PROJECT PARTNERSHIP AGREEMENT
BETWEEN
HEALTH POLYTECHNIC OF SURAKARTA
- PROSTHETIC AND ORTHOTIC SCHOOL
AND
HANDICAP INTERNATIONAL

For the implementation of the project <Capacity building of Health Polytechnic of Surakarta - Prosthetic and Orthotic School, Rumah Sakit Ortopedi “Prof Dr Soeharso”- Surakarta, General Hospital “Dr Kariadi”- Semarang, and Center of Social Rehabilitation for People with Physical Disabilities “Prof Dr Soeharso”- Surakarta>

Health Polytechnic of Surakarta – Prosthetic and Orthotic School (hereinafter referred to as HPPOS), Rumah Sakit Ortopedi “Prof Dr R. Soeharso”- Surakarta (hereinafter referred to as RSOS), “Dr Kariadi” General Hospital – Semarang (hereinafter referred to as SHK), Balai Besar Rehabilitasi Sosial Bina Daksa “Prof Dr Soeharso” - Surakarta (hereinafter referred to as BBRSBD) and Handicap International (hereinafter referred to as HI), jointly referred to as the Parties;

Considering:

1. An estimated 20 million people with disabilities (PWDs) in Indonesia, by the internationally endorsed (WHO) ratio of 10% of the total population;

2. A significant potential demand for Prosthetic and Orthotic (P&O) technicians if the internationally endorsed ratio had to be applied (6 P&O technicians at level I; 1,500/3,000 P&O technicians at level II; 4,500/12,000 P&O technicians at level III);

3. An estimated total supply of 1,200 appliances (prostheses and orthoses) per year countrywide against a potential demand of 1.1 million;

4. The only Prosthetics and Orthotics School in the country is HPPOS, whose P&O training course resumed in 2003, with a seventeen-year lapse from the last completed course;

5. The tight connections between HPPOS, RSOS, SHK and PRSBD, tracing back to the establishment of the Rehabilitation Centrum by the late Prof Dr R. Soeharso;

6. The ongoing internship of HPPOS P&O students within RSOS, SHK and PRSBD to ensure hands-on training and professional exposure, prior to graduation;
7. The dearth of P&O professionals identified by HI in Aceh, for the humanitarian response in post-tsunami areas;
8. The Memorandum of Understanding settled between HI and the Ministry of Health in July 2005;
9. HI extensive experience in the development of P&O services – rehabilitation centres and professional training centres – with emphasis on appropriate technologies.

Pursuant to the prevailing laws and regulation of Indonesia as well as the procedures and policies of the government of Republic of Indonesia concerning international cooperation, the Parties have reached the following agreement:

Article 1 – Objectives
Enhance prosthetic and orthotic capacity within Health Polytechnic of Surakarta – Prosthetic and Orthotic School (HPPOS), and in the P&O units of Rumah Sakit Ortopedi “Prof Dr R. Soeharso” – Surakarta (RSOS), “Dr Kariadi” General Hospital – Semarang (SHK), and Balai Besar Rehabilitasi Sosial Bina Daksa “Prof Dr Soeharso”- Surakarta (BRRSD), where students from HPPOS have their internship.

Article 2 – Scope of the Agreement between HI and HPPOS
Activities covered by the Project Partnership Agreement are:
1. Enhance P&O curriculum within HPPOS with emphasis on a broader range of technologies and a multidisciplinary approach, meant to promote the role of P&O technicians within the rehabilitation team, clinical reasoning skills and patient-centred problem solving.
2. Identify the best balance between lectures, laboratory and internship in HPPOS curriculum for P&O students, with a view to expanding students' participation.
3. Foster pedagogic skills and promote acquaintance with a broader range of technologies among P&O lecturers and instructors in HPPOS.
4. Develop and integrate training modules intended for teaching/supervising staff (lecturers, instructors and technicians). The training modules (at least 4) will provide trainees with appropriate teaching instruments and technical skills consistent with the new technologies introduced with the project.
5. Introduce polypropylene and fibre glass stockinet among the P&O technologies taught in HPPOS.
6. Upgrade the P&O workshop within HPPOS, refurbish the premises and supply necessary equipment in accordance with pedagogic requirements and the new appropriate technologies introduced through the project (Annexe 1).
7. Determine national policies concerning the presence of rehabilitation services within public hospitals of type A and B.

