mechanism

**GRC** = Grievance Resolution Committee
#### **Resolution Step by Step**

- Step 1: Complaints may be expressed verbally or in writing to the Project field representative PT Supreme Energy in Muara Laboh, Rantau Dedap or Rajabasa. Complaints received by other Project personnel will be forwarded to the Project field representative.
- Step 2: Site Support Manager will be responsible for documenting verbal and written complaints. Complaints will be written onto a complaints log and action form (see attached). The complaints log and action form records (a) who reports the complaint; (b) the date the complaint was received and recorded; (c) the nature of the complaint; (d) information of proposed corrective action; (e) date of response (verbal and written) provided to the complainant; (f) corrective actions taken by whom and when, and (g) the date the complaint was closed out.
- Step 3: All complaints log and action forms will be forwarded to the management team. Appropriate actions to close out the complaint will be determined and written onto the form. Where necessary the Relation, Project, Security and/ or SHE team will investigate complaints from the community and an investigation report will be developed.
- **Step 4:** A written response for every grievance will be prepared within 14 days. The response will be delivered verbally before the written copy is provided to the complainant. The complainant will be asked to sign and date the complaints log and action form to confirm receipt of the Project response.
- **Step 5:** Management PT Supreme Energy recognizes that eventually timelines for possible actions will be determined by the nature of the grievance. If more time is required to implement appropriate actions, the Relations and/ or Security team will inform the complainant. Relation and/ or Security Team, however, will assume responsibility for ensuring all actions are implemented to close out the complaint.

In most cases the written response and agreed actions may be sufficient to resolve complaint, otherwise more actions will be taken. When it is resolved the process will be continued by confirming the results to the Complainants.

#### If unresolved,

**Step 6:** the complainant will be referred to the Grievance Resolution Committee. The Committee will comprise department of Relations, Security, and Site Support. Other sections or department i.e., SHE, Legal, Project, Subsurface, Drilling, Supply Chane Management, Contract, Accounting, HRD, etc will be included on a needs basis. The Grievance Resolution Committee aims to resolve complaints within 21 days. Again, depending on the nature of the complaint, a longer timeline may be agreed upon with the complainant. If an agreeable solution is reached, the complainant will be asked to sign on the log book, date, complaints and the agreements to confirm receipt of agreement with the Project response.

When it is resolved the process will be continued by confirming the results to the Complainants.

**Step 7:** Should all the steps above be insufficient in resolving the issue, the final resolution is found by legal counsel. The Indonesian law jurisdiction shall apply.

When it is resolved the process will be continued by confirming the results to the Complainants.

- **Step 8:** The confirmation on the results from the Complainants should be submitted within 7 (seven) days after the results confirmation log is given from the SERD, otherwise the complaint log will be closed. Should both parties are agreed on the results, both parties will sign and date the agreement form. Otherwise, the process will be given back to the Grievance Resolution Committee to be reviewed (step 3)
- **Step 9:** The agreement on the results will become the log closing and will be recorded and archived as a formal document for filing and evaluation purposes.

#### 8.3.2. Dissemination Program

221. It is noted that the Grievance Mechanism has not been disseminated sufficiently. Therefore, a regular dissemination program should be introduced to the system, as follows:

- 1. Revitalizing the role and function of the "Forum Desa" as the front liner on the dissemination process. The Forum would facilitate a regular gathering between the Company's representative and the community, among others to introduce and maintain the awareness on the Grievance Mechanism.
- 2. Regular update to the Head of the Village or "Kadus", as the arm of the Grievance Contact, in understanding the community knowledge on the Grievance Mechanism.
- 3. Distribute the printed materials (newsletter) on the Grievance Mechanism to the community.

# **ANNEX 1**

The Questioner

#### QUESIONER PROFILE OF AFFECTED HOUSEHOLD

No. Questioner	
Tanggal Wawancara	
Lokasi	1. Desa Segamit (Muaraenim)
	2. Desa Tunggul Bute (Lahat)
	3. Desa Karang Endah (Lahat)
	4. Desa Lawang Agung (Lahat)
	5. Desa Sukarame (Lahat)
	6. Desa Penjalang
Pewawancara	
Diperiksa Oleh	

Kuesioner ini adalah alat bantu pencarian data di lapangan. Kuesioner ini jangan diberikan kepada responden untuk diisi secara langsung oleh yang bersangkutan. Pewawancara harus mempertanyakan langsung kepada responden tanpa mengganggu proses wawancara.

Penting untuk menjadi perhatian bagi setiap pewawancara adalah senantiasa mencatat materimateri yang muncul ke permukaan walaupun tidak dipertanyakan oleh kuesioner ini.

Hal lain yang dapat mendukung proses penggalian data ini adalah dengan menambahkan data-data berupa foto.

#### A. Identitas Responden

Nama								
Alamat	Kabupate	n						
	Kecamata	Kecamatan						
	Desa							
	Dusun/Ka	mpung		RW			RT	
Usia:	ta	hun bulan	Je	nis Kelamin			ΠL	DP
Pendidikan:	□ Paket A/B/C	□ SD/setara		SMP/ setara	1	□ SMU/ s	etara	ロ PT/Univ.
		□ tidak tamat SD/setara		tidak tamat /IP/setara		□ tidak tai SMU/setai		
Pendidikan tambahan:	1 2 3	· · · · · · · · · · · · · · · · · · ·						

Status Perkawinan	D Be	elum kawii	ſ	□ Kav	vin	Dı	uda/jano	da	Jumlah Anggota Keluarga	a	
Status Kependudukan		enduduk A Imatan	\sli		□ Pe keca lain		atang tan		endatang dari upaten/kota	□Pend dari pro	atang winsi lain
Jumlah anggota keluarga yang sa bekerja	at ini		kelu		nggota ang saa olah				Jumlah anggota ke penyandang cacat		

#### DATA KELUARGA

No	Nama suami/istri atau anak	Status dalam Keluarga	Usia	Pendidikan
1				
2				
3				
4				
5				
6				
7				
8				

#### B. Profil Ekonomi

- 1. Apa pekerjaan Bapak/Ibu/Sdr saat ini?
  - a. petani pemilik
  - b. petani penggarap
  - c. buruh tani
  - d. PNS
  - e. Pegawai swasta
  - f. Pedagang
  - g. Ibu Rumahtangga
  - h. Asisten Rumahtangga (pembantu rumahtangga)
  - i. Lainya,....
- 2. Sudah berapa lama Bapak/Ibu/Sdr bekerja pada pekerjaan sekarang ini?
  - a. < 1 tahun
  - b. 1 5 tahun
  - c. 5 10 tahun
  - d. > 10 tahun

- 3. Berapa penghasilan Bapak/Ibu/Sdr dari pekerjaan tersebut setiap bulan?
  - a. < Rp 500.000
  - b. Rp 500.000 Rp 1.500.000
  - c. Rp 1.500.001 Rp 2.500.000
  - d. Rp 2.500.000 Rp 3.500.000
  - e. > Rp 3.500.000
- 4. Selain dari pekerjaan yang sekarang, apakah Bapak/Ibu/Sdr mempunyai pekerjaan lain (sampingan)?
  - a. Ya, sebutkan.....
  - b. Tidak
- 5. Jika ya, berapa rata-rata penghasilan Bapak/Ibu/Sdr dari pekerjaan sampingan tersebut setiap bulan?
  - a. < Rp 500.000
  - b. Rp 500.000 Rp 1.500.000
  - c. Rp 1.500.001 Rp 2.500.000
  - d. Rp 2.500.000 Rp 3.500.000
  - e. > Rp 3.500.000
- 6. Berapa rata-rata penghasilan pasangan Bapak/Ibu/Sdr atau anggota keluarga lain yang tinggal di rumah yang sama setiap bulan?

