



President University

Internship Report for



National Resilience Institute of the Republic of Indonesia

Directorate of Defense and Security Study

Dita Risna Fiani

International Relations

016201200064

August 2015

LETTER OF COMPLETION



SEKRETARIAT UTAMA LEMHANNAS RI BIRO UMUM

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SURAT-KETERANGAN

Nomor : **SKET/84 / VII / 2015.**

Yang bertanda tangan di bawah ini,

Nama : Drs. Nana Sujana, M.Si.
Pangkat/Gol korps : Kolonel Adm
Nrp : 520700
Jabatan : Kepala Bagian Kepegawaian

Dengan ini menerangkan bahwa

Nama : Dita Risna Fiani
NPM : 016201200064
Program Studi : *International Relations*
Mahasiswa : *President University Cikarang*

Telah melaksanakan magang di Lingkungan Dirjian Hankam Lemhannas RI mulai tanggal 1 April sampai dengan tanggal 9 Juli 2015.

Surat Keterangan ini dibuat untuk kelengkapan administrasi persyaratan skripsi S1 di Jurusan *International Relations President University Cikarang.*

Demikian Surat Keterangan ini dikeluarkan agar dapat dipergunakan sebagaimana mestinya.

Jakarta, **10 - 7 - 2015**

a.n. Kepala Biro Umum
Lembaga Ketahanan Nasional RI
Kepala Bagian Kepegawaian,



Drs. Nana Sujana, M.Si
Kolonel Adm Nrp 520700

Tembusan :

- Direktur *Internship and Career Center*
President University Cikarang.

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PREFACE

This report is hardly to be done without Allah blessing, a continuous support and motivation from beloved people. Therefore, I would like to express immense gratitude and deepest appreciation to the people that matters most to me.

First of all, I would like to thank Allah, the Lord of the world who always give me bless, love, and faith. There is nothing gorgeous place other than in Your side when I'm feeling down. You are my recline place. Thank you for making me believes that this world is full of surprises. And then, my beloved parents, who always pray for me, my study, my career and my success, take care of me and support me. They always give me suggestions, thank you for your sincere love. Not to forget, my beloved sisters, Diva Dwi Amareta and Devi Tri Aprilianza who always text and call me just for giving their supports even though they were busy on their school matters but they always have time to listen my lamentations patiently.

Furthemore, I would like to say thank you for my internship advisor, Mr. Hendra Manurung that already give me useful feedbacks for my improvement during my internship, my supervisor on site, Brigjen TNI Sakkan Tampubolon that has gave me a lot of lessons to learned, all of the staff members in Directorate of Defense and Security Study, Kolonel Inf Azhar Tanjung, Kombes Pol Susana Saras Rugiati, S.H., Mr. Yustinus Susanto, S.H, Letkol Ckm Ali Pasaribu, Letkol Inf Sutjipto, Mayor Ckm Elysmi, Mr. Atam, Mrs. Dewi Sigar and Miss Sriyati, S.Kom for giving me such an incredible experience as an internee, teach me many things and treat me well during my internship there. All the Lemhannas RI personnel that already helps me pass this intenship there that I could not mention one by one. It would be my honour to work with them.

The last but not least, I want to say thank you for my friends from Defense 1-2012 Class. They always keep the jokes up on our private chat group. And especially for Mirza Dita Ardani that already give me supports and suggestions. Always ready to received my phone calls when I get bored in the office. Thank you for always being there.

Unlimited thank you for those.

CHAPTER I

INTRODUCTION

Internship is an opportunity to integrate career related experiences into an undergraduate education by participating in planned, supervised on the job training.¹ The objectives of internship itself are many, one of them is internship gives an opportunity to work in a career related or professional environment and it provides career awareness for the students. An internship is a planned and closely supervised “hands-on” learning experience providing the student with a range of actual work activities and opportunities to shadow or observe portions of operations or administration for which actual work experience is not practical or possible.²

Specifically, I did my internship on National Resilience Institute of the Republic of Indonesia or known as Lembaga Ketahanan Nasional Republik Indonesia (Lemhannas RI). This report consists of company profile, intenship activities, personal evaluation and recommendation. This internship has proven beneficial for me. It gives me valuable experiences that helps secure future employment. Through this internship, I can make professional networking contacts and helps me develop self confidence as they identifiy skills, abilities and talents.

Hopefully this report can be a reference for those who want to take internship, especially at Lembaga Ketahanan Nasional Republik Indonesia.

¹ Retrieved from President University website; <http://www..president.ac.id/internship-career-center/> on August 6, 2015

² Internship Handbook of President University Year 2013

CHAPTER II

COMPANY PROFILE

II.1 History of Lembaga Ketahanan Nasional the Republic of Indonesia

The establishment of Lembaga Ketahanan Nasional Republik Indonesia (Lemhannas RI) was a response to the strategic development nationally and internationally which suggested the need for integration and close cooperation and dynamic between civilians, the military and police as well as heads of national private sectors, leaders or political and social organizations to ensure proper state governance.

The first president of Republic of Indonesia, Ir. Soekarno, determined May 20, 1965 as the day of the establishment of Lemhannas RI, declared under Government Regulation of the Republic of Indonesia Number 37 of 1964 which coincided with the date the nation commemorated the national awakening of Indonesia. The ceremony of the opening of Lemhannas RI also marked the start of the main function of Lemhannas RI, namely, educational program for the First Regular Course. The establishment of Lemhannas was also to fulfill one national urgent need in the efforts to safeguard and preserve the national ideal of the proclamation, the goal of the nation and the sustainability of the nation amidst the political games in the world.

II.2. Vision and Mission of Lembaga Ketahanan Nasional the Republic of Indonesia

The vision statement of Lemhannas Republic of Indonesia is as follows³:

'Becomes an institution which have quality, credibility and international standard of national resilience matters'.

Qualified means Lemhannas RI as education and training institution that produces cadres and national leaders based on nationalistic values should has quality, good grade, and based on approval standard.

³ Retrieved from <http://www.lemhannas.go.id/portal/en/about-lemhannas/vision-and-mission.html>, on July 13, 2015

Credibility means the education and training results that possessed quality standard, capability, should spread the influence and belief so the national leaders really owned the characters based on nationalistic values.

World class instituiton means Lemhannas RI is expected to be a leader in its field and the researches and policies produced can influence many stakeholders either national, regional or international.

