



**JUNICA PRAMITA, S.H., M.Kn**

**NOTARY**

**MINISTERIAL DECREE OF LAW AND HUMAN RIGHTS OF THE REPUBLIC OF  
INDONESIA**

**Number : AHU-00497.AH.02.01.TAHUN 2014 DATED JULY 8, 2014**

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**OFFICE : JL. RIYANTO NUMBER 34 SUMAMPIR, NORTH PURWOKERTO**

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**DEED OF ESTABLISHMENT**

**"PERKUMPULAN PIMPINAN AKADEMIKA VOKASI INDONESIA"**  
**(INDONESIAN VOCATIONAL ACADEMIC LEADER ASSOCIATION)**

**Number: 126.**

On this day, Wednesday, the twenty first of April two thousand and twenty one **(21-04-2021)**, At: 14:45 WIB (two forty five minutes of Western Indonesian Time); ---

Appeared before me, **JUNICA PRAMITA, Bachelor of Law, Master of Notary**, Notary of Banyumas Regency in Purwokerto, in the presence of witnesses whom I, Notary, know and whose names will be mentioned at the end of this deed: ---

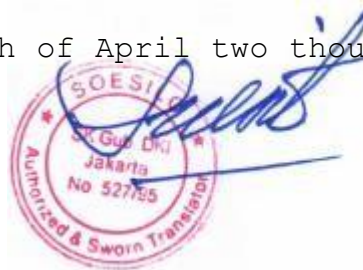
1. **Mr. YOHANES DAMIANUS**, born in Barong Tongkok, on the fifth of May one thousand nine hundred seventy one (05-05-1971), Pastor, residing at Wisma De Mazendo, Rukun Tetangga 005 Rukun Warga 012, Condongcatur Ward/Village, Depok Sub-district, Sleman Regency, holder of ID Card Number: 3404070505710010; ---

- Temporarily staying in Purwokerto; ---

- According to the testimony of the appearer in this matter, he acts: ---

a. For himself; ---

b. Based on the power of attorney stated in the Minutes of the Meeting of Members privately made, duly stamped, dated the sixteenth of April two thousand and twenty one



(16-04-2021), which is attached to the minutes of this deed, as the proxy of and therefore for and on behalf of and legally representing the founders and management of the association, namely: ---

a. **Mr. BENEDICTUS BAMBANG TRIATMOKO**, Society of Jesus, born in Tanjung Balai, on the eighth of February one thousand nine hundred sixty five (08-02-1965), Lecturer, residing at Jalan Mojo Number 1, Rukun Tetangga 001, Rukun Warga 007, Karangasem Ward/Village, Laweyan Sub-district, Surakarta City, holder of ID Card Number: 3372010802650001; ---

b. **JUSTINA WIWIEK ISWANTI**, born in Yogyakarta, on the twelfth of October one thousand nine hundred sixty four (12-10-1964), Lecturer, residing at Jalan Salemba Tengah Number 8, Rukun Tetangga 001, Rukun Warga 005, Paseban Ward/Village, Senen Sub-district, Central Jakarta, holder of ID Card Number: 3171045210640007; ---

c. **MARI IRAWATI**, born in Yogyakarta, on the nineteenth of August one thousand nine hundred fifty one (19-08-1951), Lecturer, residing at The Summit Tower Alpen 2 Apartment Number 23 C, Rukun Tetangga 005, Rukun Warga 022, Kelapa Gading Timur Ward/Village, Kelapa Gading Sub-district, North Jakarta, holder of ID Card Number: 3171055908510002; ---



d. **YASINTA ARIATI (Suster ARIATI)**, born in Tana Toraja, on the twelfth of February one thousand nine hundred seventy nine (12-02-1979), Teacher, residing at Jalan Colombo 19 A Yogyakarta, Rukun Tetangga 033, Rukun Warga 007, Terban Ward/Village, Gondokusuman Sub-district, Yogyakarta City, holder of ID Card Number: 3471035202790001; ---

e. **CECILIA AGUSTIEN UMBAS, Bachelor of Computer**, born in Palu, on the fifth of August one thousand nine hundred seventy two (05-08-1972), Private Employee, residing at Jalan PAM III Number 32, Rukun Tetangga 009, Rukun Warga 008, Cempaka Baru Ward/Village, Kemayoran Sub-district, Central Jakarta, holder of ID Card Number: 3171034508720003; ---

f. **SUSTER MARIA FAUSTA Frasiscus Charitas**, born in Bandar Lampung, on the twentieth of September one thousand nine hundred seventy three (20-09-1973), Nun, residing at Jalan Sukasuka, Komplek Akper Perdhaki, Rukun Tetangga 004, Rukun Warga 001, Sukarami Ward/Village, Sukarami Sub-district, Palembang City, holder of ID Card Number: 1671056009730004; ---

