REGULATION OF THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION
OF THE REPUBLIC OF INDONESIA
NUMBER 4 OF 2026
ON
ADMINISTRATION OF COOPERATION WITHIN THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION

BY THE GRACE OF ALMIGHTY GOD

THE MINISTER OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION OF
THE REPUBLIC OF INDONESIA,

Considering :

a. that to realize administrative order in a coordinated and integrated implementation of cooperation within the Ministry of Village and Development of Disadvantaged Region, it is necessary to regulate the administration of cooperation within the Ministry of Villages and Development of Disadvantaged Regions;
b. that the Regulation of the Minister of Village, Development of Disadvantaged Region, and Transmigration Number 12 of 2018 on Guidelines for Cooperation within the Ministry of Village, Development of Disadvantaged Region, and Transmigration is no longer in line with legal developments and organizational needs, so it needs to be replaced;
c. that based on the considerations referred to in paragraphs a and b, it is necessary to issue the Regulation of the Minister of Village and Development of Disadvantaged Region on Administration of Cooperation within the Ministry of Village and Development of Disadvantaged Region;

Having regard to:

1. Article 17 paragraph (3) of the 1945 Constitution of the Republic of Indonesia;
2. Law Number 39 of 2008 on State Ministries (State Gazette of the Republic of Indonesia Year 2008 Number 166, Supplement to the State Gazette of the Republic of Indonesia Number 4916) as amended by Law Number 61 of 2024 on Amendment to Law Number 39 of 2008 on State Ministries (State Gazette of the Republic of Indonesia Year 2024 Number 225,

Supplement to the State Gazette of the Republic of Indonesia Number 6994);
3. Presidential Regulation Number 171 of 2024 on the Ministry of Village and Development of Disadvantaged Region (State Gazette of the Republic of Indonesia Year 2024 Number 367);
4. Regulation of the Minister of Village and Development of Disadvantaged Region Number 1 of 2024 on Organization and Work Procedure of the Ministry of Village and Development of Disadvantaged Region (Official Gazette of the Republic of Indonesia Year 2024 Number 892);

HEREBY DECIDES:

To issue : REGULATION OF THE MINISTER OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION ON ADMINISTRATION OF COOPERATION WITHIN THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION.

CHAPTER I
GENERAL PROVISIONS

Article 1

In this Ministerial Regulation:
1. Cooperation means an agreement between the Ministry and a Cooperation Partner set forth in a Cooperation Document to support the implementation of the duties and functions of the Ministry and to provide benefits for the parties.
2. Cooperation Partner means a party conducting Cooperation with the Ministry, either national or international.
3. Cooperation Document means a specific official document containing the results of a joint agreement between the Ministry and a Cooperation Partner.
4. Memorandum of Understanding means a Cooperation Document agreed upon by the parties that serves as the basis for a Cooperation Agreement.
5. Cooperation Agreement means a Cooperation Document containing technical arrangements for the implementation of Cooperation, either as a follow-up to a Memorandum of Understanding or without being preceded by a Memorandum of Understanding, in accordance with needs and the provisions of laws and regulations.
6. Initiating Unit means an echelon I work unit and/or work unit proposing Cooperation activities at the Ministry.
7. Ministry of Village and Development of Disadvantaged Region, hereinafter referred to as the Ministry, means the ministry that administers government sub-affairs in the field of villagewhich are within the scope of domestic government affairs and administers government affairs in the field of development of disadvantaged region.
8. Minister means the minister who administers government sub-affairs in the field of village which are within the scope of domestic government affairs and administers

government affairs in the field of development of disadvantaged region.

Article 2

(1) The administration of Cooperation consists of:
   a. planning;
   b. drafting;
   c. implementation;
   d. extension and termination; and
   e. monitoring and evaluation.
(2) The administration of Cooperation as referred to in paragraph (1) is coordinated by the work unit having duties and functions in the field of Cooperation.

