



**CHAIRMAN OF INVESTMENT COORDINATING BOARD
THE REPUBLIC OF INDONESIA**

COPY

**REGULATION OF CHAIRMAN OF INVESTMENT COORDINATING BOARD
THE REPUBLIC OF INDONESIA
NUMBER 15 OF 2015**

ON

**GUIDELINES AND PROCEDURES FOR LICENSING AND NON-LICENSING
OF INVESTMENT**

BASED ON BELIEF IN THE ONE AND ONLY GOOD

**CHAIRMAN OF INVESTMENT COORDINATING BOARD
THE REPUBLIC OF INDONESIA**

Considering: a. that for the purpose of making simplification of Licensing and Non Licensing of Investment has been issued Regulation of Chairman of Investment Coordinating Board Number 5 of 2013 on Guidelines and Procedures for Licensing and Non Licensing of Investment as amended under the Regulation of Chairman of Investment Coordinating Board Number 12 of 2013;



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- b. that for the purpose of implementing the provision of Article 16 paragraph (2) Law Number 23 of 2014 on Local Government and Article 5 paragraph (1) letter a and Article 7 paragraph (1) letter a and letter c Presidential Regulation Number 97 of 2014 on Implementation of One Stop Integrated Service, it deems necessary to replace the Regulation of Chairman of Investment Coordinating Board Number 5 of 2013 on Guidelines and Procedures for Licensing and Non Licensing of Investment as amended by the Regulation of Chairman of Investment Coordinating Board Number 12 of 2013.
- c. that based on the considerations referred to in letter a and b, it is necessary to stipulate Regulation of the Chairman of Investment Coordinating Board on Guidelines and Procedures for Licensing and Non Licensing of Investment;

In view of : 1. Law Number 5 of 1999 on Prohibition of Monopolistic Practices and Unfair Business Competition (State Gazette of the Republic of Indonesia of 1999 Number 33, Supplement to State Gazette of the Republic of Indonesia Number 3817);



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2. Law Number 37 of 2000 on Government Regulation in Lieu of Law Number 2 of 2000 on Free Trade Zone and Free Port of Sabang To become Law (State Gazette of the Republic of Indonesia of 2000 Number 252, Supplement to State Gazette of the Republic of Indonesia Number 4054);
3. Law Number 13 of 2003 on Manpower (State Gazette of the Republic of Indonesia of 2003 Number 39, Supplement to the State Gazette of the Republic of Indonesia Number 4279);
4. Law Number 25 of 2007 on Investment (State Gazette of the Republic of Indonesia of 2007 Number 67, Supplement to the State Gazette of the Republic of Indonesia Number 4724);
5. Law Number 26 of 2007 on Spatial Planning (State Gazette of the Republic of Indonesia of 2007 Number 68, Supplement to the State Gazette of the Republic of Indonesia Number 4725);
6. Law Number 40 of 2007 on Limited Liability Company (State Gazette of the Republic of Indonesia of 2007 Number 106, Supplement to the State Gazette of the Republic of Indonesia Number 4756);



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7. Law Number 44 of 2007 on Stipulation of Government Regulation in Lieu of Law Number 1 of 2007 on Amendment of Law Number 36 of 2000 on Government Regulation in Lieu of Law Number 1 of 2000 on Free Trade Zone and Free Ports to Become Law (State Gazette of the Republic of Indonesia of 2007 Number 130, Supplement to the State Gazette of the Republic of Indonesia Number 4775);
8. Law Number 11 of 2008 on Information and Electronic Transaction (State Gazette of the Republic of Indonesia of 2008 Number 58, Supplement to the State Gazette of the Republic of Indonesia Number 4843);
9. Law Number 14 of 2008 on Public Information (State Gazette of the Republic of Indonesia of 2008 Number 61, Supplement to the State Gazette of the Republic of Indonesia Number 4846);
10. Law Number 20 of 2008 on Micro, Small and Medium Enterprises (State Gazette of the Republic of Indonesia of 2008 Number 93, State Gazette of the Republic of Indonesia Number 4866);
11. Law Number 25 of 2009 on Public Services (State Gazette of the Republic of Indonesia of 2009 Number



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- 112, Supplement to the State Gazette of the Republic of Indonesia Number 5038);
12. Law Number 32 of 2009 on Management of Environment (State Gazette of the Republic of Indonesia of 2009 Number 140, Supplement to the State Gazette of the Republic of Indonesia Number 5059);
13. Law Number 39 of 2009 on Special Economic Zones (State Gazette of the Republic of Indonesia of 2009 Number 147, Supplement to the State Gazette of the Republic of Indonesia Number 5066) ;
14. Law Number 23 of 2014 on Regional Government (State Gazette of the Republic of Indonesia of 2014 Number 244, Supplement to the State Gazette of the Republic of Indonesia Number 5587) as already amended by Law Number 9 of 2015 on the Second Amendment Law Number 23 of 2014 on Regional Government (State Gazette of the Republic of Indonesia of 2015 Number 58, Supplement to the State Gazette of the Republic of Indonesia Number 5679);
15. Government Regulation Number 44 of 1997 on Partnership (State Gazette of the Republic of Indonesia of 1997 Number 91, State Gazette of the Republic of Indonesia Number 3718);



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16. Government Regulation Number 65 of 2005 on Guidelines for Preparation and Standard Application of Minimum Service (State Gazette of the Republic of Indonesia of 2005 Number 150, Supplement to the State Gazette of the Republic of Indonesia Number 4585);
17. Government Regulation Number 41 of 2007 on regional organization (State Gazette of the Republic of Indonesia of 2007 Number 89, Supplement to the State Gazette of the Republic of Indonesia Number 4741);
18. Government Regulation Number 46 of 2007 on Free Trade Zone and Free Port of Batam (State Gazette of the Republic of Indonesia of 2007 Number 107, Supplement to the State Gazette of the Republic of Indonesia Number 4757) as amended by Government Regulation Number 5 of 2011 (State Gazette of the Republic of Indonesia of 2011 Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 5195);
19. Government Regulation Number 47 of 2007 on Free Trade Zone and Free Port of Bintan (State Gazette of the Republic of Indonesia of 2007 Number 108, State Gazette of the Republic of Indonesia Number 4758);