8. Assess the demand for P&O technicians in the Indonesian labour market.

9. Run a feasibility study on the upgrade to ISPO level II of HPPOS.

10. Record experiences of research and development (R & D) of appropriate technologies – in terms of: functional design, cost, availability of components, and aesthetic quality - for the production of prostheses and orthoses in the Indonesian context.

11. Register national and regional suppliers of components and consumables for prostheses and raw material for orthoses, as well as providers of equipment for their production.

12. Identify orthotic component/s to be manufactured in local plants in East and Central Java.

**Article 3 – Implementation Mechanism**

The Parties shall establish by October 2005 a Project Management Committee (PMC). The committee will comprise of:

- The Director of Health Polytechnic of Surakarta, or her representative
- The Director of Rumah Sakit Ortopedi “Prof Dr R. Soeharso” - Surakarta, or his representative
- The Director of General Hospital “Dr Kariadi” - Semarang, or his representative
- The Director of the Centre of Social Rehabilitation for People with physical Disabilities “Prof Dr Soeharso” - Surakarta, or her representative
- The Project Manager of Handicap International
- The Disability Programme Co-ordinator of Handicap International

A representative from the Secretary General of the Ministry of Health RI, in coordination with Badan Pengembangan Pemberdayaan Sumberdaya Manusia Kesehatan DEPKES RI (BPPSDM) and Directorate General of Medical Service (Direktorat Bina Pelayanan Medik – DEPKES RI), will be permanently invited.

PMC shall develop project policies and shall supervise their implementation.

PMC will draw an Annual Plan of Operations by December. A mid-year review of the implementation progress will take place in June and will be co-ordinated by the PMC.

HI Project Manager will submit to PMC an Annual Progress Report by September each year.

PMC will supervise the implementation progress in accordance with the Annual Plan of Operations.
PMC will review a feasibility study on upgrading the P&O program in HPPOS concerning the awarding of a level II ISPO (International Society for Prosthetics and Orthotics).

Equipment and commodities procured under this agreement will be handed over through specific arrangements, by the end of the project.

The hand-over of equipment will occur through hand-over contracts between HI and the recipient/s, to be supervised by the Ministry of Health.

Art. 4 - Contribution by HPPOS

HPPOS shall:

- Grant access to the polytechnic for project staff.
- Appoint a focal point among its staff to follow the project activities and interface with the project manager.
- Inform its staff about the project, its objective and activities.
- Shoulder cost and arrangement for transportation and accommodation of HPPOS trainees attending training modules in RSOS developed by the project for teaching/supervising staff.
- Arrange consumables and raw material (cost and procurement) for the training courses of lecturers, instructors and technicians, when those consumables do not relate to new technologies introduced by the project. Cost of consumables and raw material will be shared by the Parties according to the number of trainees from each partner institution.
- Ensure that the training modules for teaching/supervising staff introduced through the project are reflected within the curriculum of HPPOS students.
- Review its P&O curriculum to ensure acquaintance with new technologies introduced through the project, multidisciplinary approach to disabilities and students’ active participation.
- Monitor the impact of the new training modules for teaching/supervising staff on HPPOS students’ learning process through regular evaluations.
- Install any equipment supplied through the project within its premises and ensure appropriate maintenance.
- Identify resources to take charge, by the end of the project, of any supply of consumables provided temporarily by HI.
- Review policies concerning the presence of rehabilitation services within A and B hospitals and clarify possible bottlenecks in the enforcement of those policies.
- Match up each year batch of students to available resources (consumables, equipment, staff) to ensure appropriate training, and to the actual demand for P&O technicians.
- Record experiences of appropriate technologies for the production of prostheses and orthoses in Indonesia in co-ordination with HI Research & Development Officer.

