

FAUZAN RAVIF

fauzanrvf@gmail.com | 0857-7481-5024 | www.linkedin.com/in/fauzan-ravif

I am graduate of the law program. I consider myself a very motivated and driven individual with a passion for continuous growth and learning throughout my career in Law but not limited to. I have gained valuable experience in different fields to write a legal opinion, legal writing, police reports, subpoenas, making notarial deeds in accordance with applicable quotations, business licensing using OSS RBA, legal research, replication and rejoinder, applications and legal drafting and compliance which fit with my skills and education basic. I believe in maintaining a positive and collaborative work ethic, I am confident in my ability to contribute to the success of a company, team or organization.

EDUCATION

University of Muhammadiyah Jakarta | Civil Law | GPA: 3.85/4.00 Sep 2019 – Aug 2023
Area of Interest : Legal Permit & Licenses, Labor Law, Corporate Law, Legal Compliance & Risk
Achievements : - 2nd Best Graduates Faculty of Law (Magna Cumlaude)
- 1st Debate Competition Finale organized by Dean Faculty of Law UMJ
- Best Participant of Darul Arqam Madya Nasional (DAMNAS) South Lampung

EXPERIENCE

Legal Staff | PT. Aksara Bahana Abadi (Holding) Jul 2024 – Nov 2025

- Conceptualize and draft company regulations independently of applicable laws and regulations in quick time
- Handling industrial relations issues, recruitment process, drafting of permanent employee appointment letters and contract termination letters
- Drafting of business agreements, Minutes of Meeting (MoM), Legal Opinion, PKWT, PKWTT, lease of state-owned property, MoU, land lease agreement and others
- Person in Charge of correspondence regarding government relations, both in terms of submission and maintaining compliance with the Ministry of Investment/BKPM, Ministry of Forestry and Environment (KLHK), Ministry of Marine Affairs and Fisheries (KKP), Ministry of Agrarian Affairs and Spatial Planning/National Land Agency (ATR/BPN), and the Trade Office of the Regency/City Government
- Communication to external parties regarding the completion of licenses that have long been constrained
- Person in charge for ensuring and complying with technical verification or field reviews conducted by local governments (city and provincial) and the central government
- Validation of KKKPR for offices and warehouse in the context of business licensing using the Sicanik System under authority of the Denpasar City Government Public Works Agency
- Processing Warehouse Registration Certificate on PB-UMKU which has been constrained for a long time
- Processing in the issuance of KKKPR and PKKPR documents (both land and sea) , KRK and technical considerations (PERTEK) from low to high risk scale levels, SPPL, NIB for both head office and branches, as well as standart certificates for foreign (export) and domestic distribution permits on the OSS system.
- Conduct screening the Amdalnet system from medium to high risk scales to the authority of the Ministry of Environment and Forestry
- Handling Waste Test Results (Suspended solids, pH, Free Ammonia, BOD, COD, Oil and Fat) in accordance with SNI 6989.11:2019, SNI 6989.73:2019.
- Handling and managing related to fish species utilization permits (SIPJI) in the E-Saji and OSS systems, PKKPR reporting in the e-SEA system in accordance with the authority of the Ministry of Maritime Affairs and Fisheries with a perfect score.
- Processing Investment Activity Reports (LKPM) as much as 20 to 30 license data
- Canva editing to support data in proposals for domestic and international breeding and distribution of ornamental and project site creation using Google Earth, My Maps, ArcGis, and Qgis Systems for screening on the Amdalnet System

Legal Staff | CV. Mukti Karya Indonesia Jan 2023 – Des 2023

- Making and reviewing a legal contract with another company
- Preparation of legal documents (legal opinion, work agreement, create the articles of association) in accordance with applicable compliance principles in the loan and use of contractor equipment
- Legal assistance to the company by making a subpoena to the party who made the default
- Analyze and being plausible deniability of making an addendum to extend work hours
- Identify and predicting a risk (legal research) of every decision
- Interpretation of law and policy associated with company to tell the situation of the company legally
- Use of OSS RBA in business entity establishment
- Preparation of notarial deeds in accordance with the applicable provisions in the establishment of a business entity

