

TEACHFOR INDONESIA

TOGETHER WE CAN CHANGE INDONESIA

www.teachforindonesia.org

BINA NUSANTARA CEO's STATEMENT of COMMITMENT

BINUS University as an educational institute is committed to develop the quality of education globally.

We are proud to be involved in the Indonesia Global Compact Network through Teach For Indonesia (TFI) programs.

Together with the other members of Global Compact Network, we would like to strive for the achievement of MDG's as well as SDG's that will contribute to the making of a better world for all.

ORGANIZATIONAL DESCRIPTION

BINUS University evolves from a humble beginning. It began as a *Modern Computer Course* (MCC) which was established on October 21st, 1974.

Its rapid growth led to the establishment of Computer Engineering Academy in 1981, which was evolved into Management and Bina Nusantara Computer Science Academy in 1985. A year later, it became Management and Computer Science School, which finally evolved into the establishment of BINUS University in 1996.

BINUS University Vision:

“A world-class university . . . in continuous pursuit of innovation and enterprise”.

BINUS University Mission:

“to contribute to the global community through the provision of world-class education by :

- 1. Recognizing and rewarding the most creative and value-adding talents*
- 2. Providing a world-class teaching, learning and research experience that fosters excellence in scholarship, innovation and entrepreneurship.*
- 3. Creating outstanding leaders for global community*
- 4. Conducting professional services with an emphasis on application of knowledge to the society*
- 5. Improving the quality of life of Indonesians and the international community*

BINUS UNIVERSITY VALUES

Strive for excellence

Perseverance

Integrity

Respect

Innovation

Teamwork

We are committed to implement the 10 United Nations **Millennium Development Goals (MDGs)** and Principles in the whole operation of the institute and to achieve MDGs goals through our service to the whole stakeholders. We have accomodated the 8 MDGs as our framework of Community Development program in the form of *Teach For Indonesia*.

I. The implementation of the 10 MDGs Principles

1.1 Support and respect the protection of internationally proclaimed human rights laws within their sphere of influence

BINUS university observes the universal human rights declaration and promote the dignity of human person. We follow the official laws, rules and regulations of the government in the management of our business:

	The Scope of Regulation	<i>No.UU/SK/PERMEN, dll</i>
Occupational Health and Safety	<ul style="list-style-type: none"> ○On the issue of health and safety ○Workforce and the related rules and regulations ○Disaster relief programs and its technical directives 	<ul style="list-style-type: none"> ○Per.05/MEN/2012 ○UU No. 13 Tahun 2003 ○UU No. 24 Tahun 2007
Financial Regulation	<ul style="list-style-type: none"> ○Income tax ○Value Added Tax on Goods and Services ○Indonesian Financial Accounting Standards (<i>audited financial statement yearly by external auditor</i>) 	<ul style="list-style-type: none"> ○UU No. 36 Tahun 2008 ○UU No. 42 Tahun 2009 ○PSAK

1.2. We ensure that we are not accomplices in violations of human rights

We do our best to benefit all the stakeholders in view of respecting and promoting human dignity. We take care of our workforce and those we serve in our activities.

- Workforce Benefits and Policies

We set the policies and benefits for our workers in the Guidelines for Employees and Decree in the form of Appointment Agreement of the Faculty Member, Medical Assistance program, Scholarship for Higher Education, Scholarship for the Employees' Children, Car Ownership Program, etc to promote a better life condition of our employees.

As to be transparent for all the stakeholders, our performance reports are made accessible in many ways:

1. Graduation Report by the Rector to parents about the achievement on the number of Graduates and their professional engagements before and after their graduation as well as the plans and the latest developments of BINUS University. This report is done twice a year.
2. Rector's Annual Report Bina Nusantara Board of Management.
3. Academic report to the Commission on Higher Education
4. National accreditation, with a report to the National Accreditation Board
5. Customer satisfaction report based on the survey on the customer satisfaction levels (students, parents, and lecturers).

1.3 Uphold the freedom of association and collective bargaining rights

We respect employees' freedom of association and collective bargaining rights. We give various opportunities of forming association based on their interests and facilitate the channels for all the employees to bargain or to express their aspirations. We pay serious attention to their complaints and feedback in the form of:

Customer complaint management that aims at effective and punctual responses. Feedback forum from the lecturers through all possible media (*survey*, face to face interaction, *email*, short text messages, et cetera).

1.4. Eliminate forced and compulsory labor

We hire the laborers according to the official laws and regulations about workforce. All are made legally and ethically. We respect the informed consent of the workers in terms of their duties and rights in the form of professional and legal contracts.

