SCHEDULE ETHICS COMMITTEE PERIOD 2022-2023

No	Name Activity	**Year 2022**																													
		July					**August**					**September**					**October**					**November**					**December**				
		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
1	Formation And Determination SK UPGRIS Honorary Council/Ethics Commitee Term of Office 2022–2026			18 July																											
2	Discussion content Code Ethics And Ethics UPGRIS Academic								15 August																						
3	Discussion draft matrix violation code ethics															19 September															
4	Discussion advanced channel complaint (flow chart)																		18 October												
5	Finalization Form Complaint And Document Supporters																							17 November							
6	Discussion page content design website complaint ethics																													19 December	
7	Finalization SOUP Handling Complaint as well as content And appearance page complaint website																														
8	Compilation plan socialization ethical complaint mechanism for academics																														
9	Evaluation of implementation socialization of complaint mechanisms faculty and postgraduate																														
10	Discussion study case ethics example (simulation) For ensure procedure readiness.																														
11	Monitoring compliance ethics in environment faculty And unit Work																														
12	Submission of a summary of the activities of the Honorary Council during One year (July 2022 –June 2023)																														

No	Name Activity	**Year 2023**																												
		January					**February**					**March**					**April**				**May**					**June**				
		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	1	2	3	4	5	1	2	3	4	5
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8	Compilation plan socialization ethical complaint mechanism for academics									20 February																				
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Chairman Board Honorary/ Ethics Committee

Prof. Dr. Harjito, M.Hum.

SCHEDULE ACTION CARRY ON RESULTS MEETING ETHICS COMMITTEE) PERIOD 2022-2023

No	Nama Kegiatan	Tahun 2022																								Tahun 2023																																
		Agustus					September					Oktober					November					Desember					Januari					Februari					Maret					April				Mei					Juni					Juli				
		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
1	Drafting the flowchart complaint		10 Agustus																																																										
2	Coordination website technical			15 Agustus																																																								
3	Compile need complaint website content					25 Agustus																																																						
4	Drafting the matrix violation							5 September																																																				
5	Consultation with Related Faculties /Study Programs limit authority								12 September																																																			
6	Perfecting the flowchart flow complaint												10 Oktober																																															
7	Create a list of SOP requirements per stage channel													17 Oktober																																														
8	Refine the draft SOP based on input meeting																	7 November																																										
9	Preparing the final format of the document ethics																	10 November																																										
10	Finalization document ethics																				28 November																																							
11	Checking website content																				29 November																																							
12	Digital register																				30 November																																							
13	Upload website content																				30 November																																							
14	Revision end text information public																								23 Desember																																			
15	Deliver all files to UPT TIK																									26 Desember																																		
16	Uploading website content																									29 Desember																																		
17	Verification appearance and suitability access																									30 Desember																																		
18	Minor revision of SOP																												20 Januari																															
19	Finalization appearance web page																													23 Januari																														
20	Trials end system reporting																													23 Januari																														
21	Making internal announcement																													24 Januari																														
22	FIP Socialization																																			1 Maret																								
23	FPIPSKR Socialization																																				6 Maret																							
24	FPMIPATI Socialization																																				9 Maret																							
25	FPBS Socialization																																					13 Maret																						
26	FTI Socialization																																					16 Maret																						
27	FH Socialization																																							20 Maret																				
28	FEB Socialization																																							23 Maret																				
29	POSTGRADUATE Socialization																																								27 Maret																			
30	Socialization Educational Staff / Work Unit																																								30 Maret																			
31	Improvement material socialization (infographics & examples) case)																																										10 April																	
32	Compilation report first quarter																																										12 April																	
33	Updates system forms & notifications																																											17 April																
34	Coordination advanced with faculty related education violation ethics																																											20 April																
35	Preparation of clarification checklist																																												28 April															
36	Revised BA Session Format Ethics																																													5 Mei														
37	SOP Improvement (version 2)																																														10 Mei													
38	Compilation mini training modules ethics																																															15 Mei												
39	Making a flow poster complaint																																																	25 Mei										
40	Indicator data collection compliance faculty																																																			5 Juni								
41	Compilation module concise culture ethics																																																				12 Juni							
42	Short workshop preparation ethics academic																																																						30 Juni					
43	Compilation Report Annual																																																							5 Juli				
44	Coordination with faculty For liaison appointment																																																								10 Juli			
45	Compilation guidelines ethics communication																																																									20 Juli		

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