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20. Government Regulation Number 48 of 2007 on Free Trade Zone and Free Port of Karimun (State Gazette of the Republic of Indonesia of 2007 Number 109, Supplement to the State Gazette of the Republic of Indonesia Number 4759);
21. Government Regulation Number 45 of 2008 on Guidelines for Granting Incentives and Investment Facility in the Region (State Gazette of the Republic of Indonesia of 2008 Number 68, Supplement to the State Gazette of the Republic of Indonesia Number 4861);
22. Government Regulation Number 24 of 2009 on Industrial Zone (State Gazette of the Republic of Indonesia of 2009 Number 47, Supplement to the State Gazette of the Republic of Indonesia Number 4987);
23. Government Regulation Number 83 of 2010 on Delegation of authority to the Estate Board of Sabang (State Gazette of the Republic of Indonesia of 2010 Number 143, Supplement to the State Gazette of the Republic of Indonesia Number 5175);
24. Government Regulation Number 2 of 2011 on Implementation of Special Economic Zones (State Gazette of the Republic of Indonesia of 2011 Number 3,



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- Supplement to the State Gazette of the Republic of Indonesia Number 5186);
25. Government Regulation Number 26 of 2012 on Special Economic Zones of Tanjung Lesung (State Gazette of the Republic of Indonesia of 2012 Number 47, State Gazette of the Republic of Indonesia Number 5284);
 26. Government Regulation Number 27 of 2012 on Environmental License (State Gazette of the Republic of Indonesia of 2012 Number 48, Supplement to the State Gazette of the Republic of Indonesia Number 5285);
 27. Government Regulation Number 29 of 2012 on Special Economic Zones of Sei Mangkei (State Gazette of the Republic of Indonesia of 2012 Number 54, Supplement to the State Gazette of the Republic of Indonesia Number 5287);
 28. Government Regulation Number 96 of 2012 on Implementation of Law Number 25 of 2012 on Public Services (State Gazette of the Republic Indonesia of 2012 Number 215, Supplement to the State Gazette of the Republic of Indonesia Number 5357);
 29. Presidential Regulation Number 76 of 2007 on Criteria and Requirements for Preparation of Private and Public Business Fields with the requirements in Investment;



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30. Presidential Regulation Number 90 of 2007 on the Investment Coordinating Board, as amended by Presidential Regulation Number 86 of 2012 (State Gazette of the Republic of Indonesia of 2012 Number 210);
31. Presidential Regulation Number 39 of 2014 on List of Private and Public Business Fields with Requirements on Investment (State Gazette of the Republic of Indonesia of 2014 Number 93);
32. Presidential Regulation Number 97 of 2014 on Implementation of One Stop Services (State Gazette of the Republic of Indonesia 2014 Number 221);
33. Presidential Regulation Number 75 of 1995 on Employment of expatriates;
34. Presidential Regulation Number 90 of 2000 on Representative Office of Foreign Company;
35. Decision of the Head of Police of the Republic of Indonesia Number SKEP/638/XII/2009 on Delegation of Authority for the Granting of Business License in Security Business for the implementation of One Stop Services On Investment to the Chairman of Investment Coordinating Board.



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36. Ministerial Regulation of Trade Number 27/M-DAG/PER/5/2012 on Provision of Importer Identification Number (API) as amended under the Regulation of the Minister of Trade Number 59/M-DAG/PER/9/2012;
37. Ministerial Regulation of Finance Number 18 / PMK.010 / 2012 on Venture Capital Company;
38. Ministerial Regulation of Tourism Number 2 of 2014 on implementation of Integrated One Stop Service in the fields of Tourism and Creative Economy at Investment Coordinating Board as amended by Ministerial Regulation of Tourism Number 1 of 2015;
39. Ministerial Regulation of Industry Number 122 / M-IND / PER / 12/2014 on Delegation of Authority for Granting Industrial Licensing in the Context of the Implementation of One Stop Services to the Chairman of Investment Coordinating Board;
40. Ministerial Regulation of Manpower Number 25 of 2014 on Implementation of One Stop Services on Employment in the Investment Coordinating Board;
41. Ministerial Regulation of Communication and Information Technology Number 40 of 2014 on Delegation of Authority for Implementation of One Stop Services of



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- Communication and Information to the Chairman of Investment Coordinating Board;
42. Ministerial Regulation of Health Number 93 of 2014 on Implementation of One Stop Service on Health in the Investment Coordinating Board;
43. Ministerial Regulation of Energy and Mineral Resources Number 35 of 2014 on Delegation of Authority for Granting Business License on Power within the Framework of Implementation of One Stop Services to the Chairman of Investment Coordinating Board;
44. Ministerial Regulation of Trade Number 96 / M-DAG / PER / 12/2014 on Delegation of Authority in Trade Sector in the Context of One Stop Services to the Chairman of Investment Coordinating Board, as amended by Ministerial Regulation of Trade Number 10 / M-DAG / PER / 1/2015;
45. Ministerial Regulation of Agriculture Number 70 / Permentan / PD.200 / 6/2014 on Guidelines for Business Licensing of Horticulture Cultivation;
46. Ministerial Regulation of Agriculture No 1312 / Kpts / KP.340 / 12/2014 on Delegation of Authority for granting business licenses in Agriculture Within the Framework of Implementation of One Stop Services in



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the Field of Investment to the Chairman of Investment Coordinating Board;

47. Ministerial Regulation of Agrarian and Spatial Planning / Head of National Land Agency Number 15 of 2014 on appointment of officials of the Ministry of Agrarian and Spatial Planning / Head of National Land Agency to be assigned to the One Stop Service in the Investment Coordinating Board;
48. Ministerial Regulation of Public Works and Public Housing Numbers 22 of 2014 concerning Delegation of Authority for granting business licenses in the Field of Public Works and Public Housing in the Context of One Stop Services in the Investment Coordinating Board;
49. Ministerial Regulation of Finance Number 256 / PMK.011 / 2014 on Implementation of One Stop Services in the Investment Coordinating Board;
50. Ministerial Regulation of Education and Culture Number 69 of 2014 on Implementation of Non-formal Education License with foreign capital;
51. Ministerial Regulation of Communication and Information of the Republic of Indonesia Number 40/2014 on Delegation of Authority for Implementing One Stop



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Services of Communication and Information to the Chairman of Investment Coordinating Board;

52. Ministerial Regulation of Environment and Forestry Number P.97 / MENHUT-II / 2014 on Delegation of Authority for Granting Licensing and Non Licensing in the Field of Environment and Forests in the Context of the Implementation of One Stop Services To the Chairman of Investment Coordinating Board, as amended by Ministerial Regulation of Environment and Forestry Number P.1 / Menhut-II / 2015;
53. Ministerial Regulation of Marine Affairs and Fisheries Number 3/PERMEN-KP / 2015 of Delegation of Authority for Granting business licenses in the field of fish farming in the framework of implementation of one stop service to the Chairman of Investment Coordinating Board;
54. Ministerial Regulation of Energy and Mineral Resources of the Republic of Indonesia Number 23 of 2015 on Delegation of Authority for granting Licensing of Oil and Gas in the Context of the Implementation of One Stop Services to the Chairman of Investment Coordinating Board;
55. Ministerial Regulation of Energy and Mineral Resources of the Republic of Indonesia Number 25 of 2015 on