1.5. Effective abolition of child labor

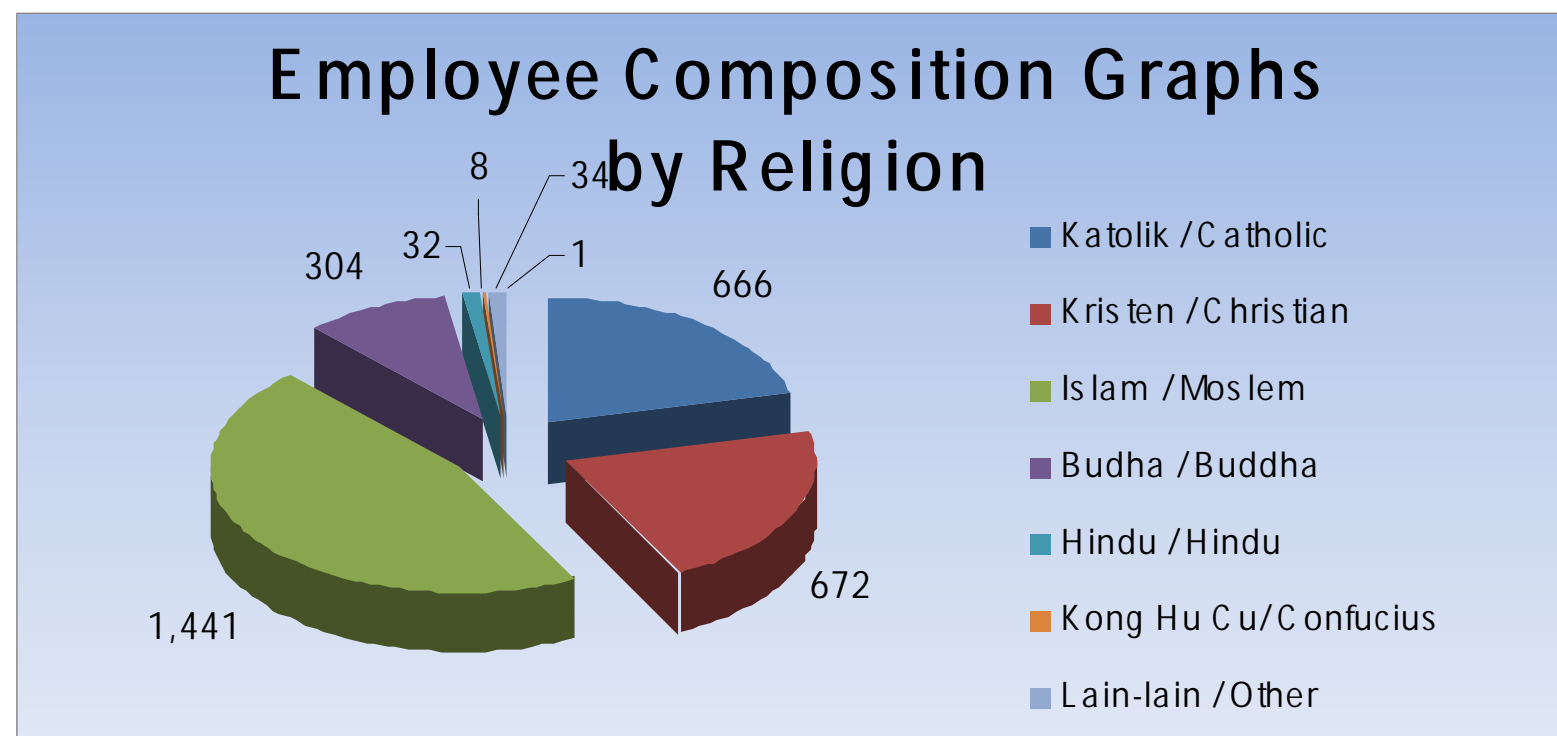
We strictly prohibit child labor and manage the recruitment process based on the following educational requirements:

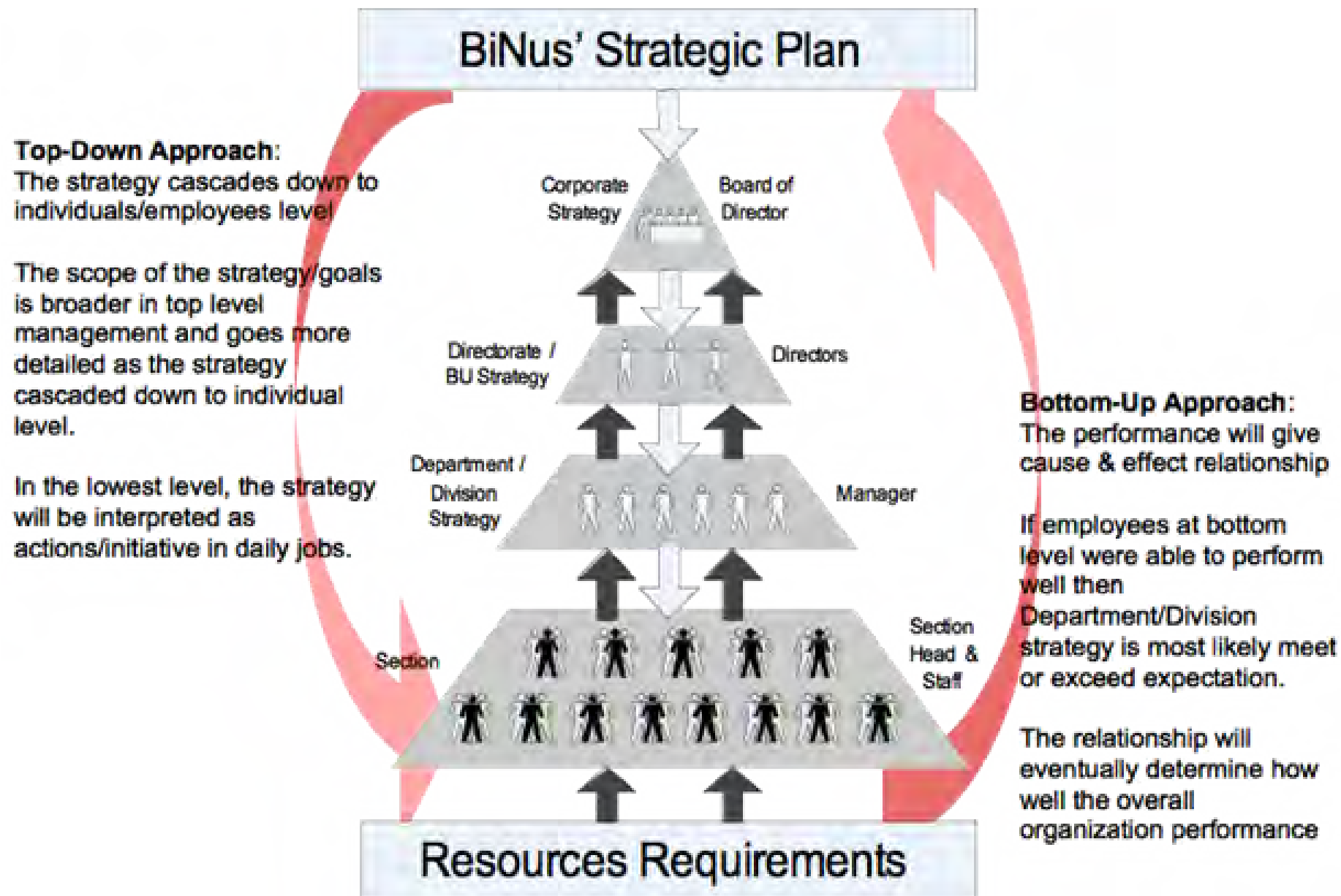
<i>Workforce Group</i>		<i>Requirement (minimum educational requirement)</i>
Lecturers	Bachelor/Diploma Program	Master's Degree
	Magister Program	Doctorate Degree
	PhD Program	Doctorate Degree
Faculty Members	Binusian Grade 1 - 3	High School Graduate / Diploma Degree
	Binusian Grade 4 - 9	Diploma Degree
	Binusian Grade 10 - 16	Bachelor's Degree
	Binusian Grade 17 - 26	Master's Degree