CHAPTER II
TYPES OF COOPERATION

Division One
General

Article 3

Types of Cooperation in the Ministry consist of:
a. national Cooperation; and
b. international Cooperation.

Division Two
National Cooperation

Article 4

(1) The national Cooperation as referred to in Article 3 subparagraph a is set forth in the form of:
   a. Memorandum of Understanding; and
   b. Cooperation Agreement.
(2) The national Cooperation as referred to in paragraph (1) is carried out with national Cooperation Partners.
(3) The national Cooperation Partners as referred to in paragraph (2) consist of:
   a. ministries/agencies;
   b. local governments; and
   c. development partners.
(4) The development partners as referred to in paragraph (3) subparagraph c include:
   a. association;
   b. business entities;
   c. non-government organizations;
   d. education institutions;
   e. community organization; or
   f. conservation fund management institutions.
(5) The development partners as referred to in paragraph (3) subparagraph c must be legal entities and registered with the ministry administering government affairs in the field of law.

Article 5

(1) The Memorandum of Understanding as referred to in Article 4 paragraph (1) subparagraph a is drafted for and

on behalf of the Ministry.

(2) The Cooperation Agreement as referred to in Article 4 paragraph (1) subparagraph b is drafted for and on behalf of an echelon I work unit.

Article 6

(1) The Cooperation Agreement as referred to in Article 5 paragraph (2) is drafted after the signing of the Memorandum of Understanding.

(2) Cooperation related to the implementation of competency tests for specialist positions of community empowerment facilitator and auditors may be drafted into a Cooperation Agreement without being preceded by a Memorandum of Understanding.

Division Three
International Cooperation

Article 7

(1) The international Cooperation as referred to in Article 3 subparagraph b is implemented in accordance with policy directions to support the achievement of the vision, mission, goals, strategic objectives, priority programs, and the implementation of duties and functions of the Ministry.

(2) The policy directions as referred to in paragraph (1) are implemented in accordance with the provisions of laws and regulations.

(3) The international Cooperation as referred to in paragraph (1) is implemented at the level of Ministry.

(4) The international Cooperation at the level of Ministry as referred to in paragraph (3) is set forth in the form of:
   a. Memorandum of Understanding; and
   b. Cooperation Agreement.

Article 8

(1) The international Cooperation as referred to in Article 7 is implemented with international Cooperation Partners.

(2) The international Cooperation Partners as referred to in paragraph (1) consist of:
   a. international state government agencies;
   b. international organizations;
   c. international non-governmental organizations; and
   d. other subjects of international law.

CHAPTER III
PLANNING OF COOPERATION

Article 9

(1) The planning of Cooperation as referred to in Article 2 paragraph (1) subparagraph a is conducted at the level of Ministry.

(2) The planning of Cooperation as referred to in paragraph (1) is conducted through stages of:
   a. proposal;
   b. exploratory study; and

c. establishment of the Cooperation plan.

(3) The planning of Cooperation as referred to in paragraph (2) is conducted by a working team established by the Minister.

(4) The working team as referred to in paragraph (3) consists of all principal senior executive officialswithin the Ministry.

Article 10

(1) The proposals as referred to in Article 9 paragraph (2) subparagraph a are obtained from:
   a. follow-up on national strategic policies;
   b. requests from the Initiating Unit;
   c. Cooperation requests from Cooperation Partners;
   d. results of review by the work unit having tasks and functions in the field of Cooperation; and
   e. directives from the Minister and/or Vice Minister conveyed to the Secretary General of the Ministry through disposition.

(2) The proposals as referred to in paragraph (1) contain details of:
   a. partner;
   b. field of Cooperation;
   c. objective;
   d. scope;
   e. urgency;
   f. time limit for discussion;
   g. strategic plan of the Ministry; and
   h. supporting data.

(3) The requests from the Initiating Unit as referred to in paragraph (1) subparagraph b are submitted in the form of an official note to the Minister through the Secretary General of the Ministry.

(4) The requests for Cooperation from Cooperation Partners as referred to in paragraph (1) subparagraph c are submitted in the form of a Cooperation request to the Minister.