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- Delegation of Authority for Granting Licensing of Mineral and Coal in the Context of the Implementation of One Stop Services to the Chairman of Investment Coordinating Board;
56. Ministerial Regulation of Communications Number PM. 03 of 2015 on the Implementation of One Stop Services on Transportation in the Capital Investment Coordinating Board;
57. Regulation of the Head of the Central Statistics Agency Number 57 of 2009 on Standard Industrial Classification of Indonesia;
58. Regulation of the Chairman of Investment Coordinating Board Number 14 of 2011 on Minimum Service Standards for Investment at Provincial and Regency / City;
59. Regulation of the Chairman of Investment Coordinating Board Number 1 of 2012 on Delegation of Authority for granting Registration and Investment Principle Licensing to the Estate Board of Sabang;
60. Regulation of the Chairman of Investment Coordinating Board Number 2 of 2012 on Delegation of Authority for granting business licenses in the framework of Investment to the Estate Board of Sabang;



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61. Regulation of the Chairman of Investment Coordinating Board Number 3 of 2012 on Guidelines and Procedures for Controlling the Implementation of Investment;
62. Regulation of the Chairman of Investment Coordinating Board Number 10 of 2012 on Technical Guidelines for Minimum Service Standards for Investment at Provincial and District / City;
63. Regulation of the Chairman of Investment Coordinating Board Number 8 of 2013 on Delegation of Authority for Granting Principle Licensing of Investment To the Head Free Trade Zone and Free Port of Batam, To the Head Free Trade Zone and Free Port of Bintan regency, Head of Exploitation for Free Trade Zone and Free Port of Bintan Region, Tanjung Pinang and Head of the Concession area of Commerce, Free Port of Karimun;
64. Regulation of the Chairman of Investment Coordinating Board Number 9 of 2013 on Delegation of Authority for granting business licenses in the framework of Investment To the Head of Concession Area for Free Trade and free Port of Batam, Head of Concession of Free Trade Zone and Free Port of Bintan regency, Head of Concession of Free Trade Zone and Free Port of



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- Bintan Region, Tanjung Pinang To the Concession Board of Free Trade Zone and Free Port of Karimun;
65. Regulation of the Chairman of Investment Coordinating Board Number 1 of 2014 on Delegation of Authority for Granting Principles Licensing of investment to the Chief Administrator of Special Economic Zones of Sei Mangkei;
 66. Regulation of the Chairman of Investment Coordinating Board Number 2 of 2014 on Delegation of Authority for Granting Investment Licensing to the Chief Administrator of Special Economic Zones of Sei Mangkei;
 67. Regulation of the Chairman of Investment Coordinating Board Number 4 of 2014 on Information Service system and Investments Licensing Electronically;
 68. Regulation of the Chairman of Investment Coordinating Board Number 1 of 2015 on Delegation of Authority for Granting Principles Licensing of Investment to the Chief Administrator of Special Economic Zones of Tanjung Lesung;
 69. Regulation of the Chairman of investment Coordinating Board Number 2 of 2015 on Delegation of Authority for Granting Investment Licensing to the Chief Administrator of Special Economic Zones of Tanjung Lesung;



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70. Regulation of the Chairman of Investment Coordinating Board Number 9 of 2015 on Implementation of One Stop Center in the Investment Coordinating Board.
71. Regulation of the Chairman of Investment Coordinating Board Number 14 of 2015 on Guidelines and Procedures for Principle Licensing of investment;

STUPULATES:

To Stipulate: REGULATION OF THE CHAIRMAN OF INVESTMENT COORDINATING BOARD ON GUIDELINES AND PROCEDURES FOR LICENSING AND NON LICENSING OF INVESTMENT.

CHAPTER I

GENERAL PROVISIONS

Article 1

In this Regulation meant by:

1. Investment is any form of investing activity conducted by both domestic and foreign investment, to carry out business in the territory of the Republic of Indonesia.
2. Investors are individuals or entities performing investment that can be either domestic or foreign investments.



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3. Domestic Investment, hereinafter abbreviated to as PMDN means investment activities within the Republic of Indonesia carried out by the Domestic investors using domestic capital.
4. Foreign investment, hereinafter abbreviated to PMA means investment activities within the Republic of Indonesia carried out by foreign investors either using full foreign capitals or joint venture with Domestic Investment.
5. One Stop Services in the Field of Investment, hereinafter referred as PTSP, means integrated services in a unity of process started from the application phases up to the completion phase of product through one door.
6. Organizer of PTSP means central Government, Local Government, Supervisory Board of Free Trade Zones and Free Port and Administrator of Specific Economic Zone.
7. Delegation of Authority means delegation of tasks, rights, obligations and responsibility of licensing and non-licensing, including signature of the authorized person.
8. Delegation of Authority means delegation of tasks, rights, obligations and responsibility of licensing and



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non-licensing, including signature of the authorized person.

9. Integrated One Stop Service, hereinafter referred to as Central PTSP at BKPM means services related to investment to be the authority of Central Government, held integrated in a unity of process started from application phase up to the completion phase of services through one door at Investment Coordinating Board (BKPM), the implementation is carried out by:
 - a. Delegation of authority from the Minister / Head of the Ministry of Non-Government Organization (LPNK) to the Chairman of BKPM; and/or
 - b. Assignment of officials of the Ministry / LPNK in BKPM.
10. Licensing means is any form of approval for Investment issued by the Central Government, Local Government, and Concession Agency for Free Trade Zone and Free Port, and the Administrator of Special/Specific Economic Zones, which have authorities in accordance with the provisions of the legislation.
11. Non Licensing means any form of facilities of services and information on investment in accordance with the provisions of applicable legislation.



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12. Investment Company means a legal entity making investment either established in the form legal entity or non legal entity.
13. Start up of production/operation means a period where an investment company already starts up the production/operation of goods and/or services.
14. Ready for Production means a condition where 80% (eighty percent) of main machines from the production activities of company in industrial business installed at the project location.
15. Ready for Operation means a condition where the company engaging business other than industry, has completely prepared facilities and infrastructures for the purpose of performing business activities.
16. Principle Licensing of Investment hereinafter referred as principle licensing means a license which must be held to start a business.
17. Principle Licensing for Expansion of Investment, hereinafter referred to as principle licensing for Expansion means the Principle Licensing which must be held by companies to initiate/start activity to expand the business.



