



FIELD GUIDELINES

ABOUT

UPSTREAM OIL AND GAS SECURITY IN WEST PAPUA REGION



BETWEEN
THE HEAD OF PAPUA AND MALUKU REPRESENTATIVE OF THE SPECIAL TASK
FORCE FOR UPSTREAM OIL AND GAS BUSINESS ACTIVITIES REPUBLIC OF
INDONESIA

And

CHIEF OF WEST PAPUA REGIONAL POLICE

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**FIELD GUIDELINES
UPSTREAM OIL AND GAS SECURITY IN PAPUA
BETWEEN
PAPUA AND MALUKU REPRESENTATIVE OF THE SPECIAL TASK FORCE FOR
UPSTREAM OIL AND GAS BUSINESS ACTIVITIES REPUBLIC OF INDONESIA
AND
WEST PAPUA REGIONAL POLICE DEPARTMENT**

CHAPTER 1

INTRODUCTION

1. General

- a. West Papua has a natural resource potential specifically in Oil and Gas (migas) that has a strategic value in supporting the national revenue and expenditure, thus it shall be protected in order to make sure that all company operational/activities that move in the oil and gas sector can go securely, smoothly and with discipline.
- b. Papua and Maluku (Pamalu) representative of the Special Task Force for Upstream Oil and Gas Business Activities Republic of Indonesia (SKK Migas) is a representative of the stated task force that is located in Papua and Maluku region as stated in the Head of BPMIGAS Decree number: kep-0080BPO0000/2012/S0.
- c. If the progress in security escalation around the work area of the Cooperation Contract (KKKS) operational is threaten and troubled, then the development and continuation of the KKKS operational might get hampered
- d. PAMALU representative of SKK Migas and the West Papua Regional Police Department and its ranks have a role and obligation to secure the entire KKKS activities in West Papua region so that it will not be bothered.

- e. In order to anticipate, perform, and prevent threats that have potentials of security disruption, and in interest of keeping the performance of KKKS operational activities in West Papua, and coordinating the security efforts of PAMALU representative of SKK Migas in West Papua Region and the West Papua Regional Police Department and its ranks, **The Upstream Oil and Gas Field Security Guidelines** will be needed for following up based on the Memorandum of Understanding between PAMALU representative of SKK Migas and Indonesian National Police (POLRI) Number: PJN-0176/SKKO0000/2013/SO | Number : B/27/VII/2013 dated July 1st 2013 about the Security Execution and Law Enforcement in Upstream Oil and Gas Business activities on July 1st 2013, and the Employment Guidelines between PAMALU representative of SKK Migas with POLRI Number: 1170/SKKG0000/2013/SO Number: B/30/VII/2013 about the Security Execution and Law Enforcement in Upstream Oil and Gas Business activities on July 29th 2013.

2. Purpose and Objectives

- a. **Purpose:** The Upstream Oil and Gas Field Security Guidelines in West Papua region to be used as the foundation of the execution of any security-related activities in KKKS working areas in West Papua.
- b. **Objectives:** To create coordination of mindsets, behavior, and action patters in executing security actions and law enforcement in KKKS working areas in West Papua.

3. Scope

The scope of the Upstream Oil and Gas Field Security Guidelines covers Security Principles, Security Implementation, Security Development, Administration and Budgeting with Monitoring and Evaluation in the following order:

- | | |
|-----------------|------------------------------|
| a. CHAPTER I: | INTRODUCTION |
| b. CHAPTER II: | SECURITY PRINCIPLES |
| c. CHAPTER III: | SECURITY IMPLEMENTATION |
| d. CHAPTER IV: | SECURITY DEVELOPMENT |
| e. CHAPTER V: | ADMINISTRATION AND BUDGETING |
| f. CHAPTER VI: | MONITORING AND EVALUATION |
| g. CHAPTER VII: | CLOSURE |

4. Basis

- a. Indonesian Constitution 1945 articles 30 and 33.
- b. Indonesian Penal Code Act Number 1 Year 1946.
- c. Act Number 8 Year 1981 about Law book of Criminal Procedure.
- d. Act Number 45 Year 1999 about the Establishment of West Papua Province (Provinsi Irian Jaya Barat), Panai District, Mimika District, Puncak Jaya District, and Sorong City.
- e. Act Number 22 Year 2001 about Oil and Gas.
- f. Act Number 2 Year 2002 on Indonesian National Police.
- g. Act Number 13 Year 2003 on Employment.
- h. Indonesian Government Regulation Number 24 Year 2007 on the Alteration of West Irian Jaya Province as West Papua Province.
- i. Indonesian Presidential Regulation Number 9 Year 2013 on the Enforcement of Business Activities on Upstream Oil and Gas.
- j. Indonesian Presidential Regulation Number 63 Year 2004, on Security For National Vital Objects.
- k. Chief of Indonesian National Police Regulation No.Pol:Skep/738/X/2005 on the Guidelines of National Vital Objects Security.
- l. Indonesia Minister of Energy and Mineral Resources Regulation Number 2286 K/07/MEM/2008, dated 26 August 2008, on the Alteration of Indonesia Minister of Energy and Mineral Resources Regulation Number 1762 K/07/MEM/2007, about the Security For National Vital Objects in Energy and Mineral Resources Sector.
- m. Chief of POLRI Regulation Number : 24 Year 2007 on Security Management System.

- n. Chief of POLRI Regulation Number: 9 Year 2011 on Police Operational Management.
- o. SKK Migas Employment Guidelines Number: 032/PTK/VII/2009 about the BPMIGAS Representative Operational Employment Guidelines.
- p. SKK Migas Employment Guidelines Number: 049/BPO0000/2012/S0 on Upstream Oil and Gas Business Activities Security.
- q. Memorandum of Understanding Between SKK Migas and POLRI Number: PJN-0176/SKKO0000/2013/SO | Number: B/27/VII/2013 Dated July 1st 2013 about Security Execution and Law Enforcement on Business Activities in Upstream Oil and Gas.
- r. Employment Guidelines between SKK Migas and POLRI Number: 1170/SKKG0000/2013/SO | Number: B/30/VII/2013 Dated July 29th 2013 on Security Execution and Law Enforcement on Business Activities in Upstream Oil and Gas.
- s. Internationally acclaimed conventions (UN Code of Conduct for Law Enforcement Officials and UN Basic Principles on the Use of Force and Firearms by Law Enforcement Officials) about the use of violence and treatments towards inmates and the voluntary principles on human rights (Appendixes A and C).

5. Terms and Glossary

To make a common understanding regarding the terms and glossary used in this document, we attach the list of terms and glossary along with its definition (Appendix B)

/CHAPTER II.....

CHAPTER II

SECURITY PRINCIPLES

1. Purpose of Security Enforcement

The purpose of security enforcement is to ensure that security in KKKS operational working areas and its neighborhood gets reinforced in a discipline and law (along with other related rules) abiding manner. This is very crucial for KKKS operational and developments that are located in West Papua. In order to embody the stated purpose, PAMALU Representative of SKK Migas, along with West Papua Regional Police and its ranks sought to ensure that:

- a. The execution of KKKS operational related activities in West Papua region could go smoothly without any interruption in a form of law violations.
- b. The lives of workers and people surrounding the KKKS operational areas in West Papua region are secure without any interruption in a form of law violations.
- c. All security activities of West Papua Regional Police and its ranks as well as KKKS security personnel that operate in West Papua region to do their security related duties with high discipline and professionalism, in accordance with the existing laws, as well as to uphold law principles and human rights (Appendix C).