(5) The proposal format as referred to in paragraph (2) is set out in Annex Ias an integral part of this Ministerial Regulation.

Article 11

The exploratory study as referred to in Article 9 paragraph (2) subparagraph b is conducted with prospective Cooperation Partners to identify and analyze the substance to be cooperated on.

Article 12

(1) The exploratory study conducted with development partners is preceded by a due diligence mechanism.

(2) The due diligence mechanism as referred to in paragraph (1) includes:
   a. preparation;
   b. data and information collection;
   c. analysis and evaluation;
   d. preparation of due diligence report; and

e. submission and follow-up of due diligence report.

(3) Procedures for conducting due diligence are determined by the Minister.

Article 13

(1) Based on the results of the exploratory study as referred to in Article 11, the work unit having duties and functions in the field of Cooperation prepares a study.

(2) The study as referred to in paragraph (1) must take into account:
   a. legal basis for the implementation of Cooperation;
   b. alignment with the Ministry's strategic plan;
   c. funding support; and
   d. risk.

(3) The results of the study are submitted to the Minister through the Secretary General of the Ministry as material for establishing the Cooperation plan.

Article 14

(1) The establishment of the Cooperation plan as referred to in Article 9 paragraph (2) subparagraph c is carried out based on the results of the study as referred to in Article 13 paragraph (3).

(2) The establishment of the Cooperation plan as referred to in paragraph (1) is determined by the Minister.

Article 15

(1) Based on organizational needs, the Initiating Unit may propose Cooperation other than the establishment of the Cooperation plan as referred to in Article 14.

(2) Proposals for Cooperation other than the establishment of the Cooperation plan as referred to in paragraph (1) are implemented at the maximum of 5% (five percent) of the total established Cooperation.

Article 16

The proposals as referred to in Article 10 and exploratory studies as referred to in Articles 11 to 13 apply mutatis mutandis to exploratory studies of Cooperation other than the establishment of the Cooperation plan.

CHAPTER IV
DRAFTING OF COOPERATION

Division One
General

Article 17

(1) The drafting of Cooperation as referred to in Article 2 paragraph (1) subparagraph b is conducted based on:
   a. Cooperation plan established by the Minister;
   b. Cooperation proposals other than the Cooperation plan that have been approved.

(2) The drafting of Cooperation as referred to in paragraph (1) is conducted for national Cooperation and international Cooperation.

(3) The drafting of Cooperation as referred to in paragraph (1) is conducted through the stages of:
   a. formulation; and
   b. signing.

Division Two
National Cooperation

Subdivision 1
Memorandum of Understanding

Article 18

(1) The formulation as referred to in Article 17 paragraph (3) subparagraph a is carried out through discussions with prospective Cooperation Partners.
(2) The formulation of a Memorandum of Understanding at minimum contains:
   a. title;
   b. the parties;
   c. purpose and objective;
   d. scope;
   e. implementation;
   f. term;
   g. funding;
   h. monitoring and evaluation;
   i. correspondence;
   j. addendum; and
   k. closing.
(3) The structure and format of the Memorandum of Understanding as referred to in paragraph (2) are set our in Annex II as an integral part of this Ministerial Regulation.

Article 19

The signing as referred to in Article 17 paragraph (3) subparagraph b is conducted by:
a. the Minister; or
b. the Secretary General of the Ministry

Article 20

(1) The signing as referred to in Article 19 must be preceded by initialing for approval.
(2) The initialing for approval as referred to in paragraph (1) is affixed on every page of the Memorandum of Understanding.
(3) The initialing for approval as referred to in paragraph (2) is provided by:
   a. Secretary General of the Ministry, the principal senior executive officials of the work unit having duties and functions in the field of Cooperation, and the principal senior executive officials of the work unit having duties and functions in the field of law for Memorandum of Understanding signed by the Minister; and
   b. the principal senior executive officials of the work unit having duties and functions in the field of

Cooperation and the principal senior executive officials of the work unit having duties and functions in the field of law for Memorandum of Understanding signed by the Secretary General of the Ministry.