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18. Principle Licensing for Investment Amendment, hereinafter called Principle Licensing of Amendment means a principle licensing which must be held by company, for the purpose of legalization of amendment of plans or realization of predetermined investment.
19. Principle Licensing for Company Merger making investment, hereinafter referred to as principle licensing of Company Merger means Principle Licensing which must be held by a company resulting from merger, to carry out the company business resulted from the merger.
20. Investment Licensing means Principle Licensing held by companies with certain criteria ruled in the Regulation of the Chairman of BKPM..
21. Business Licensing means a license that must be held by companies to start the implementation of production / operations that produce goods or services, unless otherwise stipulated by legislation.
22. Expansion Business Licensing means a license that must be held by companies to begin the implementation of production / operations that produce goods or services on the implementation of the business expansion, unless otherwise stipulated by Regulation of Legislation.



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23. Expansion Licensing means a License that must be held by companies to begin the implementation of production activities that produce goods or services for the implementation of business expansion, especially for the industrial sector.
24. Amendment Business Licensing means a license that must be held by companies, for the purpose of legalization to changes of realization of investment that has been previously defined.
25. Business Licensing for Company Merger means a license that must be held by companies resulting from the merger for the purpose of starting the implementation of production / operations to produce goods or services.
26. Employment Business Licensing means a business licensing for the employment service to organize placement of employment.
27. Representative Office Licensing means a license for foreign companies at abroad that have a representative office in Indonesia.
28. Representative Office of Foreign Company, hereinafter referred as KPPA, means an office headed by one or more foreign nationals or citizens of Indonesia



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designated by foreign companies or foreign joint venture at abroad as its representative office in Indonesia.

29. Representative Office of Foreign Trade Company, hereinafter referred KP3A, means an office headed by an Indonesian national or foreign national appointed by a foreign company or a foreign Joint venture at abroad as its representative office in Indonesia.
30. Representative Offices of Foreign Enterprises Construction Services, means a business entity established by law and domiciled in a foreign country, has a representative office in Indonesia, and is equivalent to a legal entity of Limited Liability Company which is engaged in construction services.
31. Importer Identity Number, hereinafter abbreviated as API, means the identification as an importer.
32. Management of the Company means board of directors / management of the company stated in the Articles of Association / Deed of Company or the amendments which have obtained approval / consent / notification from the Minister of Law and Human Rights (Ministry of Justice) for a legal entity of Limited Liability Company and in compliance with regulations other than a legal entity of Limited Liability Company.



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33. Central Government means the President of the Republic of Indonesia who holds the power of government of the Republic of Indonesia assisted by a Vice President and Ministers as referred to in the 1945 Constitution of the Republic of Indonesia.
34. Local Government means the head of region as an element of the regional administration which chairs the implementation of government affairs to be the authority of autonomous region.
35. Investment Coordinating Board, hereinafter abbreviated BKPM, means a Non-Ministry Government Institutions being in charge of Investment, headed by a Chairman who is directly responsible to the President.
36. The liaison officer means an officer of the Ministry / LPNK appointed as the front and back officer to provide consulting services and/or processing an application for Licensing and Non-licensing related to investments under the authority of the Technical Minister / Head of LPNK following with description of duties, rights, powers, obligations and clear accountability.
37. Investment Coordinating Board and Integrated One Stop Services at provincial level, or the provincial government that is responsible for investment with other



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nomenclature under legislation in force, hereinafter called provincial BPMPTSP, means an element of regional heads within the framework of the implementation of the provincial government, which organizes the main functions of coordination in the field of investment in the Provincial Government.

38. Investment Coordinating board and Integrated One Stop Services at Regency / City, or Regency / City Government that is responsible for investment with other nomenclature under legislation in force, hereinafter called Regency / city BPMPTSP, means an element of regional heads within the framework of the implementation of local regency/city government, which organizes the main function of coordination in the field of investment in the regency / city governments.
39. Free Trade Zone and Free Port, hereinafter referred as KPBPB, means an area that is within the jurisdiction of the Republic of Indonesia separated from custom areas that are free from the imposition of customs duties, value added tax, sales tax on luxury goods, and customs.
40. Special/Specific Economic Zones, hereinafter referred to as KEK, means a region with a certain area within the



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territory of the Republic of Indonesia are set to perform the functions of the economy and acquire certain facilities.

41. Investment Activity Report, hereinafter referred as LKPM, means a report on the development of capital investment realization and the obstacles encountered by Investors that are required to be submitted periodically.
42. Information Services System and Electronic Investment Licensing, hereinafter referred as SPIPISE, means integrated Licensing and Non-licensing service system between the central government has the authority Licensing and Non-licensing with the Local government.

CHAPTER II

PURPOSES AND OBJECTIVES

Article 2

Guidelines and Procedures for Principle Licensing which regulates the procedure of filing and requirements of application for Principle Licensing is intended as a guide for officials of Central PTSP at BKPM, Provincial BPMPTSP, Regency/City BPMPTSP, PTSP KPBPB, PTSP KEK, and businesses as well as other public.



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Article 3

Guidelines and Procedures for Principle Licensing Application aim:

- a. To realize the sameness/equality and uniformity of the application procedure and requirements for Principles Licensing Application on Central PTSP at BKPM, Provincial BPMPTSP, Regency/City BPMPTSP, PTSP KPBPB, and PTSP KEK, throughout Indonesia;
- b. To provide information on certainty of time to complete the application for Licensing and Non-licensing; and
- c. To achieve easy, fast, simple, transparent, integrated and accountable services.

CHAPTER III

AUTHORITY TO IMPLEMENT INVESTMENT SERVICE

Part One

Implementation of PTSP on Investment

Article 4

- (1) Implementation of PTSP on Investment is carried out by Central Government, PTSP KPBPB, PTSP KEK, the Provincial Government and District / City Government.
- (2) Implementation of PTSP as to in paragraph (1):



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- a. Central Government carried out by Central OSS at BKPM;
 - b. Provincial Government conducted by Provincial BPMPTSP;
 - c. Regency / City Government carried by BPMPTSP of District / City government;
 - d. Concession Agency of Free Trade Zone and Free Port carried by PTSP KPBPB; and
 - e. Administrator of Special Economic Zones carried out by PTSP KEK.
- (3) Central Government, Provincial Government and Regency/City Government as referred to in (1) delegating/transferring authority in the form of delegation of task, right, obligation and responsibility of Licensing and Non Licensing including the signature of the implementation of PTSP on Investment.
- (4) Implementation of PTSP on investment accepts the delegation/transfer the authority as follows:
- a. Chairman of BKPM from Minister / Head of (LPNK);
 - b. Chief of Provincial BPMPTSP from Governors;
 - c. Head of Regency/city BPMPTSP from Regents / Mayors;



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- d. Chief of Concession Board of KPBPB of Minister / Head of LPNK, Governor and Regent / Mayor;
- e. Administrator of KEK of Minister / Head of LPNK, Governor and Regent / Mayor.