- The appearer has been known by me, Notary, based on the identity shown to me, Notary. ---



- The appearer acting for himself and as the proxy of the Founders and Management of the association that will be named, on Friday, the sixteenth of April two thousand and twenty one (16-04-2021), taking place at the Association Secretariat, the meeting has been held for the establishment of Perkumpulan "**PIMPINAN AKADEMIKA VOKASI INDONESIA**" located at Kompleks Billy & Moon, Rukun Tetangga 001, Rukun Warga 006, Pondok Kelapa Village, Duren Sawit Sub-district, East Jakarta City, DKI Jakarta, at the same time it contains the composition of management, as it is stated in the Minutes of the Meeting dated the sixteenth of April two thousand and twenty one (16-04-2021), signed by the founders of the Association, Management and Supervisors. ---

- Whereas based on the Meeting, it has been decided, among others: ---

- Approving the establishment of Perkumpulan **PIMPINAN AKADEMIKA VOKASI INDONESIA**, domiciled in East Jakarta as mentioned above. ---

- And the appearer in his position as mentioned hereby certifies that without prejudice to the permission of the competent authority has agreed and concurred to jointly establish an organization in the form of "association" with the articles of association as contained in this deed of establishment as follows: ---



## **NAME AND DOMICILE**

### **Article 1**

1. This Association is named: ---

**"PERKUMPULAN PIMPINAN AKADEMIKA VOKASI INDONESIA"**

hereinafter referred to as the "Association", having its domicile and office in East Jakarta, Kompleks Billy & Moon, Rukun Tetangga 001, Rukun Warga 006, Pondok Kelapa Village, Duren Sawit Sub-district, East Jakarta City, DKI Jakarta. ---

2. The Association may open branches or its representatives in other places in the territory of the Republic of Indonesia based on decision of the Management with the approval of the Management Meeting and the Supervisor. ---

## **PERIOD OF TIME**

### **Article 2**

This Association is established for an indefinite period of time. ---

## **PRINCIPLE, BASIS AND SYMBOL**

### **Article 3**

The Association is established on the principle of kinship and based on Pancasila, Christian values and applicable laws and regulations as well as decisions of Deliberation and/or Meeting of Members as the operational basis. ---

The symbol of this Association is in the form of circle with 3 (three) circular arrows in three colors, namely blue, red and



yellow, and inside the circle there is an image symbolizing the letter PX; ---

The emblem of the Association has the following meanings: ---

- Circle with 3 (three) arrows has the meaning: dynamic, togetherness, coordination, unity, and the same objective; ---
- The color of the 3 (three) circular arrows has the meaning;
- Blue symbolizes loyalty to educational commitment, Red symbolizes optimism and fighting spirit, Yellow symbolizes the church's mission; ---
- The letter PX in the middle of the circle is 1 (one) oldest form of the Christogram script which symbolizes Jesus Christ (Khi-rho or chi-rho) which is a symbol of Christian spirituality which is the basic spirit of this association. --

#### **FORM, NATURE AND FUNCTION**

##### **Article 4**

The form of this organization is the Association. ---

##### **Article 5**

This Association is an independent, innovative, democratic, social, religious and humanitarian organization. ---

##### **Article 6**

This Association has the following functions: As a family forum for providing quality Catholic vocational higher education and synergizing to transform with the dynamics of society and Science and Technology (IPTEK). ---



## PURPOSE AND OBJECTIVE

### Article 7

This Association has purposes and objectives in the field of:

A. Social; ---

1. Improving the literacy of members and the community in the dynamics of Science and Technology (IPTEK). ---
2. Developing the Association's social network both internally and externally. ---
3. Increasing the capacity and credibility of the Association's members. ----