2. Standard and Principle of Security Enforcement

a. Security Enforcement Standard with the Upholding of Human Rights and the Principles Regarding the Usage of Violence

KKKS that operates in West Papua region ensures and is committed to fully comply with security standards as explained in Appendixes A and C. Thus, KKKS that operates in West Papua region and West Papua Regional Police will ensure that:

- 1) All security personnel of KKKS that operate in West Papua region and members of West Papua Regional Police that are assigned responsibilities of security operation duties are required to be guided to the standards and principles as regulated in Appendixes A and C;
- 2) KKKS security personnel that operate in West Papua Region and members of West Papua Regional Police are required to fulfill standardized trainings as explained in Appendixes A and C. in the interest of accomplishing the referred standard, KKKS security personnel, along with West Papua Police are required to do organize training program schedule that is convenient to be approved and executed with both parties in accordance with principles and standards in Appendixes A and C;
- 3) KKKS security personnel that operate in West Papua Region and members of West Papua Regional Police are required to immediately give information as well as coordinating in writing if ever standard violation occurs. This also implies to principles regulated in Appendixes A and C by both parties.
- 4) All Security Personnel that are assigned in SKK Migas of West Papua region are required to have the qualifications as police function caretakers in a limited manner.

b. Security Enforcement Principle

All security activities that are done by West Papua Regional Police and its ranks along with KKKS security personnel that operate in West Papua region are required to obey and comply towards these principle:

- 1) Upholding human rights and obey all rules abiding the existing law, as well as formal standards and principles in Appendixes A and C;
- 2) Prioritizing prevention actions towards events that can cause human victims by implying as little force as possible, that includes asset protection and trust preservation measures in accordance with standard and principles in Appendixes A and C;

- 3) KKKS that operate in West Papua region are expected to be oriented to Integrated Community Based Security (ICBS) and Community Policing;
- 4) KKKS security concept that operates in West Papua region is the Integrated Community Based Security (ICBS) which is developed by fundamental principles that is applied in the Indonesian Constitution, law, as well as Rules and Regulations in national and regional levels, customary law and international standard regarding security matters and human rights. ICBS has one of the primary components that brings forward mutual respect to all parties in discussing and solving any problem in peace without creating any sorts of violence and intimidation. All parties with stakeholders agree to take responsibility in each of their action and obligation in accordance with the law and Rules and Regulations in order to achieve success of projects in each KKKS that operates in West Papua region.

3. Security Approach

- a. **Pre-emptive Approach**, that is West Papua Regional Police and its ranks and KKKS security personnel that operate in West Papua region must raise their awareness in working environment as well as people's neighborhood by engaging people in order to maintain security and discipline through these actions:
 - 1) Information search related to security issues by cooperation with civil organizations, religious leaders, youth figures, and local community leaders;
 - 2) Security members as role models in terms of good behavior to people;
 - 3) Giving explanation regarding opinion delivery as well as grievance towards dissatisfaction, which includes security personnel behavior among local people;
 - 4) Detecting and/or observing continuously on procedures that correspond to the security handling procedure with the existing foundation of Rules and Regulations as well as respects human rights.
- b. **Preventive Approach**, that is West Papua Regional Police and its ranks and KKKS security personnel that operate in West Papua region to do preventive actions through these procedures:

- 1) Regulations, Protection, Supervision, and Patrol.
- 2) Data collection on security risks, threat observing and community raising continuously based on the existing rules, as well as respecting human rights as it is explained in Appendixes A and C;
- 3) Coordination between West Papua Regional Police and KKKS security personnel that operate in West Papua region as well as all parties related, in order to maintain order and security.

c. Law Enforcement, namely actions that are done to restore order immediately by referring to the existing Rules and Regulations, through:

- 1) The first action in Crime Scene;
- 2) Crime Scene processing;
- 3) Investigation and legal actions according to procedures that apply.
- 4) Rehabilitation of post incident.

4. Security Activities

a. Constant Security

- 1) KKKS security personnel that operate in West Papua region to do routine physical security actions in the form of surveillance posts placements, patrols, as well as other security activities in each KKKS working area that operates in West Papua Region;
- 2) West Papua Regional / Sub-District / County Police (POLDA / POLSEK / POLRES) to do routine patrols, service visits, etc.

b. Incidental Security

- 1) KKKS security personnel that operate in West Papua region along with West Papua Regional Police and its ranks, including Security Task Unit and local people surrounding the KKKS working areas that operate in West Papua region to have a role in security action implementation based on the requests from KKKS in need;
- 2) All KKKS security elements that operate in West Papua region, West Papua Regional Police ranks and other elements that are assigned on a mission or are being given a part in the Security Task Unit are required to be trained to understand, respect, and obey the principles in Appendixes A and C.

c. Security Activities Surveillance and Control

- 1) KKKS along with West Papua Regional Police to execute surveillance and control over security activities in the form of supervision, assistance and service visits that are to be executed at least once every 6 months.
- 2) West Papua Regional Police along with other security elements to execute surveillance and control over security assistance given by KKKS incidentally, surveillance and control actions are adapted by the existing needs and situation.

/CHAPTER III.....

CHAPTER III

SECURITY IMPLEMENTATION

1. Working Area / Security Object Identification

- a. Protected Working Areas/Objects according to Upstream Oil and Gas Field Guidelines in West Papua Region are as follows
 - 1) KKKS refinery facilities that operate in West Papua Region, that covers processing refineries, office affairs, housing, objects, and explosive warehousing and main facilities, as well as other supporters;
 - 2) Harbor / Special Terminal / Personal Need Terminal as well as other supporting facilities from each KKKS that operates in West Papua region;
 - 3) The locations of projects and exploration activities in KKKS working areas that operate in West Papua region.
- b. Working areas/objects that are protected as stated above are not defined as limitations or reductions of West Papua Regional Police and its ranks' authorities in doing their security duties and providing security needs inside or outside the area as stated in this Security Guideline (West Papua Upstream Oil and Gas Security Guidelines).
- c. Alterations on the explanation for protected working areas/objects will be reported to the West Papua Regional Police along with its ranks periodically according to each KKKS plan and project development stages that operate in West Papua region. (Appendix G).

2. Threat Evaluation

Threat evaluations based on predictions, analysis, and evacuations are to be done routinely or periodically with the purpose of getting the steps and anticipation towards disruptions that can interfere with the security or personnel safety, asset environment,

information, and KKKS Operational Activities that operate in West Papua region, that cover; conventional crimes, trans-national crimes, crimes toward national wealth, and contingent implicated crimes.

3. Security Standard Configuration

- a. Security Standard Configuration in KKKS operation activity environment that operates in West Papua region using Security System Management standard in the form of physical and non-physical security in accordance to the plans and stages of each KKKS operation's projects (Appendix G).
- b. Security Standard Configuration outside of KKKS locations that operate in West Papua region are guided by POLRI security standards.

4. Security Properties and Activities

a. Security Properties

1) Open Security

Done by KKKS security personnel along with members of POLRI that operate in West Papua region is concentrate to security stations and certain patrol points in each KKKS working area;

2) Close Security

Done in a close manner by KKKS security personnel, along with members of POLRI that operate in West Papua region in each KKKS working area.

b. Security Activities

1) Regulation activities

Conduct regulations upon access/in and out spots for humans/objects, parking spaces, traffic route in each working area, object storages and hoardings that are based on the object's type, route to the Muster Area, etc. are the responsibilities of KKKS that operates in West Papua region;

2) Protection Activities

Carry out protection activities by determining the number of personnel on duty, working schedules, strategic working placements, security control base, other facilities, and infrastructures are within the responsibilities of each KKKS that operates in West Papua region;

3) Patrolling activities

Conduct patrolling activities that are planned to also cover the patrolling hours, number of personnel, patrol routes, number of patrol shifts, utilized facilities and infrastructure, which have been entirely organized by each KKKS that operates in West Papua region;

4) Protection activities

Conduct personal and assets by KKKS security personnel and/or with POLRI on each KKKS that operates in West Papua region, or as Evacuation/Escape procedure;

5) Investigation activities

Conduct information or data gathering activities through open or closed resources;

6) Community development activities

Conduct socialization activities on law regulations to local people nearby to support KKKS programs by optimizing the roles of Police-Community Partnership Forum (FKPM).

5. Security Activities Based on Situation Escalation

All security activities, whether they are a part of the responsibilities of each West Papua region-operated KKKS security personnel and/or the responsibilities of West Papua Regional Police, are to be conducted in accordance with the existing principles, approaches, standards, and procedures (Appendixes A and C).

a. In Secure Situations

- 1) In secure situations, security activities in each KKKS working area that operates in West Papua region are the responsibilities of each KKKSs’;
- 2) In the execution of security activities, the usage of pre-emptive and preventive methods are prioritized;
- 3) Prioritized pre-emptive activities will increase awareness and law obedience among people through the Community Policing program, that is by optimizing the roles of Police-Community Partnership program (FKPM), law counseling and meetings with public figures, as well as through the Community Development Program that will be separately organized by each KKKS that operates in West Papua region;
- 4) If ever needed, then all KKKS that operate in West Papua region will be able to ask for the presence of POLRI members in each KKKS operating area as preventive efforts in land or sea in specific operational time;
- 5) If any violation of company regulations occurred, then KKKS security personnel that operate in West Papua region, together with functions related in each KKKS scope must conduct observations and investigations in accordance with the company regulation on the related KKKS staff members or to the related contractor workers. When criminal activities are involved, then the next legal action will be conducted by POLRI.