Part two

Central PTSP at BKPM

Article 5

(1) Implementation of PTSP on Investment under the authority of Central Government held in the Central PTSP at BKPM and consists of:

- a. Investment implementation of which scope includes the cross/inter-province;
- b. government affairs in the field of Investment which include:
 - 1. Investment related to natural resources that are not renewable at the level of high risk of environmental damage;
 - 2. Investment on industry which is a high priority on a national scale;
 - 3. Investment related to the function of unifying and connecting inter-regional or cross-province;



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4. Investment related to the implementation of the national security and defense strategies;
 5. Foreign Investment and Investors using foreign capital, which comes from the Government of other countries, which are based agreement made and signed by the Central Government and the governments of other countries; and
 6. Other areas of investment into the affairs of the Central Government in accordance with the regulations of legislation.
- (2) The Implementation of Central PTSP at BKPM as referred to in paragraph (1) shall be implemented on the basis of the transfer / delegation of authority from Minister / Head of LPNK who has the authority of Licensing and Non-licensing in the field of Investment which is the concern of the Central Government.
- (3) Business fields of Investment as referred to in paragraph (1) letter b number 1, number 2, number 3, number 4 and number 6 as determined by the Minister / Head of LPNK who has the authority of Licensing which is the concern of the Central Government in the field of investment.



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Part Three

Provincial Government PTSP

Article 6

- (1) The implementation of PTSP in Capital Investment under the authority of the Provincial Government held by the Provincial BPMPTSP consists of:
 - a. provincial government affairs set out in the legislation;
 - b. provincial government affairs of which scope includes cross-regency / city; and
 - c. Government affairs which the delegation of authority is given to the Governor.
- (2) In respect of the PTSP as referred to in paragraph (1), the governor gives the delegation / transfer of authority to grant the Licensing and Non-licensing of the government affairs under the authority of the Provincial Government and to the Head of the Provincial BPMPTSP.

Part Four

PTSP District / City Government

Article 7



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- (1) The implementation of PTSP in Capital Investment under the authority of regency / city governments organized by Regency / City BPMPTSP consists of:
 - a. District / City government affairs on Investment of which scope includes in one Regency / City; and
 - b. Central Government affairs of which the delegation of authority is given to the Regent / Mayor.

- (2) The implementation of PTSP as referred to in paragraph (1), Regent / Mayor gives the delegation / transfer of authority to issue Licensing and Non-licensing of the government affairs which become the authority of the Regency / City Government to Head of Regency / city BPMPTSP.

Part Five

PTSP in KPBPB

Article 8

The Implementation of PTSP in Capital Investment located in KPBPB as referred to in Article 4 paragraph (3) letter d performed by delegation or the delegation of authority from the Minister / Head of LPNK, Governor, and/or the Regent / Mayor in accordance with the provisions of legislation.



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Part Six

PTSP in KEK

Article 9

The Implementation of PTSP in Capital Investment located in SEZ as referred to in Article 4 paragraph (3) letter e is based on transfer or delegation of authority from the Minister / Head of LPNK, Governor, and/or the Regent / Mayor in accordance with the provisions of legislation.

CHAPTER IV

SCOPE OF SERVICES

CAPITAL INVESTMENT

Part One

General

Article 10

- (1) The scope of services stipulated in the Regulation consists of:
 - a. Licensing services; and
 - b. Non-licensing services.
- (2) Services as referred to in paragraph (1) conducted by the Central PTSP at BKPM, provincial BPMPTSP,



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Regency/ City BPMPTSP, PTSP KPBPB, PTSP KEK under its appropriate authorities as referred to in Article 5, Article 6, Article 7 and Article 8.

Part two

Type of Licensing and Non-licensing

Article 11

- (1) Type of Licensing as referred to in Article 10 paragraph (1) letter a, consisting of:
 - a. Licensing for various business sectors;
 - b. Expansion licensing for various business sectors;
 - c. Licensing for Company Merge of investment for various business sectors;
 - d. Amendment business licensing for various business sectors;
 - e. Representative Business Licensing; and
 - f. Operating licensing for various business sectors.
- (2) Type of Non-licensing as referred to in Article 10 paragraph (1) letter b, consisting of:
 - a. Use/employment of Foreign Workers;
 - b. Importer identification number; and
 - c. Technical recommendations for various business sectors.



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Article 12

- (1) Type of Licensing and Non-licensing published by the Central PTSP at BKPM appointed by the Minister / Head of LPNK who has the authority Licensing and Non-licensing.
- (2) Type of Licensing and Non-licensing of which guidelines and procedures are not regulated in this Regulation, following with the conditions set by the Minister / Head of LPNK, the Governor and Regent / Mayor.
- (3) Type of Licensing and Non-licensing as referred to in paragraph (2) shall consist of:
 - a. Technical Considerations of Land;
 - b. Location licensing;
 - c. Building Construction Permit (IMB);
 - d. Environmental permit; and
 - e. Licensing and other Non-licensing accordance with regulations of legislation.

Part Three

Business Licensing

Article 13

- (1) The company that has Principle Licensing / Investment Licensing, and will carry out activities of production / operations required to have a business licensing.



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- (2) Application for Business Licensing as referred to in paragraph (1) shall be submitted to the Central PTSP at BKPM, Provincial BPMPTSP, Regency / city BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online basis, equipped with the requirements as contained in Appendix I which is an integral part of this Regulation.
- (3) For provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or KEK that have not implemented online licensing application, application for Licensing as referred to in paragraph (1) shall be submitted manually, using the application form as contained in Appendix II is equipped with the requirements as contained in Appendix I which is an integral part of this Regulation.
- (4) The company cannot apply for business licenses in terms of Principle Licensing / Investment Licensing as referred to in paragraph (1) has expired.
- (5) In case the company as referred to in paragraph (4) will continue operations, the company must apply for a new licensing by following with the provisions of legislation.