Legal Staff | Partai Ummat Des 2020 – Feb 2021

- Managing legal document and draft contract for all province in Indonesia
- Conducting Research
- Helped the staff of Partai Ummat completing the document and handed it to KEMENKUMHAM

ORGANIZATIONS

Chief Financial Officer and Treasurer | Muhammadiyah Students Association Nov 2023 – Des 2024

- Ensuring maintenance and monitoring accounting systems
- Overseeing the preparation and planning of budgets
- Creating and implementing financial policies to guarantee operational efficiency

Secretary of Politics and Advocacy Public Policy | Muhammadiyah Students Association Oct 2022 – Nov 2023

- Establishing cooperation to manage the legal document and MoU with Kesbangpol in the institutional ratification process
- Making an MoU with both KPU Tangsel and Bawaslu Tangsel at the stage of the election intelligence and monitoring process from the beginning
- Visit and giving legal opinions regarding to the implementation of the Undang-undang Cipta Kerja to the Deputy Minister of Ketenagakerjaan (Ir. Afriansyah Noor, M.Si.)

Chairman | Muhammadiyah Students Association Sept 2021 – Jul 2022

- Developed human resource potential of Pimpinan Komisariat Fakultas Hukum
- Created resources capable of achieving various academic and non-academic achievements on university and national

- scale
 - Develop, maintain, and improve the quality of human resources
- Chief of Politics and Law | Muhammadiyah Students Association

Sept 2020 – Jul 2021
- Conducted research and discussions related to developing legal issues
 - Being a speaker in introductory to *Mata Kuliah Pengantar Ilmu Hukum, Pengantar Hukum Indonesia dan Ilmu Negara*

CAREER TRAINING

- Pendidikan Khusus Profesi Advokat | PKPA | PERADI

Nov 2024
- Procedural Law of State Administrative Court
 - Law of Criminal Procedure
 - Indonesian Justice System
 - Legal Reasoning
 - Industrial Relations Procedural Law
 - Company Organization, Including Mergers and Acquisitions
 - Competition Procedure Law
 - Indonesian Advocate Code of Ethics
 - Arbitration Procedure Law and *Alternative Dispute Resolution (ADR)*
 - Legal Due Diligence and Legal Opinion*
 - Design and Analysis Contract
 - Law and Procedure of the Human Rights Court
 - Constitutional Court Procedure
 - Practical Guide to the Commercial Court

- Human Capital Staff | BNSP | CV. AR Generasi Unggul Batch 35

March 2024
- Develop Position Descriptions (Job Analyst, Job Description, create and compile Job Description)
 - Perform Social Security Administration (Calculating, Registering, and paying BPJS Health in the form of JKN and BPJS Employment in the form of JKP, JKK, JKM, JHT, and JP).
 - Perform Wage Administration (Making Wage Procedures, calculating allowances, overtime, PPH 21, calculating employee salaries for 1 month, and making pay slips).
 - Compile Administrative Provisions for HRM Policy Implementation.

- HR Competency Reguler Class | CV. AR Generasi Unggul

March 2024
- Frame Work HR,
 - Talent Management,
 - Develop Job Description,
 - Recruitment Techniques (Interview BEI, Tes Teknis),
 - Developing Training with the ADDIE Method,
 - Develop *Standard Operating Procedure* (SOP) based on ISO 9001: 2015,
 - Developing *Key Performance Indicators* with Balanced Scorecard,
 - Compensation & Benefit* system (wages, overtime, PPH 21, etc.),
 - Labor Law (severance pay, wages, non-permanent contracts, leave, etc.)

- Hubungan Industrial | CV. AR Generasi Unggul

March 2024
- Industrial Relations System and its application in the world of work,
 - Labor Law (severance pay, wages, non-permanent contracts, leave, foreign workers, etc.),
 - Legal Drafting Sanctions, PKB, PKWT, PKWTT,
 - Developing Company Regulations.