Subdivision 2
Cooperation Agreement

Article 21

(1) The formulation as referred to in Article 17 paragraph (3) subparagraph a is carried out through discussions with prospective Cooperation Partners.
(2) The formulation of a Cooperation Agreement at minimum contains:
    a. title;
    b. the parties;
    c. purpose and objective;
    d. scope;
    e. rights and obligations;
    f. implementation;
    g. term;
    h. funding;
    i. monitoring and evaluation;
    j. dispute resolution;
    k. correspondence;
    l. addendum; and
    m. closing.
(3) The structure and format of the Cooperation Agreement as referred to in paragraph (1) are set out in Annex III as an integral part of this Ministerial Regulation.

Article 22

The signing as referred to in Article 17 paragraph (3) subparagraph b is conducted by the high-level senior executive officials of the Initiating Unit.

Article 23

(1) The signing as referred to in Article 22 must be preceded by the affixing of initialing for approval.
(2) The initialing for approval as referred to in paragraph (1) are affixed on every page of the Cooperation Agreement.
(3) The initialing for approval as referred to in paragraph (2) are given by the principal senior executive officials with duties in the field of secretariat of the Initiating Unit, the principal senior executive officials of the work unit with duties in the field of Cooperation, and the principal senior executive officials of the work unit with duties and functions in the field of law.

Division Two
International Cooperation

Article 24

(1) The formulation as referred to in Article 17 paragraph (3) subparagraph a is conducted through discussions with the ministry administering foreign government affairs and

the prospective Cooperation Partner.

(2) The formulation of International Cooperation in the form of a Memorandum of Understanding at minimum contains:
   a. title;
   b. parties;
   c. purpose and objective;
   d. scope;
   e. implementation;
   f. term;
   g. funding;
   h. correspondence;
   i. addendum; and
   j. closing.

(3) The formulation of International Cooperation in the form of a Cooperation Agreement at minimum contains:
   a. title;
   b. parties;
   c. purpose and objective;
   d. scope;
   e. rights and obligations;
   f. implementation;
   g. term;
   h. funding;
   a. monitoring and evaluation;
   i. dispute resolution;
   j. correspondence;
   k. addendum; and
   l. closing.

(4) The formulation as referred to in paragraph (1) must take into consideration:
   a. confidentiality of data and information;
   b. protection of genetic resources, knowledge, and traditional culture;
   c. material transfer agreements;
   d. intellectual property;
   e. technology transfer; and
   f. human resource capacity development.

Article 25

(1) The signing as referred to in Article 17 paragraph (3) subparagraph b must be consulted first with the ministry administering foreign government affairs.

(2) The signing as referred to in paragraph (1) is conducted by:
   a. the Minister; or
   b. the Secretary General of the Ministry.

Article 26

The drafting of International Cooperation is conducted in accordance with the provisions of laws and regulations.

CHAPTER V
IMPLEMENTATION OF COOPERATION

Article 27

(1) The implementation of Cooperation as referred to in Article 2 paragraph (1) subparagraph c is conducted based on the signed Cooperation Agreement.
(2) The implementation of Cooperation as referred to in paragraph (1) is conducted by the Initiating Unit.
(3) The high-level and principal senior executive officials of the Initiating Unit who fail to implement the Cooperation as referred to in paragraph (1) shall be subject to sanctions in accordance with the provisions of laws and regulations.

Article 28

The Initiating Unit prepares an activity plan to be implemented during the term of the Cooperation.

Article 29

(1) Where problems arise due to one of the parties failing to fulfill its obligations in the signed Cooperation Agreement, such problems are resolved through a dispute resolution mechanism.
(2) The dispute resolution mechanism as referred to in paragraph (1) is regulated in standard operating procedures established by the Minister.