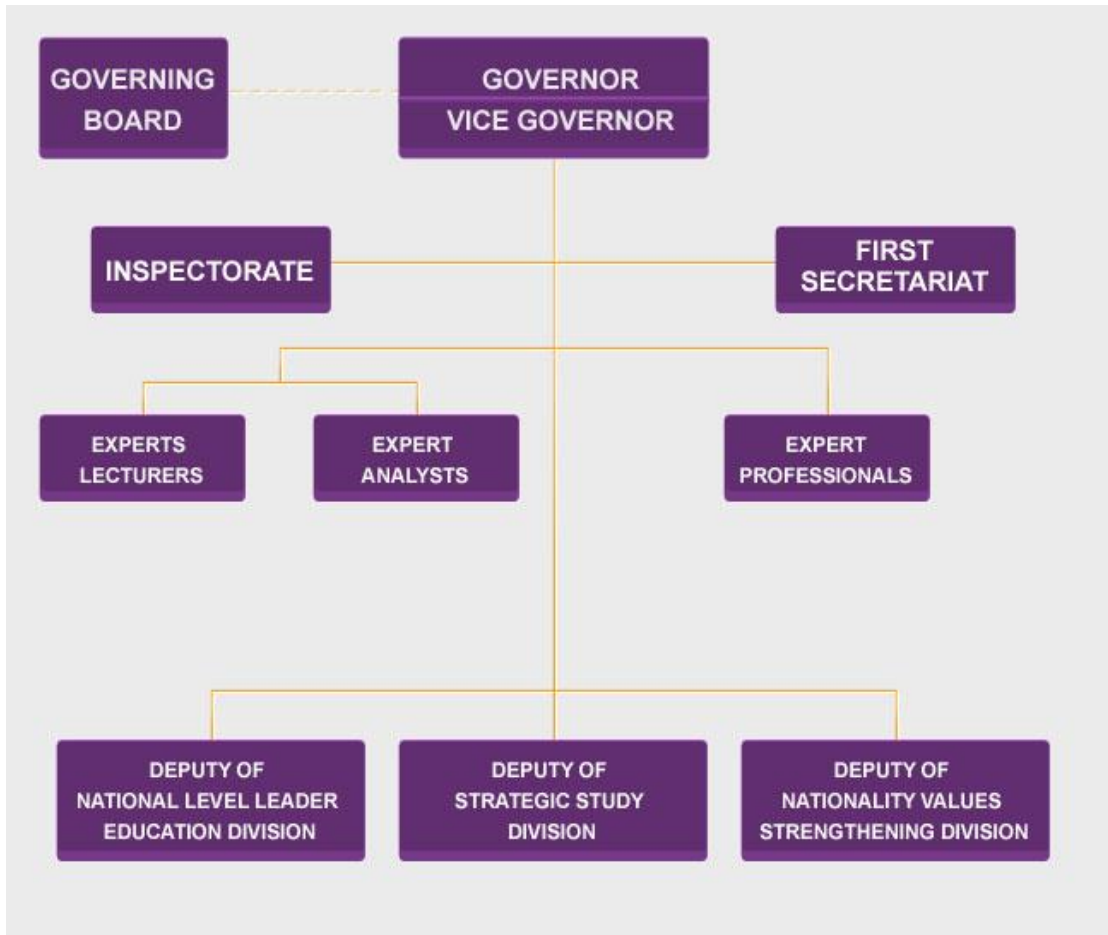
To achieve that vision, Lemhannas has 5 (five) exclusive missions to be reached by entire working units with the following details:

1. To provide education for cadres and national leaders who are capable of thinking integrally with universal viewpoint and uphold nationalistic viewpoint.
2. To conduct conceptual and strategic analysis of different national, regional, and international issues as required by the President in term of protecting and preserving the dignity and unity and existence of the Unitary State of the Republic of Indonesia.
3. To nurture the nation's values as contained in the 4 (four) basic principles namely Pancasila, the 1945 Constitution, the Unitary State of the Republic of Indonesia and the principle of Unity in Diversity.
4. To develop national resilience through Asta Gatra, National Conception, and Universal Values through various approaches including the application of technology.
5. To maintain and upgrade cooperation with relevant institutes in and outside the country in the framework of all social, nation, and state aspects to bring about harmony of the universal values.

II.3. Organization Structure

Lemhannas is lead by a Governor as a decision maker which will take responsibility for all working system inside Lemhannas. Besides that, a Governor also have to control the implementation of task and function of Lemhannas RI and implement the other tasks according to the policy stipulated by the President of Republic of Indonesia. Not only those points, the leader of Lemhannas RI should provide suggestions and inputs requested or not to the President of the Republic of Indonesia

relating various national, regional and international problems. A Governor also determine the public and technical policies on implementation of task of Lemhannas RI being its responsibility.



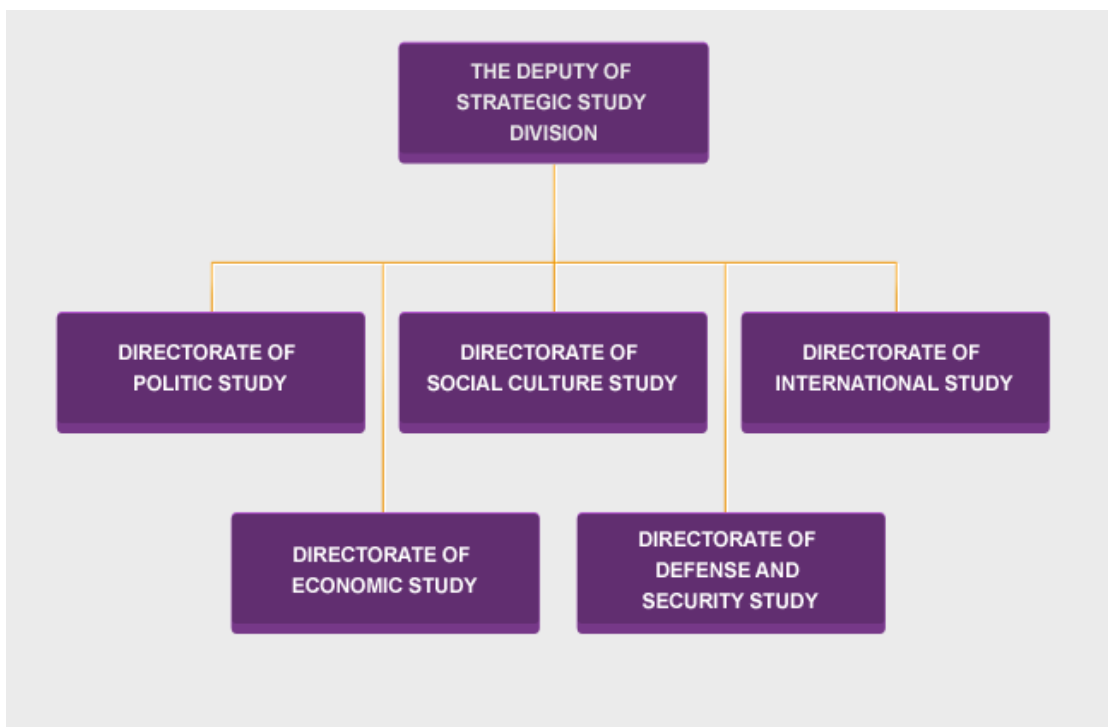
On its duties, Governor also helps by Vice Governor and Governing Board. Vice Governor is simply to assist the Governor of Lemhannas RI in leading the implementation of tasks and functions of Lemhannas RI and also to represent Governor of Lemhannas RI if indisposed. Vice Governor is under and be responsible to the Governor of Lemhannas RI.⁴ In the implementation of its duties, Governor of Lemhannas RI also assist by Governing Board, a committee which had an equal position with the Governor of Lemhannas RI.⁵ The Governing Board chaired by the Governor of Lemhannas RI and it has the task of formulating public policy of Lemhannas RI. In performing the tasks as intended, Governing Board organizing the functions of public formulation policy in some sectors, such as education of cadre

⁴ Retrieved from <http://www.lemhannas.go.id/portal/en/about-lemhannas/organizational-structure/vice-governor.html>, on July 13,2015

⁵ Retrieved from <http://www.lemhannas.go.id/portal/en/about-lemhannas/organizational-structure/governing-board.html>, on July 13,2015

preparation and leadership at national level, strategic assessment of the various national and international problems; strengthening the nationality values; cooperation in graduate education majoring in the strategic studies of the national security with educational institutions either national or international; cooperation in the strategic assessment and strengthening the nationality values with either local or international institutions.

