

REGULATION OF THE JUDICIAL COMMISSION OF THE REPUBLIC OF
INDONESIA
NUMBER 4 OF 2024
ON
PROCEDURES FOR COOPERATION AND INTERAGENCY RELATIONS IN THE
JUDICIAL COMMISSION

BY THE BLESSINGS OF ALMIGHTY GOD

CHAIR OF THE JUDICIAL COMMISSION OF THE REPUBLIC OF INDONESIA,

- Considering :
- a. that to create a perspective of cooperation focused on main aspect of collaboration, the Judicial Commission needs to keep abreast of the development of public sector management transformation to address the needs of the community and relevant stakeholders effectively;
 - b. that to create a perspective of cooperation focused on main aspect of collaboration as referred to in point a, the Judicial Commission needs to engage in joint action with various institutions and organizations to optimize the implementation of the authority and duties of the Judicial Commission;
 - c. that based on the considerations as referred to in points a and b, it is necessary to issue a Regulation of the Judicial Commission on Procedures for Cooperation and Interagency Relations in the Judicial Commission;

- Observing : 1. Law Number 22 of 2004 on Judicial Commission (State Gazette of the Republic of Indonesia of 2004 Number 89, Supplement to State Gazette of the Republic of Indonesia Number 4415) as amended by Law Number 18 of 2011 on Amendment to Law Number 22 of 2004 on Judicial Commission (State Gazette of the Republic of Indonesia of 2011 Number 106, Supplement to the State Gazette of the Republic of Indonesia Number 5250);
2. Regulation of the President Number 68 of 2012 on Secretariat General of the Judicial Commission (State Gazette of the Republic of Indonesia of 2012 Number 151);
3. Regulation of the Judicial Commission Number 7 of 2013 on Organization Structure and Division of Responsibilities of the Judicial Commission (State Bulletin of the Republic of Indonesia of 2013 Number 1365);

HAS DECIDED:

To issue : REGULATION OF THE JUDICIAL COMMISSION ON PROCEDURES FOR COOPERATION AND INTERAGENCY RELATIONS IN THE JUDICIAL COMMISSION.

CHAPTER I GENERAL PROVISIONS

Article 1

In this Regulation of the Judicial Commission:

1. Cooperation means an activity undertaken pursuant to a written agreement between the Judicial Commission and its partners in the execution of their respective authority and the utilization of each party's competencies to collaborate in achieving shared objectives.
2. Interagency Relation means the implementation of coordination and/or consolidation for the strategic interests of the Judicial Commission.
3. Judicial Commission means a State institution as referred to in the 1945 Constitution of the Republic of Indonesia.

4. Member of the Judicial Commission means a state official in the Judicial Commission who has authority and duties in accordance with the provisions of legislation.
5. Chair of the Judicial Commission, hereinafter referred to as Chair, means the leader of the Judicial Commission vested with the authority and duties in accordance with the provisions of legislation.
6. Vice Chair of the Judicial Commission, hereinafter referred to as Vice Chair, means the deputy leader of the Judicial Commission who has the authority and duties in accordance with the provisions of legislation.
7. Ketua Bidang (Member of the Judicial Commission for Interagency Relations and Information Services) means a Member of the Judicial Commission who has the authority and duties to determine the strategic interests of the implementation of cooperation and interagency relations in the Judicial Commission in accordance with the provisions of legislation.
8. Secretary General of the Judicial Commission, hereinafter referred to as Secretary General, means an Echelon I official as referred to in Law Number 22 of 2004 on Judicial Commission as amended by Law Number 18 of 2011 on Amendment to Law Number 22 of 2004 on Judicial Commission.
9. Memorandum of Understanding means a Cooperation document that contains general provisions, covering more than one areas/aspects cooperated and implemented sustainably.
10. Agreement of Cooperation means a Cooperation document that serves as a follow-up to a Memorandum of Understanding that contains specific, concrete, and detailed technical provisions for the execution of activities.
11. Work Unit means a unit at the Echelon II level within the Secretariat General of the Judicial Commission.
12. Initiator Unit means a Work Unit in the Secretariat General that initiates, conducts, and responsible for the implementation of the Cooperation.
13. Partner means any ministry, governmental or non-

governmental agency, both domestic or international, that has entered into a cooperative relationship with the Judicial Commission.

14. Day means a workday.

CHAPTER II

SCOPES, PRINCIPLES, AND OBJECTIVES OF COOPERATION AND INTERAGENCY RELATIONS

Article 2

The scope of cooperation and interagency relations may consist of:

- a. implementation of the authority and duties of the Judicial Commission;
- b. exchange of data and/or information;
- c. capacity development of Human Resources;
- d. utilization of facilities, infrastructure and Human Resources;
- e. dissemination of the implementation of authority and duties; and/or
- f. other activities as mutually agreed upon by the Judicial Commission and the Partner.

