



KEMENTERIAN PEKERJAAN UMUM BADAN PENGEMBANGAN SUMBER DAYA MANUSIA

Jl. Pattimura 20 Kebayoran Baru – Jakarta Selatan, 12110 Telepon (021) 2751502

NOTA DINAS NOMOR *SM09/B/MS/2026/701*

Yth. : 1. Kepala Biro Kepegawaian, Organisasi dan Tata Laksana
2. Sekretaris Inspektorat Jenderal
3. Sekretaris Direktorat Jenderal Sumber Daya Air
4. Sekretaris Direktorat Jenderal Bina Marga
5. Sekretaris Direktorat Jenderal Cipta Karya
6. Plt. Sekretaris Direktorat Jenderal Prasarana Strategis
7. Plt. Sekretaris Direktorat Jenderal Bina Konstruksi
8. Sekretaris Direktorat Jenderal Pembiayaan Infrastruktur PU
9. Sekretaris Badan Pengembangan Infrastruktur Wilayah
10. Kepala Pusat, Direktur Politeknik PU, Kepala Balai dan Plt.
Kepala Bagian Kepegawaian dan Umum, BPSDM

Dari : Sekretaris Badan Pengembangan Sumber Daya Manusia

Hal : Informasi Penawaran Pelatihan *Singapore–Japan Partnership Programme for the 21st Century (JSPP21): Urban Development Towards a Smart Nation Vision*

Tanggal : *26* Juli 2026

Sehubungan dengan Surat Kepala Biro Kerja Sama Teknik Luar Negeri Kementerian Sekretariat Negara Nomor B-63/S/KTLN/LN.03.00/07/2026 tanggal 14 Juli 2026 hal Penawaran Pelatihan Singapura–Jepang JSPP21: *Urban Development Towards a Smart Nation Vision*, bersama ini kami sampaikan sebagai berikut

1. Pemerintah Singapura dan Pemerintah Jepang menawarkan program pelatihan *Singapore–Japan Partnership Programme for the 21st Century (JSPP21): Urban Development Towards a Smart Nation Vision* sebagai bagian dari kerja sama teknik di bidang pengembangan perkotaan berkelanjutan dalam konsep *smart nation*. Program akan diselenggarakan secara luring di Singapura pada 23 s.d. 27 November 2026.
2. Pihak penyelenggara akan menanggung biaya pelatihan berupa tiket pesawat internasional pulang-pergi, uang harian, akomodasi, *airport transfer*, dan asuransi. Kuota nominasi peserta dari Indonesia sebanyak 2 (dua) orang.
3. Persyaratan calon peserta sebagai berikut:
 - a) Memiliki latar belakang tugas dan fungsi pekerjaan yang berkaitan langsung dengan pengelolaan dan pengembangan perkotaan;
 - b) Diutamakan pejabat administrator atau pejabat fungsional Ahli Madya yang terkait dengan bidang pelatihan. Pejabat/pegawai setara JF Ahli Muda (atau Eselon IV) terkait bidang pelatihan diperkenankan untuk mendaftar;
 - c) Sehat secara fisik dan mental; dan
 - d) Mahir berbahasa Inggris secara lisan dan tulisan;
4. Dokumen administrasi yang harus dilengkapi calon peserta:
 - a) Surat pengantar/rekomendasi yang ditujukan kepada Kepala Biro Kerja Sama Teknik Luar Negeri, Kemensetneg yang diterbitkan oleh Biro PAKLN berdasarkan rekomendasi BPSDM;

b) Application.....

