**IMPLEMENTATION ARRANGEMENT**

Partner Logo

**BETWEEN**

**TEACHING ENGLISH PROGRAM**

**FACULTY OF TARBIYAH**

**UNIVERSITY OF DARUSSALAM GONTOR**

**AND**

**PARTNER**

**ABOUT**

**INTERNATIONAL SEMINAR FOR ENGLISH LANGUAGE**

**Number:**

**Number:**

The Implementation Arrangement is made on Wednesday, 26th of August 2021:

1. Name :

Function :

Address :

Acting for and on behalf of University of Darussalam Gontor (UNIDA Gontor) Postgraduate hereinafter referred to as THE FIRS PARTY.

1. Name :

Function :

Address :

Acting for and on behalf of -------------------------------------------- hereinafter referred to as THE SECOND PARTY.

THE PARTIES agree to implement cooperation activities with the provisions of the articles as follows:

**Article 1**

**Objective**

1. The purpose of the preparation of this document is as a basis for the implementation of the cooperation agreed upon by THE PARTIES.
2. The implementation of this activity is used to describe the activities of the International Seminar

**Article 2**

**Implementation Of Activities**

1. The International Seminar on English Language includes opening sessions, material delivery sessions, and closing sessions
2. This Agenda held on 9-12 September 2021, with the details of the event as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Date** | **The Detail of Agenda** | **Information** |
| 1 | 10 September 2021 | Openiong Session  | * Speech from UNIDA Gontor’s Rector
* Speech from Partner
 |
|  |  | Material Delivery Session  | First : Talking about english as the based language in this worldSecond: English Language as the .... |

1. This Agenda is held by Online and the English Teaching Program, Faculty of Tarbiyah UNIDA Gontor as the inisiator of this agenda.

**Article 3**

**Rights and Obligations Of The Parties**

**THE PARTIES:**

1. The parties make planning, organizing, reporting, and evaluation of activities as a form of joint responsibility of both parties and report them to each university as evidence of the implementation of the activities.
	1. **The Planning of the Activities includes:** scheduling the agenda of the activity coordination meeting, determining the name of the activity, the theme and subthemes of the activity, the time/place of the activity, the sourcing team and internal committee from both parties, and the activity financing scheme.
	2. **The Organizing of the Activities includes:** monitoring and coordination during the implementation of activities.
	3. **The Reporting of the Activities includes:** make an activity report with a final deadline of 2 (two) weeks after the activity is carried out (in accordance with the duties of each party), and report the report to each Universities.
	4. **The Evaluation of the Activities Includes:** conduct activity evaluation meetings and making evaluations document of the activities

**Article 4**

**Financing**

1. The The cost of this activity is Rp.2,000,000.- (two million rupiah) Charged to each party.
2. The budget mapping of this activity which is further charged to the parties includes:
	1. …
	2. …
	3. ….

**Article 5**

**Addendum**

1. Any additions/changes to this Agreement may only be made with the written consent of **THE PARTIES**.
2. If one of the Parties wishes any addition/change in this Agreement, then THE PARTIES concerned shall notify the other Party with written documents first.
3. The additions/changes referred to in number (1) of this Article after agreed by THE PARTIES shall be set forth in an Addendum which becomes an inseparable part of this Agreement.

**Article 6**

**Dispute Resolution**

In the event that there is a dispute between THE PARTIES relating to the implementation of the agreement in this activity, then THE PARTIES agree to resolve the dispute in deliberation.

**Article 7**

**Period**

The period of implementation of the agreement in this activity is set from the date of this event to the completion of the evaluation reporting on the implementation of this activity, namely on the date of 26th of August – 1st of September 2021.

**Article 8**

**Correspondence**

1. Any notices and/or correspondence will be addressed to:

**FIRST PARTIES**

Name :

Position :

Address :

Phone :

Email :

**SECOND PARTIES**

Name :

Position :

Address :

Phone :

Email :

1. changes in information as noted above must be notified to the partner immediately.

Thus this document is written to be further agreed upon and signed by the parties as the legal basis of the implementation of this activity.

|  |  |
| --- | --- |
| **FIRST PARTIES****English Teaching Program****Faculty of Education** **UNIDA Gontor** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Fulan Fulan Fulan**Supervisor of English Teaching Program  | **PIHAK KEDUA****Partner Institution** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****..........................................**.......................................................................................... |