NO	STATUS (Suami/Istri/anak/)	PENGHASILAN PER BULAN (dalam Rupiah)	PENGHASILAN SAMPINGAN PER BULAN (dalam Rupiah)
1			
2			
3			
4			
5			

- 7. Berapa rata-rata pengeluaran rumah tangga Bapak/Ibu/Sdr setiap bulan?
  - a. < Rp 500.000
  - b. Rp 500.000 Rp 1.500.000
  - c. Rp 1.500.001 Rp 2.500.000
  - d. Rp 2.500.000 Rp 3.500.000
  - e. > Rp 3.500.000
- 8. Dengan rata-rata pengeluaran rumah tangga Bapak/Ibu/Sdr setiap bulan tersebut, apakah masih bisa menyimpan uang/menabung setiap bulannya?
  - a. Ya
  - b. Tidak

- 9. Jika ya, berapa rata-rata Bapak/Ibu/Sdr bisa menabung/menyimpan uang dalam sebulan?
  - a. ≤ Rp 100.000
  - b. Rp 100.001 Rp 200.000
  - c. Rp 200.001 Rp 300.000
  - d. Rp 300.001 Rp 400.000
  - e. > Rp 400.000
- 10. Apakah selama ini Bapak/Ibu/Sdr memiliki pinjaman uang?
  - a. Ya
  - b. Tidak
- 11. Bagaimana cara bapak/ibu/sdr melunasi pinjaman uang?
  - a. Dengan angsuran per hari
  - b. Dengan angsuran per minggu
  - c. Dengan angsuran per bulan
  - d. Dengan termin pembayaran
  - e. Dibayar/dikembalikan kalau sudah ada uangnya
  - f. Tidak perlu dibayar/dikembalikan
  - g. lain-lain:

12. Kepada siapa Bapak/Ibu/Sdr meminjam uang? (boleh memilih lebih dari satu)

a.	Orang tua	h.	Rentenir	
b.	Mertua	i.	Tengkulak	
c.	Kakak	j.	Pegadaian	
d.	Adik	k.	Koperasi	
e.	Saudara lainnya	I.	Bank	
f.	Tetangga	m.	Lainnya :	
g.	Majikan			

- 13. Dipergunakan untuk apa uang hasil pinjaman/kredit tersebut? (jawaban bisa lebih dari satu)
  - a. biaya makan sehari-hari
  - b. biava sekolah anak
  - c. pembelian kendaraan bermotor
  - d. biaya pembelian tanah
  - e. biaya pembelian rumah tinggal
- f. biaya pembayaran sewa rumah
- g. biaya berobat
- h. biaya modal usaha
- i. lainnya .....(sebutkan)
- 14. Bagaimana status tanah tempat rumah tinggal yang Bapak/Ibu/Sdr huni?

- a. tanah warisan
- b. tanah sewa
- c. tanah milik sendiri
- d. tanah pinjaman dari orang tua
- e. Tanah Pemberian orangtua
- f. Tanah milik orangtua/mertua
- 15. Berapa luas tanah tempat tinggal (rumah dan pekarangan) Bapak/Ibu/Sdr? e. 1,26 – 1,50 ha
  - a. < 0.5 ha b. 0.5 – 0.75 ha
    - f. > 1.50 ha
  - c. 0,76 1 ha
  - d. 1.01 1.25 ha

- 16. Apakah ada bagian tanah Bapak/Ibu/Sdr yang digunakan oleh proyek SERD?
  - a. Ya
  - b. Tidak ada
- 17. Jika ada, berapa luas tanah Bapak/Ibu/Sdr yang terpakai oleh proyek SERD?
  - a. < 0,5 ha
  - b. 0,5 0,75 ha
  - c. 0,76 1 ha
  - d. 1,01 1,25 ha
  - e. 1,26 1,50 ha
  - f. > 1,50 ha
- 18. Apakah penggantian atas bagian tanah Bapak/Ibu/Sdr yang didapat dari SERD sudah sesuai dengan harga pasar setempat?
  - a. sudah sesuai, bahkan masih di atas harga pasar
  - b. sudah sesuai dan sesuai dengan standar pasar lokal
  - c. di bawah standar, tetapi sudah memenuhi harapan
  - d. di bawah standar, tetapi terpaksa diterima
- 19. Berapakah uang penggantian yang Bapak/Ibu/Sdr dapatkan?
  - a. < Rp . 5.000.000,-
  - b. Rp. 5.000.000,- hingga Rp. 10.000.000,-
  - c. Rp. 10.000.000,- hingga Rp. 20.000.000,-
  - d. Rp. 20.000.000,- hingga Rp. 50.000.000,-
  - e. > Rp. 50.000.000,-
- 20. Uang penggantian atas bagian tanah tersebut dipergunakan untuk apa? (*jawaban bisa lebih dari satu*)
  - a. untuk biaya sekolah anak-anak
  - b. untuk membeli tanah di lokasi lain sebagai pengganti bagian tanah yang digunakan SERD
  - c. Untuk membeli rumah lain di tempat lain
  - d. Untuk membeli kendaraan roda dua dan/atau kendaraan roda empat
  - e. Untuk keperluan konsumsi rumah tangga sehari-hari
  - f. Untuk keperluan lain.....
- 21. Apakah sebagian uang hasil penggantian tersebut ada yang ditabungkan?
  - a. Ya ada, sebutkan berapa.....
  - b. Tidak ada
- 22. Jika tidak, mengapa tidak menabung?

.....

- 23. Bagaimana status rumah tinggal Bapak/Ibu/Sdr saat ini?
  - a. rumah pribadi
  - b. rumah orang tua
  - c. rumah saudara
  - d. rumah orang lain
  - e. rumah mertua
  - f. lainnya, .....

- 24. Berapa luas bangunan rumah Bapak/Ibu/Sdr?
  - a.  $< 36 \text{ m}^2$
  - b.  $36 45 \text{ m}^2$
  - c.  $46 70 \text{ m}^2$
  - d.  $> 70 \text{ m}^2$
- 25. Sejak kapan Bapak/Ibu/Sdr bertempat tinggal di rumah yang sekarang ditinggali?
  - a. < 1 tahun
  - b. 1 4 tahun
  - c. 4,1 7 tahun
  - d. 7,1 10 tahun
  - e. > 10 tahun

#### 26. Bagaimana kondisi rumah Bapak/Ibu/Sdr huni?

- a. rumah tunggal
- b. rumah deret/kopel
- c. rumah susun

#### 27. Bahan material atap rumah Bapak/Ibu/Sdr terbuat dari apa?

- a. seng
- b. genteng
- c. daun
- d. sirap
- e. lainnya: .....

28. Bahan material dinding rumah Bapak/Ibu/Sdr terbuat dari apa?

- a. Bilik
- b. Triplek
- c. Papan
- d. Seng
- e. Kayu
- f. Batu bata/bata merah
- g. Batako
- h. Asbes
- i. lainnya ..... (sebutkan)
- 29. Bila memiliki lahan pertanian, berapa luas lahan pertanian yang dimiliki Bapak/Ibu/Sdr sekarang?
  - a. < 0,5 ha
  - b. 0,5 1 ha
  - c. 1,1 1,5 ha
  - d. 1,6 2 ha
  - e. > 2 ha
  - f. tidak memiliki lahan pertanian

- 30. Berapa luas lahan pertanian yang dikuasai Bapak/Ibu/Sdr sekarang?
  - g. < 0,5 ha
  - h. 0,5 1 ha
  - i. 1,1 1,5 ha
  - j. 1,6 2 ha
  - k. > 2 ha
  - I. tidak memiliki lahan pertanian
- 31. Bagaimana cara Bapak/Ibu/Sdr berangkat ke tempat kerja?
  - a. tidak mengeluarkan ongkos
  - b. berjalan kaki
  - c. menggunakan sepeda
  - d. menggunakan motor
  - e. menggunakan mobil
  - f. tidak bekerja
- 32. Berapa lama jarak yang harus ditempuh untuk mencapai tempat kerja?
  - a. < 15 menit
  - b. 15 menit 30 menit
  - c. 30 menit 1 jam
  - d. 1 2 jam
  - e. 2 3 jam
  - f. Tergantung panggilan kerja
  - g. Bekerja di rumah
- 33. Berapa lama jarak yang harus ditempuh pasangan Bapak/Ibu/Sdr untuk mencapai tempat kerja?
  - a. < 15 menit
  - b. 15 menit 30 menit
  - c. 30 menit 1 jam
  - d. 1 2 jam
  - e. 2 3 jam
  - f. Tergantung panggilan kerja
  - g. Bekerja di rumah
- 34. Berapa biaya ongkos transportasi untuk mencapai ke dan kembali dari tempat kerja?
  - a. < Rp 5.000
  - b. Rp 5.001 Rp 10.000
  - c. Rp 10.001 Rp 15.000
  - d. > Rp 15.000
  - e. tidak mengeluarkan uang
  - f. tidak bekerja
- 35. Berapa biaya ongkos transportasi pasangan Bapak/Ibu/Sdr untuk mencapai ke dan kembali dari tempat kerja?
  - a. < Rp 5.000
  - b. Rp 5.001 Rp 10.000
  - c. Rp 10.001 Rp 15.000
  - d. > Rp 15.000
  - e. tidak mengeluarkan uang
  - f. tidak bekerja