b. In Troubled Situations

- 1) In troubled situations that are still addressable by KKKS security personnel that operate in West Papua region, the responsibility to handle security is still belong to KKKS security and it must coordinate with West Papua Regional / Sub-District / County Police (POLDA / POLSEK / POLRES);
- 2) When escalation of the situation occurred, then KKKS security that operates in West Papua region can ask for help from West Papua Regional, Sector, Resort Police (POLDA, POLSEK, POLRES) in accordance with the existing terms and procedures;

- 3) In the occurrence of incidents, security procedures prioritize persuasive and preventive efforts. If criminal actions or law violations occur, then POLRI will handle it in accordance with the existing law regulations.

c. In Very Troubled Situations / Contingent

- 1) In very troubled situations/contingent, KKKS management that operates in West Papua region would ask for security assistance verbally to the Chief of West Papua Regional Police, and followed with the written form as soon as possible;
- 2) If any law violation that potentially can stop development activities occurs, other operational and/or activities related with KKKS operational that operate in West Papua region, like anarchical actions, ambushes, hostages, areal blockades that are done by residents, mass, even workers/contractor workers or other suspicious parties, then the POLRI party can take security steps needed;
- 3) If security condition gets out of control and the safety and lives of KKKS workers, contractors, and their guests get threatened, then the measures corresponding to the evacuation procedure should be taken;
- 4) In unrestrained security situations, the protection towards vital sectors of the company is a responsibility of KKKS management;
- 5) In the means of handling escalated security situations, then the POLRI party can ask for security assistance from Indonesian Military Forces (TNI) element, situation handling is within the part of POLRI as it corresponds to the Rules and Regulations;
- 6) If security situations are handled, then security responsibilities will be handed back to KKKS management.

6. Security Assistance Procedure

a. Assistance Request Procedure

- 1) Assistance requests are done by each KKKS that operate in West Papua region to the Chief of Regional Police (KAPOLDA) in West Papua Regional Police jurisdiction after receiving approval from each KKKS Management;
- 2) The procedure of Assistance request is verbally over the phone or other communication media by mentioning the situation, reasoning, place, time, type and level of threat, strength of the threat and type of assistance is requested. With the assistance get a written form of follow-ups by KKKS to the Chief of Western Papua Regional Police.
- 3) The KKKS that asks for security assistance must provide transportation and accommodation facilities with other supports in accordance with the rules provision as security assistance activities are taking place.

b. Assistance Giving Procedure

- 1) Based on the request for security assistance from KKKS management, then KAPOLDA commends the appointed official of Regional Police to coordinate the execution of requested assistance to KKKS (in accordance with West Papua Regional Police Permanent Procedure);
- 2) The appointed Regional Police official by KAPOLDA will immediately prepare personnel and equipment corresponding to the encountered threat;
- 3) The assistance will immediately sent to prevent escalation of situation;
- 4) After the assistance is arrived on location, it shall be coordinated with the person in charge with security in KKKS to carry out the steps in security and to report situation progress to KAPOLDA.
- 5) The request for security from the element of TNI is carried out by POLRI corresponding to rules of law that apply.
- 6) BKO assistance from the element of TNI is under the control of Chief of Security Task Unit.

c. The Procedure to Utilize The Security Task Unit

- 1) The Chief of Security Task Unit performs coordination with KKKS Management on the situation progress that has happened in assignment areas;
 - 2) The Chief of Security Task Unit receives inputs from KKKS management that are related to restricted areas that need special treatments and obligatory KKKS security that accompanies POLRI personnel that will carry out security duties in restricted areas;
 - 3) The Chief of Security Task Unit takes technical steps that are related to security activities;
 - 4) The Chief of Security Task Unit informs to KKKS management on situation progress and the steps that have been and are being carried out compatible for developing escalations;
 - 5) In the matter of security situation development outside of Security Task Unit's control, KAPOLDA can take control over the operational.
 - 6) The Terms of Security Task Unit Utilization
 - a) Utilization of Security Task Unit is not limited to the request from KKKS Management but it is possible for the unit to perform security assistance compatible for recent conditions;
 - b) Commander of The Security Task Unit is the holder of security activity control and is fully responsible for all Security Task Unit members on the actions taken during activities of security;
 - c) Commander of The Security Task Unit that is assigned on the field reports on activities and situation development to KAPOLDA and coordinates with KKKS management becomes the object of protection;
 - d) Every alteration/diversion on the utilization of Security Task Unit to other targets should be reported to KAPOLDA and coordinated with KKKS Management;
 - e) Security Task Unit Operational Support from KKKS management is controlled by The Chief of Security Task Unit.
- d. Security Assistance Withdrawal Procedure

After the situation is stated as safe, then:

- 1) The Chief of Security Task Unit coordinates with related KKKS Management for the arrangement of Security Task Unit withdrawal to the initial unit;
- 2) The Chief of Security Task Unit carries out consolidations as personnel and equipment checking as preparations to go back to the initial unit;
- 3) The Chief of Security Task Unit reports the results of coordination to KAPOLDA about the plan on Security Task Unit withdrawal;
- 4) After receiving the approval to withdraw Security Task Unit, the related KKKS management that operates in West Papua region will provide transportation facility, as well as other logistic needs to support the withdrawal of all Security Task Unit personnel and their equipment to go back to the initial unit.

7. Evacuation/Escape Procedure

a. Cooperation Contract Contractors (KKKS) will:

- 1) Determine Muster Area point in Working Areas of KKKS, as well as the nearest road access to the point where the location will be protected and guarded by KKKS security personnel in accordance to each KKKS Evacuation Procedure/Emergency situation;
- 2) Determine and give signals/warnings that the process of evacuation procedure/emergency situation to be soon conducted;
- 3) Determine the priority of Evacuation/Escape execution, including, but not limited to:
 - a) VIP, managers;
 - b) Injured people, people with disabilities;
 - c) Other workers;
 - d) The person in charge for evacuation activities.

b. Security Task Unit will:

- 1) Provide security in Muster Area Point;
- 2) Secure the route to the Safe House/Embarkation point;
- 3) Carry out protection from Muster Area point to the Safe House/Embarkation point;
- 4) Provide protection in Safe House/Embarkation point;

- 5) Carry out protection from embarkation point to the secure area,

8. Coordination, Information and Communication

a. Coordination

- 1) In secure condition, coordination is done between:
 - a) KKKS Security Manager or the representative, together with Sub-District/County Police (POLSEK/POLRES) in a sustainable manner, for at least twice a year and approved by both parties, as well as acknowledged by the Head Representative of SKK Migas PAMALU;
 - b) KKKS Security Manager or the representative, together with West Papua Regional Police in a sustainable manner, for at least twice a year and approved by both parties, as well as acknowledged by the Head Representative of SKK Migas PAMALU.
- 2) In disturbed situations, coordination is done by KKKS management with KAPOLDA as for security assistance request;
- 3) Coordination mediums used:
 - a) Utilizing available and approved communication networks: telephones, cellphones, handy talkies, etc.;
 - b) Carry out Coordination Meetings (periodically or incidental);
 - c) Carry out informal meetings.

b. Information

To support security activities in KKKS Working Areas, then West Papua POLSEK/POLRES and/or POLDA can give information as follows:

- 1) Information types, that are:
 - a) Static basic information where there will be no change in a relatively long time, such as:

- (1) Information on the Constitution and other regulations.
 - (2) Geographic information.
 - (3) Demographic information.
- b) Actual information that moves dynamically, and constantly experience change from time to time in a relatively brief tempo, such as:
 - (1) Information on mass mobilization.
 - (2) Criminality information.
 - (3) Non-criminality information.
- 2) Information resources that can support the execution of routine/integrated security in KKKS Work Area sourced from:
 - a) POLDA with broad intelligent networks to village/regional level. POLDA as the main information source, which has a competence in security disruption anticipation in KKKS Working Area.
 - b) SKK MIGAS as the appointed Agency by Government to carry out supervision and development of Upstream Oil and Gas Business Activities. SKK MIGAS will be the source of information from or to KKKS and its related institutions/agency.
 - c) KKKS as the executive of Upstream Oil and Gas Business Activities as information provider related to the security situation and condition in the field as well as information user.
- 3) Information provider, receiver and administrator officials authorized are:
 - a) Basic Information
 - (1) Chief of Sector Police (Kapolsek)
 - (2) KKKS Security personnel
 - b) Actual Information
 - (1) POLRI
 - (a) In central level

- Chief of Security Preservation Body from Indonesian National Police
- Director of Vital Object Protection of Security Preservation Body from Indonesian National Police

(b) In regional level

- The Chief of Regional Police
- Director of Vital Objects Protection
- The Chief of Operations Bureau
- Director of Intelligent and Security
- The Head of Operational *Bin* Division Directorate of Vital Objects Protection of The Regional Police
- Sub-Division Head of Directorate of Vital Objects Protection in Certain Regions
- The Chief of County Police

(2) SKK MIGAS

- (a) Head of Internal Division
- (b) Head of Security Sub-Division
- (c) Head Representative of SKK Migas PAMALU

(3) KKKS

- (a) The highest command/Top Management
- (b) Authorized officials
- (c) Security Manager

c. Communication

- 1) The Communication System used in routine/integrated security execution is a two-way communication system:
 - a) In secure situations using open communication compatible with the available communication medium.
 - b) In troubled and very troubled situations using close communication that is divided by:
 - 1) Control network using close communication.