1.6. Eliminate discrimination in employment and occupation

We based our recruitment process based on professional competence, not on religion, ideology, race, sexual orientation, ethnics or other primordial basis. A person gets employed or promoted because of their capability and its objective assessment.

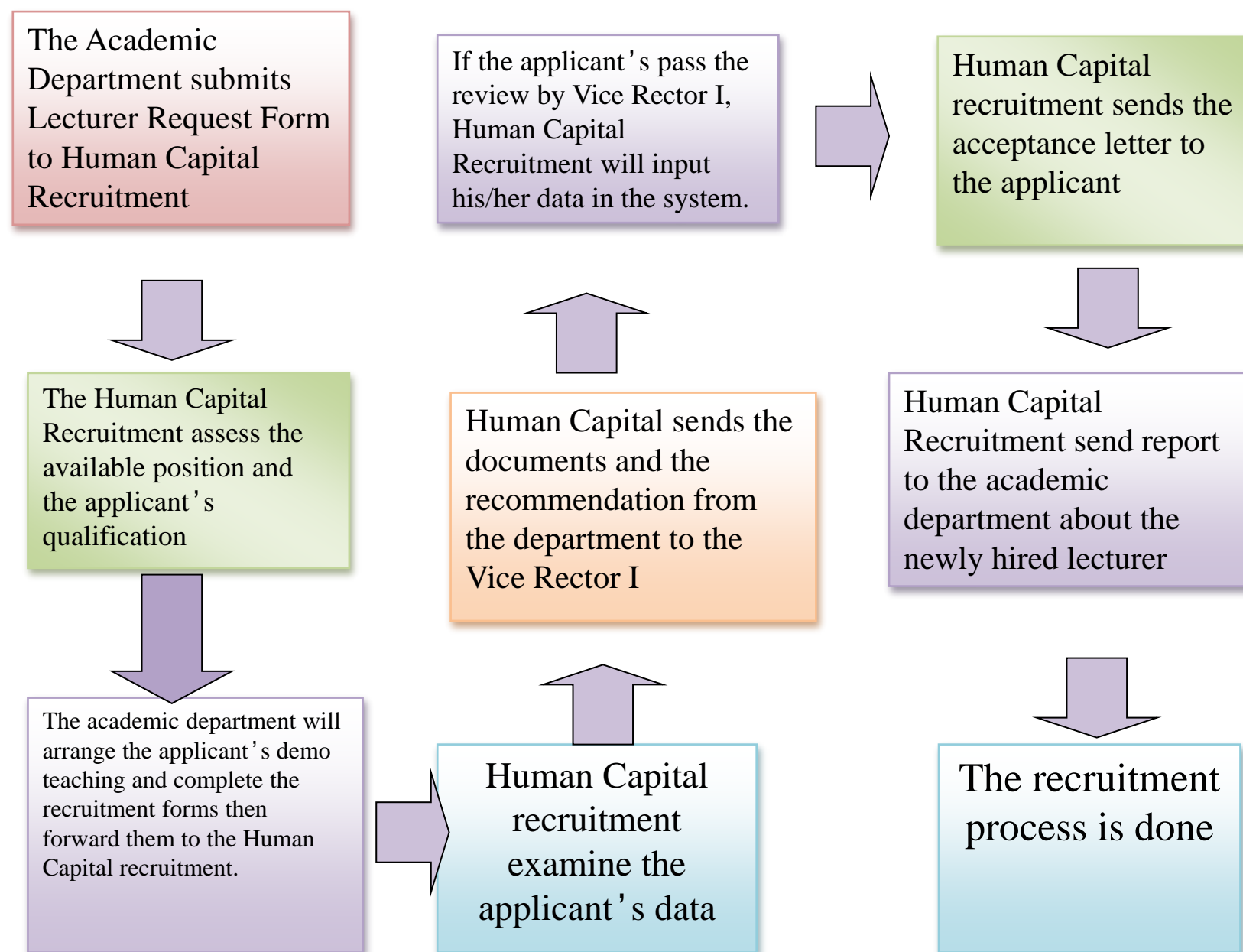
All workers, including the Rector are evaluated based on their performance. Since 1997, Binus University implemented its evaluation and measurement based on PI (Performance Indicator) and KPI (Key Performance Indicator), which refer to the *Strategic Objectives* to determine employee's salary increase as well as employee's grade promotion