- 36. Berapa lama waktu kerja Bapak/Ibu/Sdr di tempat kerja?
  - a. < 2,5 jam
  - b. 2,6 8 jam
  - c. 8 12 jam
  - d. tidak menentu
  - e. tidak bekerja

37. Berapa lama waktu kerja pasangan Bapak/Ibu/Sdr di tempat kerja?

- a. < 2,5 jam
- b. 2,6 8 jam
- c. 8 12 jam
- d. tidak menentu
- e. tidak bekerja

38. Berapa biaya yang diperlukan untuk sekolah anak-anak setiap hari?

- a. < Rp 5.000
- b. Rp 5001 Rp 10.000
- c. Rp 10.001 Rp 15.000
- d. > Rp 15.000
- e. tidak mengeluarkan biaya
- 39. Berapa biaya yang disisihkan untuk keperluan makan sehari seluruh keluarga?
  - a. < Rp. 5.000,00
  - b. Rp 5.000,00 Rp 10.000,00
  - c. > Rp. 10.000,00
  - d. Tidak menyisihkan biaya

#### C. Profil Sosial

- 35. Kegiatan sosial apa yang diikuti Bapak/Ibu/Sdr di lingkungan tempat tinggal? (*jawaban bisa lebih dari satu*)
  - a. arisan
  - b. pengajian
  - c. Forum Desa (SERD)
  - d. Lembaga Kemasyarakatan Desa
  - e. Lembaga Pemberdayaan Desa
  - f. Kepala Dusun/RT/RW
  - g. Pembina Karang Taruna
  - h. Lembaga Swadaya Masyarakat
  - i. Tidak mengikuti kegiatan sosial
  - j. Tidak ada kegiatan sosial
  - k. Lainnya, .....

- 36. Berapa banyak suku bangsa yang berdiam di lingkungan tempat tinggal Bapak/Ibu/Sdr?
  - a. hanya 1 suku bangsa, yaitu suku bangsa .....
  - b. terdapat 2 suku bangsa, yaitu, suku bangsa ..... bangsa ..... dan suku bangsa .....
  - c. > 3 suku bangsa, yaitu ....., dan suku bangsa .....
  - d. sudah tidak ada lagierbedaan suku bangsa
- 37. Suku bangsa apa yang paling banyak di tempat tinggal Bapak/Ibu/Sdr?

.....

- 38. Pernahkah terjadi pertentangan/konflik antar etnik/sukubangsa?
  - a. ya, sering sekali setiap tahun
  - b. ya, hanya pada waktu-waktu tertentu lebih dari sekali dalam setahun
  - c. ya, tapi jarang
  - d. tidak pernah terjadi pertentangan/konflik antar suku bangsa
- 39. Apakah ada perlakuan berbeda bagi kaum laki-laki dan bagi kaum perempuan? a. ada
  - b. tidak ada
- 40. Apakah ada hak keistimewaan yang diberikan kepada perempuan termasuk kaum ibu?
  - a. Ada hak keistimewaan dalam kegiatan pemilihan kepala desa atau kegiatan politik lokal lainnya
  - b. Ada hak keistimewaan dalam musyawarah desa
  - c. tidak ada hak keistimewaan khusus, semua sama
  - d. ibu-ibu tidak pernah/jarang disertakan dalam kegiatan pengambilan keputusan dalam rapat-rapat desun/desa
- 41. Sepengetahuan Bapak/Ibu/Sdr, pernahkah desa ini menerima bantuan program pemerintah?
  - a. sering menerima bantuan program/proyek dari pemerintah
  - b. jarang meneriman bantuan program/proyek dari pemerintah
  - c. tidak pernah meneriman bantuan program/proyek dari pemerintah
  - d. tidak pernah mengetahui meneriman bantuan program/proyek dari pemerintah
  - e. bantuan program/proyek hanya datang dari pihak swasta non pemerintah
  - f. lainnya : ....
- 42. Jika menjawab sering menerima bantuan program/proyek pemerintah, seberapa sering? a. 1 program/proyek setiap tahun
  - b. 2 3 program/proyek setiap tahun
  - c. > 3 program/proyek setiap tahun
  - d. lainnya : ....
- 43. Program/proyek apa yang pernah ada dalam 3 tahun terakhir ini?

.....

- 44. Apakah program/proyek tersebut melibatkan warga desa?
  - a. Ya
  - b. Tidak
- 45. Jika menjawab jarang menerima bantuan program/proyek pemerintah, seberapa jarang?
  - a. 1 program/proyek selama 3 tahun terakhir (sejak tahun 2011)
  - b. 1 program/proyek selama 5 tahun terakhir (sejak tahun 2009)
  - c. dulu pernah ada program/proyek dalam 10 tahun terakhir (sejak tahun 2004)

#### D. Forum Desa (SERD)

- 46. Apakah selama ini Bapak/Ibu/Sdr mengetahui adanya Forum Desa (SERD)?
  - a. Ya
  - b. Tidak
- 47. Jika ya, apakah selama ini Bapak/Ibu/Sdr turut aktif di Forum Desa?
  - a. Ya, lebih dari 3 kali
  - b. Ya, antara 2 3 kali
  - c. Ya, hanya sekali
  - d. Tidak pernah turut aktif
- 48. Apakah selama ini Bapak/Ibu/Sdr merasa puas dengan aktivitas Forum Desa?
  - a. Ya
  - b. Tidak
- 49. Jika tidak, mengapa?

.....

- 50. Apakah selama ini Bapak/Ibu/Sdr mengetahui adanya kegiatan proyek eksplorasi panas bumi geothermal oleh SERD?
  - a. Ya
  - b. Tidak
- 51. Apakah selama ini Bapak/Ibu/Sdr merasa terganggu dengan kegiatan proyek eksplorasi panas bumi oleh SERD?
  - a. Ya
  - b. Tidak
- 52. Jika ya, mengapa merasa terganggu? Sebutkan!

.....

- 53. Apakah selama ini Bapak/Ibu/Sdr merasakan manfaat dari kegiatan eksplorasi panas bumi/geothermal oleh SERD?
  - a. Ya
  - b. Tidak

54. Jika ya, apa manfaat yang Bapak/Ibu/Sdr rasakan dari kegiatan eksplorasi panas bumi tersebut?

.....

#### E. Mekanisme Pengaduan Kepada SERD

- 55. Apakah selama ini Bapak/Ibu/Sdr mengetahui tentang bagaimana mekanisme melakukan pengaduan/keluhan kepada SERD jika terjadi masalah?
  - a. Ya
  - b. Tidak
- 56. Apakah warga di sini pernah diberikan sosialisasi/pemberitahuan tentang cara menyampaikan pengaduan/keluhan kepada SERD?
  - a. Ya, lebih dari 3 kali dalam setahun
  - b. Ya, antara 2 3 kali dalam setahun
  - c. Ya, hanya sekali dalam setahun
  - d. Tidak pernah
- 57. Apakah Bapak/Ibu/Sdr mengetahui prosedur pengaduan/keluhan kepada SERD?
  - a. Ya
  - b. Tidak
- 58. Apakah menurut Bapak/Ibu/Sdr mekanisme pengaduan/keluhan tersebut mempengaruhi hubungan antara SERD dengan masyarakat?
  - a. Ya, berpengaruh positif (terjalin hubungan kerjasama antara SERD dan masyarakat)
  - b. Sedikit berpengaruh positif
  - c. Tidak berpengaruh
  - d. Berpengaruh negatif (terjadi kesenjangan antara SERD dan masyarakat?
- 59. Jika berpengaruh negatif, mengapa? Sebutkan!

