**Uploading the Final Report of the Single and Multi-Year Community Service Program of DRPM**

By: **Chalid Luneto.**  December 10, 2020 10:03:58

Directorate of Research and Community Service (DRPM), Deputy for Strengthening Research and Development, Ministry of Research and Technology/National Research and Innovation Agency has carried out Single and Multi-Year Community Service program activities in the 2020 fiscal year.

Service lecturers are expected to immediately upload financial reports, daily notes, final reports (attached final report format), posters, scientific articles, and profiles according to the 2020 Community Service funding contract.

Community service reports are completed at simlitabmas.ristekdikti.go.id on the old login no later than December 15, 2020.

Documents that need to be uploaded/inputted on the google form with the link https://bit.ly/CapaianLuaranPengabdian\_SingleMulti are as follows:

1. Contents Indicator of progress result
2. Progress result indicator in word format with the file name: progressresultindicator\_nameoflecturer\_scheme\_nameofuniversity (format attached)
3. Scan the minutes of handover that have been signed and stamped with the file name format mohpdf\_nameoflecturer\_scheme\_nameofuniversity (stamp given to third parties, the format of the minutes of handover is attached).
4. Minutes of handover in excel format with file name moh\_nameoflecturer\_scheme\_nameofuniversity (excel format attached).

Furthermore, the Directorate of Research and Community Service (DRPM) will check the completeness of the documents. Suppose it turns out that the applicant has not reported it thoroughly. In that case, s/he is considered to have arrears of documents for implementing community service activities at SIMLITABMAS, and the relevant proposal submitted for funding in 2020 can be revoked.

The required documents at Simlitabmas are as follows:

* Final report
* Financial statements 70% and 100%
* diary
* 70% progress report
* In addition to the Single-year scheme and the multi-year scheme in the last year, there is a result seminar file containing the following:

1. Progress Results
2. Poster
3. Scientific articles
4. Profile

Attachment :

1. Letter
2. Final report Systematics
3. Minutes of the Handover of Goods Formatting
4. Minutes of the Handover in Excel
5. Service Lecturer Progress Report formatting/scheme