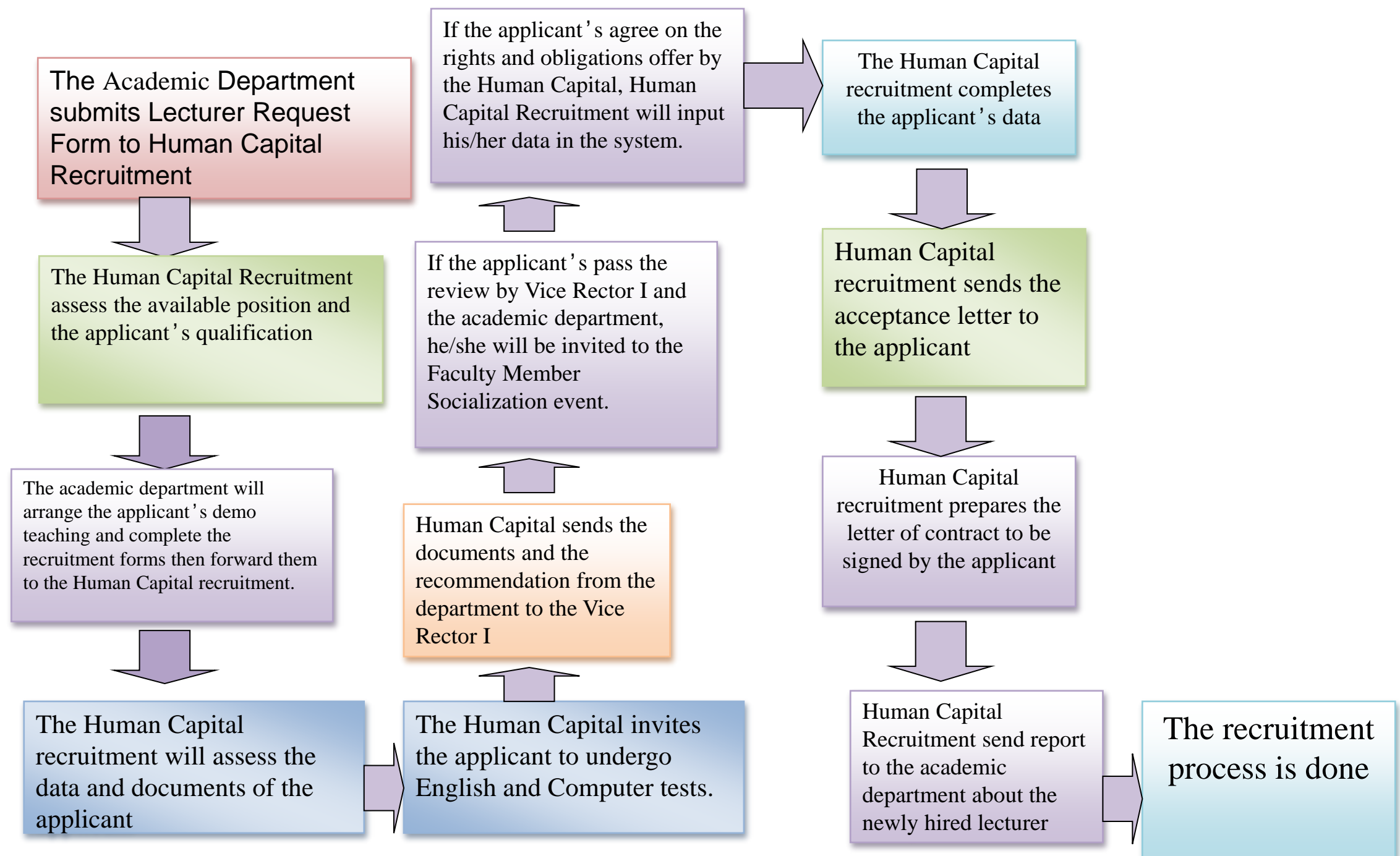


The PI and KPI assessment are also important to identify employee's need for training. Both underperformers and excellent performers are given training that can help them grow and become more skillful in doing their given tasks.

The recruitment and the capability enhancement process of associate faculty members are conducted following this scheme:



This recruitment procedure is observed in order to make sure that the whole process is done objectively without any discrimination or violating the human rights.



1.7 Promote greater environmental responsibility

Workforce Climate

- Workplace Environment

UBINUS employs Safety and Health Environment (SHE) aspects to make sure that the work environment has the necessary health and safety facilities to support the affectivity of work performance.

The aspects that should be put into attention in applying SHE in UBINUS are the thermal comfort including the standard in lighting and room temperature, and safety procedures with fire extinguishers installed in every room of the university.

