

SURAT TUGAS DEKAN FAKULTAS KEDOKTERAN UNTAR
NOMOR : 005/STG/FK.UNTAR/I/2020

Dekan Fakultas Kedokteran Universitas Tarumanagara dengan ini menugaskan kepada :

Nama : Siufui Hendrawan
NIK/ NIDN : 10402011/0311047204
Jenjang Jabatan : Lektor
Status : Dosen Tetap
Bagian : Biokimia dan Biologi Molekular

untuk melaksanakan tugas pada Semester Genap tahun akademik 2019/2020
sebagai berikut :

I. Bidang 01 (Pendidikan dan Pengajaran)

NO	MATA KULIAH	KELAS	BEBAN TATAP MUKA (Kuliah, Narasumber, Tutorial, KKD, Bimbingan kepaniteraan)	BEBAN PRAKTIKUM
			SKS	SKS
1	Humaniora (40706)		1	
2	Biomedik III (40705)		1	
3	Sistem Muskulo-skeletal (40710)		1	2
4	Pembimbing skripsi		2	
5	Ketua sidang skripsi 4 lulusan/semester		1	
6	Pembimbing akademik		2	

Total beban kerja 01 : 10 sks

II. Bidang 02 (Penelitian dan Karya Ilmiah)

NO	JUDUL PENELITIAN KARYA TULIS	PENANGGUNG JAWAB	BEBAN
		LEMLIT / FAKULTAS	SKS
1	Evaluasi in-vitro: Matriks PLLA 3 Dimensi untuk Aplikasi Perbaikan Hernia Insisional	LPPM	2

Total beban kerja 02 : 2 sks

III. Bidang 03 (Pengabdian Pada Masyarakat)

NO	JENIS PPM	PENANGGUNG JAWAB	BEBAN
		LEMLIT / FAKULTAS	SKS
1	Pemeriksaan Spesimen PCR tes covid-19	FK	1

Total beban kerja 03 : 1 sks

IV. Bidang 04 (Penunjang Tri Dharma Perguruan Tinggi)

NO	JENIS KEGIATAN	LEMBAGA / INSTANSI	BEBAN
			SKS
1	Anggota UPPM	FK	1
2	Berperan aktif dalam seminar "Biorisk Management Training Laboratories"		1

Total beban kerja 04 : 2 sks

Total beban kerja bidang (I+II+III+IV) = 15 sks



Jakarta, 29 Januari 2020

Dekan

Dr. dr. Meilani Kumala, MS, SpGK (K)

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2020



CERTIFICATE

This certificate is presented to

Hendrawan Siufui

Lab FK UNTAR

for attending

**“ Biorisk Management Training for
COVID-19 Testing Laboratories ”**

27 – 30 July , 2020



Heru Suseno
Director of Standards
Implementation and
Conformity Assessment
Strengthening



Pretty Multihartina, PhD
President
Indonesian Biorisk Association

Jason E. Rao, Ph.D.
Executive Director
Health Security Partner

2020



HEALTH SECURITY PARTNERS

Biorisk Management Training for COVID-19 Testing Laboratories

No.	Topic	Duration (Minute)
1	National Standardization Systems in Indonesia and awareness SNI ISO 35001:2019 <i>Biorisk management for laboratories and other related organisations</i> + Discussion	65
2	Risk assessment for Covid-19 testing facilities - for facilities that are planning to establish COVID-19 testing as well as facilities that are already testing (risk assessments need to be reviewed and revised periodically) + Discussion	85
3	Competency assessment of the laboratory professionals + Discussion	60
4	Biosecurity in the COVID-19 Testing Lab, including sample inventory management + Discussion	90
5	Good Microbiological Practices and Procedures in PCR lab + Discussion	105
6	Specifications, appropriate and proper use of PPE - what steps require what PPE, what kind of PPE, and best practices for donning and doffing + Discussion	75
7	Facility and safety equipment requirement for COVID-19 molecular testing including the use of biological safety cabinets (BSC) for COVID-19 samples handling + Discussion	105
8	Quality control for PCR Testing + Discussion	105
9	Decontamination and extended use of PPE, decontamination of materials, equipment and laboratories and waste management + Discussion	75
10	Occupational Health - monitoring lab staff for symptoms, potentially testing as needed, to ensure lab staff are not bringing community infection to the lab; also staff wellness to reduce stress and exhaustion that could leads to errors + Discussion	90
11	Sample collection and transportation: biosafety/biosecurity aspects of sample collection, packaging and transport + Discussion	90
12	Incidents: response, reporting, learning and corrective measures + Discussion	75
TOTAL		1.020

LAMPIRAN LAPORAN KEGIATAN
SURAT TUGAS NOMOR: 005 STG/FK.UNTAR/I/2020

1. Nama Subjek : Dr. dr. Siufui Hendrawan, M.Biomed
2. Waktu Perjalanan : 4 (empat) hari, dari tanggal 27 Juli s.d 30 Juli 2020
3. Jenis Kegiatan : Seminar
4. Tema/topik/judul : “Biorisk Management Training for COVID-19 Testing Laboratories”
5. Tempat Kegiatan : Webinar
6. Penyelenggara : Badan Standarisasi Nasional (BSN), Asosiasi Biorisiko Indonesia
7. Intisari
 - a. Tujuan Kegiatan
Melengkapi laboratorium tes Covid-19 tentang manajemen biorisiko
 - b. Deskripsi jalannya kegiatan
Acara diselenggarakan selama 4 hari, dengan pembicara dari dalam maupun luar negeri, materi *risk assessment, biosecurity, Good Microbiological Practices in PCR lab, PPE, facility and safety equipment, quality control, decontamination, occupational health, sample collection and transportation, incidents.*
 - c. Manfaat bagi subjek
Membukakan wawasan dan mengingatkan kembali prinsip-prinsip keamanan dan keselamatan kerja dalam menangani sampel biologi berbahaya
 - d. Manfaat bagi lembaga (unit kerja/program studi/fakultas/universitas)
Mempersiapkan lab sesuai regulasi dan standar dari BSN
 - e. Rekomendasi (usulan untuk ditindaklanjuti oleh lembaga)
Menyusun tim K3 untuk lab
8. Lampiran – lampiran
 - a. Copy surat tugas
 - b. Jadwal acara*
 - c. Sertifikat*
 - d. Makalah – makalah/seminar kit*

Laporan kegiatan dan keuangan wajib diserahkan paling lambat 1(satu) bulan setelah kegiatan perjalanan dinas berakhir (KR Nomor: 6429-KR/UNTAR/II/2018 Tentang Perjalanan Dinas).

*) Wajib dipertanggungjawabkan kepada Bagian Keuangan di Universitas/Fakultas/PPS

**) Uang harian diberikan bruto sebelum dipotong pajak