- Legal Competency: Professional Class – Batch 35 | PT. Buana Cipta Chahra

Dec 2023
- Basic Legal Officer
 - Legal Audit and Legal Opinion
 - Lawsuit, Replication, Rejoinder, and Evidence
 - Draft Contract Agreements, Company Regulations, Employment Contract
 - Company liquidation & Settlement of Industrial Relations Disputes
 - Online Single Submission (OSS)
 - Negotiation, Win-Win Solution, Bargain Over-Position

- Legal Officer | PT. Generasi Indonesia Berkelas

Oct 2023
- Legal standing company
 - Internal corporate and industrial relation
 - HAKI (*Hak atas Kekayaan Intelektual*)
 - Legal Due Diligence on Economic Law, Legal Audit, Legal Opinion, Legal Contract, Company’s Law Making Process
 - Power of attorney and NDA (Non-Disclosure Agreement)

- Teori dan Praktik Perizinan Usaha bagi Legal Officer | Berkas Legal

Oct 2023
- Practical requirements about NIB
 - Category of business actor size based on Omnibus Law
 - Practicing KBLO OSS based on risk until the release of NIB print-out OSS RBA

- Legal Drafting Regulasi Energi dan Pertambangan | Center for Energy & Mining Law Studies (PUSHEP) Sept 2023
- Hierarchies and formation stages of legislation drafting techniques
 - Harmonization of constitutional law on sectors including energy and mining e.g upstream business activity regulation, oil and gas regulation, new a renewable energy including geothermal regulations and bioenergy.

SKILLS

Microsoft Office | Communication | Analytical Thinking | Negotiation | Problem-Solving | Leadership | Teamwork | Legal Opinion | Legal Research | Contract Review and agreement | Legal Drafting | Online Single Submission (OSS) | Industrial Relation and Internal Corporate | Compliance and Litigation | Notarial Deed | Petition | Power Attorney | Replication and Rejoinder | Payroll | Social Security Administration | Wage Administration | BPJS Kesehatan dan BPJS Ketenagakerjaan | Job Description and Job Analyst | HRM Policy Implementation | Legal Permit | e-SEA | e-SAJI | Amdalnet | Legal Permit.



PT. AKSARA BAHANA ABADI
TROPICAL LIVE CORAL & FISH EXPORTER

Head Office – Denpasar:

Jl. Tukad Badung XXV, Nomer 32, Kel. Sidakarya, Kec. Denpasar Selatan,
Kota Denpasar, Prov. Bali

Branch Office – Banyuwangi:

Jl. Pantai Bangsring, Dsn. Parasputih RT 02/RW 01 Ds. Bangsring,
Kec. Wongsorejo, Kab Banyuwangi, Jawa Timur

SURAT KETERANGAN BEKERJA *Certificate of Employment*

Dengan ini menerangkan bahwa :

This is to certify that

Nama
Name

: Fauzan Ravif, SH

Tempat Tanggal Lahir
Place and Date of Birth

: Jakarta, 02 Juni 2000

Jabatan Terakhir
Occupation

: Legal Staff (Holding)

Masa Kerja
Service Periode

: 29 July 2024 s/d 10 November 2025

Alasan Berhenti
Reason for Leaving

: Mengundurkan Diri
Resign

Selama bekerja di Perusahaan Kami, yang bersangkutan telah menunjukkan kemampuan bekerja dengan baik, untuk itu Kami mengucapkan terima kasih atas usaha dan pengabdianya selama ini.

We would like to express our sincere gratitude for your previous effort and dedication. Throughout his tenure at our organization, this individual has demonstrated his ability and willingness to work hard.