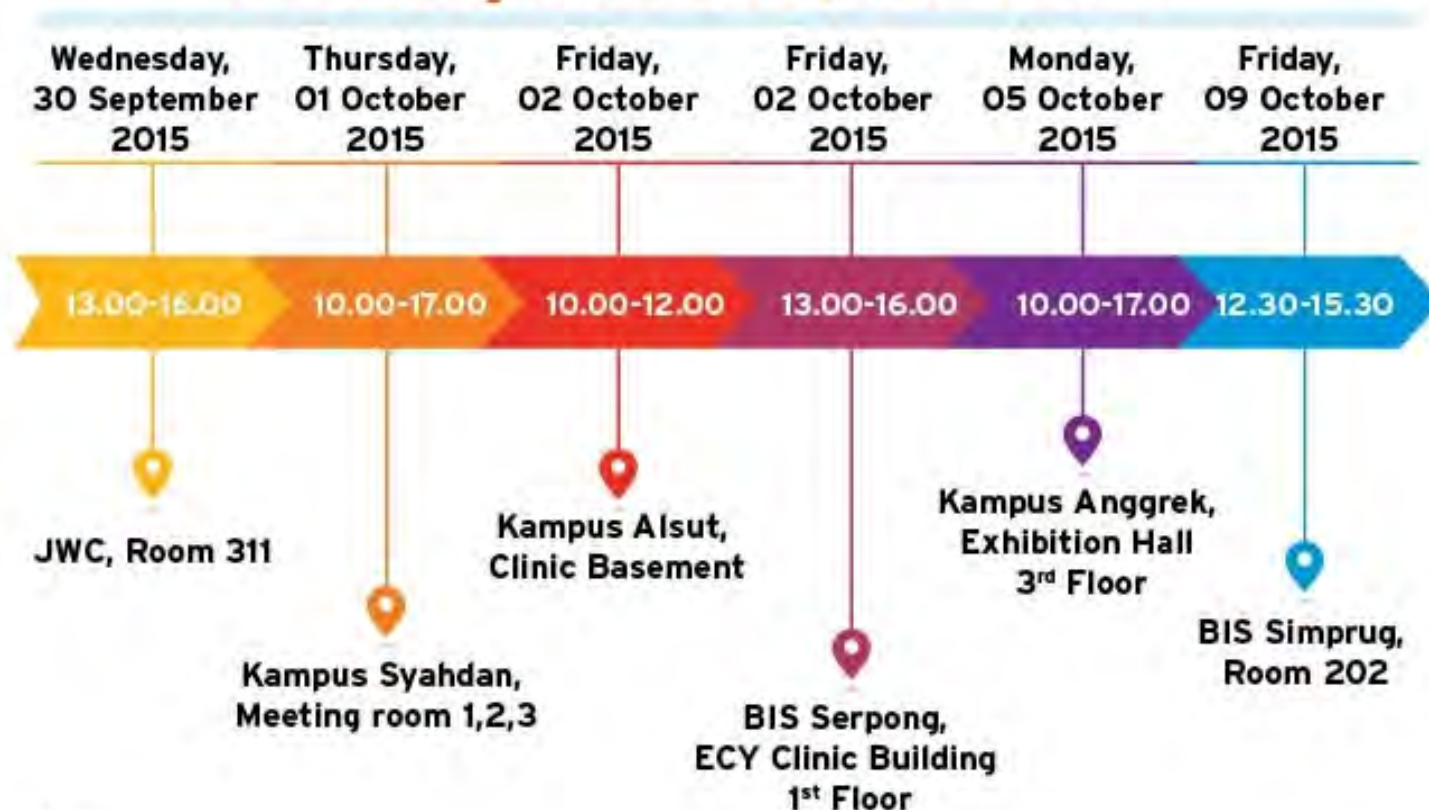
Furthermore, UBINUS ensures that all supporting safety tools are put in the workshops and labs. UBINUS workplace policy ensures the university and its workplace are free from cigarettes, alcohol, and drugs.

Establishing green workplace environment is by informing staffs and students to use facilities accordingly to avoid accidents. The action also includes providing first aid kits and emergency supplies in every workplace, using environmentally friendly electronic products to save the energy, and by supplying security forces and cleaning services personnel to create a secure and comfortable atmosphere at work.

UBINUS also provides facilities for differently-abled people such as special lines, toilets, and elevators. Work facilities such as engine-generators, elevators, escalators, and air conditioners are maintained accordingly. Besides that, there are also fire prevention trainings and fire evacuation simulations. One of the ways to enhance the security around the campus is to require all staff and students to use *BINUSIAN Flash Card* during working and learning hours. This makes the security forces easy to recognize the **BINUSIANS**.

Since 2014, BINUS has provided Free Influenza Vaccine Program to all University staff. Human Capital Department (HC) initiated this idea and worked together with the trusted clinics in the country. This program is also a part of employee benefits to improve employee health in order to bring positive results for the University and employees.

Free Influenza Vaccine Program "I Got My Flu Shot, Did You ?"



Other activities:

- Ramadan Iftar celebration.
- Giving congratulations cards to staff who give birth, marriages, and birthdays.
- Offering condolences.

1.8 Encourage the development and diffusion of environmentally friendly technologies

At BINUS University, operational activities, communication and information systems are running well, they are :

- Communication among staff and management : Using internal email facility
- Communication of vision, mission and all things related to BINUS are accessible by educators and college students, through walls and site: <http://hc.binus.edu/irj/portal> and Human Resources Information System (HRIS)
- Knowledge Management (KM) is formed in forms of portal so that everyone can learn, and comply with national and international standards .

Communication

Generally, communication and closeness with the workforce, college students and key customers are conducted in one-way or two-ways\ communication, through face to face or meetings, and media such as e-mail, e-bulletins, bulletins, facebook, twitter, cell phones, BB, newsletters, BINUSMaya, trainings, sharing sessions, employee gatherings; FEP (Freshmen Enrichment Program), LKMM (Independent Student Leadership Training), parent portals, lecturer gatherings, lecturers induction, alumni gatherings/reunion, alumni portals, and vendor gatherings.

Strategic Planning Accountability

The review results and reports are uploaded in the web portal <http://portal.binus.edu>; and <http://rectorate.binus.edu> to be read by the person concerned. Externally, the result of strategic planning is reported each semester to the government through Kemenristek of Higher Education by the Rector's Office and can be viewed by the public through the site <http://forlap.dikti.go.id>.

Independence and effectiveness of internal and external audit process

This audit is supported by online information system. Thus, the result of the audit is accessible to the authorized parties.

1.9 Businesses should work against corruption in all forms, including extortion and bribery

Governance and Social Responsibilities

Governance System

In running its organization, UBINUS always adheres to the principles of good governance outlined in UBINUS Strategic Planning 2010 – 2020 which includes:

Accountability for Senior Leaders

The clarity of functions for PS acts is done by: formulating the scope of authority and responsibility for each unit as well as the individual staff/leader; ensuring that all university PIs have a responsible unit; monitoring the implementation, accountability; and evaluation

Fiscal Accountability

To review the attainment of fiscal accountability, it is conducted by complying with organization management that based on government regulation that is the regulation of financial management and Statements of Financial Accounting Standards (PSAK), institutional regulations of BINUS, and healthy organization principles. Taxes and retributions are controlled by Finance Division and audited by KAP (Public Accountant Firm) once a year.