Specifically, I did my internship at Directorate of Defense and Security Study, it is under the Deputy of Strategic Study Division.

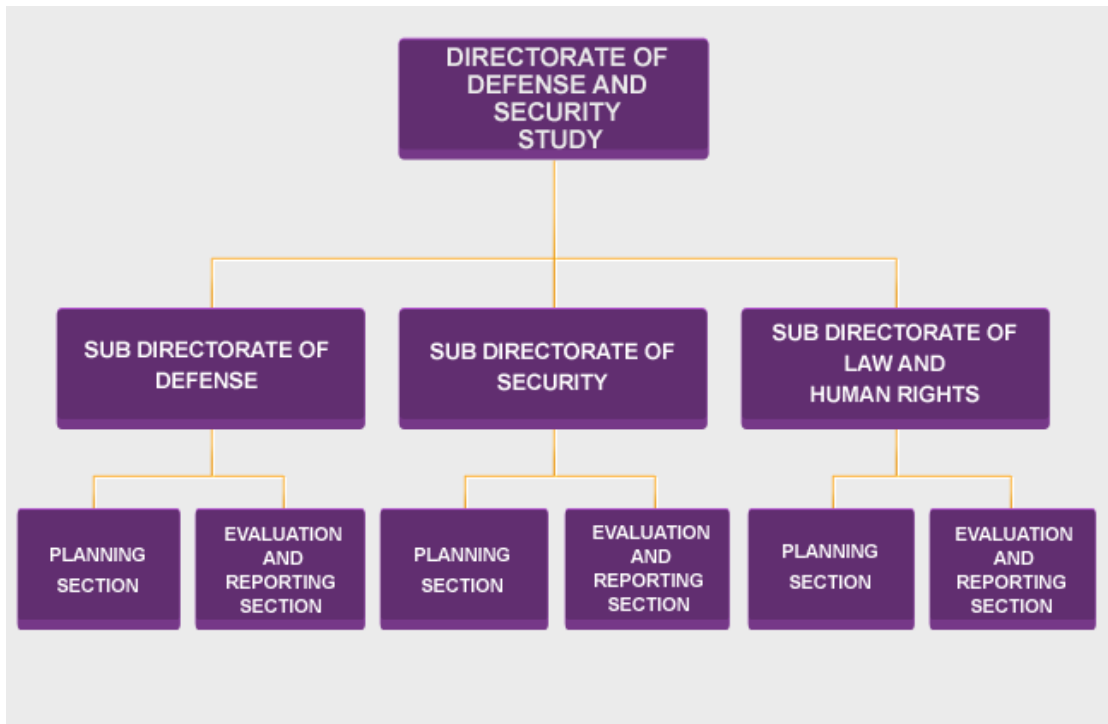


So, the Deputy of Strategic Study Division, hereinafter referred to as Debidjianstrat (*Deputi Pengkajian Strategik*) shall be the executive element, part of the task and function of Lemhannas RI in terms of strategic study aspects, either national or international. This division should do some tasks, such as formulating technical policy, provision of guidance and building in strategic study; control the technical policy on strategic study; and implementing other tasks, according to the spolicy stipulated by Governor of Lemhannas RI.⁶ In this Deputy of Strategic Study Division, there are some directorates, like shown in the organizational chart above, such as Directorate of Political Study, Directorate of Economic Study, Directorate of Social

⁶ <http://www.lemhannas.go.id/portal/en/about-lemhannas/organizational-structure/deputy-of-strategic-study-division/task-a-function.html>

Culture Study, Directorate of Defense and Security Study and also Directorate of International Study.

As I mentioned earlier that I did my internship on Directorate of Defense and Security Study, so the organizational chart of it as follows:



Because of the Directorate of Defense and Security Study is not only hold the defense and security issues but also law and human rights are involved inside it, so this directorate have three different sub directorates, those are Sub Directorate of Defense, Sub Directorate of Security and the last but not least, the Sub Directorate of Law and Human Rights. Each sub directorate is doing their own task and functions as mentioned clearly on the name of each sub directorate. Sub Directorate of Defense will do research about defense related issues, as well as the rest of two sub directorates. Each sub directorate helped by two sections, planning section, which is budget related section, so if there is a research that will conduct under a certain sub directorate, the planning section will be take over the details of budgeting and then evaluation and reporting section, this section will help the head of sub directorate to do a meeting of certain project, for example a research, and will do a report or notes of that meeting and deliver it to head of sub directorate before given to the director.

The Directorate of Defense and Security Study shall have task to implement the study, arrangement of policy plan and program of study, evaluation and reporting of study program implementation on defense, security, law and human rights aspects. In order to implement those tasks, this directorate should perform some following functions:

1. Implementation of study and preparation element of study budget program and plan in defense, security, law and human rights issues.
2. Implementation of strategic research and study elements in defense, security, law and human rights aspects.
3. Implementation of evaluation and arrangement of research in defense, security, law and human rights matters.

II.4. Core Organization Activities

Remembered Lemhannas is a President's think-tank institution, Lemhannas will do some researches based on the current strategic issues related on politics, economy, social culture, defense and security, law and human rights, and also international. From those issues, will be made a policy recommendation for President, but before that will be passed some steps from *Rapat Perencanaan, Pembuatan Naskah Awal*, Forum Group Discussion (FGD), Round Table Discussion (RTD) and end up with *Rapat Pendalaman*. In both of FGD and RTD, will be some speakers related to the issue explained. The difference between FGD and RTD, if RTD is an advanced discussion from FGD and the participants in FGD mostly academician and expertists while on the RTD are those with a level with ministers or the vice because RTD is a policy making level.

Other activities of Lemhannas RI, this institution also engages on some cooperations with other governmental and non-governmental institutions to build or to create some new innovations for nation's development. Besides that, Lemhannas RI has an education place for cadres of national leaders, so Lemhannas has expert lecturers who will teach them.

II.5. Product and Services

On its routine task, Lemhannas RI keeps doing research based on current strategic issues related to the politic, economy, social culture, defense and security, law and human rights and international matters. Every directorate will responsible to their own

research. At the end, the final result of a certain issue's research will be elaborate and evaluate by the expertists and given to President of the Republic of Indonesia as a policy recommendation. The final assessment of research that have been done by Lemhannas RI becoming a reference on national and regional level, such as ASEAN and Asia Pacific.

Besides that, Lemhannas RI often held the cooperation with other institutions either governmental or non-governmental to create Memorandum of Understanding. Lemhannas RI also provides an educational facilities for the cadre of national leaders. They will get training as a student and will finish as a cadre of national leaders, or in other word, Lemhannas RI produces good yet capable national leaders.