- b) *Application Form* dalam format pdf dari laman pelatihan yang dituju di laman resmi SCP;
 - c) Daftar riwayat hidup dalam bahasa Inggris;
 - d) Ijazah pendidikan tinggi Luar Negeri dan/atau sertifikat TOEFL ITP dari ETS dengan skor minimal 460/IELTS minimal score 5.0/*English Score British Council* dengan tingkat minimal B2 dan **bukan merupakan sertifikat *prediction test***, dengan masa berlaku maksimal 3 (tiga) tahun sejak diterbitkan;
 - e) Salinan paspor yang masih berlaku minimal 6 bulan sebelum tanggal pelaksanaan pelatihan;
 - f) Surat Pernyataan yang wajib diisi dan dilampirkan sesuai format yang dapat diunduh melalui tautan berikut: <https://s.setneg.go.id/templatepernyataan>; dan
 - g) Bukti *email received submission online application form* dari SCP.
5. Calon peserta **wajib** melakukan pendaftaran secara daring melalui laman *Singapore Cooperation Programme (SCP)* sesuai mekanisme yang ditetapkan penyelenggara sebagaimana terlampir. Informasi mengenai program dan pendaftaran dapat diakses melalui <https://go.gov.sg/udtasnv2026>.
6. Setelah menyelesaikan pendaftaran daring, calon peserta **wajib** mengajukan *endorsement* kepada Kementerian Sekretariat Negara melalui laman <https://ktln-scholar.setneg.go.id/> paling lambat **5 Agustus 2026**. Apabila mengalami kendala dalam pengisian *endorsement form*, calon peserta dapat menghubungi beasiswa-ktln@setneg.go.id atau kstbilateral@setneg.go.id.
7. Diutamakan calon peserta yang berprestasi dan memiliki kinerja baik.
8. Calon peserta yang memenuhi syarat beserta dokumen persyaratan lengkap dapat diusulkan kepada Sekretariat Badan Pengembangan Sumber Daya Manusia c.q. Bagian Hukum, Kerja Sama, Komunikasi Publik, dan Data dan Teknologi Informasi selambat-lambatnya hari **Jum'at, tanggal 31 Juli 2026** untuk diproses lebih lanjut.

Dalam menunjang pembangunan Zona Integritas menuju Wilayah Bebas dari Korupsi, Badan Pengembangan Sumber Daya Manusia Kementerian Pekerjaan Umum berkomitmen meningkatkan kualitas pelayanan publik yang bebas dari korupsi dan memberikan pelayanan prima.

Demikian kami sampaikan, atas perhatian dan kerja samanya kami ucapkan terima kasih.

Sekretaris Badan Pengembangan
Sumber Daya Manusia,



Lina Anggraini

Tembusan:

- 1. Kepala Badan Pengembangan Sumber Daya Manusia
- 2. Kepala Biro Perencanaan Anggaran dan Kerja Sama Luar Negeri



**KEMENTERIAN SEKRETARIAT NEGARA
REPUBLIK INDONESIA**

Jalan Veteran No. 17-18, Jakarta 10110, Telepon (021) 3845627, 3442327
Faksimile (021) 3813583, Situs: www.setneg.go.id

Nomor : B-63/S/KTLN/LN.03.00/07/2026
Sifat : Sangat Segera
Lampiran : Satu Berkas
Hal : Penawaran Pelatihan Singapura-Jepang
JSPP21: Urban Development Towards a
Smart Nation Vision

14 Juli 2026

Yth. Pejabat Pada Daftar Terlampir
di tempat

Bersama ini dengan hormat, kami sampaikan penawaran program pelatihan kerja sama antara Pemerintah Singapura dan Pemerintah Jepang dalam kerangka *Japan-Singapore Partnership Programme for the 21st Century (JSPP21)* yang bertajuk **Urban Development Towards a Smart Nation Vision**. Program ini merupakan salah satu program peningkatan kapasitas dalam kerangka kerja sama teknik antara Pemerintah Indonesia dan Pemerintah Singapura di bidang pengembangan perkotaan berkelanjutan dalam konsep *smart nation*.

Pelatihan tersebut akan dilaksanakan pada tanggal **23 s.d. 27 November 2026 secara luring di Singapura**. Pihak penyelenggara akan menanggung biaya sehubungan dengan pelatihan tersebut, yaitu tiket penerbangan, uang harian, akomodasi, *airport transfer* dan asuransi. Adapun kuota untuk nominasi peserta dari Indonesia adalah sebanyak **2 (dua) orang**.