CHAPTER VI
EXTENSION AND TERMINATION OF COOPERATION

Article 30

(1) The extension of Cooperation as referred to in Article 2 paragraph (1) subparagraph d is implemented with the following provisions:
    a. agreement between the Initiating Unit that has entered into Cooperation and the Cooperation Partner; and
    b. recommendation from the work unit with duties and functions in the field of Cooperation.
(2) The submission for the extension of Cooperation is made not later than six (6) months prior to the expiration date of the Cooperation.

Article 31

The termination of Cooperation as referred to in Article 2 paragraph (1) subparagraph d is conducted with the following provisions:

a. the Cooperation period has expired as stipulated in the Cooperation Document;
b. there is a violation of the matters agreed upon with the Cooperation Partner;
c. it contradicts the applicable provisions of laws and regulations after the Cooperation Document is signed; or
d. the parties agree to terminate the Cooperation.

CHAPTER VII
MONITORING AND EVALUATION

Article 32

(1) The monitoring and evaluation of Cooperation as referred to in Article 2 paragraph (1) subparagraph e are conducted on the activities agreed upon in the Cooperation Document.
(2) The conduct of activities as referred to in paragraph (1) is set forth in a report compiled by the Initiating Unit and submitted to the work unit with duties in the field of Cooperation.
(3) The monitoring and evaluation of Cooperation as referred to in paragraph (1) are conducted digitally through the information system on monitoring and evaluation of implementing Cooperation.
(4) The monitoring and evaluation of Cooperation as referred to in paragraph (1) are conducted periodically every three (3) months and at any time if necessary.
(5) The results of monitoring and evaluation of Cooperation as referred to in paragraph (1) are submitted to the Minister through the Secretary General of the Ministry hierarchically.

Article 33

(1) The monitoring and evaluation of Cooperation as referred to in Article 32 are conducted by a working team led by the work unit with duties in the field of Cooperation.
(2) The working team as referred to in paragraph (1) is appointed by the Minister.

CHAPTER VIII
DOCUMENTATION OF COOPERATION DOCUMENTS

Article 34

(1) Documentation of Cooperation Documents consists of:
    a. numbering;
    b. archiving; and
    c. publication.
(2) The numbering as referred to in paragraph (1) subparagraph a is conducted by:
    a. the work unit with duties in the field of law for Memorandums of Understanding and Cooperation Agreements signed by the Minister and the Secretary General of the Ministry; or
    b. the work unit with duties in the field of secretariat for Cooperation Agreements signed by the high-level senior executive officialsother than the Secretary General of the Ministry.
(3) The archiving as referred to in paragraph (1) subparagraph b and publication as referred to in paragraph (1) subparagraph c are conducted by the work unit with duties and functionsin the field of law.

Article 35

The documentation of Cooperation Documents as referred to

in Article 34 paragraph (1) may be implemented through the information system of Ministry's Cooperation.

CHAPTER IX
TRANSITIONAL PROVISIONS

Article 36

(1) Cooperation that has been signed prior to the effective date of this Ministerial Regulation remains valid until the expiration of the Cooperation period.
(2) Cooperation that is still in the drafting, discussion, or extension process, but has not yet been signed, has its process completed based on this Ministerial Regulation.

CHAPTER X
CLOSING PROVISIONS

Article 37

Upon the entry into force of this Ministerial Regulation, the provisions on cooperation in the fields of village and development of disadvantaged region in the Ministerial Regulation of Village, Development of Disadvantaged Region, and Transmigration Number 12 of 2018 on Guidelines for Cooperation within the Ministry of Villages, Development of Disadvantaged Region, and Transmigration (State Gazette of the Republic of Indonesia Year 2018 Number 1391), are hereby repealed and declared no longer in force.

Article 38

This Ministerial Regulation shall enter into force on the date of its promulgation.

In order to make this Ministerial Regulation known to the public, it is hereby ordered that it be promulgated by its publication in the Official Gazette of the Republic of Indonesia.