II.6. Review on the Organization Growth and Trend

The improvement of Lemhannas RI shows since this institution has proven to be one of the nation's assets that plays an important role in the development of Indonesia. It is undeniable that the work of Lemhannas has significantly contributed to the journey of the nation. In this fully globalized international condition, Lemhannas makes fundamental changes in a gradual and structural manner as prescribed in the Presidential Decree Number 67 of 2006 dated June 13, 2008. Hence, to put the Presidential Decree into practice, Lemhannas sees the need to, among other things, adopt a system and adequate facilities to be able consistent carry out the educational tasks efficiently.

Around 2006 until 2010, Lemhannas became a 'Centre of Excellent', means the steps forward should be more efficient, effective, needs inward and outward looking in thinking, and could be international standard. The changes can run smoothly, unless Lemhannas became one and only institution that educate cadre of national leaders (centre of excellent) and followed by organization improvements, and human resources as the support, actualization of "code of conduct" doctrine from the stakeholders, civilians' contributions and participations, international cooperation and supported by political will from government.

So, at that time, President Susilo Bambang Yudhoyono asked Lemhannas RI to become a world class institution and fortunately, it meets a good response from Governor of Lemhannas RI at that time, Prof. Dr. Muladi, S.H who will implemented

that change. The changes that happened in this restructure was significant enough because there is a new vision and mission in order to implement that plan. The changes also happened in its task and function and the additional part in its organizational chart, that is Governing Board that will help the Governor, while Governor of Lemhannas RI get the position and treatment as same as a ministers based on Presiden Regulation Number 67 of 2006. These revitalization and restructure of institution are implemented through Regulation of Governor Lemhannas RI Number 01 of 2006 about Task, Function, Organizational Structure and Working System of Lemhannas RI.

When inauguration time of new Governor, Prof. Dr. Ir. Budi Susilo Soepandji, D.E.A on February 17, 2011, President SBY was underlined the dreams and plans to make Lemhannas RI more develop, not only as education and reseach institution but also as a world class institution that can be a reference to national, regional and global. In order to implement that, the new Governor of Lemhannas RI made the education and final result of research as references on national level on 2010. The next five years, in 2015, the result of educational training and research that have been done by Lemhannas RI can be a reference on regional level, ASEAN. The next target on 2020, all of the Lemhannas products can be used as references on regional level which is Asia Pacific, and it is needed a strategic way and effort such as 11 (eleven) Principle of Renewable, Organization Revitalization and Restructuring, Bureaucracy Reformation, Strengthening the Capacity Building, and Lemhannas Social Networking.

CHAPTER III

INTERNSHIP ACTIVITIES

During my internship period, the purpose of my job is simply help the tasks of the employers and staffs at Directorate of Defense and Security Study. Here are some my tasks that I had been doing during my internship based on my biweekly report:

1. The first job that common to do by an internee is editing the document and database input. During my internship, I often asked by supervisor as well as staffs to help them in finishing their tasks, either edit the documents, make some corrections to certain document or typing a document because they were busy and not only have one task but sometimes many, so they often asked for my help. The documents that edited by me usually related with research documents on certain issues (**Appendix 1**).
2. During my internship period, Lemhannas was having its preparation for the 50th years of its establishment, and my supervisor was the vice project manager. All of the committee should made a progress report and final written report to my supervisor as the vice project manager. There were a lot of events one month full on May until the beginning of June. As an internee, I was asked by him to help him to evaluating the report and checking the progress. I was also asked to made a list of the committees and participants.

I also assigned to follow all the event and manage them such as on the ‘Upacara HUT Lemhannas Ke-50 Tahun’ and “Wayangan”. The pictures are attached (**Appendix 2**).

3. As Lemhannas is a think-tank institution directly under President, so one of main tasks of Lemhannas is formulating public policy based on the current issues either national or international that will be given directly to President as recommendation. In making and formulating it, Lemhannas will do some steps based on the issue, such as *Rapat Perencanaan*, *Rapat Perumusan Naskah Awal*, and followed by two main forum group discussions named Forum Group Discussion (FGD) and Round Table Discussion (RTD). All of the directorates have their own strategic issues that will be explained and

analyzed. On my directorate, I often assigned to handle and preparing those events. The publication of those events are attached (**Appendix 3**).

4. Almost every month, each directorate will do reasearch of their own issues, as well as in my directorate. Usually, when one certain issue is done, they will do preparation for the next assessments. In this part, the directorate should find some actual data of related the issue first, then followed by the following steps. In here, I often asked to help them in finding some actual data. I should find it on internet or daily newspapers. Here, I should read carefully the contain first because the supervisor wanted a news in a certain period of time and in certain area. The documents are attached (**Appendix 4**).
5. Continuing from the job number four, after finds enough data, the next step is who is the suitable expertist(s) that will become a speaker in FGD and RTD. They also assigned me to do this job. They trust me to find some expertist candidates related to the issue will be assessed. After putting it into a good format, they will choose some of them that suitable as a speaker on that theme or issue. After get some names, I should contact them, asked whether they can attend the group discussion as a speaker or not, asked for their email and contact number. Usually, I will meet the secretary of them rather than direct to the person that will be as speaker. The possibility of speakers that I have mad is attached (**Appendix 5**).

At the first time, I was nervous very much. I was afraid if I misspell their name or my words were not right even though I used Bahasa, or I can not say clearly because the one whom I talked to is a nation's stakeholder which was very important. Fortunately, my supervisor teach me how do it right.

6. The last but not least, as an internee, I was aksed by my supervisor to become his secretary. Means, I should remind him what activities he has to follow, such as meetings and opening ceremony of a certain events. On some occassion, I should follow him and take a note for him about the meetings, and I do write every single letters that come to my directorate.

CHAPTER IV

PERSONAL RESULTS, EVALUATION, AND POINTS LEARNED

Having an internship program is like open a new chance to look our future. Through internship, we will know how the real job environment looks like, what should and should not do. Taking internship at Lembaga Ketahanan Nasional Republik Indonesia (Lemhannas RI) was not my main choice actually. I always want to take paid internship, of course not in a governmental institutions. Fortunately, I get what I want, I was accepted at one of the most famous 5-stars hotels in Bandung. Later on, I thought that it might be interesting but it does not matches to my study, International Relation. Then, thanks God, one of my colleagues suggests me to take internship at Lemhannas RI, which was not in my mind before.

This internship experience gave me a better understanding and perspective about the National Resilience Institute (Lemhannas RI); what are they doing, why are they doing it, who are doing it, where are they doing it, when are they doing it, and how are they doing it. Specifically for the Directorate of Defense and Security Study. It was interesting that I can get opportunity to finish my internship program at Lemhannas RI. My previous knowledge about what I have learned before inside the classroom on the campus can be implemented on the real job world. Moreover, specifically I placed at Directorate of Defense and Security Study, so it related to my major, International Relation and my concentration also. During my internship, I learned new valuable things, such as:

- Office administration skill
- Leadership
- Time management
- Ethical behavior
- Teamwork
- Decision-making
- Communication
- Research and Analysis

Besides that, internship also teaches me that there are various kind of people outside there, with different background. Taking this chance in Lemhannas RI has widen my link because I can know and make a good relationship with those who are expert in their own field and I had a chance to meet some greats people that influenced the

development of Indonesia. Internship also opens my eyes and my mind that earning money is not as easy as spending it. We have to be eager in facing whatever the possibilities will be in the future. And for the last, I admit that those both technical and soft skills that I get are most beneficial to me, especially, in order to get ready in facing the global competition on job world in the future.