Transparency in Operation

Transparency in operation of the governance system is managed by BINUS through requesting professional consideration of internal and external advisory councils. External advisory council or also called BINUS Advisory Council (BAC) is consisted of domestic and international educational figures such as Prof. Dr. Da Hsuan Feng, Senior Vice President for Global Strategies, Planning and Evaluation of National Tsing Hua University in Hsinchu, and other figures from industries and academicians.

Independence and effectiveness of internal and external audit process

Independence and effectiveness of the internal and external audit are carried out by the internal and external audit process once every year. The objectivity of internal audit is maintained by selecting an auditor who is not from the unit itself. Internal auditors are recruited and evaluated in accordance with the development of institution along with all existing and standardized work processes. This audit is supported by an online information system so that the audit results are accessible by those who are given the authority.

For educators and education staff, BINUS implemented the regulation of work guidelines and codes of conduct, including sanctions contained in the Employee Handbook. Since early 2014, it is also contained the commitment of the senior leaders for the implementation of the GOG regulation (Good Organization Governance).

Violations of ethics that have been reported will be investigated by a team formed / appointed by the GOG ethics committee, which then lead to decision-making meeting of sanctions / penalties, which is conducted in accordance to applicable regulations.

The monitoring of learning process is done through peer review of lecturers/sit-in in the classroom (learning audits). For the unit, there is an audit process on procurement unit, and an audit from Finance Division for each unit. Legal Unit serves to monitor every process involving a third party, especially in the making of contracts and MOUs through the established procedures.

II. IMPLEMENTASI 8 GOALS MDGS

BINUS is a higher education institution that organizes four main activities, namely educational activities and teaching, research, and community service (Tri Dharma) also the self-development activities (so-called Catur Dharma). In particular, the implementation of one of the Catur Dharma is called the Community Services, BINUS creates a community called Teach For Indonesia, which uses the MDG Frame Work as the reference program objectives.

What is TFI ?

FRAMEWORK TAG LINE



- Millenium Development Goals
- Together We Can Change Indonesia

VOLUNTARY SPIRIT



- Commitment

SUSTAINABILITY PROGRAM & COMMUNITY DEVELOPMENT



- Not just donation / Phylantrophy
- Have targets and goals for every program
- Project management

PARTNERSHIP & TRANSPARENCY



- Reporting Online (www.teachforindonesia.org)
- Financial Audit

Here with the simple explanation regarding Teach For Indonesia work flow

Teach For Indonesia (TFI) supports all the endeavors to achieve MDGs and we supports all of the 8 objectives. BINUS initiates the tag line “*Together We Can Change Indonesia*” to inspire more participation from all elements of the society and community to work hand in hand creating transformation in the world starting from the closest one. And in order to achieve that, TFI engages all volunteers to carry out all the programs that are related to the achievement of MDGs.

By focusing on creating sustainable programs and committed to support the community development, TFI does not only receiving and distributing donations to the community, but also conducting real actions to achieve the planned targets and goals.

All programs conducted have visual project managements, which are evaluated annually. Teach For Indonesia is working under the principles of transparency and accountability to make sure that all programs will run in accordance to the MDGs principles. Internal and external audits are done at least once a year to assure this



TFI Framework

2009 - 2015

VOLUNTEER

>15.000

ACTIVITIES

>1000

Participant Student

>1.500 students

PARTNERS

190

School
Partner

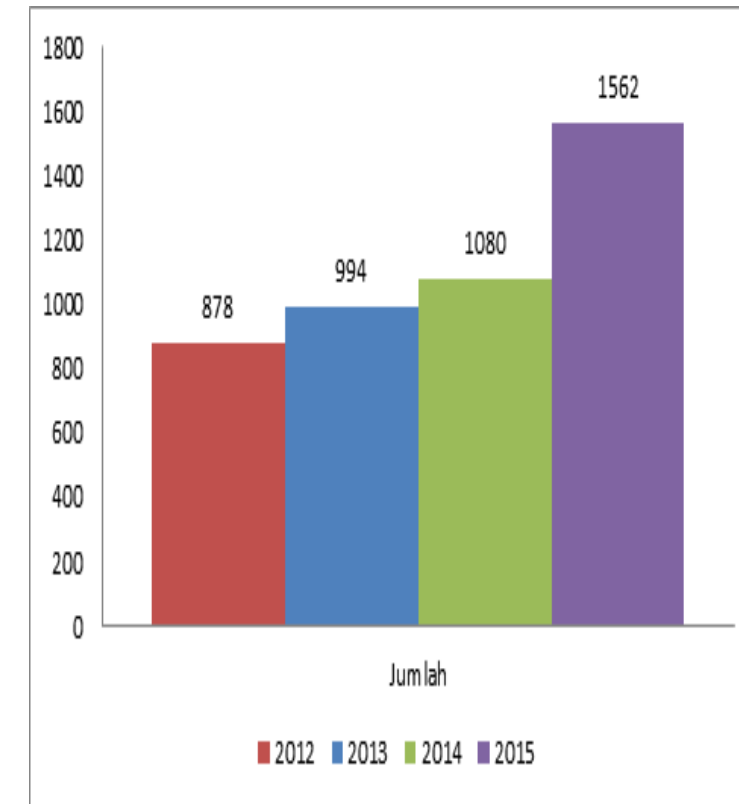
562

Health Service
Partner

17

Small Industry

827



Our commitment to embrace the world, starting from our nearest society and community then slowly had the worlds eye to also contribute in this community

Table of lecturer's participation in the TFI informal education program for community development

In the 2 tables above we can see all the related activity already performed as represented in BINUS *Community Development* through the community or the society that in-line with the 8 *Millenium Development Goals*. This commitment is starting from 2009 until now, while continuing to create more sustainable program that contribute a better society and community in a future.