Issued in Jakarta
on 30 June 2026

MINISTER OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION OF THE REPUBLIC OF INDONESIA,

[e-signed]

YANDRI SUSANTO

Promulgated in Jakarta
on 8 July 2026

DIRECTOR GENERAL OF LAWS
MINISTRY OF LAW OF THE REPUBLIC OF INDONESIA,

[e-signed]

DHAHANA PUTRA

OFFICIAL GAZETTE OF THE REPUBLIC OF INDONESIA YEAR 2026 NUMBER 454

Prepared and issued as an official translation

Jakarta, 29 October 2026
DIRECTOR GENERAL OF LEGISLATION
FOR THE MINISTER OF LAW OF THE REPUBLIC OF INDONESIA,

DHAHANA PUTRA

Official Translation Notice:
This English translation is provided for information and reference purposes only. In the event of any discrepancy, inconsistency, or ambiguity between the English version and the Indonesian version, the Indonesian version shall prevail.

ANNEX I TO
REGULATION OF THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION OF THE REPUBLIC OF INDONESIA
NUMBER 4 OF 2026
ON
THE IMPLEMENTATION OF COOPERATION WITHIN THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION

FORMAT OF PROPOSAL

No.	Partner	Field of Cooperation	Objective	Scope	Urgency	Discussion Deadline	Ministry's Strategic Plan	Supporting Data

MINISTER OF VILLAGE AND
DEVELOPMENT OF DISADVANTAGED
REGION
OF THE REPUBLIC OF INDONESIA,

(signed)

YANDRI SUSANTO

ANNEX II TO
REGULATION OF THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION OF THE REPUBLIC OF INDONESIA
NUMBER 4 OF 2026
ON
THE IMPLEMENTATION OF COOPERATION WITHIN THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION

STRUCTURE AND FORM OF MEMORANDUM OF UNDERSTANDING

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION OF THE REPUBLIC OF INDONESIA

AND

.....

ON

.....

NUMBER: .....

NUMBER: .....

On this day, ..., date ...., month ...., year .... (...-...-...), located at ....., we the undersigned below:

1.	:	Minister of Village and Development of Disadvantaged Region of the Republic of Indonesia, appointed based on ..... concerning ....., in this case acting for and on behalf of the Ministry of Village and Development of Disadvantaged Region of the Republic of Indonesia, located at Jalan Taman Makam Pahlawan Kalibata Number 17, South Jakarta 12750, hereinafter referred to as the FIRST PARTY.
2.	:	Minister/Head of Agency ....., appointed based on ..... concerning ....., in this case acting for and on behalf of the Ministry/Agency ....., located at ....., hereinafter referred to as the SECOND PARTY.

The FIRST PARTY and the SECOND PARTY hereinafter collectively referred to as the PARTIES and individually referred to as a PARTY, first declare the following matters:

a. that the FIRST PARTY is a state ministry having a duty to administer government sub-affairs in the field of village which are within the scope of

domestic government affairs and administers government affairs in the field of development of disadvantaged region; and

b. that the SECOND PARTY is a state ministry/agency having a duty to administer .....

Based on the aforementioned matters, the PARTIES, in their respective capacities as mentioned above, agree to bind themselves in a Memorandum of Understanding on ..... hereinafter referred to as the Memorandum of Understanding, with the following terms and conditions:

ARTICLE 1
PURPOSE AND OBJECTIVE

(1) The purpose of this Memorandum of Understanding is .....
(2) The objective of this Memorandum of Understanding is to .....

ARTICLE 2
SCOPE

The scope of this Memorandum of Understanding includes:
a .....; and
b. .....

ARTICLE 3
IMPLEMENTATION

(1) The implementation of this Memorandum of Understanding will be followed up in a separate Cooperation Agreement signed by the PARTIES which regulates the details of the cooperation and other matters deemed necessary by the PARTIES.
(2) For the implementation of the Cooperation Agreement as referred to in paragraph (1), the PARTIES will appoint representatives/officials who have the authority to act in accordance with the duties and functions of their respective organizational units and become an integral part of this Memorandum of Understanding.