**Art. 5 – Contribution by HI**
- Recruit and assign to the project a Prosthetics and Orthotics trainer, as Project Manager.
- Recruit and assign to the project a P&O Research & Development Expert.
- Recruit and assign to the project a P&O Advisor.
- Refurbish P&O premises within HPPOS.
- Supply equipment required to upgrade the P&O workshop within HPPOS (see Annexe 1).
- Provide – on a temporary basis - consumables required by the new technologies introduced in HPPOS through the project (see Annexe 2).
- Co-ordinate and finance English translation of HPPOS curriculum to ease correlation and identify equivalence to international standards.
- Provide scholarships to 3 HPPOS teachers for them to graduate as P&O technicians at level I of the International Society for Prosthetics and Orthotics (ISPO).
- Finance and organise a mission by the International Society for Prosthetics and Orthotics (ISPO) or other international centre of high standing to HPPOS, to discuss with the school a mid-term strategy to upgrade its courses.
- Finance and co-ordinate a feasibility study on the awarding of a level II ISPO in Solo.
- Draft a report to share with the partners on appropriate technologies for prosthetics and orthotics in Indonesia and neighbouring countries.
- Draft and share with the partners a list of suppliers of P&O equipment and consumables from Indonesia and neighbouring countries, inclusive of a tentative ranking by price and quality.
- Co-ordinate initiatives to establish a local production line/s for prostheses and orthoses or some of their components.

**Article 6 – Project Sustainability**
The Parties share a common commitment to sustainable development. The project shall not generate dependence from financial or material aid. Instead, the project shall progressively call upon national resources to foster skills and technologies to meet prosthetic and orthotic demands.
Specifically, the capacity building component in the project, independent initiatives by the Parties and the involvement of the Ministry of Health are meant to develop local and national resources to address a potentially growing prosthetic and orthotic demand.

The project shall provide prosthetic and orthotic equipment that:

1) Is relevant to the Parties
2) Directly relates to hands-on prosthetic and orthotic internship by HPPOS students
3) Directly relates to new technologies introduced through the project
4) Requires spare parts and consumables that are locally or regionally available or shall become so by the end of the project

HPPOS, RSOS, BBRSD and SHK shall ensure that any equipment supplied by HI is properly installed within their premises and properly maintained for the standard life span (as indicated in its warranty and technical specifications).

HI shall provide equipment with adequate warranty, clear specifications and instructions.

HI shall facilitate contacts between recipients of equipment supplied by the project and technical assistance units – both in Indonesia and outside – of the manufacturing companies

Upon request by any of the Parties, HI shall have the former documentation translated in a language immediately comprehensible to maintenance teams.

Any provision of consumables shall be monitored by PMC and examined with the Ministry of Health, with a view to replacing any project-funded flow of consumables with standard financing and procurement procedures in HPPOS, RSOS, BBRSD and SHK.

The parties commit not to expand number of internees, students or patients without prior identification of financing and procurement procedures intended to replace the project-funded supply of consumables.

**Article 7 – Settlement of Disputes**

Any dispute that may arise between the Parties on the interpretation or implementation of this Agreement will be settled amicably.

The Parties shall always pursue accords and solutions by means of information sharing, consultation and negotiation.

**Article 8 – Amendments**

Any amendment to this Agreement will require written agreement by both the Parties.
Article 9 – Entry into Force, Duration and Termination

1. This Agreement shall enter into force on the date of its signing.

2. This Agreement shall remain in force for period of two years, or for the entire duration of the project. Should the project be extended, an extension of this Agreement is to be expected.

3. Termination can be required by any of the Parties with at least three months written notice to the others.

4. Activities included in an Annual Plan of Operations approved by the PMC shall be carried out and fully implemented regardless to the possible expiration of the Agreement prior to their completion.

Art. 10 – Force majeure

Unforeseen events, which none among the Parties could control, may lead to immediate termination of the present Agreement as well as to the interruption of activities included in the Annual Plan of Operations.

In witness thereof, the duly authorised representatives of the Health Polytechnic of Surakarta – Prosthetic and Orthotic School and Handicap International – whose names are shown here below – have signed this Memorandum of Understanding.

Done in duplicate in Solo on ___________________, in the year of two thousand and five in the English language, both texts are equally authentic.

For Health Polytechnic of Surakarta
Prosthetic and Orthotic School

For Handicap International

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