Article 3

Cooperation and Interagency Relations are made in accordance with the following principles:

- a. good faith, meaning that the relationships established are based on genuine intentions aimed at benefiting the parties and/or the public;
- b. accountability, meaning that Cooperation and Interagency Relations established in an accountable manner;
- c. mutual benefit, meaning that the relationships built through Cooperation and Interagency Relations must be able to provide positive benefits in the short, medium and/or long term to the parties bound;
- d. effectiveness and efficiency, meaning that Cooperation and Interagency Relations must yield high-quality results proportional to the efforts expended;

- e. synergy and integration, meaning that Cooperation and Interagency Relations established have a contributive relevant framework addressing a comprehensive and integrated scope of aspects, thereby precluding any form of segmentation;
- f. participation, meaning that whereby cooperation and interagency relations must involve all relevant parties; and
- g. strategic framework, meaning that that Cooperation and Interagency Relations significantly supporting the implementation of authority and duties to contribute to achieving the Judicial Commission's vision and missions.

Article 4

(1) Cooperation aims at:

- a. implementing the authority and duties of the Judicial Commission in accordance with the legislation;
- b. serving as a guideline in implementing Cooperation with the Partner;
- c. establishing mechanisms for preparing and reporting the Cooperation;
- d. strengthening coordination of the Cooperation among Work Units within the Judicial Commission;
- e. encouraging the implementation of Cooperation by the Initiator Unit; and
- f. providing benefits to the parties engaged in Cooperation in the Judicial Commission.

(2) Interagency Relations aim at:

- a. serving as a guideline in implementing Interagency Relations between the Judicial Commission and the Partner;
- b. establishing mechanism for preparing and reporting the Interagency Relations within the Judicial Commission;
- c. encouraging Interagency Relations to foster potential cooperation; and
- d. providing benefits for the parties engaged in the Interagency Relations in the Judicial Commission.

Article 5

- (1) Forms of Cooperation between the Judicial Commission and Partners include:
 - a. Memorandum of Understanding;
 - b. Agreement of Cooperation; and
 - c. other documents agreed upon by the Judicial Commission and the Partner.
- (2) Interagency Relations include:
 - a. intensive coordination with the parties engaged;
 - b. facilitation of meetings, talks, informal events between the Judicial Commission and the Partner, and/or prospective Partner; and
 - c. open access to communication to the prospective Partner.
- (3) Interagency relations as referred to in section (2) are oriented toward results, aligned with the strategic interests of the Judicial Commission aiming at supporting the implementation of the authority and duties of the Judicial Commission, in an accountable manner and in accordance with the provisions of legislation.

Article 6

- (1) Memorandum of Understanding as referred to in Article 5 section (1) point a contains at a minimum:
 - a. title;
 - b. number;
 - c. place and date of signing;
 - d. parties;
 - e. legal basis;
 - f. purpose and objectives;
 - g. scopes;
 - h. implementation;
 - i. liaison officers;
 - j. time of implementation;
 - k. monitoring and evaluation;
 - l. dispute resolution;
 - m. funding;

- n. other provisions; and/or
 - o. closing provisions.
- (2) The Agreement of Cooperation as referred to in Article 5 section (1) point b at least contains:
- a. title;
 - b. number;
 - c. place and date of the signing;
 - d. parties;
 - e. legal basis;
 - f. general provisions;
 - g. aims and objectives;
 - h. scope of cooperation;
 - i. rights and obligations;
 - j. implementation of cooperation;
 - k. liaison officials;
 - l. time of implementation;
 - m. monitoring and evaluation;
 - n. explanation of force majeure conditions;
 - o. dispute settlement;
 - p. funding;
 - q. other provisions; and/or
 - r. closing provisions.
- (3) The Agreement of Cooperation as referred to in Article 5 section (1) point b serves a follow-up to the Memorandum of Understanding.
- (4) Other documents as referred to in Article 5 section (1) point c are drafted according to mutual agreement between the Judicial Commission and the Partner.
- (5) The formulation of the Agreement of Cooperation may be carried out by involving the Initiator Unit and/or Work Unit.

CHAPTER III
AUTHORITY TO SIGN THE COOPERATION DOCUMENTS

Article 7

The parties authorized to sign the Memorandum of Understanding:

- a. the Chair;
- b. the Vice Chair;
- c. Ketua Bidang;
- d. Members of the Judicial Commission assigned by the Chair;
and/or
- e. the Secretary General of the Judicial Commission.

Article 8

(1) The Parties authorized to sign the Agreement of Cooperation are:

- a. the Chair;
- b. the Vice Chair;
- c. Ketua Bidang;
- d. Member of the Judicial Commission assigned by the Chair;
- e. the Secretary General of the Judicial Commission; and/or
- f. an Official appointed by the Chair of the Judicial Commission or the Secretary General of the Judicial Commission in accordance with the agreed field of Cooperation.