- 2) Exclusive network using communication radio.
- 2) Communication facilities and media to make close/open communications and information exchange such as:
 - a) Telephone/cellphone
 - b) Fax
 - c) Communication radio
 - d) Website or email
- 3) Communication mechanism

The mechanism in communication corresponding to the conditions in field and joint agreement between SKK Migas and West Papua Regional Police.

9. Reporting Activities

a. Periodic

Delivery of activity reports periodically carried out by applied procedure in KKKS and POLRI environment.

b. Incidental

Delivery of reports incidentally done after activity execution.

/CHAPTER IV.....

CHAPTER IV

SECURITY DEVELOPMENT

1. Security Unit Skill Development

Capability Development / Security Unit Professionalism / KKKS Security will be done through :

a. Education

- 1) General Education of each Security member is carried out in POLRI educational institute or other Educational Institute that appointed by POLRI;
- 2) Under the request of KKKS to West Papua Regional Police, an Secondary Education can be held for the sake of improving the skill of KKKS Security.

b. Training

- 1) Under the request of KKKS to West Papua Regional Police, training can be held to improve the skill of KKKS Security Personnel that is special (in-house training), in a terms that they are able to do a countermeasure of a specific situation, with the agreed time and place;
- 2) West Papua Regional Police must grant training as KKKS requested.

2. Joint Training

Joint Training between KKKS Security and member of West Papua Regional police Force can be done at least once (1) a year, or more if it is deemed necessary on requested by KKKS which requires. The Joint Training is conducted in accordance to the Security Support Procedure in an event to countermeasure the security disruption in the KKKS Work Are at West Papua

/CHAPTER V.....

CHAPTER V

ADMINISTRATION AND BUDGETING

1. Administration

- a. Security related administration, especially in correspondence activity that applies to the existing rules/terms in every KKKS work area and Regional Police Force (POLDA / POLRES / POLSEK).
- b. Administrative investigation and examination towards cases regarding law violations in the KKKS work area is using the administrative procedures issued by POLDA / POLRES / POLSEK and other administrative procedures in accordance with statutory provisions and regulations.
- c. Related administrative process for handling criminal act uses applied format in POLDA / POLRES / POLSEK.
- d. Administration process related to the handling of criminal acts using the applicable format in POLRI.
- e. Administration related to the implementation of Assistance and Supervision must be accompanied with correspondence addressed to the Head Representative of SKK Migas PAMALU no later than 2 (two) weeks before it was held.
- f. After the Assistance and Supervision was held, it is an obligation to make a post activity report.

2. Budgeting

- a. All the budget arise with the practice of activities is set in Upstream Oil and Gas Field Security Guidelines of West Papua region will be covered by KKKS concerned, according to the Decree of the Head of SKK Migas Number: KEP-0264/SKKO0000/2014/S0 or the Ministry of Finance Regulation of Standard Input Cost Fiscal (SBM), which applies to the appropriate year.
- b. All matters relating to the issue of cost, payment and procurement of materials or supplies are to be done openly / transparently and be recorded. West Papua Regional Police as well as KKKS is entitled and obliged to obey the government policy (in this case [Minister of Finance Regulation that applies to the appropriate year]) to provide informations of all fees, payments, and

procurement of materials or supplies which are made or arise that arranged in this Upstream Oil and Gas Field Security Guidelines of West Papua region.

c. Inspection and Supervision

- 1) Executed by agreement between the West Papua Regional Police and concerned KKKS.
- 2) Field Inspection and Supervision execution towards KKKS Work Area is done at most 2 (twice) in 1 (one) year, maximum 3 (three) days of execution, with numbers of personnel as much as 5 (five) person every inspection. The execution cost of inspection and supervision is covered by concerned KKKS, according to the Decree of the Head of SKK Migas Number: KEP-0264/SKKO0000/2014/S0.
- 3) If the inspection and supervision visit is done outside the agreement of this Upstream Oil and Gas Field Security Guidelines of West Papua region, thus the cost burden will not be the responsibility of KKKS

d. Field Assistance execution towards KKKS work area which lies under West Papua Regional Police supervision, can be done according to requested concern KKKS with the numbers of personnel at most 5 (five) person, maximum 3 (three) days of execution, and the cost burden is covered by concerned KKKS that have been mention according to Minister of Finance Regulation SBM that applies to the appropriate year.

e. In condition where KKKS request security help from West Papua Regional Police, then the cost-related with that security implementation can be done under these conditions:

- (1) After given approval from KKKS, the payment will be continue to West Papua Regional Police through the POLRI institution account. The payment as mention above include support for **Transportation, Accomodation, Food, and Daily Expenses** according to Minister of Finance Regulation SBM that applies to the appropriate year.
- (2) The calculation method and payment are based on the standard and procedure arranged by Minister of Finance Regulation that applies as follows :
 - (a) KKKS is not mandatory to give support or provision of equipment, supplies, or any kind of funding beside what have been mentioned above (Point.1), except if the provision of equipment, supplies, or funding is already written as:
 - i. Approved first by SKK Migas Representative of PAMALU and is jointly approved as a *cost recoverable* based on the existing cooperation contract;

- ii. Approved by KKKS management and *shareholding partner*.
- (b) KKKS is not allowed to provide and funds the procurement of firearms and its ammunitions either it is lethal or not.

/ CHAPTER VI.....

CHAPTER VI

MONITORING AND EVALUATION

a. Monitoring

1) Periodic Monitoring

Periodic monitoring is done as follows:

a) KKKS

KKKS Manager Security or the representative will conduct a periodical monitoring continuously towards the readiness and preparedness of the KKKS Security personnel;

b) West Papua Regional Police

Chief of the Regional Police (Kapolda) or the appointed officer will conduct a monitoring with its authority towards KKKS security implementation done by the Polri.

2) Incidental Monitoring

Incidental monitoring is done as follows:

a) West Papua Regional Police and associated KKKS form Monitoring Team that consist of the representative of both side;

b) Monitoring Team that has been form will immediately arrive at the security location on the first opportunity.

b. Evaluation

1) *Periodic* Evaluation is conducted by:

a) KKKS Manager Security with the Chief of Resort Police (KAPOLRES) cover *Personnel Readiness, Materially, Activity* and *Budget* as well as the Improvement of security situation.

b) Appointed officer by the Chief of Regional Police (KAPOLDA) conduct evaluation towards security activities that was done by KAPOLRES and KKKS Management.

c) The evaluation result will be shared regularly between KKKS and the Indonesian National Police (POLRI). Both parties will be sharing each of their evaluation result and known by the Head of SKK Migas Representative of PAMALU

2) *Incidental* Evaluation is conducted by:

- a) KKKS Management with the appointed officer by KAPOLDA conduct evaluation generally associated with the incidental problems occurred in KKKS work area KKKS;
- b) The evaluation results are incidental will be shared regularly between KKKS and the Police. Both parties will be sharing each of their evaluation result and known by the Head of SKK Migas Representative of PAMALU

/ CHAPTER VII.....

CHAPTER VII

CLOSURE

1. Papua Regional Police and SKK Migas agreed that this Upstream Oil and Gas Field Security Guidelines of West Papua region is created to be used as KKKS Security Implementation Guidelines in West Papua Work Area.
2. If one of the parties to modify the contents of this Upstream Oil and Gas Field Security Guidelines of West Papua, then the party must inform the other party in writing at least 2 (two) months before doing the change, such changes can only be made with the consent of both parties. Furthermore, these changes will be included in the addendum forms is an inseparable part of this Upstream Oil and Gas Field Security Guidelines of West Papua Region.
3. This Upstream Oil and Gas Field Security Guidelines of West Papua Region is valid as of the start date of the establishment, by time period 5 (five) years and renewals can be made in accordance with the agreement of both parties

As a result, this Upstream Oil and Gas Field Security Guidelines of West Papua Region is made with the good spirit of cooperation, to be followed and implemented by the West Papua Regional Police and SKK Migas Representative of PAMALU.