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- (6) The Company may submit a PMA Business Licensing with a total value of investment realization more than Rp.10.000.000.000,00 (ten billion rupiah) excluding the investment value of land and buildings:
- a. in the same subgroup of business in 1 (one) project site in 1 (one) Regency / City;
 - b. in the same subgroup of business in 1 (a) Regency / City, outside the industrial sector.
- (7) Foreign Investment Company which has Principle Licensing with an investment value equal to or smaller than Rp.10.000.000.000,00 (ten billion rupiah) excluding the investment value of land and buildings and the period of project completion is still being in force, may apply for business licensing without complying with the provisions as referred to in paragraph (6).
- (8) The company that has the Investment Registration and Deed of the Company was approved by the Ministry of Justice and Human Rights, has realized the project, and ready / have been in production / operation may directly apply for business licensing.
- (9) The company that has business licensing issued by:
- a. Central PTSP in BKPM, PTSP KPBPB, PTSP KEK; or



Authorized Translation

- b. Province BPMPTSP, Regency / City BPMPTSP, for the business areas outside the trade sector; under its appropriate authority, is not obliged to have Trade Business License (SIUP) issued by the Local government.
- (10) The business licenses as referred to in paragraph (1) shall be issued no later than six (6) working days from the receipt of complete application and correct or in accordance with legislation.
- (11) The form of business licensing as referred to in paragraph (1) are listed in Appendix III which is an integral part of this Regulation.
- (12) Business Licensing come in effect throughout the company is still conducting business, unless specified otherwise by legislation.
- (13) In case the application for business licensing as referred to in paragraph (2) and (3) is rejected, the Head of BKPM or appointed official makes a Letter of refusal no later than 5 (five) working days.
- (14) Form of Letter of Refusal as referred to in paragraph (13) are listed in Appendix IV which is an integral part of this Regulation.



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Article 14

- (1) Companies that have Principle License / Permit Investment of more than 1 (one) sectors / areas of business and/or location of the project can apply for a business license at different times of the Principle License / Permit is still valid investment.
- (2) In case the company as referred to in paragraph (1) is still interested in implementing sectors / fields of business and/or location of the project which has not been realized, but the validity period of Principle Licensing / Investment Licensing has ended, then the licensing of the sectors / fields of business and/or location of the project shall be canceled and the company shall to file new principle licensing.
- (3) PMDN company which has Principle Licensing with the project location of inter-province, of which Principle Licensing issued by the Central PTSP at BKPM, if:
 - a. period of the project completion is the same, at the time of having production activities / operations shall apply for a business license at the same time to the Central PTSP at BKPM;
 - b. period of projects completion is different, at the time of having production activities / operations



Authorized Translation

- shall apply for a business license to provincial BPMPTSP, or Regency/city BPMPTSP under its appropriate authorities;
- c. only realize projects in one (1) province, then the application for business license is submitted to provincial BPMPTSP, or Regency / City BPMPTSP under its appropriate authority.
- (4) PMDN company which has a principle licensing with the -project site of cross-Regency / City, of which principle licensing is issued by the Provincial BPMPTSP, if:
- a. period of the project completion is the same, at the time of having production activities / operations shall apply for a business license at the same time to the provincial BPMPTSP;
- b. period of project completion is the same, at the time of having production activities / operations shall apply for a business license to Regency / City BPMPTSP;
- c. only realize projects in one (1) District / Municipality, application for the business license shall be submitted to Regency / city BPMPTSP.
- (5) Business activities at the project site which are not realized as referred to in paragraph (3) letter c and (4)



Authorized Translation

c, then the business activities at the project site shall be canceled.

Part Four

Expansion Business Licensing

Article 15

- (1) Companies that have a valid business licensing and will undertake production activities / operations are required to have expansion business licensing.
- (2) Especially for PMA company, at the time of having submission of application for expansion business licensing, the total value of realized investment shall be over Rp. 10,000,000,000.00 (ten billion rupiah) outside the investment of land and buildings.
- (3) In case the Expansion Principle Licensing which has been approved with an investment of less than Rp.10.000.000.000,00 (ten billion rupiah) outside investment of land and buildings, and the timing of the project completion is still being in force, the PMA company can file Expansion License with the total investment value of less than Rp.10.000.000.000,00 (ten billion rupiah) outside the investment of land and buildings, under the regulations of legislation.



Authorized Translation

- (4) Application for Expansion Business Licensing as referred to in paragraph (1) shall be submitted to the Central PTSP at BKPM, Provincial BPMPTSP, Regency / city BPMPTSP, PTSP KPBPB or KEK under its appropriate authority online, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (5) For the Provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK that have not implemented online licensing application, application for Licensing as referred to in paragraph (1) shall be submitted manually, using the application form as contained in Appendix II followed with the requirements as listed in Appendix I, which is an integral part of this Regulation.
- (6) Expansion Business Licensing as referred to in paragraph (1) shall be issued no later than six (6) working days from the receipt of complete and application or in accordance with legislation.
- (7) Form of Expansion Business Licensing as referred to in paragraph (1) listed in Appendix VI which is an integral part of the Regulation.
- (8) In case the Application for Expansion Business Licensing as referred to in paragraph (4) and (5) is



Authorized Translation

rejected, the Chairman of BKPM or appointed official makes Letter of Refusal of Expansion Business Licensing no later than 5 (five) working days.

- (9) Form of Letter of Rejection as referred to in paragraph (8) is listed in Appendix IV which is an integral part of this Regulation.
- (10) Arrangement related to Expansion Business Licensing is the same with the regulation of business licensing as referred to in Article 13 and Article 14.

Part Five

Business Licensing of Company Merger

Article 16

- (1) Company resulted from a merger that had Principle Licensing of Company Merger shall have a business license at the time of having to production / operations.
- (2) Business Licensing of Company Merger on the implementation of Principle Licensing of Company Merger as referred to in paragraph (1), published separately for each sector or certain sectors, in accordance with the provision of Ministry / promotion LPNK of sector or line of business.



Authorized Translation

- (3) Application for Business Licensing of Company Merger as referred to in paragraph (1) shall be submitted to the Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (4) For Provincial BPMPTSP, Regency / City BPMPTSP, KPBPB OSS or OSS KEK that have not implemented the online licensing application, application for Licensing as referred to in paragraph (1) shall be submitted manually, using the application form as contained in Appendix II followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (5) Business Licensing of Company Merger as referred to in paragraph (1) shall be issued no later than six (6) working days from the receipt of complete and correct application or in accordance with legislation.
- (6) Form of Business Licensing of Company Merger as referred to in paragraph (1) is contained in Appendix VII which is an integral part of this Regulation.



Authorized Translation

- (7) In case the application for Business Licensing of Company Merger as referred to in paragraph (3) and (4) is rejected, the Chairman of BKPM or appointed official make/issues a letter of Refusal of Company Merger Licensing no later than 5 (five) working days.
- (8) Form of Letter of Refusal as referred to in paragraph (7) listed in Appendix IV which is an integral part of this Regulation.