Denpasar, 10 November 2025



Raden Eduardus A A
Branch Head

Nomor Ijazah Nasional: 742012023000887



UNIVERSITAS MUHAMMADIYAH JAKARTA

Memberikan Ijazah kepada : **FAUZAN RAVIF**
Tempat dan Tanggal Lahir : *Jakarta, 2 Juni 2000*
Nomor Pokok Mahasiswa (NPM) : *2019200112*
Nomor Induk Kependudukan (NIK) : *3173070206000004*
Jenjang Pendidikan : *Strata Satu (S1)*
Fakultas : *Hukum*
Program Studi : *Ilmu Hukum*
Status : TERAKREDITASI Berdasarkan Keputusan Badan Akreditasi Nasional Perguruan Tinggi
Nomor 3030/SK/BAN-PT/Ak-PPJ/S/V/2022 Tanggal 17 Mei 2022
Tanggal Kelulusan : *30 Agustus 2023*

Ijazah ini diserahkan berdasarkan Keputusan Rektor Nomor 507 Tahun 2023 tanggal 07 September 2023 setelah yang bersangkutan memenuhi semua persyaratan yang ditentukan, dan kepadanya diberikan segala wewenang dan hak yang berhubungan dengan Ijazah yang dimilikinya, serta berhak memakai gelar akademik *Sarjana Hukum (S.H.)*



Dekan,

Dr. Dwi Putri Cahyawati, SH., MH.



Jakarta, 07 September 2023

Rektor,

Prof. Dr. Ma'mun Murod, M.Si



UNIVERSITAS MUHAMMADIYAH JAKARTA
FAKULTAS HUKUM
DAFTAR NILAI AKADEMIK / TRANSKRIP

Nama Mahasiswa : FAUZAN RAVIF
Nomor Pokok Mahasiswa : 2019200112
Tempat, Tanggal Lahir : Jakarta, 2 Juni 2000

Berakreditasi : 3030/SK/BAN-PT/Ak-PPJ/S/V/2022
Program Studi : Ilmu Hukum
Jenjang Pendidikan : Strata Satu (S1)