CHAPTER V

RECOMMENDATION

Even though the experience is great and all, but evaluations are crucially needed among us in order to make the most out of this experience. The idea is to make the work more effective, efficient, and enjoyable. By critically evaluating ourselves, better results and future are possible. Hence, allow me to give my recommendations suggestions during my internship period at the Lemhannas RI.

For starters, we must equip ourselves with the most basic knowledge of the chosen internship site. The subjects that I learned during my university study were proven beneficial. But, there are more if we require some leverage. As I chose the Directorate of Defense and Security Study, I realized I have to be familiar with current strategic issues that faced by Indonesia directly or threaten Indonesia from external factors. I suggested to choose an internship place which is related to our expert.

The second thing that I highly recommend is knowing the organizational culture and working environment. Identifying both of the organizational culture and working environment will absolutely bring many advantages. For starters, you will recognize the strengths, opportunities, weaknesses, and threats of the organization; thus you will where these people are going to and what speed or pace they are reaching it. It is crucial for keeping up with the pace of your work place. Keep your behavior and attitude good at work. I would recommend interns to have the following character:

- Respect
- Reliable
- Initiative
- Proactive
- Honesty
- Responsible
- Punctual
- Dilligent
- Attentive
- Discipline

Last but not least, I highly recommend both the ICC and faculty coordinator to give an early notice about the possible working environment, either good or bad sides. Then, it needs to make such a soft skills trining for those who will take intership

program because it is indeed crucial. I also realized that the governmental institution demands interns to be an active self-learner if the objectives of interns there are to learn as much as possible. In a globalized world where competition is everywhere, where we are ultimately on our own. I reckon that being a self-learner is an absolutely amazing thing to be and it will make things easier for us to face challenges in the upcoming future.

APPENDICES

Appendix1

Here are some documents edited by me:

DEPUTI BIDANG PENGAJIAN STRATEGIK
DIREKTORAT PENGAJIAN HANKAM

**RENCANA GARIS BESAR (RGB)
KAJIAN AKTUAL-1 TENTANG
“PERMASALAHAN INDUSTRI PERTAHANAN DALAM KEMANDIRIAN
GUNA MEWUJUDKAN SISTEM PERTAHANAN NEGARA
DALAM RANGKA KETAHANAN NASIONAL”**

PENDAHULUAN

1. Umum

- a. Direktorat Pengkajian Pertahanan dan Keamanan (Dirjian Hankam) berkedudukan langsung dibawah Deputi Bidang Pengkajian Strategik Lemhannas RI, mempunyai tugas menyelenggarakan pengkajian yang bersifat |

DEBIDJIAN STRATEGIK LEMHANNAS RI
DIREKTORAT PENGAJIAN HANKAM



**TERM OF REFERENCE (TOR) KAJIAN AKTUAL-1
TENTANG
“PERMASALAHAN KEMANDIRIAN INDUSTRI PERTAHANAN
GUNA MENDUKUNG SISTEM PERTAHANAN KEAMANAN NEGARA
DALAM RANGKA KETAHANAN NASIONAL”**

NOTULEN
FOCUS GROUP DISCUSSION (FGD) KAJIAN QUICK RESPONSE-1
TENTANG
“PERKEMBANGAN LINGKUNGAN STRATEGIS”

1. Dasar

- a. Peraturan Gubernur Lemhannas RI Nomor 01 Tahun 2015 tanggal 2 Januari 2015 tentang Petunjuk Pelaksanaan Program Kerja dan Anggaran Lemhannas RI TA. 2015.
- b. Surat Perintah Gubernur Lemhannas RI Nomor: Sprin/52/II/2015 tanggal 13 Januari 2015 tentang Pembentukan Tim Kajian Adhoc *Quick Response-1* tentang “Perkembangan Lingkungan Strategis Tahun 2015”.

PANDUAN KEGIATAN HARI ULANG TAHUN KE-50 LEMBAGA KETAHANAN NASIONAL
REPUBLIK INDONESIA

No.	Hari/Tanggal	Jam	Kegiatan	Tempat	Koordinator
1.	Selasa s.d Kamis, 28 s.d 30 April 2015	07.30 WIB-selesai	Pertandingan Tenis Lapangan	Lapangan Tengah	Koor Olahraga: Brigjen Pol Drs. Bambang Sukamto, SH, MH (08122048686)
	Selasa s.d Kamis 14 s.d 16 April 2015	07.30 WIB-selesai	Pertandingan Tenis Meja	Lobby Gd. Asta Gatra	1. Seksi Tenis Meja: Basirin, SE (08121907659)
	Rabu s.d Jum'at, 6 s.d 8 Mei 2015	07.30 WIB-selesai	Pertandingan Volley Ball	Lapangan Tengah	2. Seksi Bola Voli: Ir. Yusita Pusparini, M.Sc (081210244303)
	Selasa s.d Kamis, 21 s.d 24 April 2015	07.30 WIB-selesai	Pertandingan Futsal	Lapangan Tengah	3. Seksi Futsal: Mayor Inf Mardi Sujanto (08118602135)
					4. Seksi Tenis Lapangan: Letkol Caj Drs. I Wayan Mertadana, MM (083895267595)
2.	Senin, 11 Mei 2015; Rabu, 13 Mei 2015 dan Jum'at, 15 Mei 2015	08.00 WIB	Pemilihan Pegawai Teladan	Ruang Gatotkaca	Koor Pemilihan Pegawai Teladan: Letkol Adm Drs. Nana Sujana, M.Si

Appendix 2

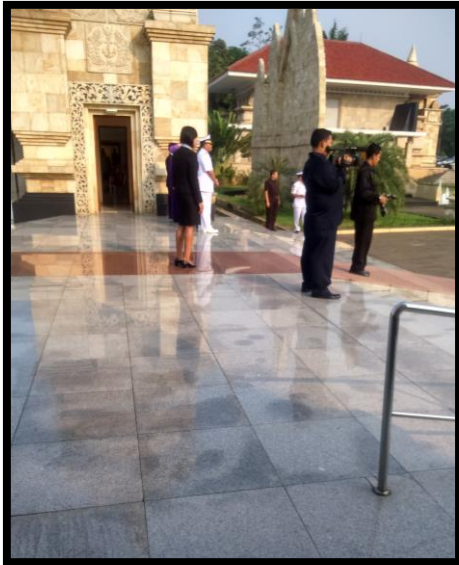


Image A



Image B



Image C

Description:

Image A: When all the personnel of Lemhannas RI visiting Taman Makam Pahlawan Nasional Kalibata to do ceremony. (Part of HUT Ke-50 Tahun Lemhannas RI event)

Image B: In celebrating the establishment of Lemhannas RI, the committee held 'Wayangan' event and it was attended by some national guests such as Ambassadors, Ministers etc.

Image C: Formal Ceremony of HUT Ke-50 Tahun Lemhannas RI in Auditorium Gajahmada that was led by Governor of Lemhannas.