(2) The signing of the document of Cooperation may be carried out according to the level of position or equivalent position between the Judicial Commission and the Partner.

(3) In the event that the Signing of the document of Cooperation as referred to in section (2) cannot be conducted, the signing of the document of Cooperation may nonetheless proceed subject to the approval of the Chair.

CHAPTER IV IMPLEMENTATION OF COOPERATION

Part One Stages of Cooperation Implementation

Article 9

The Cooperation is conducted through the following stages:

- a. request or proposal;
- b. review;
- c. discussion;
- d. signing;
- e. implementation of activities;
- f. monitoring;
- g. evaluation; and
- h. reporting.

Part Two

Request or Proposal for Cooperation and Interagency Relations

Article 10

- (1) The Cooperation Request from the prospective Partner is submitted in writing to the Chair.
- (2) The Request as referred to in section (1) must include a Proposal of Cooperation which contains:
 - a. the parties in charge;
 - b. the scope of Cooperation;
 - c. rights and obligations of the parties;
 - d. source of budget and/or funding;
 - e. term of Cooperation;
 - f. evaluation of the Cooperation; and/or
 - g. documents on information and/or profile of the institution.
- (3) The Chair forwards the proposal as referred to in section (1) to the Ketua Bidang for follow-up.
- (4) The Work Unit responsible for the duties and functions of Cooperation and Interagency Relations examines the proposal

of Cooperation document.

- (5) If necessary, the Ketua Bidang may seek consideration from the plenary meeting regarding the implementation of Cooperation and Interagency Relations.

Article 11

- (1) The proposal of Cooperation from the Initiator Unit is submitted in writing to the Secretary General.
- (2) The proposal of Cooperation from the Initiator Unit as referred to in section (1) is forwarded to the Primary High Official responsible for the duties and functions of Cooperation and Interagency Relations for review.
- (3) The Primary High Official as referred to in section (2) submits the results of review of the proposal of Cooperation to the Ketua Bidang for approval with a copy to the Chair of the Judicial Commission.
- (4) In the event that the Ketua Bidang as referred to in section (3) approves the proposal of Cooperation, the proposal of Cooperation is forwarded to the Primary High Official tasked with the duties and functions of Cooperation and Interagency Relations for the follow-up.
- (5) In the event that the Ketua Bidang as referred to in section (3) does not approve the Cooperation proposal, the proposal of Cooperation is forwarded to the Primary High Official responsible for the duties and functions of Cooperation and Interagency Relations to be submitted to the Initiator Unit.
- (6) The proposal of Cooperation as referred to in section (1) contains at a minimum:
 - a. the parties in charge;
 - b. the scopes of cooperation;
 - c. the rights and obligations of the parties;
 - d. the source of budget and/or funding;
 - e. the term of Cooperation; and/or
 - f. the evaluation of Cooperation

Article 12

The Cooperation and Interagency Relations may be proposed by the Chair, the Vice Chair, the Ketua Bidang, the Members, and/or the Secretary General of the Judicial Commission to the Ketua Bidang.

Part Three

Review of the Proposal of Cooperation

Article 13

- (1) The Work Unit tasked with the duties and functions of Cooperation and Interagency Relations makes a review report and submit it to the Ketua Bidang within a maximum of 5 (five) days from the receipt of approval from the Chair.
- (2) The Ketua Bidang provides approval or rejection of the proposed Cooperation not later than 5 (five) days after the review report as referred to in section (1) is received.

Article 14

- (1) The review of the proposal of Cooperation is conducted by means of:
 - a. substantive review, and
 - b. structural review.
- (2) The substantive review as referred to in section (1) point a is conducted by analyzing the content of the draft Memorandum of Understanding which comprises:
 - a. the relevance of the Cooperation to the programs that support the implementation of the authority and duties of the Judicial Commission;
 - b. the benefits that align with the interests of the Judicial Commission; and
 - c. any other matters deemed necessary by the Work Unit responsible for Cooperation and Interagency Relations.
- (3) Structural review as referred to in section (1) point b is conducted by analyzing the content of the draft Memorandum of Understanding which includes:

- a. objectives;
 - b. scope;
 - c. form of activity;
 - d. implementation;
 - e. funding; and
 - f. term
- (4) The substantive review as specified in section (1) point a and the structure review as specified in section (1) point b is conducted by the Work Unit tasked with the duties and functions of Cooperation and Interagency Relations.

Part Four

Discussion regarding Request or Proposal of Cooperation

Article 15

- (1) Discussion regarding the Cooperation may be conducted through meetings held either in person or remotely, with:
- a. the prospective Partner;
 - b. the Initiator Unit; and/or
 - c. other relevant parties.
- (2) The result of the discussion as referred to in section (1) is in the form of Draft Memorandum of Understanding.
- (3) The Draft Memorandum of Understanding as referred to in section (2) upon reaching mutual agreement, is stated into the form of Memorandum of Understanding.