Kode MK	Mata Kuliah	sks	Nilai HM AM	Kode MK	Mata Kuliah	sks	Nilai HM AM
Semester : 1				Semester : 2			
1. FH211101	Pendidikan Agama	2	4.00 A	1. UMJ21001	AI - Islam I	2	4.00 A
2. FH211102	Pendidikan Pancasila	2	4.00 A	2. FH211107	Hukum Tata Negara	3	4.00 A
3. FH211103	Pendidikan Kewarganegaraan	2	4.00 A	3. FH211108	Hukum Pidana	3	3.00 B
4. FH211104	Pengantar Ilmu Hukum	3	3.00 B	4. FH211111	Hukum Islam	2	4.00 A
5. FH211105	Pengantar Hukum Indonesia	3	4.00 A	5. FH211112	Hukum Perdata	3	4.00 A
6. FH211106	Ilmu Negara	3	4.00 A	6. FH211113	Hukum Adat	2	4.00 A
7. FH211120	Sosiologi Hukum	2	4.00 A	7. FH211160	Bahasa Hukum Indonesia	2	4.00 A
8. UMJ21003	Kemuhammadiyahan	2	4.00 A	8. FH211161	Bahasa Inggris Hukum	2	4.00 A
Semester : 3				Semester : 4			
1. UMJ21002	AI - Islam II	2	4.00 A	1. FH211132	Hukum Administrasi Daerah	2	4.00 A
2. FH211109	Hukum Administrasi Negara	3	4.00 A	2. FH211115	Hukum Acara Peradilan Tata Usaha Negara	2	4.00 A
3. FH211116	Hukum Acara Perdata	3	3.00 B	3. FH211119	Hukum Acara Peradilan Agama	2	4.00 A
4. FH211114	Hukum Dagang	3	4.00 A	4. FH211123	Hukum dan Hak Asasi Manusia	2	4.00 A
5. FH211117	Hukum Acara Pidana	3	4.00 A	5. FH211130	Hukum Agraria	2	4.00 A
6. FH211110	Hukum Internasional	3	3.00 B	6. FH211145	Tindak Pidana Tertentu dalam KUHP	2	4.00 A
7. FH211141	Hukum Perikatan	2	3.00 B	7. FH211146	Hukum Perlindungan Anak dan Perempuan	2	4.00 A
8. FH211121	Antropologi Hukum	2	4.00 A	8. FH211242	Hukum Jaminan	2	4.00 A
9. FH211174	Ekonomi Syariah	2	3.00 B	9. FH211244	Hukum Perdata Internasional	2	4.00 A
Semester : 5				10. FH212442	Hukum Lingkungan	2	4.00 A
1. FH211118	Hukum Acara Mahkamah Konstitusi	2	4.00 A	11. FH212433	Hukum Informatika	2	4.00 A
2. FH211124	Ilmu Perundang-undangan	2	4.00 A	12. FH211657	Hukum Perbankan dan Surat Berharga	2	4.00 A
3. FH211139	Hukum Keuangan Negara	2	4.00 A	Semester : 6			
4. FH211172	Hukum Kewarisan Islam	2	3.00 B	1. FH211125	Filsafat Hukum	2	4.00 A
5. FH212545	Logika Hukum	2	4.00 A	2. FH211168	Kuliah Kerja Nyata	2	4.00 A
6. FH212643	Tindak Pidana dan Pertanggungjawaban Korporasi	2	3.00 B	3. FH211138	Hukum Ketenagakerjaan	2	4.00 A
7. FH212656	Hukum Kegiatan Ekonomi	2	4.00 A	4. FH211158	Hukum Perlindungan Konsumen	2	4.00 A
8. FH212726	Hukum Perusahaan	2	4.00 A	5. FH211162	Metode Penelitian Hukum	3	4.00 A
9. FH212448	Hukum Pajak	2	4.00 A	6. FH211173	Hukum Pidana Islam	2	4.00 A
Semester : 7				7. FH211150	Tindak Pidana Korupsi dan Pencucian Uang	2	4.00 A
1. FH211126	Filsafat Hukum Islam	2	4.00 A	8. FH211256	Hukum Keluarga dan Kewarisan Perdata Barat	2	4.00 A
2. FH211127	Perbandingan Sistem Hukum	2	3.00 B	9. FH211128	Hukum Pembuktian	2	4.00 A
3. FH211165	PLKH Perdata	2	4.00 A	10. FH211654	Hukum Sanksi	2	4.00 A
4. FH211166	PLKH Pidana	2	4.00 A	Semester : 8			
5. FH211167	PLKH Non Litigasi	2	4.00 A	1. FH211182	Skripsi	4	4.00 A
6. FH211163	Teknik Peny. Peraturan Perundang-undangan	2	4.00 A				
7. FH211181	Arbitrase Syariah	2	4.00 A				
8. FH212664	Hak Kekayaan Intelektual	2	4.00 A				
9. FH212754	Etika dan Tanggungjawab Profesi	2	4.00 A				

Kredit Mata Kuliah Wajib : 140
Kredit Mata Kuliah Pilihan : 6
Total Kredit : 146

Indeks Prestasi Kumulatif : 3.85
Predikat Kelulusan : Pujian
Tanggal Kelulusan : 30 Agustus 2023

Skripsi : Perbuatan Melawan Hukum dalam Penerapan *Fiduciary Duty* oleh Direktur Perusahaan PT. Panca Sempurna Jaya (Studi Putusan Nomor : 892/Pdt/2021/PT.Sby).

Rektor,

Prof. Dr. Ma'mun Murod, M.Si



Jakarta, 07 September 2023
Dekan,

Dr. Dwi Putri Cahyawati, SH., MH.