B. Religion: ---

Developing professional Association governance system based on the Christian values; ---

## ACTIVITY

### Article 8

To achieve the purposes and objectives as stated in Article 7 above, the Association will carry out various activities as follows: ---

- It will carry out various activities including cooperation with universities and other institutions, both at home and abroad, in order to improve the quality of implementation of Tridharma of Higher Education for its members, which does not conflict with legal regulations and the purposes and objectives of the Association; ---





## **MEMBERSHIP**

### **Article 10**

1. The membership of the Association consists of: ---  
Every Academic Chairman of Polytechnic, Higher Learning Study, and/or Chairman of similar Catholic Educational Institution in the territory of the Republic of Indoensia;
2. Detailed terms and conditions of membership will be further regulated in the By laws. ---

## **RIGHTS AND OBLIGATIONS OF MEMBERS**

### **Article 11**

- A. The Rights of Members: ---
  - a. Actively participate in the Association activities; ---
  - b. Submit opinions, proposal and suggestions for improving the performance of the Association; ---
  - c. Have the same right and position to express opinions at the Meeting of Members; ---
  - d. Choose and/or elected as the Association's Management; -
  - e. Obtain information and explanation regarding the financial statements and Association activities; ---
  - f. Obtain welfare according to their roles and services which are regulated and mutually agreed upon; ---
  - g. Resign from the membership; ---
- B. The Obligations of Members: ---



- a. Comply and fully implement the provisions of the Articles of Association as well as other provisions that have been determined by the Management; ---
- b. Implement all decisions that have been taken based on mutual agreement and carry out all coordination; ---
- c. Maintain and keep the good reputation of the Association by behaving positively; ---
- d. Participate in achieving the objectives, vision and mission; ---
- e. Participate in every agenda and/or association activities conditionally; ---
- f. Attend deliberation or general meeting conditionally; --
- g. Pay mandatory cash contribution and voluntary cash that have been determined by the Management; ---

**ORGANIZATIONAL STRUCTURE AND MANAGEMENT**

**Article 12**

- 1. The Organizational Structure of the Association consists of: ---
  - a. Meeting of Members; ---
  - b. Management; ---
  - c. Supervisor; ---
- 2. The Composition of the Association's Management consists of; ---
  - a. A Chairman; ---
  - b. A Secretary; ---



c. A Treasurer; ---

In the event that more than 1 (one) Chairman is appointed, then 1 (one) of them shall be appointed as Deputy Chairman; ---

In the event that more than 1 (one) Secretary is appointed, 1 (one) of them shall be appointed as Deputy Secretary; ---

In the event that more than 1 (one) Treasurer is appointed, then 1 (one) of them shall be appointed as Deputy Treasurer; ---

If necessary, Division/Section can also be appointed according to the needs of the organization. ---

3. The detailed terms and conditions of management within the organization will be further regulated in the Bylaws; ---

### **MEETING OF MEMBERS**

#### **Article 13**

1. The Meeting of Members is the highest authority in the association. ---
2. The Meeting of Members is held to determine: ---
  - a. Articles of Association, Bylaws and amendments to the Articles of Association/Bylaws; ---
  - b. General policies in the field of organization, business management and association capital; ---
  - c. Election of appointment and dismissal of Management and Supervisors; ---



- d. Work plan, Budget and Revenue and Expenditure plan, as well as ratification of Financial Statements; ---
  - e. Ratification of the responsibility of the management in carrying out the duties; ---
  - f. Merger, consolidation, and dissolution of the Association. ---
  - g. Dismissal of members/management of the Association. ---
3. The Meeting of Members is held on the basis of deliberation to reach consensus. ---
  4. Conducted at least once in 1 (one) year. ---
  5. The Meeting of Members can be held directly or through representatives at the will of the Management and at the written request of a minimum of 5 (five) members whose arrangement is determined in the Bylaws. ---
  6. The Meeting of Members is valid if attended by more than  $\frac{1}{2}$  (one half) of the total members of the Association and approved by more than  $\frac{1}{2}$  (one half) of the total members present. ---
  7. The Meeting of Members consists of: ---
    - a. Annual Meeting of Members; ---
    - b. Extraordinary Meeting of Members; ---
    - c. Special Meeting of Members; ---
  8. The Meeting of Members is convened and chaired by the Management unless otherwise stipulated in the Articles of Association. ---