.....

- 60. Apakah mekanisme pengaduan/keluhan masyarakat terhadap SERD ini terlalu berbelitbelit?
  - a. Ya
  - b. Tidak
- 61. Apakah Forum Desa terlibat dalam mekanisme pengaduan/keluhan kepada SERD?
  - a. Ya
  - b. Tidak
- 62. Jika tidak, mengapa?

······

- 63. Selama ini, bagaimana masyarakat mengalami kesulitan dalam melakukan pengaduan/keluhan kepada SERD?
  - a. Ya
  - b. Tidak
- 64. Selama ini, bagaimana SERD menanggapi pengaduan/keluhan dari masyarakat?
  - a. langsung ditanggapi
  - b. langsung diselesaikan
  - c. membutuhkan waktu lama
  - d. tidak pernah ada penyelesaian
- 65. Selama ini, bagaimana proses pengaduan/keluhan terhadap SERD?
  - a. sangat cepat
  - b. cukup cepat
  - c. cukup lama
  - d. sangat lama

#### DRAFT SKILL NEEDS ASSESSMENT OF AFFECTED HOUSEHOLDS

Kami ingin mendapatkan pemahaman yang lebih jauh berkaitan dengan kebutuhan peningkatan kemampuan dan keterampilan setiap rumahtangga yang terdampak.

1.	Pada area apa Bapak/Ibu/S kewirausahaan perbengkelan motor perbengkelan mobil perbengkelan kendaraan tata boga tata rias tata busana		k ditingkatkan k pengolahar teknologi a peternakan budi daya p budi daya i lainnya :	n kopi Iternatif pe kambing/s pertanian kan	ngolahan ko sapi	
2.	Metode pelatihan apa yang ceramah materi belajar dari contoh prakte pemaparan dan ujian kombinasi semua model	ek terbaik	/lbu/Sdr paling □ diskusi dan □ kunjungan □ OJT (pelati □ Lainnya:	i pemecaha lapangan han sambi	l bekerja)	
3.	Dalam satu hari berapa jam satu jam dua – tiga jam setengah hari pagi setengah hari siang	n yang dapat dise	diakan untuk pe seharian malam hari dari pagi hi Lainnya:	lepas mag ngga mala	m	
4.	□ 10.00 pagi	ng dianggap wakt □ 13.00 siang □ 15.00 sore □ 15.00 – 17.00		n untuk pe □ pagi □ siang □ sore	elatihan:	
5.	Pada hari apa yang diangg Senin Selasa Rabu Kamis	ap sebagai hari y	ang tepat untuk □ Jumat □ Sabtu □ Minggu	t mengikuti	i pelatihan:	
6.	Apa yang paling dapat men Tema pelatihan Lokasi pelatihan Fasilitator pelatihan Lama/durasi pelatihan	npengaruhi Bapa	k/lbu/Sdr untuk □ Keberlanjut □ Biaya pelat □ Tujuan pela □ Lainnya:	tan pelatiha ihan atihan	an	
7.	Berapa pentingnya pelatiha		angat		Tidak unt	<b>-</b> ,
		Sector	annat	I III III III III III III III III III		LICIAK

	Sangat penting	Penting	Tidak yakin	Tidak unt sekarang	Tidak penting
Prosedur Pengaduan					
kewirausahaan					
perbengkelan motor					
perbengkelan mobil					

perbengkelan kendaraan alat berat			
tata boga			
tata rias			
tata busana			
pengolahan kopi			
teknologi alternatif pengolahan kopi			
peternakan kambing/sapi			
budi daya pertanian			
🛛 budi daya ikan			

#### 8. Fasilitator yang seperti apa yang anda harapkan:

	Sangat penting	Penting	Tidak yakin	Tidak sekara ng	Tidak penting
memiliki pengalaman sesuai materi					
□ serius					
berpengetahuan luas					
banyak memberikan contoh kasus					
serius tapi santai					
sering bercanda & cair dengan peserta					
menguasai teknologi presentasi					
memiliki referensi yang komplit					
memiliki gelar tinggi					
memiliki koneksi dengan pemerintah					
selalu sistematis					
bahasa yang digunakan bahasa sederhana/umum					
bahasa yang digunakan bahasa ilmiah/bahasa buku					

- 9. Apakah Bapak/Ibu/Sdr pernah mengikuti pelatihan ?
  - a. Ya
  - b. Tidak

#### 10. Pelatihan apakah yang pernah Bapak/Ibu/Sdr ikuti?

- □ kewirausahaan
- perbengkelan motor
- D perbengkelan mobil
- perbengkelan kendaraan alat berat
- tata boga
- □ tata rias
- □tata busana

- pengolahan kopi
  teknologi alternatif pengolahan kopi
  peternakan kambing/sapi
- 🗆 budi daya pertanian
- □ budi daya ikan
- 🗆 lainnya : .....
- 11. Berapa lama pelatihan tersebut Bapak/Ibu/Sdr jalani?
  - 🗆 satu hari
  - □ lebih dari satu hari
  - □ satu minggu
  - Iebih dari satu minggu

- satu bulanlebih dari satu bulan
- □ satu tahun
- lebih dari satu tahun

- 12. Apakah hasil yang Bapak/Ibu/Sdr peroleh dari pelatihan tersebut ?
  - □ menambah pengetahuan
  - menambah keterampilan

nenambah kemampuan

□ tidak mendapat manfaat

# **ANNEX 2**

List of Actual Respondents

#### LIST OF ACTUAL RESPONDENTS

Questioner Number	Day/ Date	Name of Respondents	Respondent's Status (Registered/ Substitutes/ Additional)	Villages						
DESA (VILLAGE) SEGAMIT										
2	Selasa, 28-10-2014	Maftuhul Fuad	registered	Segamit						
11	Sabtu, 25-10-2014	Agustan	registered	Segamit						
18	Minggu, 26-10-2014	Silahudin	registered	Aremantai						
19	Sabtu, 25-10-2014	Kartubi	registered	Segamit						
20	Jumat, 24-10-2014	Daulan Syehwani	registered	Segamit						
22	Minggu, 26-10-2014	Mukrad	registered	Aremantai						
25	Senin, 27-10-2014	Mardan	registered	Siring Agung						
27	Sabtu, 25-10-2014	Hadi	registered	Segamit						
28	Minggu, 26-10-2014	Hasan	registered	Segamit						
37	Sabtu, 25-10-2014	Jamidi	registered	Segamit						
38	Senin, 27-10-2014	Tahsil	registered	Segamit						
39	Jumat, 24-10-2014	Zaidan Hasbi	registered	Segamit						
41	Senin, 27-10-2014	Alikan	registered	Segamit						
44	Sabtu, 25-10-2014	Amim	registered	Segamit						
49	Senin, 27-10-2014	Panani	registered	Aremantai						
50	Senin, 27-10-2014	Alwani	registered	Aremantai						
53	Senin, 27-10-2014	Saparudin	registered	Pajar Bulan						
55	Senin, 27-10-2014	Paslun	registered	Aremantai						
57	Minggu, 26-10-2014	Jaswan	registered	Aremantai						
59	Sabtu, 25-10-2014	Zainal Arifin	registered	Segamit						
68	Minggu, 26-10-2014	Muhammad	registered	Aremantai						
106	Senin, 27-10-2014	Firdaus	registered	Segamit						
13	Sabtu, 25-10-2014	Tengku Apifudin (Sapawi)	Substitute	Segamit						
14	Sabtu, 25-10-2014	Ali Candra (Misran)	Substitute	Segamit						
21	Jumat, 24-10-2014	Sukran (Jajar)	Substitute	Aremantai						
36	Senin, 27-10-2014	Nunya (Samaad)	Substitute	Segamit						
47	Jumat, 24-10-2014	Mursidah (Kurnain)	Substitute	Segamit						
56	Senin, 27-10-2014	Sadikin (Tahmim)	Substitute	Aremantai						
58	Minggu, 26-10-2014	Watoni (Hakim)	Substitute	Aremantai						
109	Sabtu, 25-10-2014	Mursiah (Luthun)	Substitute	Segamit						
1SG	Selasa, 28-10-2014	Sakinah (Ali Sadikin)	Substitute	Aremantai						
2SG	Selasa, 28-10-2014	Ciknani	Substitute	Aremantai						
3SG	Senin, 27-10-2014	Rahmat	Substitute	Segamit						