PERADI
PERHIMPUNAN ADVOKAT INDONESIA
INDONESIAN ADVOCATES ASSOCIATION

Nomor: 12-08814/PERADI-PKPA/XI/24

Dengan ini dinyatakan bahwa:

Fauzan Ravif, S.H.

telah mengikuti Pendidikan Khusus Profesi Advokat ("PKPA") sesuai dengan
Pasal 2 ayat (1) Undang-undang Republik Indonesia Nomor 18 Tahun 2003 tentang Advokat
yang diselenggarakan pada tanggal 9 November 2024 sampai dengan 14 November 2024
diselenggarakan bekerja sama dengan Fakultas Hukum Universitas Udayana, Denpasar

Jakarta, 15 November 2024

Perhimpunan Advokat Indonesia

Prof. Dr. Otto Hasibuan, S.H., M.M.
Ketua Umum



Dr. H. Hermansyah Dulaimi, S.H., M.H.
Sekretaris Jenderal



Dipindai dengan CamScanner

12280334



BADAN NASIONAL
SERTIFIKASI PROFESI
INDONESIAN PROFESSIONAL
CERTIFICATION AUTHORITY

SERTIFIKAT KOMPETENSI
CERTIFICATE OF COMPETENCE

No. : 70209.4416.0.0024057.2024

Dengan ini menyatakan bahwa,
This is to certify that,

FAUZAN RAVIF

No. Reg.SDM.516.00634.2024

Telah Kompeten pada :
Is Competent for :

Staf Sumber Daya Manusia
Human Capital Staff

Pada Bidang Pekerjaan :
In the area of :

Manajemen Sumber Daya Manusia
Human Resource Management

Sertifikat ini berlaku untuk 3 (tiga) Tahun
This certificate is valid for 3 (three) years

Surabaya, 16 April 2024

Atas nama (on behalf of) BNSP

Lembaga Sertifikasi Profesi

Manajemen Sumber Daya Manusia UNIVERSAL

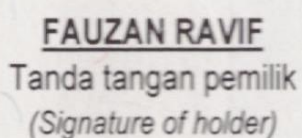
Professional Certification Body
Human Resource Management UNIVERSAL



Muhammad Al Irsyad

Direktur (Director)





Lembaga Sertifikasi Profesi
Manajemen Sumber Daya Manusia
UNIVERSAL
Professional Certification Body
Human Resource Management
UNIVERSAL

Drs. AGUS HERI SANTOSO, MA
Manajer Sertifikasi
(Manager of Certification)



UNIVERSITAS MUHAMMADIYAH JAKARTA

PIAGAM

LULUSAN TERBAIK II FAKULTAS HUKUM

Nomor : 118/R-UMJ/XI/2023

diberikan kepada:

Nama	: Fauzan Ravif
Nomor Pokok Mahasiswa	: 2019200112
Program Studi	: Hukum
Indeks Prestasi Kumulatif	: 3.85
Predikat Kelulusan	: Pujian

Pada Wisuda Program Strata Satu ke-78 Universitas Muhammadiyah Jakarta

Jakarta, 21 November 2023

Rektor,



Prof. Dr. Ma'mun Murod, M.Si.





International Language Development Center

IJIN LEMBAGA KURSUS DAN PELATIHAN NOMOR: 563 / 8 – DPMPTSP/ OL / 2019

Jl. Ki Hajar Dewantoro No. 3 Ciputat – Tangerang Selatan Tlp: 0812-8039-3119

CERTIFICATE

ITP. 01/D/iLDC/SR.0708/VII/2023

This is to certify that:

Name : Fauzan Ravif
Place and date of birth : Jakarta, June 2, 2000

TOEFL ITP SCORE :

Listening Comprehension : 42
Structure & Written Expression : 48
Reading Comprehension : 53
Total Score : 477

Testing Date : June 27, 2023
Issued in : Tangerang Selatan
On : July 3, 2023



Saniya Wiryaredja

Validity Period: July 3, 2024



No. 3099/AR-TR/CER/III/24

Nomor Induk Berusaha (NIB) : 1250000141029

Certificate of Completion

This Certificate is awarded to

Fauzan Ravif

has successfully completed in Online Course HR Competency Regular Class
Held In, March 1st- 3rd 2024

The course topics covered :