9. All decisions made at the meeting are stated in the minutes of the meeting signed by the chairman of the meeting. ---
10. Further provisions regarding the Meeting of Members will be regulated in the Bylaws. ---

#### **Article 14**

1. The members of the Association must be notified in writing at least 14 (fourteen) days before the Meeting of Members is held. ---
2. In the Notice of a Meeting of Members, the agenda, place, date and time of the meeting must be stated. ---
3. All Members with voting rights may submit proposals for consideration by the meeting. ---

#### **MANAGEMENT**

#### **Article 15**

1. The Association's management is elected from and by the members in a Meeting of Members. ---
2. Those who are elected to become members of the Management are those who have the concern, responsibility and opportunity to develop the Association. ---
3. The term of office of the Association's Management is 5 (five) years and can be elected and reappointed for a second term. ---
4. Members of the Management whose term of office has expired may be re-elected. ---



5. If a Management resigns before his/her term of office expires, while filling the vacancy is urgently needed, then another Management may appoint his/her replacement in a Management Meeting which is ratified at the Meeting of Members. ---
6. Each member of the Management is obliged to carry out his/her duties in good faith and full of responsibility for the interests and objectives of the Association. ---
7. The management is obliged to carry out the provisions of the Articles of Association, Bylaws of the Association and the decisions of the Management Meeting as well as possible. ---
8. The management is fully responsible for the management of the Association and has the right to represent and act for and on behalf of the Association both inside and outside the court in all matters relating to the Association, but with limitation for: ---
  - a. borrowing/lending money on behalf of the Association, including taking money from the bank. ---
  - b. purchasing or otherwise obtaining, rights to or incriminating immovable goods, including buildings and rights to land; ---
  - c. binding the Association as guarantor; ---
  - d. pawning movable goods belonging to the Association; ---



The image shows a handwritten signature in blue ink over a red circular stamp. The stamp contains the text: "SOESILAWATI", "Jl. Guntur Dki", "Jakarta", "No 527/55", and "Authorized & Sworn Translator".

- e. Selling, releasing, modifying or changing the ownership status of the Association, after obtaining the approval of the general meeting of members of the Association; --
- Must obtain prior written approval from the Extraordinary General Meeting of Members (RUALB); ---
  - The Chairman and Secretary have the right to represent the Association inside and outside the court and therefore have the right to take the actions as mentioned above. ---
  - The Chairman and Secretary sign the official documents of the Association, except in the expenditure and/or receipt of money, signed by the Chairman and Treasurer; ---
9. The management is responsible for all management activities of the Association to the Meeting of Members. -
10. The Association's Management can appoint and dismiss Activity Manager who is given the authority and power to manage activities required by the Association. ---
11. The Activity Manager is responsible to the Management. ---

## **RIGHTS AND OBLIGATIONS OF MANAGEMENT**

### **Article 16**

1. Carrying out the duties and responsibilities in accordance with the Articles of Association and Bylaws; ---
2. Deciding to accept or reject the proposed acceptance of new members or dismissal of Members after considering to



suggestions, opinions and input from various parties while still prioritizing norms of justice, wisdom, and expediency. ---

3. Creating organizational structure of institutions for the completeness and working procedures of the Secretariat. --
4. Regulating as necessary in the Bylaws on matters that have not been regulated in the Articles of Association; ---
5. Making regulations that are deemed necessary and useful for the Association and should not conflict with the Articles of Association and Bylaws; ---
6. Regulating general affairs and implementing decisions of the General Meeting of Members; ---
7. Responsible to the General Meeting of Members for all work that is his/her obligation; ---
8. Making periodic financial statements every 1 (one) month;
9. No later than 5 (five) months after the end of the calendar year which is also the fiscal year of the Association, the Chairman is obliged to give accountability from the previous year to the General Meeting of Members; ---
10. Obligated to carry out the policies that have been determined in the Meeting of Members. ---
11. Obligated to hold meetings. ---
12. Providing financial accountability and the implementation of the duties in the Meeting of Members. ---