ARTICLE 4
TERM

(1) This Memorandum of Understanding is valid for four (4) years from the date of signing and may be extended or terminated based on the agreement of the PARTIES.
(2) Where one of the PARTIES intends to extend or terminate this Memorandum of Understanding, the PARTY shall notify the other PARTY in writing not later than three (3) months prior to the intended expiration and termination date of the Memorandum of Understanding.
(3) This Memorandum of Understanding may expire or become null and void automatically if there are changes in policies and/or the provisions of laws and regulations that do not allow the continuation of this Memorandum of Understanding.

ARTICLE 5
FUNDING

Funding arising from the implementation of this Memorandum of Understanding is charged to the respective budgets of the PARTIES in accordance with the provisions of laws and regulations.

ARTICLE 6
MONITORING AND EVALUATION

(1) The PARTIES conduct joint and/or independent monitoring and evaluation of the implementation of this Memorandum of Understanding at least one (1) time every one (1) year.
(2) The results of the monitoring and evaluation as referred to in paragraph (1) are submitted to the PARTIES to be used as input material for planning future Cooperation.

ARTICLE 7
CORRESPONDENCE

(1) Every notification and/or communication between the PARTIES related to this Memorandum of Understanding must be submitted in writing to the following addresses:
   a. FIRST PARTY
      Person in charge : .....
      Address : .....
      Telephone : .....
      Email : .....

   b. FIRST PARTY
      Person in charge : .....
      Address : .....
      Telephone : .....
      Email : .....
(2) Where there is a change in the correspondence address as referred to in paragraph (1), the PARTY making the change is obliged to notify the other PARTY in writing not later than seven (7) workdays after the change occurs, and no addendum to this Memorandum of Understanding is required.
(3) Until the notification of the change in correspondence address is received, all correspondence and information delivery continues to use the correspondence address as referred to in paragraph (1).

ARTICLE 8
ADDENDUM

Matters that are not regulated or not sufficiently regulated in this Memorandum of Understanding will be regulated in an addendum based on the agreement of the PARTIES, which constitutes a single unity and an integral part of this Memorandum of Understanding.

ARTICLE 9
CLOSING

This Memorandum of Understanding is made in two (2) original copies, each affixed with sufficient stamp duty, and having the same legal force after being signed by the PARTIES and stamped with their respective institutional seals.

FIRST PARTY	SECOND PARTY
.....	.....

MINISTER OF VILLAGE AND
DEVELOPMENT OF DISADVANTAGED REGION
OF THE REPUBLIC OF INDONESIA,

(signed)

YANDRI SUSANTO

ANNEX III TO
REGULATION OF THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION OF THE REPUBLIC OF INDONESIA
NUMBER 4 OF 2026
ON
THE IMPLEMENTATION OF COOPERATION WITHIN THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION

STRUCTURE AND FORM OF COOPERATION AGREEMENT

Logo

COOPERATION AGREEMENT

BETWEEN

THE MINISTRY OF VILLAGE AND DEVELOPMENT OF DISADVANTAGED REGION OF
THE REPUBLIC OF INDONESIA

AND

.....

ON

.....

NUMBER: .....
NUMBER: .....

On this day, ..., date ..... month year (...-...-...) located at ....., we the undersigned below:

1. ..... : ....., Ministry of Village and Development of Disadvantaged Region, appointed based on ....., in this case acting for and on behalf of ....., Ministry of Villages and Development of Disadvantaged Regions, located at ....., hereinafter referred to as the FIRST PARTY.
2. ..... : ....., appointed based on ....., in this case acting for and on behalf of ....., located at ....., hereinafter referred to as the SECOND PARTY.

The FIRST PARTY and the SECOND PARTY hereinafter collectively referred to as the PARTIES and individually referred to as a PARTY, first declare the following matters:

FIRST PARTY :_____ **SECOND PARTY:**_____

a. that the FIRST PARTY is the Echelon I Work Unit of the Ministry of Villages and Development of Disadvantaged Regions having duty to .....;
b. that the SECOND PARTY is .....; and
c. that this Cooperation Agreement is a follow-up to the Memorandum of Understanding between the Ministry of Villages and Development of Disadvantaged Regions and ..... Number: ..... and Number: ..... concerning .....