1. Frame Work HR
2. Talent Management
3. Menyusun Job Description
4. Teknik Rekrutmen (Interview BEI, Tes Teknis)
5. Menyusun Training Dengan Metode ADDIE
6. Menyusun Standard Operasional Procedure (SOP) berbasis ISO 9001:2015
7. Menyusun Key Performance Indikator dengan Balanced Scorecard
8. Sistem Compensation & Benefit (Upah, Lembur, PPH 21, BPJS, Dll)
9. UU Ketenagakerjaan (Pesangon, Upah, PKWT, Cuti, Dll)

Ahmad Mubasir, S.Psi., M.Psi

Ahmad Ridha T., M.Psi, Psi., CHCGM

CERTIFICATE OF COMPLETION



This Certificate is awarded to

Fauzan Ravif

for successfully completing the course of Hubungan Industrial in
March 9th 2024

The course topics covered :

1. Sistem hubungan industrial dan aplikasinya didunia kerja
2. UU Ketenagakerjaan (Pesangon, Upah, PKWT, Cuti, TKA Dll)
3. Legal Drafting Sanksi, PKB, PKWT, PKWTT
4. Menghitung Pesangon dan Kompensasi
5. Menyusun Peraturan Perusahaan

Ahmad Mubasir, S.Psi., M.Psi

Director

Ahmad Ridha T., M.Psi., psikolog

President Director



CERTIFICATE OF COMPLETION



Chahra Event

This is to certify that :

Fauzan Ravif, S.H.

has successfully completed the Professional Training Course:

LEGAL COMPETENCY: PROFESSIONAL CLASS - BATCH 35

Held on December 30, 2023 until December 31, 2023

Sidoarjo, December 31, 2023



Anugrah Rizqi Putra Satiadi, S.Si

Founder & Managing Director of Chahra Group

Certificate No.

001/CLASS-002/PARTICIPANT/CHAHRA/XII/2023

Durasi Pelatihan:

9 Silabus || 300 menit

LEGAL COMPETENCY

Pelatihan : Legal Competency Class

Pelaksanaan : Daring / Online via Google Meet

Daftar materi pelatihan yang telah diselesaikan :

1. Profesi Legal Officer Dasar
2. Legal Audit dan Legal Opinion
3. Teknik Pembuatan Gugatan, Jawaban atas gugatan, Replica, Duplikat, Pembuktian, dan Kesimpulan
4. Membuat & Menyusun Perjanjian, Kontrak Kerja (KK), Peraturan Perusahaan (PP) & PKB
5. UU no. 13 Tahun 2003 vs UU no. 11 Tahun 2020 (PP Turunan Klaster Ketenagakerjaan)
6. Proses Likuidasi Perusahaan & Penyelesaian Perselisihan Hubungan Industrial
7. Jenis & Prosedur Pendirian Badan Usaha & Perizinan Online Single Submission (OSS)
8. Draft Contract Agreements
9. Bernegosiasi, Win-win Position, Bargain Over-position

Total Durasi : 9 Silabus, 300 menit





www.berkelas.id

PT. Generasi Indonesia Berkelas

SK Pendirian : AHU-044717.AH.01.30.Tahun 2022

SK Perubahan : AHU-006474.AH.01.31.Tahun 2023

NIB : 1710220058047



NOMOR : 08/LO/GIB/2023

CERTIFICATE OF COMPLETION

This Certificate is Proudly Presented to :

FAUZAN RAVIF

Has Successfully Completed Training on :