Appendix 3

Some events of FGD and RTD:



Appendix 4



Image A:

Data research from daily newspaper.

A	B	C	D	E
REKAPITULASI KEJADIAN LAUT				
NO	KEJADIAN	LOKASI	WAKTU KEJADIAN	TINDAKAN
1	TNI AL Buru Perompak di Selat Malaka	Selat Malaka, Batam	27 Desember 2014	Sebanyak 4 orang perompak diangkat dengan KRI Sikuda 863 menuju Pangkalan TNI AL Batam, Kepulauan Riau.
2	TNI AL Tangkap Pencuri di Kapal	Batam, Kepulauan Riau	7 April 2015	Semua anggota komplotan pencuri tersebut diperiksa penyidik Pangkalan TNI AL Batam.
3	13 Kapal Ikan Filipina Akan Dimusnahkan	Manado	16 April 2015	(i) 13 Kapal ditahan di Pelabuhan Bitung, Sulawesi Utara yang kemudian akan di hancurkan; (ii) 86 anak buah kapal yang ditahan akan dideportasi ke negara asal.
4	Satgas ElangLautKoarmabar Ciduk Perompak di Selat Malaka	Selat Malaka, Batam	26 Desember 2015	4 pelaku ditangkap dan dibawa ke Lanal Batam untuk investigasi. Hasil sementara, 1 orang sebagai pelaku kejahatan di laut dan 3 orang sebagai bandar narkoba.

Image B: Collection of data reseaches based on the timeline

Appendix 5

The document that shows possibility of speakers:

MEMBANGUN TNI SEBAGAI KEKUATAN MARITIM TINGKAT REGIONAL DALAM RANGKA KETAHANAN NASIONAL					
NO	NAMA	NIP	JABATAN	KONTAK	KETERANGAN
1	Indroyono Soesilo		Menko Bidang Kemaritiman	(021) 3168111	
2	Bobby R. Mamahit (Dirjen Perhubungan Laut)	NIP: 195609121985031002 Pembina Utama (IV/e)	Kementerian Perhubungan	(021) 3811876	
3	Laksmana Muda TNI A. Taufiqerrochman M, S.E		Panglima Koarmabar	(021) 4243000	
4	Laksamana Madya (TNI) Dr. D.A. Mamahit, M.Sc		Plt. Kepala Bakamla	(021) 3519999 atau (021) 500500/127	
5	Kusnanto Anggoro		Pengamat Militer, Lecturer at National Defense University & UI	081210999239	Akademisi
6	Dr. Y. Paongan, S.Si, M.Si		Direktur Indonesia Maritime Institute	(021) 78837113	Akademisi

Internship Biweekly I



Form No	ICC/03/INT/BWR/2011
Form Title	Internship Biweekly Progress Report

Name	: Dita Risna Fiani		
Company's Name	: Lembaga Ketahanan Nasional RI	Department	: Directorate of Defense & Security Study
Supervisor's Name and Title	: Brigjen TNI Sakkani Tampubolon – Director of Defense and Security Study		
Working Hours	: 07.00am - 03.00pm	Report Period	: 6th April 2015 - 17th April 2015

A. Describe your principal assignments, responsibilities, for the past two weeks

1. Following the Forum Group Discussion (FGD) with the title “*Mewujudkan Grand Desain Strategi Maritim Indonesia Guna Menghadapi Pergeseran Geopolitik Maritim Global Dalam Rangka Memperkokoh Ketahanan Nasional*” on April 8, 2015 that held by Directorate of International Study Lemhannas RI.
2. Following *Rapat Penyusunan Naskah Sementara* by the title “*Permasalahan Industri Pertahanan Dalam Kemandirian Guna Mewujudkan Sistem Pertahanan Negara Dalam Rangka Ketahanan Nasional*” on April 13, 2015 that held by Directorate of Defense and Security Study Lemhannas RI.
3. Following *Rapat Perencanaan Kajian* by the title “*Sinergitas Aparat Penegak Hukum Guna Efektifitas Pemberantasan Korupsi Dalam Rangka Pembangunan Nasional*” on April 14, 2015 that held by Directorate of Defense and Security Lemhannas RI.
4. Making the review of those three meetings and reported to the Supervisor (Director).
5. Help the secretary in making the report of “Panduan Kegiatan Acara HUT Lemhannas RI Ke-50”.

B. Describe important aspects of the work where you learned significant knowledge, skills, or personal development

1. I learned about the process in making policy recommendation for president related the current issues, either external or internal that faced by Indonesia nowadays.
2. I learned about the processes started from arranging the meeting room until how to conduct the meeting.



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3. I learned about not only the analysis process of certain policy but also the flow of the administration.
4. I learned to adjust myself to a new situation; usually I placed myself in an informal situation but here, I should adjust with semi-military condition remembered Lemhannas RI is a governmental institution directly under president.

C. Describe problems or challenges encountered during the week and how you resolved/minimized them

At the first day, I have come late to the office because of the traffic jam, while the office is started in 7 am sharp. The short deadline also made me nervous but fortunately, I can handle it because of the staff's help. They were so kind in helping me. Then, when I have asked by the staff to deliver the letter to the other department, then I just confused because I haven't memorised every single rooms but then the other intern shows me the direction and drive me to the destination.

Submitted by

Name of intern: Dita Risna F

Date: 17th April 2015

Read and acknowledged by

On Site Supervisor: Brigjen TNI Sakkan

Tampubolon

Duly Stamped

Date: 17th April 2015

Internship Biweekly II



Form No	ICC/03/INT/BWR/2011
Form Title	Internship Biweekly Progress Report

Name	: Dita Risna Fiani		
Company's Name	: Lembaga Ketahanan Nasional RI	Department	: Directorate of Defense & Security Study
Supervisor's Name and Title	: Brigjen TNI Sakkam Tampubolon – Director of Defense and Security Study		
Working Hours	: 07.00am - 03.00pm	Report Period	: 20th April 2015 – 1st May 2015

A. Describe your principal assignments, responsibilities, for the past two weeks

1. Following the Round Table Discussion (RTD) with the title "*Konsepsi Ideologi Pancasila Guna Mewujudkan Kesejahteraan Rakyat Dalam Rangka Meningkatkan Ketahanan Nasional*" on April 28, 2015 that held by Directorate of Social Culture Study Lemhannas RI.
2. Following the Forum Group Discussion (FGD) with the title "*Kewaspadaan Nasional terhadap Fenomena Islamic State di Indonesia Guna Menjaga Stabilitas Keamanan Nasional Dalam Rangka Ketahanan Nasional*" on April 29, 2015 that held by Directorate of International Study Lemhannas RI.
3. Following the Round Table Discussion (RTD) with the title "*Revitalisasi Industri Perkapalan Guna Meningkatkan Kemandirian Bangsa Dalam Rangka Ketahanan Nasional*" on April 30, 2015 that held by Directorate of Economy Study Lemhannas RI.
4. Making the review of those three meetings and reported to the Directore of Defense and Security.
5. Making Term Of Reference (TOR) about "*Pencegahan Radikalisme Dari Perspektif Ketahanan Nasional*".
6. Help the secretary in making notes of meeting of last week's FGD by the title "*Permasalahan Kemandirian Industri Pertahanan Guna Mendukung Sistem Pertahanan Keamanan Negara Dalam Rangka Ketahanan Nasional*".
7. Searching for related speakers for the following Round Table Discussion project under Directorate of Defense and Security Study Lemhannas RI.