Part Six

Amendment Business Licensing

Paragraph 1

General

Article 17

- (1) Companies that already have a Business License / Expansion Business License / Business License of Company Merger may make changes/amendment to realization the investment.
- (2) Amendment to the realization of investment as referred to in paragraph (1) includes a change of:
 - a. project location;
 - b. provision of business fields;
 - c. term of business licensing.



Authorized Translation

- (3) Upon a change/amendment as referred to in paragraph (2), the company must have an amendment business licensing.
- (4) Amendment other than those referred to in paragraph (3) are reported in LKPM.
- (5) Amendment Business Licensing as referred to in paragraph (2) may apply as an adjustment if there is any inconsistency in license issued to the application submitted by the company, in the case of error comes from Central PTSP at BKPM, PTSP KPBPB, PTSP KEK, provincial BPMPTSP and Regency / City BPMPTSP under its appropriate authority.
- (6) Application for Amendment Business Licensing as referred to in paragraph (3) shall be submitted to the Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online, followed with the requirements as contained in Appendix I, which is inseparable part from the Regulation.
- (7) For provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or KEK that have not implemented online licensing application, application for Licensing as referred to in paragraph (3) shall be submitted



Authorized Translation

manually, using the application form as contained in Appendix VIII is equipped with the requirements as contained in Appendix I, which is an integral part of this Regulation.

- (8) Amendment Business Licensing as referred to in paragraph (3) shall be issued no later than 5 (five) working days from the receipt of complete and correct application or in accordance with legislation.
- (9) Form of Amendment Business Licensing as referred to in paragraph (3) is listed in Appendix IX which is an integral part of this Regulation.
- (10) In the event that the application for Amendment Business Licensing as referred to in paragraph (5) and (6) is rejected, the Chairman of BKPM or appointed official to make a letter of Refusal of Amendment Business Licensing no later than five (5) working days.
- (11) Form of Letter of Refusal as referred to in paragraph (9) are listed in Appendix IV which is an integral part of this Regulation.

Paragraph 2

Project Location Change

Article 18



Authorized Translation

- (1) Companies that already have a Business License / Permit Extension / Expansion License / Permit Merging Companies that do change the location of the project and has met the requirements to apply for a business license at the new location, can directly apply for Amendment Business Licensing.
- (2) Particularly for large trading business field (main distributor), the application for change of the project location is accompanied by stating the amount of land area for the headquarters and warehouses.
- (3) In the case of the company as referred to in paragraph (1) does not meet the requirements to apply for amendment business licensing in the new location, first can be issued Amendment Principle Licensing.
- (4) Amendment Principle Licensing as referred to in paragraph (3) should be followed up with the application for Amendment Business licensing at the latest 1 (one) year since the issuance of Amendment Principle Licensing.

Paragraph 3

Changes in Provision of Business Lines

Article 19



Authorized Translation

Companies that already have a Business License / Expansion Business Licensing / Business License of Company Merger may change the provisions of business fields include:

- a. type of production due to the diversification of products without adding machine / investment;
- b. production capacity contained in Business License/ Expansion Business Licensing / Business Licensing of Company Merger is not in accordance with the installed capacity at the project site based on the results of field inspection;
- c. marketing and export value per year;
- d. KBLI adjustment;
- e. Addition of commodity without adding additional capacity and investment, specialized in large trading business; or
- f. Addition of sub-qualification, specifically to the field of business consulting services of foreign construction and/or services of a foreign contractor.

Paragraph 4

Change in Term of Business Licensing

Article 20

- (1) Companies that already have a Business License / Expansion Business Licensing / Business Licensing /



Authorized Translation

Business Licensing of Company Merger that the validity period will end, must have a business license in accordance with the provisions of legislation.

- (2) The application as referred to in paragraph (1), issued Amendment Business Licensing, which states that the business licensing is valid for the company still operates a production / operations or for certain period of time in accordance with regulations of legislation.
- (3) For a company of which business license has expired and it is not issued by the Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP or KPBPB PTSP KEK under its appropriate authority, shall adjust Business Licensing by attaching requirements contained in accordance with the legislation.
- (4) Specifically for to the business field of consultant service for foreign construction and/or contractor for foreign construction, when the validity period of business licensing has expired, apply for new business licensing only in the same business line to Central PTSP at BKPM without asking new Principle Licensing by attaching requirements contained herein in accordance with the provisions of legislation.



Authorized Translation

Part Seven

Representative Office Licensing

Paragraph 1

General

Article 21

Representative Office Licensing as referred to in Article 1 point 27 consists of:

- a. Representative Office Licensing of Foreign Company (KPPA);
- b. Representative Office Licensing of Foreign Trading Company (KP3A); and
- c. Representative Office Licensing of Foreign Enterprises Construction Services (BUJKA).

Paragraph 2

KPPU

Article 22

- (1) KPPA Activities are limited to:
 - a. take care of the company interests or its affiliated companies; and/or
 - b. prepare for the establishment and development of business enterprise of Foreign Investment in Indonesia or in other countries, and Indonesia; and



Authorized Translation

- c. located in the provincial capital and located in an office building.
- (2) To carry out the activities of representative offices of foreign companies in Indonesia are required to have licenses of KPPA.
 - (3) In the event the appointed Chairman of KPPA are foreigners and/or employment of foreign workers, shall be employed in accordance with the provisions of legislation.
 - (4) Period of KPPA licensing as referred to in paragraph (2) shall be three (3) years and may be extended for 2 (two) times each for 1 (one) year.
 - (5) After a period of 5 (five) years, KPPA may be re-granted an extension if the KPPA activities is different with the former activities.
 - (6) Application for KPPA Licensing as referred to in paragraph (2) submitted to the Central PTSP at BKPM is followed with the requirements as contained in Appendix I, which is an integral part of the Regulation.
 - (7) KPPA licensing is issued no later than five (5) working days from the receipt of the complete and correct application.



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- (8) Form of KPPA licensing as referred to in paragraph (2) are contained in Appendix X which is an integral part of this Regulation.
- (9) If the application for KPPA licensing as referred to in paragraph (2) is rejected, the Chairman of BKPM or official appointed to me a Letter of Refusal of KPPA Licensing no later than 5 (five) working days.
- (10) Form of Letter of Refusal as referred to in paragraph (10) is contained in Appendix IV which is an integral part of this Regulation.