Following the significant growth of Teach For Indonesia and BINUS University, here are some activities which already been held by BINUS and will continue to run and generate real impact for BINUSIAN and wider community to contribute to the achievement of the MDG's eight objectives:



MICROFINANCING PROGRAM

Through Microfinancing programme, TFI powered by BINUS aims to improve the quality of the society life through empowerment program. Through this program we also create smaller economic enterprise within a society to empower more families/Community to be more productive.

Within this programme we encourage every families/community who are involved in this programme to perform a responsible report on financing and development issues regarding their business.

This program appoints a coordinator from the existing community to provide a more focused growth. The related fund need to be returned to TFI/BINUS with the related businessman within 1 year period to turn the initial capital and provide the other businessman that needed.

There are some community who already joined this programme, they are :

1. Leprosy Community
2. Kemanggisian Community (Penjual Nasi Uduk)
3. Merapi Community

Output :

Kemanggisian Community (Penjual Nasi Uduk) are more developed and expanding their small business, and slowly becoming a supplier for some companies in some events.



Merapi Community

Motorcycle Mechanical Training Programme



UNEMPLOYMENT UTILIZATION PLAN

The Motorcycle Mechanical Training Programme is a program, which aim to give the opportunity to young people who are drop out from school or graduate SMA / SMK and still unemployed or do not have the access to provide themselves to work due to less capability

Hope : A better chance to access a better job by providing a mechanical training

To join this program, there are some stages that need to be followed ;

- Sending CV
- Following the INTERVIEW
- Following the test
- Final Interview and Test done by Volunteer team from the Psychology major
- Training

For 3 months, the related participant will get ;

- Mechanical Training
- Softskill Training
- Development Training

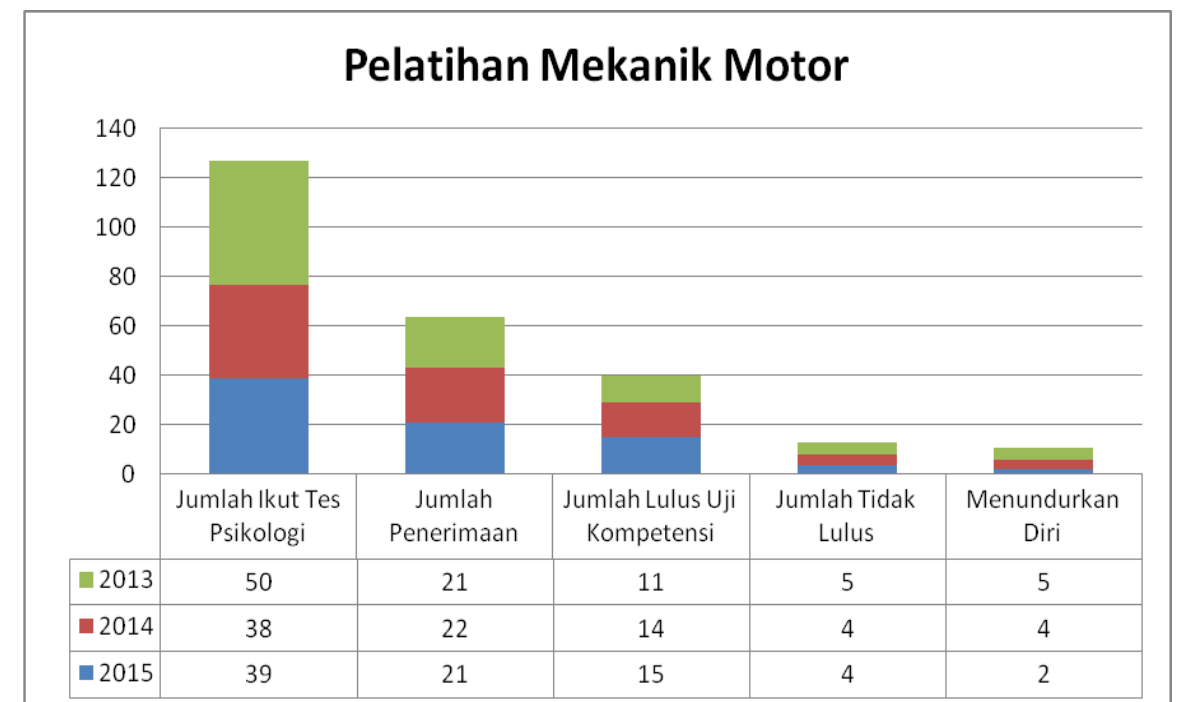
Final Test:

there are 2 different test will be provided ;

- Competency Test
- Soft Skill Test

Every participant should not skip more than 3 times, and this program and has been running for 3 periods since 2012

Expected Output : The participants will get better job and for those who got 3 of the highest score will get fund to support themselves to run a business



Motorcycle Mechanical Training



Teach For Indonesia is focusing both informal education and non-formal education .
In order to support for this program here are the TFI program that focused on
informal Education ;

TUTORING PROGRAM “*BIMBEL*”

Tutoring program or commonly called Bimbel was already been held since 2012. The reason behind this program is: the condition of the people around TFI with the economy and education background levels are still need to be developed. TFI supported by BINUS University are deeply concerned about the education, and eager to improve the quality of the education not only the side of formal education but also in informal education, with hope that both formal and informal education will be useful for those who needed.