Stated in : Jakarta,
Date : June, 23 2016

**HEAD REPRESENTATIVE OF SKK
MIGAS OF WEST PAPUA REGION**

**CHIEF OF REGIONAL
POLICE OF WEST PAPUA**

Ir. ENRICO CP. NGANTUNG, MBA.

**Drs. ROYKE LUMOWA, M.M
(BRIGADIR JENDERAL POLISI)**

APPENDIX A: USE OF FORCE AND TREATMENT OF PRISONERS

Basic Principle of the Use of Force and Firearms by Law Enforcement Officials

Legitimized by the Eighth United Nations Congress on the Prevention of Crime and Treatment of Offenders, Havana, Cuba, August 27th to September 7th 1990.

Where the task of law enforcement officials is to serve public interest is considered to be very important and because of that, it is necessary to take various ways and actions to maintain, and if needed, to improve the working condition and the status of the related apparatus, where the threat to life and safety of the law enforcement officials must be considered as a threat to the society as a whole.

Where law enforcement officers have an important role in protecting life rights, liberty, and one person security, as guaranteed in the Universal Declaration of Human Rights and in the International Covenant on Civil and Political Rights

Where the Minimum Standard Rules for Criminals Handling establish the circumstances or conditions that allow prison guards to use force in carrying out their duties,

Where article 3 of the Code of Conduct for Law Enforcement Officials specify that law enforcement officials may use force only when it is absolutely necessary and up to the required limit of the necessities in order to carry out their duties,

Where the preparation meeting for the Seventh United Nations Congress on the Prevention of Crime and the Treatment of Offenders, which was held at Varenna, Italy, have agreed on elements that will be considered in the follow-up activities to limit the use of force and firearms by law enforcement officials,

Where the Seventh Congress, in 14 resolution that were made, among others, underlined that the use of force and firearms by law enforcement officials replace be carried out while still upholding the human rights,

Where the Economic and Social Council, in resolution 1986/10 that were made in Section IX, on May 21st, 1986, requested Member States to specifically pay attention and to ensure the implementation of the Code according the use of force and firearms by law enforcement officials (Procedure for the use of force and firearms by law enforcement officials), and the General Assembly, in resolution 41/149 made on December 4th, 1986, among others, welcomed the recommendations made by the Council,

It should be noted that, in regard to their safety, a particular judgement and caution must be given to the law enforcement official related to the implementation of their duty in upholding justice, protecting the right to live, carries out their responsibility to maintain mutual safety and

comfort in society and the importance of keeping high standard in qualification, training, attitude, and behaviour,

The basic principle as it is determined below, has been formulated to help the Members Nation in carrying out their duties to ensure and improve the role of Law Enforcement Officials that is considered appropriate, must be noted and respected by the Government in a regulated work scheme and practice applied in each nations, and it must be noted by the law enforcer and other parties, like judges, prosecutors, lawyers / advocates, members of the executive and legislative institutions, and society in general.

General Terms

1. Government and law enforcement institution replace enforce and implement rules and regulations regarding the use of force and firearms by a law enforcements official against a certain person. In developing these rules and regulations, Governments and law enforcement official must maintain and protect the ethical issues associated with the use of force and firearms that it should be constantly evaluated.
2. Government and law enforcement institution should develop the tools scope as broad as possible and equip law enforcement officials with a share of various weapons and ammunition that allows them to use various ways in the application of force and firearms. This includes the development of non-lethal incapacitating weapons to be used in the right circumstances, considering the constantly increasing demands to limit the use of the means that can cause a person death or injury. For the same purpose, law enforcement officials also sought to be equipped with self-defensive equipment such as shields, helmets, bullet proof vests and bullet-proof vehicles, in order to lessen the needs of weapon.
3. The development and usage of non-lethal incapacitating weapons must be analyzed thoroughly first so it can diminish the risk to the people that is not involved as small as possible, and the usage of that weapon must be controlled carefully.
4. Law enforcement officials, in carrying out their duties, should, as far as possible, apply non-violent means prior to the use of force and firearms. They may use force and firearms only at a time when other means is deemed ineffective or will not give the desired results.
5. When the legal circumstances in using force and firearms is no longer avoidable, law enforcements officials should:
 - (a) Limits the usage and act as they should be in alligned with the seriousness of the crime, and the objectives that need to be achieved;
 - (b) Minimize the damage and injury, respecting and protecting, also maintaining the human lifes;

(c) Ensure that the aid and treatment can be given to anyone injured or affected as soon as possible;

(d) Ensure that siblings or relatives or friends of people injured or affected by the disaster that occurred are notified as soon as possible.

6. If the injury or death is caused by the use of force and firearms by the law enforcement official, then they should immediately report the incident to their superior, based on Principle 22.

7. Government should ensure that the unnecessary use of force and firearms by law enforcement officials will be punished and given the right amount of consequence as with the other criminal act in each nation.

8. Special circumstances like national political instability or other general emergency situation can not be used as a basis or reason to not uphold this basic principle.

Special Terms

9. Law enforcement officers are prohibited from using force and firearms against anyone except to defend themselves and protect others against threats that can cause death and serious injury, to prevent the worsening crime that can result in death, to catch anyone that is a form of threat or hazard to authorities, or to prevent the suspect to escape, and only done when other less extreme means are considered insufficient to achieve these objectives. In any event, the intentional and planned use of deadly firearms should only be done when it is really unavoidable in order to save lives.

10. In a condition stated in principle 9, law enforcement officials must explain their identity so they can give warning and deliver the means behind the usage of the firearms clearly, with enough time so that the warning can and might be obeyed. If those steps are not fully completed, then the law enforcement official can endanger their lives or the the, or in other meaning it can be very inappropriate and useless for that incident.

11. Rules in the use of force and firearms by the Law Enforcement Officials must contain the guidelines that clearly states the procedure for:

(a) Define or determine the circumstances including the situations where law enforcement officials are authorized to carry firearms and determine the permitted types of firearms and ammunition;

(b) Ensure that any firearm can only be used in appropriate circumstances and in a manner that can reduce the risk of undue injury;

(c) Prohibit the use of firearms and the ammunition that can cause injury or an unintended injury or may pose an unnecessary risk;

(d) Regulate control, storage and release / handover of firearms, including procedures for ensuring that law enforcement officials can be held responsible for the use of firearms and the ammunition that has been submitted to them;;

(e) Establish a warning or reprimand that must be given if necessary, when the firearm is about to be fired

(f) Regulates a report system each time the law enforcement official uses the firearms in carrying out their respective dutie.

Determine a Policy Regarding to an illegal association or societies

12. Because each person is allowed and has the right to assemble or hold meetings / gatherings peacefully and legal, in accordance with the principle guaranteed in the Universal Declaration of Human Rights and the International Covenant on Civil and Political Rights, Government and institutions and law enforcement officials must realize that force and firearms may be used only if in accordance with principles 13 and 14.

13. In disbanding an illegal gatherings / crowd but does not contain elements of violence, law enforcement officials should avoid the use of force or if this is not possible, should limit the violence to smallest level.

14. In dispersing a violent gatherings / crowd, law enforcement officials may use firearms only if the less dangerous means is not possible to be implemented, yet they have to limit the violence to the smallest level. Law enforcement officers are prohibited to use firearms in such cases, except in circumstances as state in principle 9.

Determined a Policy Regarding to Prisoners

15. Law enforcement officers, in conjunction with the prisoners, is forbidden to use force unless it is absolutely necessary in order to maintain security and order in related institutions, or when personal safety is threatened.

16. Law enforcement officers, in conjunction with the prisoners, is forbidden to use firearms, except in a manner of self-defense or to protect others from harm and immediate threat that could result in death or serious injury, or when it is absolutely necessary to prevent the prisoners escaping, so they can harm others as it is referred to in principle 9.

17. Principles above apply and should be implemented without prejudice to the rights, duties and responsibilities of officers / prison guards, as defined in the Standard Minimum Rules for the Treatment of Prisoners (Rules Standard Minimum Handling of Detainees), in particular rule 33, 34 and 54.

Qualification, Training and Counseling

18. Government and law enforcement institution should ensure that all security officials are selected through a selection procedures of proper screening, have a high moral, psychological and physical qualities that is adequate to the successful implementation of their functions and the practice of professional training that is comprehensive and continuous. The capabilities and discipline that they have to perform these functions should be reviewed periodically.

19. Government and law enforcement institution should ensure that all law enforcement officials receives adequate training and are tested in accordance with the standards deemed appropriate in the expertise of using force. Law enforcement officers that are assigned to carry firearms must have the authority and have completed firearms specialized training.