13. Supervising the problems of the members that do not conflict with the provisions of the Association. ---

## **SUPERVISOR**

### **Article 17**

1. Supervisor is an association organization tasked with supervising and providing advice to the Management in carrying out the activities. ---
2. Supervisor is responsible to the Meeting of Members. ---
3. Supervisor consists of 1 (one) or more members of the Supervisor who is appointed based on the Meeting of Association Members for a period of 5 (five) years and can be reappointed; ---
4. In the event that more than 1 (one) Supervisor is appointed, then 1 (one) of them may be appointed as the Chairman of Supervisor; ---
5. Those who can be appointed as members of the Supervisor are individuals who are capable of carrying out legal actions and are not found guilty of supervising the Association causing harm to the Association, community or the state based on a court decision within a period of 5 (five) years from the date of the decision has permanent legal force; ---
6. In the event that the Supervisory position is vacant, then within a period of no later than 30 (thirty) days after



the vacancy occurs, the Association members must hold meeting to fill the vacancy; ---

7. In the event that all Supervisor positions are vacant, then within a maximum period of 30 (thirty) days after the vacancy occurs, the Management must hold meeting to appoint a new Supervisor, and the Association is temporarily managed by the Management; ---
8. Supervisor has the right to resign from his/her position by giving written notification of his/her intention to the Management no later than 30 (thirty) days before the date of his/her resignation; ---
9. In the event that there is Supervisor replacement of the Association, within a period of no later than 30 (thirty) days from the date of the Supervisor replacement of the Association, the Association Member is obliged to submit a written notification to the Ministry of Law and Human Rights of the Republic of Indonesia and related agencies.
10. Supervisor cannot serve concurrently as Member of the Association, Management or Activity implementer; ---
11. Supervisor position ends if: ---
  - a. death; ---
  - b. resigning; ---
  - c. guilty of committing a criminal act based on a court decision which is punishable by imprisonment at least 5 (five) years; ---



d. dismissed based on the decision of the General Meeting of Members; ---

e. the term of office ends. ---

#### **FISCAL YEAR**

##### **Article 18**

The fiscal year of the Association starts on January 1 (one) and ends on December 31 (thirty one) every year. ---

#### **ANNUAL REPORT**

##### **Article 19**

1. The management must prepare an annual report in writing no later than 5 (five) months after the end of the fiscal year. ---

2. The annual report contains at least: ---

a. Report on the condition and activities of the Association during the last fiscal year as well as the results that have been achieved; ---

b. Financial statements consisting of statements of financial position at the end of the period, activity report, cash flow statements and notes to the financial statement. ---

3. The Annual Report must be signed by the Management. ---

4. In the event that any Member of the Management or Supervisor does not sign the report, the person concerned must state the reasons in writing; ---



5. The Annual Report is approved by the Meeting of Members. -
6. Summary of the Association's Annual Report must be prepared in accordance with applicable financial accounting standards and announced on the bulletin board at the Association's office. ---

#### **FINANCIAL MANAGEMENT**

##### **Article 20**

The financial management is carried out in an orderly, transparent and responsible manner, which is managed by the Chairman and Treasurer. ---

#### **DISPUTE SETTLEMENT**

##### **Article 21**

The mechanism for settling problem/dispute in the Association prioritizes kinship, peace, and fulfills a sense of justice by being mediated first by an appointed Honorary Council, and this matter will be regulated later in the Bylaws. ---

#### **DISSOLUTION**

##### **Article 22**

1. The dissolution of Association can only be carried out if all members of the association wish in writing and through the Extraordinary Meeting of Members, which is approved by more than  $\frac{3}{4}$  (three quarters) of the number of members present. ---



2. The Association is determined to be disbanded if the stated objectives of the Association are not achieved, resulting in a default. ---
3. In the event that the Association is dissolved, the Meeting of Members shall appoint a liquidator to settle the Association's wealth and report on the dissolution at the Meeting of Members, namely members of the Management.

## **BYLAWS**

### **Article 23**

1. Bylaws are an integral part of the Articles of Association and which regulate matters that have not been fully regulated in the Articles of Association; ---
2. Bylaws and the amendments must be consistent with the Articles of Association and only take effect after being ratified by the Extraordinary General Meeting of Members.