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B. Describe important aspects of the work where you learned significant knowledge, skills, or personal development

1. I learned about how the office administration runs, from the inter-department lettering to making budgeting for an event.
2. I learned about the team-work, when there is a theme to analyse and later becomes a reference for Mr. President, all of the drafting team working together at their portion in making the papers.
3. I learned about how FGD and RTD run with so many great speakers so I can get more knowledges about current issues that faced by Indonesia, domestic or international that related to my major, International Relations.

C. Describe problems or challenges encountered during the week and how you resolved/minimized them

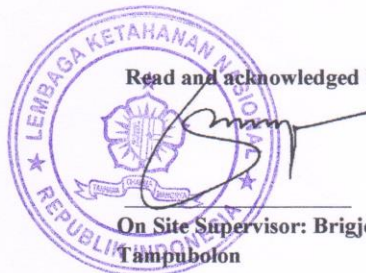
In this last 2 weeks, there are a lot of works and activities that I should done on time. I should type some letters, making the reports and delivering the letters from one directorate to another ones. When I haven't finished yet with one work, then the other works came to me. I was confused at that time what should I finished first because they asked my help. Fortunately, there was a staff and other internee from senior high school that helped me by showing me what should I finished first.

Submitted by

Name of intern: Dita Risna F

Date: 1st May 2015

Read and acknowledged by



On Site Supervisor: Brigjen TNI Sakkan Tampubolon

Duly Stampel

Date: 1st May 2015

Internship Biweekly III



Form No	ICC/03/INT/BWR/2011
Form Title	Internship Biweekly Progress Report

Name	: Dita Risna Fiani		
Company's Name	: Lembaga Ketahanan Nasional RI	Department	: Directorate of Defense & Security Study
Supervisor's Name and Title	: Brigjen TNI Sakkam Tampubolon – Director of Defense and Security Study		
Working Hours	: 07.00am - 03.00pm	Report Period	: 4th – 15th May 2015

A. Describe your principal assignments, responsibilities, for the past two weeks

1. Following the Round Table Discussion (RTD) with the title “*Pemanfaatan Bonus Demografi Guna Meningkatkan Ketahanan Nasional*” on May 5, 2015 that held by Directorate of Social and Culture Study Lemhannas RI.
2. Made the invitation, list of people who will invited, the plan of budgeting due to the event of Lemhannas birthday celebration.
3. Typing the notes of meeting about *Kajian Lingkungan Strategis 2015*.

B. Describe important aspects of the work where you learned significant knowledge, skills, or personal development

1. I learned how to write a formal letter inside the institutions.
2. Team work spirit is an important thing that must be have by us, moreover when we already enter the job world.

C. Describe problems or challenges encountered during the week and how you resolved/minimized them

Due to the celebration of Lemhannas 50th of its establishment, my supervisor was busy since he became a vice leader of that event. I was asked by him to organize his other works such as made the invitation and list of the people who will be invited to the event. I was confused what should be done first because he wanted to clear all the matters at the same time, while I should coordinate



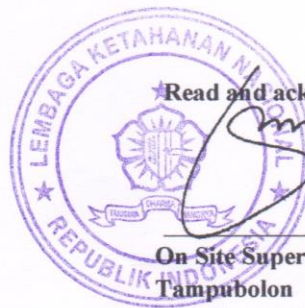
Form No	ICC/03/INT/BWR/2011
Form Title	Internship Biweekly Progress Report

with the the related persons because every task had its own coordinator who will responsible toward it, so I should communicate with them due to the tasks. Fortunately, each person that I coordinate with were flexible and very helpful.

Submitted by

Name of intern: Dita Risna F

Date: 15th May 2015



Read and acknowledged by

On Site Supervisor: Brigjen TNI Sakkan
Tampubolon

Duly Stampel

Date: 15th May 2015

Internship Biweekly Report IV



Form No	ICC/03/INT/BWR/2011
Form Title	Internship Biweekly Progress Report

Name	: Dita Risna Fiani		
Company's Name	: Lembaga Ketahanan Nasional RI	Department	: Directorate of Defense & Security Study
Supervisor's Name and Title	: Brigjen TNI Sakkan Tampubolon – Director of Defense and Security Study		
Working Hours	: 07.00am - 03.00pm	Report Period	: 18th - 29th May 2015

A. Describe your principal assignments, responsibilities, for the past two weeks

1. Help supervisor in arranging the Lemhannas birthday ceremonial to guide the guests from the other institutions and foreign guests to their chair position.
2. Make a letter revision that will given to the speakers in the event of Round Table Discussion (RTD) of “*Permasalahan Kemandirian Industri Pertahanan Guna Mendukung Sistem Pertahanan Keamanan Negara Dalam Rangka Ketahanan Nasional*”.
3. Edit and manage the sources or the presentation substance that will explain by the speakers in the RTD.
4. Following the process of RTD of “*Permasalahan Kemandirian Industri Pertahanan Guna Meningkatkan Ketahanan Nasional*” on May 28, 2015 and make the report of the result of Round Table Discussion.
5. Do the preparation of the next project of policy recommendation.

B. Describe important aspects of the work where you learned significant knowledge, skills, or personal development

1. I can make the wider connection or relationship with other people from the other institutions.
2. My English skill was used to speak with the people because there was an internee also from Singapore.

C. Describe problems or challenges encountered during the week and how you resolved/minimized them

In the beginning of the week, I had a problem. There was a file that made and evaluated by me in the late of April 2015. I was finished it in my Personal Computer (PC) and I have made a copy for that and I also have gave it to my supervisor. Then, my supervisor asked me to make a copy again for it because the last one was gone. At that day, I didn't bring my PC and unfortunately,



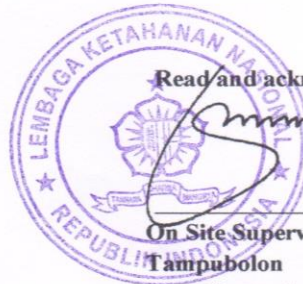
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I haven't saved it in the office computer, so the data was only on my PC. I was get the pressure from others staffs and made me nervous. So, I decided to back home just for that one file. After I come back

Submitted by

Name of intern: Dita Risna F

Date: 29th May 2015



Read and acknowledged by

On Site Supervisor: Brigjen TNI Sakkan
Tampubolon

Duly Stampel
Date: 29th May 2015

Internship Biweekly Report V



Form No	ICC/03/INT/BWR/2011
Form Title	Internship Biweekly Progress Report

Name	: Dita Risna Fiani		
Company's Name	: Lembaga Ketahanan Nasional RI	Department	: Directorate of Defense & Security Study
Supervisor's Name and Title	: Brigjen TNI Sakkan Tampubolon – Director of Defense and Security Study		
Working Hours	: 07.00am - 03.00pm	Report Period	: 1st - 12th June 2015

A. Describe your principal assignments, responsibilities, for the past two weeks

1. Prepare the RTD of “Sinergitas Aparat Penegak Hukum Guna Efektivitas Pemberantasan Tindak Pidana Korupsi Dalam Rangka Pembangunan Nasional” on 3rd June 2015.
2. Following the Forum Group Discussion on two themes, first is the danger of narcotics and drugs and the second is and make the report of the result from discussion.
3. Make a report and summary of the speakers explanation in that FGD about corruption.