4SG	Rabu, 29-10-2014	Imyari	Substitute	Aremantai
5SG	Selasa, 28-10-2014	Kurnia (Sehnan)	Substitute	Segamit
6SG	Minggu, 26-10-2014	Ripkan	Substitute	Segamit
7SG	Senin, 27-10-2014	Muzid Tahidin	Substitute	Aremantai
10SG	Selasa, 28-10-2014	Irawan Samudra (Darmudin)	Additional	Segamit
11SG	Selasa, 28-10-2014	Aulia	Additional	Pajar Bulan
12SG	Selasa, 28-10-2014	Umsila	Additional	Aremantai
13SG	Rabu, 29-10-2014	Buthani	Additional	Aremantai
8SG	Senin, 27-10-2014	Subhan	Additional	Aremantai
9SG	Selasa, 28-10-2014	Hon	Additional	Segamit

Questioner Number	Day/ Date	Name of Respondents Respondents Additional)		Villages
	DI	USUN RANTAU DEDAP		
1	Jumat, 24-10-2014	Nizamudin	registered	Dusun Rantau Dedap
3	Jumat, 24-10-2014	Said Armi	registered	Dusun Rantau Dedap
5	Senin, 27-10-2014	Khalilullah	registered	Dusun Rantau Dedap
6	Jumat, 24-10-2014	Muhammad Bin Ibrahim	registered	Dusun Rantau Dedap
7	Jumat, 24-10-2014	Akram	registered	Dusun Rantau Dedap
8	Sabtu, 25-10-2014	Holwani	registered	Dusun Rantau Dedap
9	Minggu, 26-10-2014	Markun	registered	Dusun Rantau Dedap
10	Sabtu, 25-10-2014	Kurnawan	registered	Dusun Rantau Dedap
12	Jumat, 24-10-2014	Abil Kasim	registered	Dusun Rantau Dedap
14	Minggu, 26-10-2014	Jamatul (Misran)	registered	Dusun Rantau Dedap
15	Sabtu, 25-10-2014	Hasan Ibnani	registered	Dusun Rantau Dedap
16	Senin, 27-10-2014	Siham	registered	Dusun Rantau Dedap
29	Jumat, 24-10-2014	Tarmizi	registered	Dusun Rantau Dedap
30	Jumat, 24-10-2014	Zamri	registered	Dusun Rantau Dedap
31	Senin, 27-10-2014	M Amiril	registered	Dusun Rantau Dedap
33	Sabtu, 25-10-2014	Syarifudin	registered	Dusun Rantau Dedap
43	Sabtu, 25-10-2014	Munib	registered	Dusun Rantau

				Dedap
45	Minggu, 26-10-2014	Zamhur	registered	Dusun Rantau Dedap
48	Minggu, 26-10-2014	Syahrinudin	registered	Dusun Rantau Dedap
51	Senin, 27-10-2014	Nasrun	registered	Dusun Rantau Dedap
53	Minggu, 26-10-2014	Saparudin	registered	Dusun Rantau Dedap
54	Sabtu, 25-10-2014	Riduan	registered	Dusun Rantau Dedap
62	Senin, 27-10-2014	Rasidi	registered	Dusun Rantau Dedap
63	Jumat, 24-10-2014	Azhar C	registered	Dusun Rantau Dedap
65	Sabtu, 25-10-2014	Nelson	registered	Dusun Rantau Dedap
108	Sabtu, 25-10-2014	Irnau	registered	Dusun Rantau Dedap
60	Selasa, 28-10-2014	Sohirin (Tantawi)	Substitute	Dusun Rantau Dedap
61	Sabtu, 25-10-2014	Cik Denah (Makarim)	Substitute	Dusun Rantau Dedap
10 RD	Selasa, 28-10-2014	Bunet (Pengganti)	Substitute	Dusun Rantau Dedap
2 RD	Senin, 27-10-2014	Supriyanto	Substitute	Dusun Rantau Dedap
4 RD	Senin, 27-10-2014	Sehran	Substitute	Dusun Rantau Dedap
5 RD	Senin, 27-10-2014	Sadli Hasan	Substitute	Dusun Rantau Dedap
6 RD	Senin, 27-10-2014	Alwi	Substitute	Dusun Rantau Dedap
8 RD	Selasa, 28-10-2014	Jasurah	Substitute	Dusun Rantau Dedap
9 RD	Selasa, 28-10-2014	Martini/Sadri (Pengganti)	Substitute	Dusun Rantau Dedap
1 RD	Minggu, 26-10-2014	Kisman	Additional	Dusun Rantau Dedap
3 RD	Minggu, 26-10-2014	Jamatul Dadang	Additional	Dusun Rantau Dedap

Questioner Number	Day/ Date	Name of Respondents	Respondent's Status (Registered/ Substitutes/ Additional)	Villages	
	DESA TUNGGUL BUTE				
35	Minggu, 26-10-2014	Januar	registered	Tunggul Bute	
46	Minggu, 26-10-2014	Hulman	registered	Tunggul Bute	
51	Senin, 27-10-2014	Nasrun	registered	Rantau Dedap dan Aremantai	

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79	Minggu, 26-10-2014	Lasman	registered	Tunggul Bute
83	Jumat, 24-10-2014	Syahril M. Nuh	registered	Tunggul Bute
84	Jumat, 24-10-2014	Astan	registered	Tunggul Bute dan Lahat
86	Minggu, 26-10-2014	Sarhandi	registered	Tunggul Bute
87	Jumat, 24-10-2014	Sunnah	registered	Tunggul Bute
88	Jumat, 24-10-2014	Wiliadi	registered	Tunggul Bute
89	Sabtu, 25-10-2014	Jusri	registered	Tunggul Bute
90	Sabtu, 25-10-2014	Pahran	registered	Tunggul Bute
91	Sabtu, 25-10-2014	Midi	registered	Tunggul Bute
92	Jumat, 24-10-2014	Soleh (Ramidi)	registered	Tunggul Bute
93	Sabtu, 25-10-2014	Asrin	registered	Tunggul Bute
94	Jumat, 24-10-2014	Kamis	registered	Tunggul Bute
96	Sabtu, 25-10-2014	Candra	registered	Tunggul Bute
97	Jumat, 24-10-2014	Putra (H. Tira Suddin)	registered	Tunggul Bute
98	Minggu, 26-10-2014	Jon Kanedi	registered	Tunggul Bute
99	Sabtu, 25-10-2014	Haryani (Irfani)	registered	Tunggul Bute
100	Jumat, 24-10-2014	Kaluri	registered	Tunggul Bute
101	Sabtu, 25-10-2014	Wandin	registered	Tunggul Bute
102	Sabtu, 25-10-2014	Habibi	registered	Tunggul Bute
103	Minggu, 26-10-2014	Hamzah	registered	Tunggul Bute
104	Sabtu, 25-10-2014	Nazarudin	registered	Tunggul Bute
105	Minggu, 26-10-2014	Juli Pahlepi/Ipi	registered	Tunggul Bute
67	Senin, 27-10-2014	Syarif	Substitute	Tunggul Bute dan Lahat
2TB	Minggu, 26-10-2014	Nastaim	Substitute	Tunggul Bute
1TB	Minggu, 26-10-2014	Sinwani	Additional	Tunggul Bute