LEGAL OFFICER

October 7-8, 2023



RAHMAT KURNIA, S.Psi., MM.
Founder & CEO



KEY LEARNING POINT	TOOLS	TRAINING HOURS
1. Legal Officer Framework 2. Tugas & Fungsi Legal Officer 3. Peran dan Kedudukan Legal Officer di Perusahaan 4. Compliance & Litigation 5. Internal Corporate & Industrial Relation 6. Legal standing Perusahaan (Perseroan Terbatas, CV) 7. Anggaran Dasar sebuah Perusahaan 8. Aspek-Aspek Hukum Perseroan Terbatas (PT) 9. HAKI (Hak Atas Kekayaan Intelektual) 10. Hukum Perlindungan konsumen 11. Perancangan Perjanjian 12. Jenis-Jenis Perjanjian Dalam Hukum Bisnis 13. Teknik Mereview dan Addendum Perjanjian 14. Pengurusan Perizinan Berbasis Risiko (OSS RBA) 15. Proses Melakukan Legal Audit 16. Legal Due Diligence dalam Hukum Bisnis 17. Merancang Legal Opinion 18. Merancang Perjanjian Kerja 19. Merancang Peraturan Perusahaan 20. Penyelesaian Sengketa Hubungan Industrial 21. Metode Alternatif Penyelesaian Sengketa	1. Perjanjian Perjanjian Bisnis & Addendum 2. Perjanjian Kerja 3. Form Pengajuan Merek Dagang 4. Legal Opinion 5. Legal Due Diligence 6. Contoh Peraturan Perusahaan 7. Surat Kuasa 8. NDA (Nom Disclosure Agreement)	18 HOURS  www.berkelas.id PT. Generasi Indonesia Berkelas SK Pendirian : AHU-044717.AH.01.30.Tahun 2022 SK Perubahan : AHU-006474.AH.01.31.Tahun 2023 NIB : 1710220058047

CERTIFICATE OF APPRECIATION

025/BLTS-PULO/X/2023

IS PRESENTED TO :

Fauzan Ravif, S.H.

For Participated in :

Berkas Legal Talks Series Perizinan

"Teori dan Praktik Perizinan Usaha Bagi Legal Officer"

Kamis, 05 Oktober 2023



SYAMSUL MA'ARIEF, S.H., M.H., CLA.
FOUNDER BERKAS LEGAL



SERTIFIKAT OF APPRECIATION

Number : 102.49.LDEP.0923

**PROUDLY PRESENTED TO
FAUZAN RAVIF, S.H.**

**Sebagai peserta pelatihan Legal Drafting Regulasi Energi dan Pertambangan
yang diselenggarakan oleh
Pusat Studi Hukum Energi dan Pertambangan (PUSHEP)**

Jakarta, 25 September 2023

Direktur Eksekutif
PUSHEP

A blue ink signature of Bisman Bhaktiar over a faint PUSHEP logo.

BISMAN BHAKTIAR, S.H., M.H., M.M.



CERTIFICATE OF DEBATE COMPETITION

This is awarded to

FAUZAN RAVIF

Juara 1

**Lomba Debat Piala Dekan Fakultas Hukum UMJ
"Berawal Dari Diskusi Menjadi Prestasi"
13 - 14 Maret 2020**



MUHAMMAD KEFIN ZEN
Ketua Umum Laskum

PATHORANG HALIM, S.H., M.H.
Dekan Fakultas Hukum UMJ



ALFA SYAUQI
Ketua Pelaksana

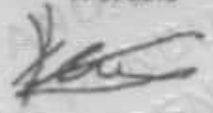
PROVINSI DKI JAKARTA
JAKARTA BARAT

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Tempat/Tgl Lahir : JAKARTA, 02-06-2000
Jenis kelamin : LAKI-LAKI Gol. Darah : B
Alamat : KAMPUNG SLIPI
RT/RW : 007/004
Kel/Desa : KEMANGGISAN
Kecamatan : PAL MERAH
Agama : ISLAM
Status Perkawinan : BELUM KAWIN
Pekerjaan : PELAJAR/MAHASISWA
Kewarganegaraan : WNI
Berlaku Hingga : SEUMUR HIDUP



JAKARTA BARAT
14-01-2018



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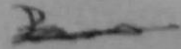
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1222-0006-003744



1. FAUZAN RAVIF
2. JAKARTA, 02-06-2000
3. B - PRIA
4. KAMPUNG SLIPI
RT 7/4 PAL MERAH
JAKARTA BARAT
5. PELAJAR/MAHASISWA
6. METRO JAYA

05-02-2029



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