20. In the training of law enforcement officials, Governments and law enforcement institutions must give special attention to issues related to the ethics of the police and the human rights, particularly of the investigation process, up to the means of using force and firearms, including peaceful conflict resolution, understanding the nature / crowd behavior, and persuasive methods, discussion / negotiation and mediator / mediation, as well as to the technical means, while limiting the use of force and firearms. Law enforcement institutions must review the training programs and operational procedures that they possess with regard to particular incidents.

21. Government and law enforcement institutions must provide consultation / counseling services regarding the effects of mental stress (stress counseling) that happens to law enforcement officers involved in situations where force and firearms are used.

Report and Review Procedure

22. Government and law enforcement institution ust determine and develop procedures for an effective reporting and reviewing process for all types of incidents referred to in principles 6 and 11 (f). For incidents reported in accordance with these principles, Governments and law enforcement institution must ensure the availability and the implementation of an effective review process and the availability of administrative authorities and judicial authorities to enforce the rule of law and the courts if necessary. In the event of death or serious injury or other unintended consequences, a detailed report should be submitted to the authorities responsible for conducting administration assessments and to execute control over the court.

23. Anyone affected by the use of force and firearms or their legal representatives must have access and go through an independent process, including a judicial process. In case of that person died, then this provision applies to people who is a burden to their dependents

24. Governments and law enforcement institution must ensure that the employer must be able to take responsibility if they knew, or should have known, that law enforcement officials under his command do, or have done, the use of force and firearms against the law, and it prove that their superior does not take steps, in their respective capacities, to prevent, inhibit or report the violation.

25. Governments and law enforcement agencies institution must that no criminal sanctions or disciplinary sanctions imposed on law enforcement officer that, in accordance with the Code of Conduct for Law Enforcement Officials, in these basic principles, refuse to obey and execute orders to use force and firearms, or whom reports of such use by other officials.

26. Obedience towards superior is not a cause or reason to defend yourself if you find that law enforcement officials had been aware that there was an order to use force and firearms that causes death or serious injury to a person, where these commands are clearly considered unlawful and it prove he has the opportunity to refuse to implement the order. In any case, responsibility also lies on the superiors who gave the unlawful orderstersebut.

Notes:

* Based on response to the article 1 of the Code of Conduct for Law Enforcement Officials, the term "law enforcement officials" includes all officers or law enforcement officials, both appointed, assigned or elected, who runs the authorities and functions of the police, in particular the authority to arrest or detain a person. In countries where police authorities are held by military authorities, whether complete or not, or by the State Security Instrument, then the definition of law enforcement officials also include the personnel who carry out or serve that function.

APPENDIX B : GLOSSARIUM

1. **Indonesian National Police (POLRI)** is a national instrument which has a role in maintaining safety and order of the society, upholding law, also give protection and services to the society in order to maintain national security.
2. **West Papua Regional Police (Polda Papua Barat)** is the duties and authority executor of the Polri in the province of West Papua that is under police chief (Kapolri).
3. **Special Task Force For Upstream Oil and Gas Business Activities (SKK Migas)** is a special task force whom given the duty by the Indonesian Republic Government and Ministry of Energy and Mineral Resources to uphold the upstream oil and gas business activities in Republic of Indonesia.
4. **SKK Migas Representative of Papua and Maluku Region (SKK Migas Representative of PAMALU)** is a representative of central SKK Migas that has the function of implementing the institutional relationship management supervision and to facilitate KKKS operational activities in PAMALU region in order to accelerate the upstream oil and gas business activities.
5. **Resort Police (Polres)** is the duties and authority executor of the Polri in the distrit/city region that is under Chief of Polda (Kapolda).
6. **KKKS/ Contractor Cooperation Contract** is a Business Entity or Permanent Establishment which given the authority to do exploration and exploittion in a work area based on the cooperation contract with SKK Migas.
7. **Polie Sector (Polsek)** is an executing element of the main tasks of the policcce function in disrict/sub-district region that is under Chief of Polres (Kapolres).
8. **Security Unit (SATPAM / Sekuriti)** is an unit or officers group made by an Business Entity in order to secure the object environment creating a sense of security, comfort, and discipline in order to provide security in the neighborhood swakarsaor working area.
9. **Security Task Force (SATGASPAM)** is a police task force based on the necessity to implement security at a certain target and within a certain time

10. **Security Manager** is the Officials in a company whom took the responsibility of execution of security tasks in KKKS neighborhood.
11. **Public Order and Safety (KAMTIBMAS)** is a public dynamic situation where there is security, certainty, tranquility, peace and a sense of being protected and nurtured from each member of the citizens as well as regularity of life of all citizens that is are arranged according the norms and rules which apply in a harmonious and balanced ways, where these conditions are the essential public purposes which must be upheld to construct a national stability as a precondition to ensure the sustainability of national development towards the achievement of national goals based on Indonesian Constitution 1945
12. **Restrcted Area** is an area that has a moderate impact in terms of operations, safety, and security with restricted perimeter fence as well as signs – warning signs;
13. **Forbidden Area** is an area that has the potential hazards to accidents, fire and explosion also has a moderate impact in terms of operations, safety, and security with restricted perimeter fence as well as signs – warning signs;
14. **Closed Area** is an area that has a *very high* potential hazards to accidents, fire and explosion also has a moderate impact in terms of operations, safety, and security with restricted perimeter fence as well as signs – warning signs;
15. **Crime Scene (TKP)** in a narrow definition is considered to be a place where a crime is taking place or the location where a crime activity has taken place. In a broader definition it includes every location where evidence is found and the spots that is connected with the criminal acts.
16. **First Act In Crime Scene (TPTKP)** is the first action by the police that must be done immediately after the occurrence of a crime / offense to carry out rescue / protection and take the required initial law enforcement action which makes crime scene in the state of status quo.
17. **Initial Investigation** is a series of action by the initial police investigator to search and find an event believed as the criminal acts in order to determine whether or not to continue carrying out an investigation in the manner sets in legislation.

18. **Investigations** is a series of action by the investigators because of the responsibility have the rights to reveal a criminal act according in the manner sets out in legislation.
19. **Police Activities** is an implementation of work program held throughout the year by the entire police operational force that laid in the territorial units and unit functions
20. **Police Operation** is a form of Police operation and or with the actions arranged and organized particularly in order to confront the handling of the operation target in time, region, support, operation, administration, logistic, and specific budget.
21. **Conventional Crime / National** is the crime against soul, property, and honor that cause harm both physical and psychological well done both in the normal way or the new dimension that occurred in the country.
22. **Trans-National Crimes** is an organized crime, which the territory organization covering several countries that have impact on political interests, social, cultural and economy of a country and global.
23. **Crimes Against State Assets** is a crime that affect to national losses done by individual, collected and / or a cooperate (an entity).
24. **Contingent Crime Implications** is a crime that could interfere with the aspects such as security, political, social and economic also disturbing public that it occurs suddenly and is difficult to predict.
25. **Security** are an effort, activity, and works in event to prevent, deter, countermeasure, and law enforcement in every threat and disruption.
26. **Physical Security** is a part from general security that is connected with the physical security in order to refuse, delay, or prevent an access by those without the right, and secure from the possibility of safety and order disturbance in the society
27. **Internal Security** is a private security organization system based on the principles of internal security which the construction and organizers will be the responsibility of the first party where Indonesian National Police obligated to help in accordance to its duty and function which sets out in legislation.
28. **Closed Security** is security activities that are conducted closely in terms of both the mission and identity that puts the intelligence function and detectives.

29. **Open Security** is a security activities are conducted openly in terms of both the mission and identity that emphasizes the function of traffic, sabhara, pamobvit, Sea Police, and Brimob.
30. **Monitoring and Control of Explosives** is the supervision and control of commercial explosives conducted by the Polri in KKKS Work Area which is used for upstream oil and gas business activities (P1 Licensing the use of leftovers, P2: Purchase and Use, P3: Owners, Storage, Mastery, use change, transport permits, licenses warehouses / container, re-export and Destruction for Drilling and Seismic Survey).
31. **Security Threat** is any security and activities in all manner of forms either from both inside or outside the country that is considered to be potentially dangerous for KKKS operational sustainability kelangsungan operasional KKKS, information, personnel safety, and infrastructure KKKS environment.
32. **Security Disruption** is a real act that can result in losses in the form of death and/or property loss and can result in psychological trauma or an act in violation of legal norms that cause unrest.
33. **Oil and Gas Upstream Business Activity** is a series of activities in form of survey, exploration, exploitation, production, storage, and the transport either in land (onshore), sea (offshore), or in remote area).
34. **Anarchy Acts** is an intentional or openly acts that is done by individuals or group of people which contrary to legal norms that can cause chaos, endangering public security, life and / or properties threatening, damage to public facilities or property rights of others.
35. **Oil and Gas Upstream Production Installation and Facility** is an installation or facility that is located in the KKKS work area..
36. **Seismic Survey** is the initial phase of work before exploration is conducted.
37. **Exploration** is an activity with the objective to obtain information regarding the geological condition to find and attain the estimation of oil and gas reserves in the specified work area.