At the beginning of the program, TFI opened the Bimbel with only 30 students and surprisingly it has increased into 300 students only in one month. Due to the rapid growth, it eventually made the registration system opened in every semester. In 2013, the number of students reached 400 students. And in 2014 it has reached 700 students and today the number of the students has reached 1000 students.

Learning schedule is done every Tuesday - Wednesday - Thursday (on 3:00 p.m. to 5:00 p.m.). The mechanism is 1 volunteer is supposed to teach 3-5 student. This program is not adopting a “Class System,” to prevent an “uncomfortable situation” . TFI hopes that this method will make students more comfortable. This Program also awarded a scholarship called “ SPIRIT LEARNING”. The scholarship is not only valid for a smart children / students but also children who have the passion for learning. This Award is given each semester.

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LEARNING MOTIVATION PROGRAM

This program is provided to help those younger siblings in elementary and junior high school who have passion to study, but had limitations. The program is offered to anyone who feels concerned and wants to help children in Indonesia by setting aside at least Rp 100,000 / month. With a commitment to a minimum of 6 months as a foster parent, children who get this program will be carried out directly by the survey team of TFI.



EARLY CHILD EDUCATION PROGRAM (*PAUD*)



This programme is the extension program from Tutoring (BIMBEL) for elementary and junior high school students, but focusing on the child who are not more than 5 years old (*PAUD*). The reason for continuing this childhood learning program is because of the citizen's initiative to contribute to the society. It supports family to prepare children with disabilities, especially in economic factors especially when they are ready to enroll in elementary school.

Teachers in early Child Education Program have a high volunteer spirit that can work together with the spirit of TFI since it is focusing on improving the child early stage of education. There are many other early childhood program that has already been done and is still continuing until now.



CLEAN JAKARTA PROGRAM

To help people and communities promote cleanliness in Jakarta, Teach For Indonesia does an awareness raising Campaign “Let’s put trash in the right place” as a continuous program of of the “Study on the road” movement. This program basically carries an intension to change the mindset of Jakarta’s citizens to be more aware of their garbage and to give impact on keeping Jakarta’s cleanliness.

This movement is started since 2011 in various forms:

1. Working together with the society to clean the surrounding environment
2. Making tagline and poster to raise people’s awareness on cleanliness
3. Organizing cleaning program together in public places
4. Making a poster design competition, photo competition and blog-making contests
5. Engaging BINUS University students to participate in the “Put your trash in a right place” campaign and publish it in their blog

6. Roadshow to schools in DKI Jakarta area

The campaign itself is well supported by various parties, such as the city government officials, Military Offices, Police Offices, Municipalities and BINUSIAN Community (Students, Faculty, Staff, Security Guards, etc). It also involves the active participation of all citizens.



PLANTING TREES

TFI BINUS along with Pundi Amal SCTV are supported by the greening slopes community Merapi in Sleman Yogyakarta, and the Ministry of Agriculture and Forestry to plant trees such as Banyan, Sengon, Fir, Kinah etc. This tree is also for Kinahrejo Hamlet / Pelemsari area, which is planned to be an agro-tourism area. We have started the activity by planting some fruit trees such as longan itoh, rambutan, durian, orange, which can cover approximately 60 hectares, There were about 32.036 seeds were spread and settled for around 3 months and planted near the river.

There was also another real action, which was performed as an emergency respond team in line with the Pundi Amal SCTV that also conducting a free medical examinations and treatment etc. The BINUSIAN Community and the Non BINUSIAN community (students, faculty, students, parents, leaders and staff) has donated 600 packets contains of stationery: books + bag stationery to help restore the ecosystem parts of the Merapi.

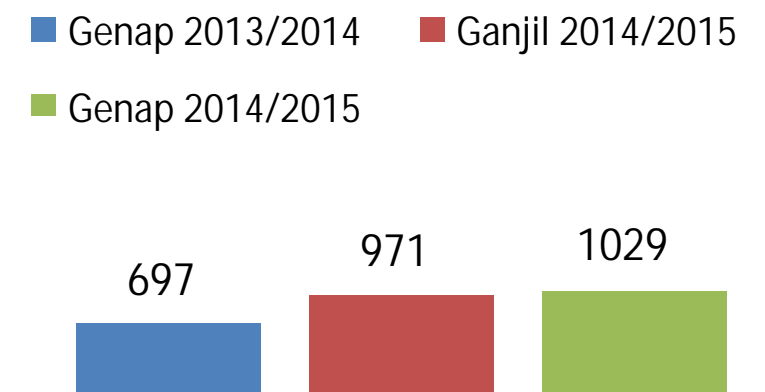


BIOPORE

This BIOPORE Programme is held by TFI to support the related government and environment. This program is designed to have a long term impact to the society. This activity is chosen due to its effective and long term impact, which need to be promoted continuously or even need to be expanded to the larger community.

By involving at least 2000 volunteers, which all came from BINUS, we were working together to make the BIOPORE Program a success. This programme is intended to have a long term impact and used as a reminder to the society to make them understand that BIOPORE is one of the important programme need to be supported continuously

Report Biopore



Gambar 2. Peduli lingkungan air tanah melalui metode BIOPORE

In supporting the expected results of the MDGs conducted by BINUS as an educational institution that comply and apply the 10 MDGs principles, BINUS TFI is committed in achieving the 8 MDGs goals internally and externally including the institution and communities.

BINUS is an educational institution that acts as a neutral body and has academic elements and Industry to bridge and connect the Government and education. Meanwhile, the government provides directions for both Industry and education to have 1 focus and 1 commitment, and acts as a program initiator.

Realizing that it is not easy to fulfill the 8 goals of MDGs, Teach for Indonesia (TFI) of BINUS engages and empowers two external parties such as the Government and Industry. And also to encourage the volunteer spirit sustainably to meet the targets by using the chains of output – outcome – impact.



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October 2015

POWERED BY BINA NUSANTARA