B. Describe important aspects of the work where you learned significant knowledge, skills, or personal development

I was improve my knowledge by reading some books in its library. There were so many books that related to International Relations and I can find some datas to became my references for my final project or thesis.

C. Describe problems or challenges encountered during the week and how you resolved/minimized them

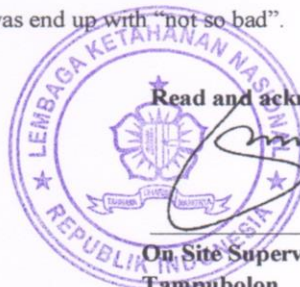
The problems or challenges that I faced during these two weeks was in FGD of corruption, there was lack of preparation. Started from the speakers itself that haven't sent the materials and the name board of each speakers haven't ready yet remembered that the day before, that was holiday so we can't prepare more to the project. I was also nervous because the time to make a name board was limited, but fortunately it was end up with “not so bad”.

Submitted by

Name of intern: Dita Risna F

Date: 12th June 2015

Read and acknowledged by



On Site Supervisor: Brigjen TNI Sakkan Tampubolon

Duly Stampel

Date: 12th June 2015

Internship Biweekly Report VI



Form No	ICC/03/INT/BWR/2011
Form Title	Internship Biweekly Progress Report

Name	: Dita Risna Fiani		
Company's Name	: Lembaga Ketahanan Nasional RI	Department	: Directorate of Defense & Security Study
Supervisor's Name and Title	: Brigjen TNI Sakkam Tampubolon – Director of Defense and Security Study		
Working Hours	: 07.00am - 03.00pm	Report Period	: 15th - 26th June 2015

A. Describe your principal assignments, responsibilities, for the past two weeks

1. Meeting after knowing the result of FGD about corruption on June 15th, 2015.
2. Following and analyzing the points from Round Table Discussion (RTD) of “Strategi Penegakkan Hukum Maritim Guna Menekan Illegal Fishing Dalam Rangka Ketahanan Nasional” that held by Directorate of International Study on 16th, June 2015.
3. First meeting of *Kajian Berlanjut* by the title “Membangun Postur TNI Guna Mendukung NKRI Sebagai Poros Maritim Dunia Dalam Rangka Ketahanan Nasional” under the Directorate of Defense and Security Study on June 17th, 2015.
4. Attending the FGD of Directorate of Politic Study with the title “Optimalisasi Sistem Pemberantasan Korupsi Guna Menciptakan Stabilitas Politik Dalam Rangka Ketahanan Nasional” on 18th June 2015.
5. Making the summary of *Rapat Perencanaan Aktual-3* that held by Directorate of Politics Study on June 22nd, 2015.
6. Following the Forum Group Discussion on the theme of the danger of narcotics and drugs that held by Directorate of Social and Culture Study on June 23rd, 2015 and make the report of the result from discussion.
7. Make a report and summary of the speakers explanation in that FGD about corruption.

B. Describe important aspects of the work where you learned significant knowledge, skills, or personal development

Basically, it's just the same with the days before because the system of the administrative process will be the same.

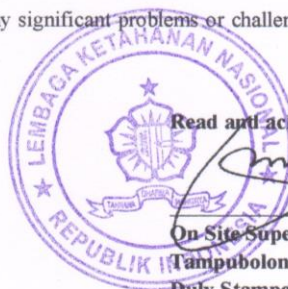
C. Describe problems or challenges encountered during the week and how you resolved/minimized them

Within these two weeks there's no any significant problems or challenges that should I faced. Everything runs well and smooth.

Submitted by

Name of intern: Dita Risna F

Date: 26th June 2015



Read and acknowledged by

On Site Supervisor: Brigjen TNI Sakkam
Tampubolon

Duly Stampel

Date: 26th June 2015

Internship Biweekly Report VII



Form No	ICC/03/INT/BWR/2011
Form Title	Internship Biweekly Progress Report

Name	: Dita Risna Fiani		
Company's Name	: Lembaga Ketahanan Nasional RI	Department	: Directorate of Defense & Security Study
Supervisor's Name and Title	: Brigjen TNI Sakkam Tampubolon – Director of Defense and Security Study		
Working Hours	: 07.00am - 03.00pm	Report Period	: 29th June - 10th July 2015

A. Describe your principal assignments, responsibilities, for the past two weeks

1. Contacting some expertists that will be used as appropriate speakers on Focus Group Discussion that will be held on August 2015.
2. Help the supervisor in make preparation for *Rapat Wacana Peleburan Wantannas RI ke Lemhannas RI* on June 29th, 2015.
3. Attending the FGD *Kajian Quick Response-2* about the Current Strategic Issues 2015 of Directorate of Economy Study on July 2nd, 2015.
4. Reporting the Focus Group Discussion with the title "*Harmonisasi Berbagai Peraturan dan Perundang-Undangan Sistem Perekonomian Nasional terhadap Konstitusi Guna Meningkatkan Kesejahteraan Rakyat Dalam Rangka Ketahanan Nasional*" that held by Directorate of Economy Study on July 6th, 2015.
5. Attending RTD by title "*Pencegahan Penyalahgunaan dan Peredaran Gelap Narkoba Melalui Pendekatan Sosial Budaya Guna Menyelamatkan Bangsa Dalam Rangka Ketahanan Nasional*" that held by Directorate of Social Culture Study on July 8th, 2015.
6. Help the supervisor in preparing RTD event under my directorate about "*Sinergitas Aparat Penegak Hukum Guna Efektivitas Pemberantasan Tindak Pidana Korupsi Dalam Rangka Pembangunan Nasional*" on July 9th, 2015.
7. Preparing *Rapat Pendalaman Kajian Aktual-2* on July 10th, 2015 from RTD that has been held on the day before.

B. Describe important aspects of the work where you learned significant knowledge, skills, or personal development

I was asked by one of the workers to help him in making final report of budget calculation that have used for execute some assessments (*kajian berlanjut, kajian aktual, and quick response*), especially in the Directorate of Defense and Security Study, so I know how to calculate the percentage of budget that already used to implement those assessments.



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Form Title	Internship Biweekly Progress Report

C. Describe problems or challenges encountered during the week and how you resolved/minimized them

Within these two weeks there's a little problem in preparing our RTD event. One day before RTD, the speakers haven't sent their materials or power point of their explanation to us. Those materials were important to us as the executor because we should copy it and distribute to the participants of RTD, so the participants will know as clear as possible with its details. So, in the next day, we should come to the office as early as possible to check the materials from the speakers on email and copy it which delivered to all participants.

Submitted by

Name of intern: Dita Risna F

Date: 13th July 2015

Read and acknowledged by



On Site Supervisor: Brigjen TNI Sakkan

Tampubolon

Duty Stampel

Date: 13th July 2015

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President University Website; <http://www..president.ac.id/internship-career-center/>
Retrieved on August 6, 2015