Part Five

Signing of Memorandum of Understanding

Article 16

- (1) The Memorandum of Understanding as referred to in Article 15 section (3) is issued by the Work Unit responsible for the duties and functions of Cooperation and Interagency Relations or the prospective Partner.
- (2) The Work Unit tasked with the duties and functions of Cooperation and Interagency Relations submits the

Cooperation Document as referred to in section (1) to the authorized official to obtain the initials.

- (3) The Memorandum of Understanding that has obtained the initials is submitted to the officials as referred to in Article 7 and Article 8 for signing.
- (4) The signing of the Memorandum of Understanding is conducted directly or by exchanging the Cooperation documents.

Part Six

Implementation of Cooperation

Article 17

Implementation of Cooperation on the Memorandum of Understanding that has been signed is carried out by the Initiator Unit and/or Work Unit by:

- a. discussing, formulating, and drafting the Agreement of Cooperation between the Work Unit and the Partner;
- b. carrying out dissemination of the Memorandum of Understanding in the respective Initiator Unit and/or Work Unit;
- c. conducting activities in accordance with the agreement outlined in the Cooperation documents; and
- d. submitting a report on the implementation of Cooperation every semester to the Work Unit responsible for the duties and functions of Cooperation and Interagency Relations.

Part Seven

Monitoring of Cooperation

Article 18

- (1) The Monitoring of Cooperation is conducted by the Work Unit responsible for the duties and functions of Cooperation and Interagency Relations and may involve the Initiator Unit, the relevant Work Unit and/or the Partner.
- (2) The Monitoring as referred to in section (1) is undertaken to

ensure that the stages of the Cooperation process are carried out properly and align with the intended objectives.

- (3) The results of monitoring as referred to in section (1) shall serve as inputs for evaluating the implementation of Cooperation.

Part Eight

Evaluation of Cooperation

Article 19

- (1) Evaluation of Cooperation is carried out based on reports on the results of the implementation of Cooperation submitted by the Initiator Unit and/or relevant Work Unit to the Work Unit tasked with the duties and functions of Cooperation and Interagency Relations.
- (2) The Evaluation of Cooperation as referred to in section (1) is carried out by the Work Unit tasked with the duties and functions of Cooperation and Interagency Relations.
- (3) The implementation of the evaluation as referred to in section (2) may be carried out with the Initiator Unit, relevant Work Unit, and/or the Partner.
- (4) The mechanism for implementing the evaluation of Cooperation between the Judicial Commission and the Partner is based on mutual agreement.
- (5) The evaluation of Cooperation is conducted at least 1 (one) time in 1 (one) year.

Part Nine

Reporting on Implementation of Cooperation

Article 20

- (1) The Work Unit responsible for duties and functions of Cooperation and Interagency Relations is required to submit the Evaluation Report of the Cooperation to the Secretary General.
- (2) The report as referred to in section (1) is submitted at least 1 (one) time in 1 (one) year.

- (3) The format of the Report regarding the Results of the Implementation of Cooperation is prepared by the Work Unit responsible for the duties and functions of Cooperation and Interagency Relations.

CHAPTER V MISCELLANEOUS PROVISIONS

Article 21

The Cooperation between the Judicial Commission and foreign Partner is carried out in accordance with the provisions of legislation governing foreign relations or international cooperation.

Article 22

In the event of any discrepancies in the systematics and/or format of the Agreement of Cooperation between the Judicial Commission and the Partner, the drafting of the Agreement of Cooperation may proceed according to the systematics and/or format as mutually agreed upon.

CHAPTER V CLOSING PROVISION

Article 23

This Regulation of Judicial Commission comes into force on the date of its promulgation.

In order that every person may know hereof, it is ordered to promulgate this Regulation of the Judicial Commission by its placement in in the State Bulletin of the Republic of Indonesia.

Issued in Jakarta
on 19 March 2024

CHAIR OF THE JUDICIAL
COMMISSION OF THE
REPUBLIC OF INDONESIA,

signed

AMZULIAN RIFAI

Promulgated in Jakarta
on 3 April 2024

DIRECTOR GENERAL OF LEGISLATION OF
THE MINISTRY OF LAW AND HUMAN RIGHTS OF
THE REPUBLIC OF INDONESIA,

signed

ASEP N. MULYANA

STATE BULLETIN OF THE REPUBLIC OF INDONESIA OF 2024 NUMBER 189

Jakarta, 22 July 2025

Has been translated as an Official Translation
on behalf of the Minister of Law
of the Republic of Indonesia

DIRECTOR GENERAL OF LEGISLATION,



DHAHAN PUTRA