Based on the aforementioned matters, the PARTIES, in their respective capacities as mentioned above, agree to bind themselves in a Cooperation Agreement concerning ....., hereinafter referred to as the Cooperation Agreement, with the following terms and conditions:

ARTICLE 1
PURPOSE AND OBJECTIVE

(1) The purpose of this Cooperation Agreement is .....
(2) The objective of this Cooperation Agreement is .....

ARTICLE 2
SCOPE

The scope of this Cooperation Agreement includes:
a.....; and
b.....

ARTICLE 3
RIGHTS AND OBLIGATIONS

(1) FIRST PARTY has the right to:
    a. .....;
    b. .....; and
    c. .....
(2) SECOND PARTY has the right to:
    a. .....;
    b. .....; and
    c. .....
(3) FIRST PARTY has the obligation to:
    a. .....;
    b. .....; and
    c. .....
(4) SECOND PARTY has the obligation to:
    a. .....;
    b. .....; and
    c. .....

ARTICLE 4
IMPLEMENTATION

(1) To implement the activities as referred to in Article 2, the PARTIES agree and consent to appoint representatives of the PARTIES in accordance with their respective functions and authorities.

FIRST PARTY :_____ **SECOND PARTY:**_____

(2) The implementation of the Cooperation Agreement will be further detailed and set forth in an annual work plan based on the agreement of the PARTIES, approved and signed by the PARTIES, which constitutes an inseparable part of this Cooperation Agreement.

ARTICLE 5
TERM

(1) This Cooperation Agreement is valid for ..... (.....) years from the date of signing and may be extended or terminated based on the agreement of the PARTIES.
(2) ...
(3) ...

ARTICLE 6
FUNDING

(1) ...
(2) ...

ARTICLE 7
MONITORING AND EVALUATION

(1) The PARTIES agree to conduct monitoring of activities during the implementation of this Cooperation Agreement.
(2) ...

ARTICLE 8
DISPUTE RESOLUTION

(1) This Cooperation Agreement is subject to the provisions of laws and regulations applicable in the Republic of Indonesia.
(2) Where there is a difference of opinion or dispute arising from the implementation of this Cooperation Agreement, it shall be resolved through ....

ARTICLE 9
CORRESPONDENCE

(1) For the purpose of correspondence and/or implementation of activities under this Cooperation Agreement, the PARTIES appoint responsible work units or operational units as contacts, established as follows:

a. FIRST PARTY
Person in charge : .....
Attn : .....
Address : .....
Telephone : .....
Email : .....

b. FIRST PARTY
Person in charge : .....
Attn : .....
Address : .....
Telephone : .....
Email : .....

FIRST PARTY :_____ **SECOND PARTY:**_____

(2) Where there is a change in the correspondence address as referred to in paragraph (1), the PARTY making the change shall notify the other PARTY in writing not later than seven (7) workdays after the change occurs, and no addendum to this Cooperation Agreement is required.
(3) Until the notification of the change in correspondence address is received, all correspondence and information delivery continue to use the correspondence address as referred to in paragraph (1).

ARTICLE 10
ADDENDUM

Matters that have not been regulated in this Cooperation Agreement will be regulated and determined later by the PARTIES in an addendum which constitutes an inseparable part of this Cooperation Agreement.

ARTICLE 11
CLOSING

This Cooperation Agreement is made in two (2) original copies, each affixed with sufficient stamp duty, and having the same legal force after being signed by the PARTIES and stamped with their respective institutional seals.

FIRST PARTY	SECOND PARTY
.....	.....

MINISTER OF VILLAGE AND DEVELOPMENT
OF DISADVANTAGED REGION
OF THE REPUBLIC OF INDONESIA,

(signed)

YANDRI SUSANTO