Questioner Number	Day/ Date	Name of Respondents	Respondent's Status (Registered/ Substitutes/ Additional)	Villages
		DESA KARANG ENDAH	4	
24	Sabtu, 25-10-2014	Kasrudin	registered	Lawang Agung
70	Minggu, 26-10-2014	Tulham	registered	Sukarame
71	Rabu, 29-10-2014	Tisro	registered	Sukarame
72	Sabtu, 25-10-2014	Amron	registered	Sukarame
73	Minggu, 26-10-2014	Anuar	registered	Lawang Agung
74	Minggu, 26-10-2014	Basin	registered	Kota Agung (Karang Endah)
75	Minggu, 26-10-2014	Ahmad Firmansyah	registered	Kota Agung (Karang Endah)

82	Sabtu, 25-10-2014	Romli	registered	Kota Agung (Karang Endah)
78	Jumat, 24-10-2014	Senaiyati (Rahman)	Substitute	Karang Endah
80	Sabtu, 25-10-2014	Hartini (Juarsa)	Substitute	Pagaruyung (Karang Endah)
81	Sabtu, 25-10-2014	Maisalah (A. Zainul)	Substitute	Tanjung Laut (Karang endah)
1KR	Selasa, 28-10-2014	Kimson	Substitute	Karang Endah
2KR	Jumat, 24-10-2014	Laskar	Substitute	Karang Endah
3KR	Rabu, 29-10-2014	Dadang Mulyana	Additional	Karang Endah

# Land Acquisition and Livelihood (LAL) Impact Monitoring Report (format)

Report to be prepared at the latest six months after Financial Close (due within 1 year after Financial Close).

# **Outline of Report (Indicative)**

- 1. Introduction (project background and intent of this plan/report)
- 2. Review of any previous monitoring reports on LAL impacts on those households affected by
- 3. land acquisition
- 4. Review of socio-economic baseline and household asset census survey data
- 5. Review of ongoing consultation process (as per SEP) with compensated households and their representatives
- 6. Review of effectiveness of Grievance Mechanism
- 7. Consultation with land acquisition affected households, officials and community leaders to understand current conditions
- 8. Verification of affected households livelihoods' improvements per project level
- 9. Verification for improved opportunities for affected households to derive direct or indirect benefits
- 10. Conclusion and Recommendations, such as assessment of need to develop a Livelihood Restoration Plan (LRP) in case affected household livelihoods have been deteriorating
- 11. Livelihood Restoration Plan (LRP), if any.
- 12. Outlines compensation to affected households and other assistance to maintain and enhance their livelihoods
- 13. Establishes entitlements of affected households and ensures that these are provided in a transparent, consistent, and equitable manner



# SAFETY HEALTH & ENVIRONMENT WORK RULES

PROCEDURE

CORPORATE

#### CULTURAL HERITAGE AND ARCHAEOLOGICAL CHANCE FINDS PROCEDURE

SE-MSHE-PRO-GUI-0028 Revision: A

#### APPROVAL

	POSITION	NAME	SIGNATURE	DATE
Prepared by	Sr. SHE Manager	M. Arief Tarunaprawira		
Reviewed By	SEML Project Manager	Paul Taylor		
	SEML Field Manager	Yoza Jamal		
	SERD Project Manager	Ralph Hoellman		
	SERB Project Manager			
Approved By	VP Relations & SHE	Prijandaru Effendi		

#### **REVISION HISTORY**

REV	DATE	BY	REVIEWED	APPROVED	DESCRIPTION
А	18/11/16	AWA	MAT		Final Draft

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#### **APPENDIX 1 Contact Persons**

# 1 PURPOSE

Unlike most other environmental resources, direct impact to heritage is typically localized to the areas of the project construction activity, making a project's area of influence more geographically limited than for other resources such as critical habitat, a natural water supply, or endangered species. Thus, it is often possible to avoid impacts to heritage by minor project design changes.

Because cultural heritage is non-renewable, its protection is best accomplished by "reservation-in place." This method is generally preferred over removal, which is an expensive and partially destructive process. (IFC, 2012 (Annex B: Process Guidance Note, Performance Standard 8, Cultural Heritage)).

The purpose of this guideline is to address the possibility of archaeological and other cultural heritage finds and features (including human remains) becoming exposed during earth moving and ground altering activities associated with the construction of a Geothermal Power Plant and its supporting facilities.

It is further intended to provide appropriate procedures for Supreme Energy and its contractors and sub-contractors to follow in the event of a chance cultural heritage or archeological find.

# **2 OBJECTIVE**

The objectives of these procedures, in line with the IFC Performance Standard 8 (PS 8), are to identify and promote the preservation and proper management of archeological, tangible cultural resources or human remains. This Chance Finds Procedure will be included in the Company's Environmental and Social Management System as per IFC PS 1.

# **3** SCOPE

This process applies to all activities under the operational control of Supreme Energy.

# **4 RESPONSIBILITY**

Company and or the contractor	• Stop any Project construction activities in the immediate vicinity of the chance find;
	• Delineate the discovered site or area;
	• Secure the site to prevent any damage or loss of removable objects.
	• Consider a night guard if deemed necessary until the responsible local authorities take over;
	• Immediately report the discovery to the responsible site manager.

Site Support Manager	Contacts the relevant officer / Safety, Health and Environmental (SHE) representative within the Company who will arrange for expert assistance. Contact details of the person to be contacted are included in this Chance Finds Procedure and are to be regularly updated.		
	File a report to Company Management that includes:		
	• Date and time of discovery		
	Precise location of discovery		
	<ul><li>Description of the discovered item/site (including photographs)</li><li>Estimated size/weight/dimensions</li></ul>		
	Temporary protection implemented.		
Site SHE Representative or other responsible Company responsible for chance finds response	Contact and request assistance and advice from the relevant authorities or expert.		

# **5 REFERENCES**

None

# **6 DEFINITIONS**

Not required

# 7 **PROCEDURE**

#### 7.1 TYPES OF TANGIBLE CULTURAL HERITAGE RESOURCES

Most of the chance finds that may be made are likely to be replicable. Tangible Cultural Heritage is replicable if it can be moved to another location or be replaced by a similar structure or natural features to which cultural values can be transferred by appropriate measures. Archaeological sites are considered replicable if particular eras and cultural values that they represent are well represented by other sites and/or structures.

The Replicability of tangible cultural heritage determines removal and other mitigation strategies.

The following list describes the type of tangible cultural heritage resources that may possibly be encountered in the construction site of the Project:

• Archaeological Sites: Concentrated and patterned physical remains of past human activity, especially human settlements, possibly including artifacts, plant and animal remains, structural remains, and soil features. Note that the cultural importance of such sites cannot be identified based on surface examination alone.

- Artifacts: Portable objects that are created by past human activity and become part of an archaeological site or isolated archaeological find. Importantly, most artifacts lose substantial cultural value when removed from their 'context' in the ground.
- Human remains: individual graves, graveyards, or mass burial sites.

#### 7.2 OWNERSHIP

All findings belong to the government of Indonesia and must be reported to the Ministry of Education and Culture as the relevant regulatory authority, or to the Police, within 30 (thirty) days. The relevant authorities will determine the final destination of any artifact or object found by chance during the construction process.

#### 7.3 IDENTIFICATION AND PROTECTION PRACTICES

The Company will ensure that internationally recognized practices for the protection and documentation of cultural heritage are implemented at all times.

#### 7.4 EXPERT AND TRAINING ASSISTANCE

The Company will work with the Ministry of Education and Culture or the relevant local authorities, and with the local branch of the Indonesian Heritage Trust (IHT) to support the implementation of this chance finds procedure, and for the identification and protection of cultural heritage.

The Company or the contractor that will carry out Project construction will train all workers, especially those working on excavations and earthmoving, in identifying cultural and archaeological artifacts, features, or sites. The information contained in this document, although not exhaustive, should include a description (and illustration) of the most common criteria and site indicators that may signal the presence of an archaeological or burial site. Relevant authorities or the IHT may provide suitable expert assistance to conduct this training.