38. **Exploitation** is a set of activity with an objective to produce oil and gas from the specified work area that is comprised of drilling and well completion, utilization of transportation facility, storing and processing for the separation and purification of the oil and gas in the field and other supporting activity.
39. **Law Principles** are every security acts based on the existing law
40. **Human Rights Principles** are every security acts based on the *Declaration of Human Rights*.
41. **Special Objects** are objects that because of its position and interests requires attention and precautions acts.
42. **National Vital Objects** are a region or location, building or installation and or business concerning the lives of many people, or the state interests and the state revenue that consider strategic based on Ministry of Energy and Mineral Resources Decree.
42. **Vital Objects** are the region, places, buildings and businesses that concerns the lifes, interests and / or source of income of the countries, that have the vulnerability potential to destabilize the economy, politics and security in case of security breach.
Examples:
- 1) Power Plants and its instalation, such as electrical substations and its networks (above / below ground, under the sea);
 - 2) Platforms of exploration/exploitation/production of oil and gas both on land or offshore and its piping networks;
 - 3) Airport and harbor;
 - 4) Industrial Area;
 - 5) Country's Strategic Enterprise;
 - 6) Foreign representatives;
 - 7) And others.
43. **Contingencies** are a situation or event occur in a quickly changed area to become an emergencies and also need a anticipation / fast or outstanding anticipation / fast action or outstanding which can cause a situation or condition which is very dangerous in the form of a large loss, damage or the victim were many mass.

44. **Training** is an interaction process between the participant of the training with the coaches to obtain certain competence so they can get accustomed and able to do a specific things in a specific fields.
45. **Work Area** adalah daerah is a specific region under Indonesian mining jurisdiction for the implementation of the exploration and exploitation.
46. **Inspection** is the thorough checking, direct examination about the implementation of the regulation, duties, etc.
47. **Monitoring** is a primary supervision and main controlling.
48. **Assistance** is an activity to assist a certain person carrying out their professional duties
49. **Informant** is the person that gives information (knowing for sure and clearly).

APPENDIX C : VOLUNTARY PRINCIPLES FOR SECURITY AND HUMAN RIGHTS (VPSHR)

Voluntary Principles For Security And Human Rights

The United States and Britain government, mining and energy companies (the "Company"), as well as non-governmental organizations (NGOs), which are all interested in the corporate social responsibility and the human rights have been engaged in a dialogue on security and the human rights.

Participants of the dialogue recognized the importance of the promotion and protection of human rights throughout the world and the constructive role of the business community and the general public - including NGOs, trade unions / trade, and local communities - in advancing this goal. Through this dialogue, the participants have developed a set of voluntary principles to guide Companies in maintaining the safety and security of their operations within an operating framework that ensures the relationship of human rights and fundamental freedoms. Based on the awareness of these objectives, the participants agreed the importance to continue the dialogue and continue to keep fixing these principles in order to ensure the relationship sustainability and progress.

Acknowledging that security is a fundamental need, which is equally shared between individuals, communities, businesses and governments, as well as to realize the difficulty of the security issues faced by Companies operating globally, we recognize that security and its relationship with human rights must be consistent;

Understands that the government has the primary responsibility to demonstrate and protect the human rights and that all the parties involved in a conflict must obey the existing international humanitarian law, we acknowledge that we both have a common goal to develop the observance of human rights, particularly those contained in the Universal Declaration of Human rights as well as international humanitarian law;

Emphasizing the importance of protecting employee's integrity and company's property, Company recognizes the existence of an agreement to act in a consistent manner with local government regulation, respect for the highest existng international standards, and to develop the obedience to the principle of the existing international law (eg, the UN Code of Conduct for Law Enforcement Officials and the UN Basic Principles on the use of Force and Firearms by Law Enforcement Officials), particularly with regard to the use of force;

Noting that the Company activities may be associated with the local society, we recognize the value of general public interest and local authorities to contribute to the local society welfare as much as possible while reducing the potential for conflictkonflik;

Understand that a useful and reliable information is an important element for the security and human rights, we recognize the importance of experience sharing and mutual understanding of our respective experience regarding to the procedures and best security practices, the condition of human rights in the country, public and private security, with due regard to the confidential nature of the information;

Acknowledge that the government of the country concerned and multilateral institutions may, at any time, help the host countries to fix the security sector, develop the institutional capacities, and strengthening the legislation, we recognize the important role of the Company as well as the general public in playing the role to support these efforts;

We hereby declare our support for the following voluntary principles related to security and human rights in the mining sector, which are divided into three categories : risk assessment, relations with public security, and relations with private security:

RISK ASSESSMENT

The ability to accurately analyze risks in the company's environment is essential for the employee's safety, local community and company's assets; the company's operational success both in short and long term; and to the advancement and protection of human rights. In some events, this situation is relatively simple; However there are times when it's important to obtain extensive background information from different sources; monitoring and adjustment to changes, political situation, economic, existing law, complex military and social conditions; and maintaining productive relations with local communities and government officials.

The quality of a complex risk assessment is highly dependent on the collection of information on a regular basis which are reliable, continuously updated and comes from a series of broad perspective - local and international government, security firms, other companies, home governments, multilateral institutions, along with public that familiar about local conditions. This information could be effective when distributed as widely as possible (with due regard to its confidentiality) between the company, related society and the government.

Acknowledge these general principles, we admitted that an effective and accurate risk analysis must considers these following factors:

Identification of security risks. Security Risks can come from political, economic, civil or social factors. In addition, assets and certain people may have higher risk than others. Identification of security risks allows Company to take steps to minimize risks and analyze whether the company's actions will probably lead to a greater risk.

The potential for violence. Depending on the environment, violence can be expanded or narrowed in certain areas and can even thrive with little or no warning. Representatives of civil society, government of the origin country and host government, along with other sources should be consulted to identify risks that may arise as a result of violence. Risk analysis should examine patterns of violence in operational areas of the Company for the purpose of education, prediction and prevention.

Records on human rights. Risk analysis should consider the availability of records on human rights for the security forces, paramilitaries, national legislation executor, as well as the reputation of private security. Awareness of abuse and statements without proof in the past can help the Company to better avoid recurrence of events and to shows certain degree of responsibility. Also, capability identification to the seriousness in responding violent situation against the law (ie, consistent with existing international standards) allows Company to develop appropriate measures in which environment they operates.

Legislation. Risk analysis must considers the authority of local law enforcement and the capacity of judges dispute against those responsible for violations of human rights as well as those responsible for violation against international humanitarian law in a manner of still respecting the defendant rights.

Conflict Analysis. Identification and proper understanding on the root causes and nature of the local conflicts as well as the degree of compliance towards standard international humanitarian law and human rights by the main actors can be a lesson for strategy development to deal with relations between the Company, local communities, Company employees and their unions and host governments. Risk analysis should also consider future conflict potential.

Provision of Supplies: Where Companies provide equipment (including equipment that is lethal or not) to public or private security, they should consider the risk of granting such supplies, including the required export-related permit as well as the feasibility of actions to reduce the negative consequences that can be anticipated as well as sufficient monitoring to prevent misuse or equipment alienation that may lead to violations of human rights. In making

risk analysis, companies should consider past incidents that are relevant or related to the provision of previous fixtures.

INTERACTION BETWEEN COMPANY SECURITY AND PUBLIC SECURITY

Although government has a major role in maintaining security and order, safety and the relationship of human rights, it is in the Company's interest to ensure that actions taken by governments, particularly actions for procurement of public security must be consistent with protection and respect for human rights. If necessary, additional security provided by the host government, Company may be required or expected to contribute or otherwise return the cost for office facilities protection and personnel covered by public security. While public security is expected to act consistently in accordance with the laws as well as with local and national laws of human rights and international humanitarian standards, in this context a contradictory abuse still might occur.

In effort to reduce such abuse risks and to promote the attention of human rights in general, we identify the voluntary principles as relationships guidelines between Company and public security regarding security provided by the company:

Security Regulation

Company must consult periodically with the host government and local society regarding the impact of their security regulation towards public.