## **CLOSING**

### **Article 24**

1. Matters that have not been stipulated in the Articles of Association will be regulated in the Bylaws, or the Association's regulations. ---
2. This Articles of Association can only be amended by the General Meeting of Members. -
3. With the ratification of the Articles of Association, the provisions of the Association that are contrary to the Articles of Association shall be declared null and void. -



4. For the first time, the composition of the Management and Supervisor of the Association is appointed as follows: ---

**A. MANAGEMENT:** ---

Chairman : The aforementioned Appearer **Mr. YOHANES DAMIANUS;** ---

Secretary : **YASINTA ARIATI (Suster ARIATI),** born in Tana Toraja, on the twelfth of February one thousand nine hundred seventy nine (12-02-1979), Teacher, residing at Jalan Colombo 19 A Yogyakarta, Rukun Tetangga 033, Rukun Warga 007, Terban Village, Gondokusuman Sub-district, Yogyakarta City, holder of ID Card Number: 3471035202790001; ---

Treasurer : **CECILIA AGUSTIEN UMBAS,** Bachelor of Computer, born in Palu, on the fifth of August one thousand nine hundred seventy two (05-08-1972), Private Employee, residing at Jalan PAM III Number 32, Rukun Tetangga 009, Rukun Warga 008, Cempaka Baru Village, Kemayoran Sub-district, Central Jakarta, holder of ID Card Number: 3171034508720003; ---

**B. SUPERVISOR :** ---

: **SUSTER MARIA FAUSTA Frasiscus Charitas,** born in Bandar Lampung, on the twentieth of September one thousand nine hundred seventy



three (20-09-1973), Nun, residing at Jalan  
Sukasuka, Komplek Akper Perdhaki, Rukun  
Tetangga 004, Rukun Warga 001, Sukarami  
Village, Sukarami Sub-district, Palembang  
City, holder of ID Card Number:  
1671056009730004; ---

The appointment of members of the Management and Supervisors  
has been well received by each concerned and must be ratified  
at the first Meeting of Members held, after this deed of  
establishment has been approved or registered with the  
competent authority. ---

#### **Article 25**

Regarding the establishment of this Association with all its  
consequences, the founders choose permanent and general  
domicile at the Registrar's Office of the Banyumas District  
Court. ---

Furthermore, the appearer declares that hereby guarantees the  
truth and is fully responsible for the contents of all  
identities/letters/documents, signatures and information  
submitted to me, Notary, and the contents as stated/mentioned  
in this deed and is fully responsible for this case and if in  
the future a lawsuit arises, the parties release the Notary  
and the witnesses from any claims/lawsuits whatsoever. ---



- The appearer has also understood and comprehended the contents of this deed, and accepted any legal consequences that arise, both now and in the future. ---

**IN WITNESS WHEREOF**

Made and held in Purwokerto, on the day, date, month and year as mentioned in the preamble herein in the presence of: ---

1. **Miss RODIYAH**, residing in Cilacap Regency, Leber, Rukun Tetangga 002, Rukun Warga 007, Cilempuyang Village, Cimanggu Sub-district, holder of ID Card Number: 3301137011960005, Indonesian Citizen; ---

- Temporarily staying in Purwokerto, ---

2. **Mrs. ULI EMI SARI**, residing in Banyumas Regency, Jalan Salamudin Notog, Rukun Tetangga 002, Rukun Warga 001, Notog Village, Patikraja Sub-district, holder of ID Card Number: 3302125006750001, Indonesian Citizen; ---

- Both of them are Employees of Notary Office as the witnesses. ---

Having read out this deed by me, Notary to the appearers and the witnesses, then this deed was forthwith signed by the appearers, the witnesses and me, Notary. Meanwhile, the appearers, in addition to signing the minutes of this deed, also affixed their thumbprint on a separate sheet of paper which was attached to the minutes of this deed. ---

Executed without any alteration. ---



The minutes of this deed was duly signed. ---

Provided as true **COPY** with the same content. ---

Notary of Banyumas Regency

In Purwokerto

(signed, sealed and stamped)

**JUNICA PRAMITA, S.H., M.Kn**

**AFFIDAVIT**

This is to certify that I have translated the foregoing from Indonesian to English,  
That is true and complete, and I am competent in both languages.  
Jakarta, May 20, 2022



SOESILO  
Sworn & Certified Translator,  
Decree of Governor of DKI Jakarta No. 527/1995.