Berkenaan dengan hal tersebut, mohon kiranya masing-masing instansi dapat **secara selektif** mengajukan daftar Pegawai Negeri Sipil (PNS) sebagai calon peserta pelatihan yang memiliki tugas pokok dan fungsi yang sesuai dengan program pelatihan. Adapun persyaratan dan mekanisme pendaftaran yang berlaku adalah sebagai berikut:

1. Memiliki latar belakang tugas dan fungsi pekerjaan yang berkaitan langsung dengan pengelolaan dan pengembangan perkotaan;
2. **Diutamakan pejabat administrator atau pejabat fungsional Ahli Madya yang terkait dengan bidang pelatihan. Pejabat/pegawai setara JF Ahli Muda (atau Eselon IV) terkait bidang pelatihan diperkenankan untuk mendaftar;**
3. Diusulkan/dinominasikan secara resmi oleh instansi yang bersangkutan;
4. Sehat secara fisik dan mental;
5. Mahir berbahasa Inggris secara lisan dan tulisan;
6. Pencalonan peserta agar melampirkan berkas administrasi sebagai berikut.
 - a. Surat pengantar/rekomendasi dari unit kerja *focal point* masing-masing instansi yang ditujukan kepada Kepala Biro Kerja Sama Teknik Luar Negeri, Kementerian Sekretariat Negara (bagi instansi di daerah harap memperhatikan alur koordinasi dengan Kementerian/Lembaga pusat yang menaungi);
 - b. *Application Form* dalam format pdf dari laman pelatihan yang dituju di laman resmi SCP;
 - c. Daftar riwayat hidup dalam bahasa Inggris;

- d. Ijazah pendidikan tinggi Luar Negeri dan/atau sertifikat TOEFL ITP dari ETS dengan skor minimal 460/IELTS minimal score 5.0/English Score British Council dengan tingkat minimal B2 dan **bukan merupakan sertifikat *prediction test***, dengan masa berlaku maksimal 3 (tiga) tahun sejak diterbitkan;
- e. Salinan paspor yang berisi data diri dan masih berlaku minimal 6 bulan sebelum tanggal pelaksanaan pelatihan;
- f. **Surat Pernyataan yang wajib diisi dan dilampirkan** sesuai format yang dapat diunduh melalui tautan berikut: <https://s.setneg.go.id/templatepernyataan>;
- g. Bukti *email received submission online application form* dari SCP.

Informasi terkait detail program dapat diakses melalui laman resmi SCP pada tautan <https://go.gov.sg/udtasnv2026>. Calon pendaftar diharuskan melakukan pendaftaran secara daring melalui laman tersebut sesuai mekanisme yang ditetapkan oleh penyelenggara. Proses seleksi peserta akan dilaksanakan berbasis sistem merit, dengan keputusan akhir sepenuhnya berada pada mitra pembangunan asing.

Setelah menyelesaikan pendaftaran daring, calon peserta selanjutnya mengajukan *endorsement* kepada Kementerian Sekretariat Negara (Kemensetneg) selaku *National Focal Point* (NFP) sebagai salah satu persyaratan administratif yang **wajib dipenuhi** agar proses pencalonan dapat dipertimbangkan lebih lanjut. Pengajuan *endorsement* **wajib** dilakukan melalui laman resmi kami melalui tautan <https://ktln-scholar.setneg.go.id/> paling lambat tanggal **5 Agustus 2026**. Apabila terdapat kendala pada pengisian *endorsement form* di situs KTLN, silakan menghubungi via email ke beasiswa-ktln@setneg.go.id dan kstbilateral@setneg.go.id.

Atas perhatian dan kerja sama yang baik, kami sampaikan terima kasih.

Kepala Biro Kerja Sama Teknik
Luar Negeri,

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Noviyanti

Tembusan:
Sekretaris Kementerian

Lampiran Surat Dinas
Kepala Biro Kerja Sama Teknik Luar Negeri,
Nomor : B-63/S/KTLN/LN.03.00/07/2026
Tanggal : 14 Juli 2026

DAFTAR PEJABAT YANG DIKIRIMI SURAT DINAS

1. Sekretaris Badan Pengembangan Sumber Daya Manusia, Kementerian Perhubungan
2. Kepala Biro Perencanaan Anggaran dan Kerja Sama Luar Negeri, Kementerian Pekerjaan Umum
3. Kepala Biro Perencanaan dan Kerja Sama, Kementerian Agraria dan Tata Ruang/Badan Pertanahan Nasional
4. Kepala Biro Sumber Daya Manusia, Kementerian Agraria dan Tata Ruang/Badan Pertanahan Nasional
5. Kepala Pusat Fasilitasi Kerja Sama, Kementerian Dalam Negeri
6. Kepala Biro Sumber Daya Manusia dan Hubungan Masyarakat, Otorita Ibu Kota Negara

URBAN DEVELOPMENT TOWARDS A SMART NATION VISION

23 TO 27 NOVEMBER 2026

Sponsored by the

SINGAPORE COOPERATION PROGRAMME

and the

JAPAN INTERNATIONAL COOPERATION AGENCY

under the

**JAPAN-SINGAPORE PARTNERSHIP PROGRAMME
FOR THE 21ST CENTURY**

Singapore Cooperation Programme

Singapore has provided development assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations.