Company must communicate their policy regarding to ethical behaviour and human right to the public security provider and states their need about procurement of such security measure according to the Company policy with an adequate personnel capability and training.

Company must encourage the host government to permit a transparently and accessible security regulation by the public, while still upholding the safety and security.

Behavior and Deployment

The primary role of public security is to maintain regulations and legislation to protect human rights and prevent actions that threaten facilities and employees. The form and number of public security forces are derived that it must have the necessary skills and balanced with security threats that may arise.

The import and export of equipment must meet the requirements of the existing regulations and legislation. Companies that provide equipment to public security must take appropriate actions according to law in order to reduce the negative consequences that may arise, including abuse of human rights and violations of international humanitarian law.

Companies must use their influence to promote the following principles with public security: (a) the person who is believed to be involved in violations of human rights should not provide security services for the Company; (b) force should only be used when absolutely necessary and balanced with the arising threats; and (c) personal rights should not be violated when one right is used for freedom groups and peaceful association, the right to associate in fellowship or other rights related to Company's employees as recognized in Universal Declaration of Rights of Man and the Declaration on Fundamental Principles and ILO Declaration on Fundamental Principles and Rights at Work.

In things where physical strength is used by public security, this kind of incident must be reported to the authority and Company. Where force is utilized, medical support also must be provided both for the injured and law offender.

Consultation and Advice

Company must set up series of meeting with the public security periodically in order to talk about security, human rights, and other issues related to the work area. Company also must consult periodically with the other companies, with its origin government, and with the host government also with public about security and human rights. If those companies operates in the same territory, then they should consider telling their interest to government at the same time.

In their consultation with host government, Companies must execute every adequate effort to advance compliance towards the implementation principles of the existing international law with host government, especially about the laws effected in *UN Code of Conduct for Law Enforcement Officials* and *UN Basic Principles on the Use of Force and Firearms*.

Companies should support the efforts of governments, public, multilateral institutions either for human rights training and education for public security, as well as to improve the ability of government institutions to ensure accountability and relationships regarding to human rightsa.

Response Regarding the Violation of Human Rights

Company must record and report any allegations of human rights abuse that are believed to be done by public security in their working area to the authorities appropriate in host government system. When it is required, company must push to investigate and take action to prevent the recurrence of the incident.

Companies must actively supervise the investigations status and push for an appropriate settlement.

Dengan Companies must wisely monitor the use of equipment provided by company and investigate this situation reasonably where the use of such equipment has been misused

Every effort must have been made to ensure that the information used basis for the violation of human rights is credible and based on the evidence / facts that can be trusted. This source of security and safety should be maintained and protected. Additional or more accurate information, that may change the previous statement should be made if it is deemed feasible by concerned parties.

INTERACTION BETWEEN COMPANY WITH PRIVATE SECURITY

If the host Government is unable or unwilling to provide adequate security to protect assets and employees of the company, the company may need to employ private security providers as a complement to public security. In this context, private security may need to coordinate with government forces (particularly in terms of legislation implementation) to bring weapons and consideration in using force for local protection. In relation to the risks associated with such activities, we recognize these following voluntary principles as ethical behavior guidelines of private security:

Private security should notice the Company's policies on the contract, especially with regard to ethical treatment and human rights; legislation and operational standards that apply in the country where the company operates; the emergence of best practices (best industrial practices) developed by the industry, public and government; and promote attention towards international humanitarian law.

Private security should maintain high technical capabilities and professional expertise, particularly with regard to the use of force and firearms

Private security should act lawfully. They must practice control and careful manner that is consistent with existing international guidelines and regulations about the local use of force, including Principles of the United Nations on the Use of Force and Firearms on the Law

Implementation on the Official and Ethical Treatment Implementation Act Official United Nations, as well as the emergence of best practices developed by the Company, public and government.

Private security must have policies regarding the treatment and appropriate use of force (eg, rules of engagement). Implementation of this policy should be monitored by the Company or if necessary, by an independent third party. Such monitoring should include a detailed investigation of the alleged violations or illegal actions; the existence of sufficient disciplinary actions to prevent and avoid; and violations reporting procedures to the authorities in in the area of implemented legislation (if necessary).

All violations of human rights by private security must be recorded. A credible investigation must be conducted reasonably. In this case, if the violation is a violation for the referred private security service providers, then it must be submitted to the authorities in implementation of relevant legislation; Company should actively monitor the investigations status and push for a proper completion of the case.

Consistent with their duties, private security must be able to provide services that consists of defense and prevention and will not engage in activities that are merely responsible military or law enforcement authorities. Company must ensure that the services including equipment and technology provided for attack and defense will only be used as a defensive act.

Private security should: (a) not employ individuals who are believed to be involved in violations of human rights in provision of security services; (b) use force only when strictly necessary and by balanced threat; and (c) does not violate privacy rights when taking advantage to use freedom groups and peaceful associations, the right to associate in fellowship or other rights related to the Company's employees as recognized in the Universal Declaration of Rights humans (Universal Declaration of Human Rights) and the Declaration on Fundamental Principles and Rights at Work International Labour Organization (the ILO Declaration on Fundamental Principles and Rights at Work).

In cases where physical force is used, private security should conduct an appropriate investigation and report it to Company. Private security should refer the case to the authorities in reffered area and / or take disciplinary action if necessary. If force is used, medical treatment should also be provided both for people who are injured and offenders of the law.

Local security must maintain the statements confidentiality obtained as the security service provider, except if such actions could jeopardize the principles contained there.

To minimize the risk of exceeding the given authority as a security service provider and to promote the appreciation of human rights in general, we have developed voluntary principles and additional guidelines as follow:

If necessary, the Company must include the principles set out above as a employment contracts requirement in agreement with the private security providers and to ensure that the private security personnel are adequately trained to respect the employees rights and local communities. Whenever possible, agreements between companies and private security providers must require an investigation regarding a behavior that does not comply or violate the laws and discipline. This agreement should also contain termination terms with the Company if there is a proof of a behavior that violated the law by members of security.

Companies must consult and monitor security services provider to ensure that they fulfill the obligation of providing a consistent security with the principles that have been mentioned above. If possible Company should look for a security service provider whose employees are from local citizen.

Companies must do a background check of the private security members that will be employed, particularly with regard to the use of force. Such examination should include an analysis of previous work towards host government, and whether this raises a problem regarding conflict of interest from the private security firm, as a private security service providers and government contractor.

The company must consult with other Companies, officials from the origin country government and host country as well as public regarding experiences with private security. If these circumstances allow and in accordance with the existing law, the company must facilitate exchanges information on activities that violate the rules and other violations conducted by the private security service providers.

APPENDIX D: **LAW REGULATION DAN SECURITY ASSISTANCE ETHICS**

a. Dicipline and Law Provision

In implementing security means, POLSEK / POLRES / POLDA, as a law enforcer in conducting activities/actions must be in accordance with Legislation and Field Guidelines/ KAPOLRI Technical Guidelnes and written standard in Appendix A and C as well as the regulations follow :

- 1) Must comply with all procedures and regulations in accordance to the existing law in implementation of police duties
- 2) Only use a minimum amount of force in controlling the security situation.
- 3) In implementing security means and if necessity can employ forceful means in accordance with the existing procedures and legislation also respect to Human Rights and avoid death as well as environmental pollution;
- 4) The use of firearms and/or actions that can cause that must be supervise and evaluate carefully in order to reduce the risk of danger for others who are not involved;
- 5) Persuasive acts must be prioritized in implementing security controll duties. Actions that can cause injury or death can only be justified if done as the last attempt to protect one's life;
- 6) Any incident relate to the use of firearms and/or actions that can cause injury or death must be reported immediately to the assignor (Direct Supervisors Commander and Police Regional Unit Commander) and concerned KKKS Management ;
- 7) Any violation of law will be given sanction/punishment in accordance to the existing law of regulation.

b. Police Obligations

Accordance with basic provision in this Upstream Oil and Gas Field Security Guidelines in West Papua Region, the security assistance awarded by POLSEK / POLRES / POLDA to operating SKK Migas / KKKS in West Papua region which is a Nation Vital Object is mandatory. Therefore, if security can not be provided, thus :

- 1) KAPOLSEK / KAPOLRES must taken responsibility to West Papua KAPOLDA about the reason why such Security Assistance can not be provided;
- 2) The concerned KKKS Management that operates in West Papua reported to the concerned KKKS leader if the Secuity Assitance demand does not fulfill. From

that point, the concerned KKKS leader will coordinate with West Papua KAPOLDA with the knowledge of SKK Migas Representative PAMALU.

- 3) In order to further KAPOLDA is required to provide Security Assistance