#### 7.5 INITIAL RESPONSE

- 1. If intact or disturbed archaeological and historical sites, remains, and objects including graves are encountered, the Company and or the contractor are to:
  - Stop any Project construction activities in the immediate vicinity of the chance find;
  - Delineate the discovered site or area;
  - Secure the site to prevent any damage or loss of removable objects;
  - Consider a night guard if deemed necessary until the responsible local authorities take over;
  - Immediately report the discovery to the responsible Site Manager.
- 2. The responsible Site Manager contacts the relevant officer / Safety, Health and Environmental (SHE) representative within the Company who will arrange for expert assistance. Contact details of the person to be contacted are included in this Chance Finds Procedure and are to be regularly updated.
- 3. The SHE representative or other responsible Company responsible for chance finds response will contact and request assistance from the relevant authorities or IHT.

- 4. The Site Manager will file a report to Company Management that includes
  - Date and time of discovery;
  - Precise location of discovery;
  - Description of the discovered item/site (including photographs);
  - Estimated size/weight/dimensions;
  - Temporary protection implemented.

5. The work must be put on hold during investigation of the importance of the chance find.

It is recommended the Company works out a time deadline/schedule with the relevant authorities for response time and clarifies contractor rights in terms of compensation claims for work suspension, and consequences, if these guidelines are not uphold by the contractor.

#### 7.6 FURTHER ACTION BY EXPERT ASSISTANCE

Depending on the nature of the chance find, determined either by telephone conversation, submitted report or field visit, decision is taken by the expert assistance if construction can continue as planned or has to be put on hold.

In the case of a chance find of human remains, the local policing authority must be informed in addition to the expert assistance.

Further specific expert assistance will be sought if deemed necessary, depending on the nature of the chance find.

An appropriate procedure will be determined by the expert in agreement with the Company for the removal, if applicable, of the artifact or human remains. In the case of human remains, the policing authority is involved in the decision on removal.

It is recommended that site visits by external expert assistance, if deemed necessary, occur within the time frame of the first 24 to 48 hours after the discovery.

#### 7.7 MANAGEMENT OPTIONS FOR CHANCE FINDS

The following options should be considered in the event there is an identified presence of an intact or disturbed archeological site by the appointed external expert in collaboration with the Company and any other relevant authority:

#### 7.7.1 Option 1 – Avoidance through partial project redesign or relocation:

This is the preferred option from a cultural resource management perspective (in line with IFC PS 8) as it results in minimal impact to the cultural heritage find. It can also be the least expensive option from a construction perspective. A site investigation may be required to define site limits.

#### 7.7.2 Option 2 - Salvage or emergency excavation if necessary:

If restoration or preservation in situ is not possible, removal can be considered as long as the cultural heritage is considered replicable and non-critical. This option will require a site investigation prior to the excavation. Precautions should be taken to minimize

damage/destruction of the chance find. The permanent removal of archaeological artifacts and structures should be carried out according to internationally recognized practices and with the support of appropriate expert assistance. It should be noted that the recovery can lead to delays in constructions by up to several weeks.

#### 7.7.3 Option 3 - Application of site protection measures:

Site protection measures include both temporary and long term strategies, such as fencing, and other protective barriers. Appropriate protection measures should be identified on a site-specific basis and decided by the expert assistance in collaboration with the Company and the contractor.

#### 7.8 SUSPENSION OR CONTINUATION OF CONSTRUCTION WORKS

Suspension or continuation of construction work will be determined by expert assistance in collaboration with the Company and the contractor.

#### 7.9 CONTACT DETAILS

Positions to be contacted in the case of a chance find:

	TITLE				
• S	Site Support Manager				
• S	Site Manager				
Relev	ant Officer for chance finds occurrences:				
• P	Project Manager				
• S	Sr. SHE Manager				
• F	Field Relation Manager				
• B	Business Relation Manager				
• \	/P Relation & SHE				

# 8 RECORDS

Not required

# APPENDIX 1 CONTACT PERSONS

Persons to be contacted in the case of a chance find:

TITLE	SEML		
IIILE	NAME	CONTACT NUMBER & EMAIL	
Site Support Manager	Asharry Sofyan	021-29341021	
		0811-150995	
		Asharry-sofyan@supreme-energy.com	
Site Manager	Christian Pintea	Christian-Pintea@supreme-energy.com	
Relevant Officer for chance finds occurrences:			
Project Manager	Paul Taylor	021-29342076	
		Paul-taylor@supreme-energy.com	
Sr. SHE Manager	M. Arief Tarunaprawira	naprawira 021-29342091	
		Arief-tarunaprawira@supreme-energy.com	
Field Relations Manager	Yulnofrins Napilus	021-29342028	
		Yulnofrins-napilus@supreme-energy.com	
Business Relations Manager	Ismoyo Argo	021-29342022	
		Ismoyo-argo@supreme-energy.com	
VP Relations & SHE	Priyandaru Effendi	021-29342021	
		effendi@supreme-energy.com	

	SERD		
TITLE	NAME	CONTACT NUMBER & EMAIL	
Site Support Manager	ТВА		
Site Manager (acting)	Erwin Guminda	021-29342131	
		0812-8935813	
		Erwin-guminda@supreme-energy.com	
Relevant Officer for chance	Relevant Officer for chance finds occurrences:		
Project Manager	Ralph Hoellman	021-29342077	
	•	0812-1124371	
		ralph-hoellmann@supreme-energy.com	
Sr. SHE Manager	M. Arief Tarunaprawira	a 021-29342091	
	_	Arief-tarunaprawira@supreme-energy.com	
Field Relations Manager	Yulnofrins Napilus	021-29342028	
	_	Yulnofrins-napilus@supreme-energy.com	
Business Relations Manager	Ismoyo Argo	021-29342022	
		Ismoyo-argo@supreme-energy.com	
VP Relations & SHE	Priyandaru Effendi	021-29342021	
		effendi@supreme-energy.com	



# SAFETY HEALTH AND ENVIRONMENT WORK RULES

PROCEDURE

CORPORATE

# PUBLIC HEALTH AWARENESS RAISING PLAN

SE-MSHE-WOR-PRO-0030 Revision: A

#### APPROVAL

	POSITION	NAME	SIGNATURE	DATE
Prepared by	Sr. SHE Manager	M. Arief Tarunaprawira		
Reviewed By	SEML Project Manager	Paul Taylor		
	SERD Project Manager	Ralph Hoellmann		
	SERB Project Manager			
Approved By	VP Relations & SHE	Priyandaru Effendi		

#### **REVISION HISTORY**

REV	DATE	BY	REVIEWED	APPROVED	DESCRIPTION
А					

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# **1 PURPOSE**

The Public Health Awareness Plan has been developed to address communicable disease issues which may affect the Supreme Energy Employees and contractor. Infection diseases, transmission diseases and actual or potential epidemic and pandemic level infectious diseases are reminders that novel viruses do emerge, and the need for the company to be prepared for this inevitability is a vital necessity.

# 2 SCOPE

This Procedure applies for the Company and Contractor employees within Supreme Energy Sites (SEML, SERD, and SERB).