In 1992, the Singapore Cooperation Programme (SCP) was established to bring together under one framework the various development assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes were increased to share Singapore's development experience with other developing countries.

To date, more than 160,000 officials from over 180 countries, territories and intergovernmental organisations have participated in our courses and study visits. The SCP is managed by the Development Partnership Directorate of the Singapore Ministry of Foreign Affairs.

Japan International Cooperation Agency

The Japan International Cooperation Agency (JICA), one of Japan's Official Development Assistance (ODA) implementing bodies, has been extending technical cooperation in human resource development to facilitate the autonomous, sustainable development of developing countries since its establishment in 1974. From 2008, JICA was further strengthened to incorporate all activities of Japan's Official Development including concessional ODA loans and grant aid in an effective and efficient manner.

JICA will enhance the impact of assistance through (a) A More Strategic Framework to achieve medium-to-long term development goals of developing countries (b) More Predictable Aid as operational "rolling" plans will be utilised in policy dialogue with developing countries (c) Speedier Project Formulation through "Preparatory Survey" to ensure flexibility and speed at the project preparation stage (d) Assistance Tailored to Real Needs: Synergy of Aid Schemes to offer assistance that most effectively addresses the needs of developing countries.

Japan - Singapore Partnership Programme for the 21st Century (JSPP21)

As countries whose prime resources are their people, Singapore and Japan believe that human resource development is important for economic and social progress. With this mutual understanding, Singapore and Japan signed a Memorandum of Understanding in January 1994 to train participants from developing countries by sharing each country's expertise and experience from their economic development under the Japan - Singapore Partnership Programme (JSPP).

The Japan-Singapore Partnership Programme for the 21st Century (JSPP21) was established through a Memorandum of Discussion (MOD) signed in May 1997, to signify a widening of the scope of technical cooperation between Singapore and Japan. Since then, the MOD has been renewed three times, most recently in December 2018.

With a view to enhancing ASEAN integration and sharing the two countries' experience in their areas of expertise, both governments recognised, as areas of priority, training and capacity building for third countries in the fields of (a) security and peace, (b) addressing vulnerability, (c) private sector development, (d) connectivity, and (e) smart initiatives.

Since 1994, Singapore and Japan have implemented more than 400 training courses for more than 7,500 participants in diverse fields such as digital economy, public governance, economic development, climate change and environment, community policing, maritime safety and urban planning.

Course Objectives

This course is conducted under the auspices of the Japan-Singapore Partnership Programme for the 21st Century (JSPP21). The course will allow participants to better understand the driving forces, challenges and opportunities for resilient and sustainable urban development and management, as well as smart nation development in both Japan and Singapore. By the end of the course, participants will be equipped with knowledge and skills in understanding and planning resilient urban development based on good practices in Singapore and Japan.

Synopsis

Topics to be covered include:

- Overview of Urban Development in Singapore and Japan;
- Housing and Transportation;
- Infrastructure Financing;
- Sustainability and Environment;
- Smart Infrastructure; and
- Disaster Risk

Methodology

This course will be delivered for up to **30 participants**. It will include lectures, group discussions, site visits, country presentations and Q&A sessions.

Participants should bring along their own internet-enabled learning devices such as laptops or tablets (mobile phones are not recommended) for this course.

Country Presentation

Each represented country is expected to do a short country presentation. The topic(s) will be provided prior to commencement of the course.

Course Duration and Venue

The course will be conducted daily from **23 to 27 November 2026** in-person in Singapore.

Application Information

Applicants should be:

- Mid- to senior-level government officials involved in urban development projects;
- Nominated by their respective Governments;
- Proficient in written and spoken English; and
- In good health.