These work rules have been prepared to mitigate the risks associated as following:

- communicable and infectious diseases
- infection prevention and control
- environmental and occupational health
- emergency preparedness
- health promotion, chronic disease and injury prevention

# **3 RESPONSIBILITY**

Site Support Manager	
Site SHE Representative	
Medical Doctor	

# **4 REFERENCES**

[If required]

# **5 DEFINITIONS**

Disease prevention	covers measures not only to prevent the occurrence of disease, such as <i>risk factor</i> reduction, but also to arrest its progress and	
	reduce its consequences once established (WHO 1984).	
Communicable Disease	A disease that is transmitted through direct contact with an	
	infected individual or indirectly through a vector. Also	
	called <i>contagious disease</i> .	
Environmental health	sits within the broader scope of public health. Critical to the pursuit of public health is the relationship of human populations	
	to their environment.	
	Environmental health is defined as those aspects of human health	
	determined by physical, chemical, biological and social factors in	
	the environment. Central to environmental health is the	
	understanding that our health is dependent upon our physical and	
	social environment. Environmental health is about creating and	
	maintaining environments that promote good public health	

PROCEDURE	PUBLIC HEALTH AWARENESS RAISING	SE-MSHE-WOR-PRO-0030
	PROCEDURE	REV.A

	(enHealth 1999).	
Hazard	represents a chemical, physical, or biological substance that has the potential to produce harm to health if it is present in the environment and comes into contact with people. The hazardous properties of an environmental agent are defined according to the nature and severity of its harmful consequences. Fortunately, many hazards can be either contained or avoided, so not every potential environmental hazard poses an actual health risk.	
Public health	is the science and art of promoting health, preventing disease, and prolonging life through the organized efforts of society (Acheson 1988). Public health is a social and political concept aimed at the improving health, prolonging life and improving the <i>quality of life</i> among whole populations through <i>health</i> <i>promotion, disease prevention</i> and other forms of health intervention. The Public Health Bill defined public health as the physical, mental and social wellbeing of the community.	

# 6 **PROCEDURE**

#### 6.1 HEALTH RISK ASSESSMENT

The Health Risk Assessment should be carried out at the earliest possible stage of engineering, as soon as the following Project installation/construction/operation draft documents are available. Some of the purposes of HRA study are listed below.

- Identify the health hazards (i.e. weather, diseases, insects, chemical agents, etc.)
- Identify the exposed persons
- Assess the health risks
- Determine appropriate control and recovery measures
- Assess eventual residual, acceptable risk to health.

#### 6.2 ENVIRONMENT HEALTH AND MEDICAL FACILITIES

#### 6.2.1 Occupational Health Program

Occupational Health emphasizes that engineering, work practice, and administrative controls are the primary means of reducing employee exposure to occupational hazards. Engineering controls minimize employee exposure by either reducing or removing the hazard at the source or isolating the worker from the hazards.

Hygiene and occupational health program will be applied in the following areas:

- Provision of medical check-up
- Catering Practice
- Portable Water Dispensers
- Housekeeping practices
- Radiation Protection
- Respiratory Protection
- Hearing Conservation Program
- Ergonomic Program
- Prohibition of drugs

• Prohibition of alcoholic drinks during work

#### 6.2.2 Public Health Program

These program introduce the field of health promotion in Supreme Energy sites covering important definitions and concepts; key values and features underlying practice; key milestones that led to the development of the field of health promotion in Supreme Energy sites; and how to identify and apply key strategies to take action on the health issues affecting individuals and communities.

#### 6.3 COMMUNICABLE DISEASES

Communicable diseases pose a significant public health threat worldwide. Health hazards typically associated with large development projects are those relating to poor sanitation and living conditions, sexual transmission and vector-borne infections. Communicable diseases of most concern during the construction phase due to labor mobility are sexually-transmitted diseases (STDs), such as HIV/AIDS. Recognizing that no single measure is likely to be effective in the long term, successful initiatives typically involve a combination of behavioral and environmental modifications.

Recommended interventions at the project level include:

- Providing surveillance and active screening and treatment of workers
- Preventing illness among workers in local communities by:
  - Undertaking health awareness and education initiatives, for example, by implementing an information strategy to reinforce person-to-person counseling addressing systemic factors that can influence individual behavior as well as promoting individual protection, and protecting others from infection, by encouraging condom use
  - Training health workers in disease treatment
  - Conducting immunization programs for workers in local communities to improve health and guard against infection
  - Providing health services
- Providing treatment through standard case management in on-site or community health care facilities. Ensuring ready access to medical treatment, confidentiality and appropriate care, particularly with respect to migrant workers.
- Promoting collaboration with local authorities to enhance access of workers families and the community to public health services and promote immunization

#### 6.4 VECTOR-BORNE DISEASES

Reducing the impact of vector-borne disease on the long-term health of workers is best accomplished through implementation of diverse interventions aimed at eliminating the factors that lead to disease. Project sponsors, in close collaboration with community health authorities, can implement an integrated control strategy for mosquito and other arthropod-borne diseases that might involve:

- Prevention of larval and adult propagation through sanitary improvements and elimination of breeding habitats close to human settlements
- Elimination of unusable impounded water · Increase in water velocity in natural and artificial channels
- Considering the application of residual insecticide to dormitory walls
- Implementation of integrated vector control programs

• Promoting use of repellents, clothing, netting, and other barriers to prevent insect bites

#### 6.5 WATER-BORNE DISEASE

Waterborne diseases are caused by *pathogenic microorganisms* that most commonly are transmitted in contaminated fresh water. Below are list of water borne disease which resulted by contaminated water.

- Amebiasis: caused by protozoa. Symptoms include fatigue, diarrhea, flatulence, abdominal discomfort and weight loss.
- Campylobacteriosis: caused by bacteria. Symptoms include diarrhea, abdominal pain and fever.
- Cholera: caused by bacteria. Symptoms include muscle cramps, vomiting and diarrhea.
- Cryptosporidiosis: caused by protozoa. Symptoms include diarrhea and abdominal discomfort.
- Giardiasis: caused by protozoa. Symptoms include diarrhea and abdominal discomfort.
- Hepatitis: caused by a virus. Symptoms include fever, chills, jaundice, dark urine and abdominal discomfort.
- Shigellosis: caused by bacteria. Symptoms include bloody stool, diarrhea and fever.
- Typhoid fever: caused by bacteria. Symptoms include fever, headache, constipation, diarrhea, nausea, vomiting, loss of appetite and an abdominal rash.
- Viral gastroenteritis: caused by a virus. Symptoms include gastrointestinal discomfort, diarrhea, vomiting, fever and headache.

Most of the people get infected when the contaminated material enters their mouth. Other possible modes of transmission include:

- Dirty contaminated hands, clothes, cooking vessels, mugs, etc.
- Uncovered food and drinking water
- Contaminated water
- The practice of defecating in the open
- Via flies

Various forms of waterborne diarrheal disease probably are the most prominent examples, and affect mainly children in developing countries.

To prevent eater borne, Supreme Energy and Contractor should take necessary actions as following:

- Don't assume that all bottled water is safer than tap water. Tap water must meet ministry of decree standards while bottled water does not have to. In addition, bottled water does expire, so always check the label before drinking any. Furthermore, make sure your bottled water has been kept in a dry place out of direct sunlight at room temperature or cooler.
- Be especially careful about the water you drink if you have a weakened or suppressed immune system. An outbreak of a generally non-lethal waterborne disease became extremely serious in one community because it was contracted by dozens of people who had AIDS. Similar severe reactions to waterborne diseases can also occur in those who are elderly, have had an organ transplant or have a chronic disease which weakens their immune system.

- Watch for news about water sanitation in your newspaper, on the radio or on TV. Water companies are legally required to let you know if your water supply is contaminated. You can also read annual reports from the water supplier about the safety of their product.
- If you find out that your water supply is not sanitary, be sure to boil your water for at least one minute before using it. You can also used bottled water as a supplementary source of water until the water supplier meets sanitation guidelines.
- If you drink from a private drinking water well rather than a local public water system, be sure to have your water safety checked. Private wells are not regulated by the EPA standards that are set upon public water suppliers, so these are susceptible to waterborne diseases. The EPA recommends having your well water tested annually for total coliform bacteria, nitrates, total dissolved solids, pH and any contaminants that you suspect your water may have been exposed to.
- Do not expose your water supply to harsh chemicals or pesticides. These substances create the potential for waterborne disease and other illnesses.

#### 6.5.1 Medical Facilities

Supreme Energy will develop, implement and maintain a plan for medical treatment and case management that include an on-Site medical facility. Supreme Energy sites will be equipped with off-site medical facility prior to mobilization for health treatment of personnel or medical evacuation, on site clinic, ambulance and qualified Paramedic. These personnel provide treatment as required and carry out routine hygiene inspections throughout the worksite.

# 7 RECORDS