In addition, as stipulated by the Government of Japan:

If your organisation and/or your status is related to the Military, you are required to send an email to 1rtd2@jica.go.jp with your name, country, organisation, the course name, and choose one option from below that best describes your relationship with the Military:

- a) the Military, an active military personnel or military personnel listed in the muster roll/military register;
- b) an organisation affiliated with the Military, or a personnel who does not belong to the military at present but is listed in the muster roll/military register;
- c) the Department or the Ministry of Defense, and organisation affiliated with the Ministry of Defense, or staff of the Ministry of Defense;
- d) a civilian organisation but with military personnel or a military division within the organization; or
- e) an organisation which will be affiliated with or under the control of the Military in times of emergency as specified clearly in its organic law/law of establishment.

Qualifications of applicants who belong to the military or other military-related organisations and/or who are enlisted in the military will be examined by the Government of Japan on a case-by-case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organisation, and other relevant information in a comprehensive manner.

Carry out instructions and abide by conditions as may be stipulated by the nominating authority or Government and the Government of Singapore and its appointed trainer, with respect to the course.

Terms of Award

The course is sponsored by the Governments of Japan and Singapore under the Japan-Singapore Partnership Programme for the 21st Century.

Under this programme arrangement, the Governments of Japan and Singapore will bear the following expenses for successful applicants, thereafter known as “participants”, during their training in Singapore.

These expenses include:

- Course fees;
- An Economy Class round-trip air ticket between the respective international airports designated by **JICA**;
- Visa application fees for entry into Singapore [Note: participants are responsible for their own transit visas (if any)];
- Accommodation for the entire duration of the course. Complimentary breakfast is provided in the accommodation from the first day of the course to one day after the course;
- Per diem of One Hundred and Thirty Singapore Dollars (130 SGD) from the first day to the last day of the course. A proportionate reduction in the per diem will be made if the participant is unable to attend the full duration of the course;
- Transportation between hotel and training venue (if any); and
- Basic insurance coverage (Group Hospitalisation and Surgical; Group Personal Accident) for participants during their stay in Singapore, in accordance with the policy of a local insurance company.

Note:

- Participants are to bear their personal expenses that might be incurred prior to receiving the per diem; and
- As the basic insurance coverage does not cover any pre-existing conditions/illnesses and/or any outpatient medical/dental treatment, participants are strongly advised to purchase comprehensive travel insurance which includes adequate coverage of COVID-19 related expenses and medical evacuation in the event of any unexpected emergencies.

Regulations

Participants are required to comply with the following:

- For entry into Singapore, participants are required to adhere to the latest travel and health requirements/advisories as indicated at www.ica.gov.sg/enter-transit-depart;
- Strictly observe the course schedule and attend all training sessions. Participants will receive a certificate of completion from the SCP only upon **attaining full attendance of the course**. Any leave of absence must be substantiated with medical certificates or compelling reasons. Failure to attain full attendance will affect the eligibility for future SCP participations; and
- Carry out instructions and abide by conditions as may be stipulated by the nominating authority or Government and the Government of Singapore and its appointed trainer, with respect to the course.

Note:

- Participants will receive a JSPP21 certificate of completion upon completion of the course;
- Please refrain from making telephone and email inquiries on the status of your application your application is being processed; and
- The **Ministry of Foreign Affairs, Singapore** will inform all applicants of the outcome of their applications. The NFP will also be informed directly.

Follow Us at:

- SCP Website: www.scp.gov.sg
- Facebook: www.facebook.com/SCPFriends
- Instagram: www.instagram.com/SCPFriends

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Application Procedure

(Closing date for nomination: **9 August 2026**)

The Government of Singapore is pleased to invite the respective National Focal Point for Technical Assistance (NFP) to nominate **two (2)** suitable applicant(s).

Selection of candidates will be based on merit. Should there be more applicants than training places, the Government of Singapore seeks the understanding of the respective NFP in the event that its nominee(s) is not selected.

All nominees are to submit their applications online at <https://go.gov.sg/udtasnv2026> by **Sunday, 9 August 2026**. NFPs are also required to endorse nominees via email links. Instructions and FAQs for Applicants and NFPs can be found at the links below:

- Applicants: <https://go.gov.sg/start-guide>
- NFPs: <https://go.gov.sg/start-nfp>