Article 23

- (1) KPPA may change the regulations that have been approved and established by the Central Government in the KPPA licensing including among other the changes of:
 - a. information about the represented foreign companies:
 - 1. name of the principal company;
 - 2. address of the head office / principal;
 - 3. principal business activities;
 - b. place of the representative office in Indonesia:
 - 1. address;



Authorized Translation

2. area of activity;

c. information about the Chief of Representative

Office:

1. name;

2. citizenship;

3. number of passport / ID card;

4. address (in the country of origin and in
Indonesia);

d. Use of Workers:

1. Management;

2. experts;

3. staff and employees.

(2) Upon the change as referred to in paragraph (1), the company must have Amendment Licensing of KPPA provisions.

(3) Application for Amendment Licensing of KPPA provisions as referred to in paragraph (2) shall be submitted to Central PTSP at BKPM followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.

(4) Amendment Licensing of KPPA provisions issued no later than five (5) working days from the receipt of the complete and correct application.



Authorized Translation

- (5) Form of Amendment Licensing of KPPA provisions as referred to in paragraph (2) are contained in Appendix XI which is an integral part of this Regulation.
- (6) In case the application as referred to in paragraph (2) is rejected, the Chairman of BKPM or appointed official to make a Letter of Refusal of Amendment Licensing of KPPA Provisions no later than 5 (five) working days.
- (7) Form of Letter of Rejection as referred to in paragraph (6) is contained listed in Appendix IV which is an integral part of this Regulation.

Paragraph 3

KP3A

Article 24

- (1) KP3A can be established in the form of Selling Agent and/or Manufactures Agent and/or the Purchasing Agent (Buying Agent) but is prohibited from conducting trading and sales transactions, either from the beginning to the settlement such as to file tender, sign contract, settle claims etc.
- (2) KP3A can be opened in the capital of the province and regency / city in the whole territory of the Republic of Indonesia.



Authorized Translation

- (3) In the event that the appointed Chairman of KP3A is foreigner and/or employment of foreign worker must be employed in accordance with the provisions of legislation.
- (4) In the implementation of KP3A activity, must submit application for Representatives business licensing of Foreign Trade Company (SIUP3A) to Central PTSP at BKPM followed with the requirements as set out in Appendix I.
- (5) Vocational SIUP3A, Fixed SIUP3A and Extension SIUP3A are published no later than six (6) working days from the receipt of the complete and correct application.
- (6) SIUP3A of amendment is published no later than five (5) working days from the receipt of the complete and correct application.
- (7) Form of SIUP3A as referred to in paragraph (5) and (6) are listed in Appendix XII, Appendix XIII, Appendix XIV and Appendix XV which is an integral part of this Regulation.
- (8) If the application as referred to in paragraph (5) and (6) is rejected, the Chairman of BKPM or appointed



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officials make a Letter of Refusal of SIUP3A no later than 5 (five) working days.

- (9) Form of Letter of Rejection as referred to in paragraph (8) is listed in Appendix IV which is an integral part of this Regulation.

Article 25

- (1) Representative Business Licensing of Foreign Trade Company (SIUP3A), consisting of:
- a. Vocational SIUP3A;
 - b. Fixed SIUP3A;
 - c. Extended SIUP3A;
 - d. Amended SIUP3A; and
 - e. Representative Branch Office of Foreign Trading Company.
- (2) Vocational SIUP3A is valid for two (2) months from the date of issuance.
- (3) Fixed SIUP3A is valid for one (1) year from the date of issuance.
- (4) Extended SIUP3A is valid for a period of 3 (three) years unless otherwise determined less than three (3) years in the letter of appointment and may be



Authorized Translation

extended according to the period of appointment contained in the appointment letter.

Article 26

- (1) KP3A may change the regulations that have been approved and established by the Central Government in the licensing of KP3A activity by applying for the amended SIUP3A, including among others the amendment of:
- a. information about the represented foreign companies:
 - 1. Principal company name;
 - 2. Address of the head office / principal;
 - 3. Business activities;
 - b. place of the representative office in Indonesia:
 - 1. address;
 - 2. Area of activity;
 - 3. Field of activity;
 - c. information on the chairman of the representative office:
 - 1. name;
 - 2. citizenship;
 - 3. number of passport / ID card;



Authorized Translation

4. address (in the country of origin and in Indonesia);
- d. use of labor/worker:
 1. assistant to representative;
 2. experts;
 3. staff and employees.
- (2) "Upon the amendment as referred to in paragraph (1), the company must hold amended SIUP3A.
- (3) Arrangement related to the Amended SIUP3A is the same with the arrangement of SIUP3A as referred to in Article 24 of this Regulation.

Article 27

- (1) KP3A may open a representative branch office of foreign trade companies in the capital of the province and/or other Regency / City.
- (2) The opening of branches as referred to in paragraph (1) may be made after the Central Office Representatives of foreign trade companies hold SIUP3A.
- (3) Representative Branch Office Licensing of Foreign Trade Company is valid for a period of 3 (three) years unless otherwise determined less than three (3) years



Authorized Translation

in the letter of appointment and may be extended according to the validity period of the appointment contained in the appointment letter.

Paragraph 4

Representative Offices of Foreign Construction Services

Article 28

- (1) Representative licensing is granted to the Business Entity of Foreign Construction Services (BUJKA) with great qualifications as stipulated in the legislation.
- (2) Representatives Licensing can be used to conduct business of construction services in all regions of Indonesia.
- (3) Representative Licensing is valid for three (3) years and may be extended.
- (4) In the implementation of its activities, must hold Representatives Licensing of Foreign Construction Services (BUJKA) to Central PTSP at BKPM followed with the requirements as contained in Appendix I.
- (5) BUJKA Representative licensing issued no later than 2 (two) working days from the receipt of the complete and correct application.



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- (6) The form of BUJKA representative licensing as referred to in paragraph (5) is contained listed in Appendix XVI which is an integral part of this Regulation.
- (7) In case the application as referred to in subsection (5) is rejected, the Chairman of BKPM or appointed official makes a Letter of Refusal of BUJKA Representatives Licensing no later than five (5) working days.
- (8) Form of Letter of Rejection as referred to in paragraph (7) contained in Appendix IV which is an integral part of this Regulation.

Article 29

- (1) Representatives Licensing of Foreign Construction Services (BUJKA) consists of:
 - a. New licensing of BUJKA;
 - b. Renewal of BUJK licensing;
 - c. Data Change of BUJKA licensing;
 - d. Closure of BUJKA licensing.
- (2) Application for new licensing, renewal of licensing and/or data change of licensing as referred to in paragraph (1), subject to an administration fee as follows:



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- a. Field of planning consulting / construction supervision service of USD 5,000 (five thousand United States dollars); and/or
 - b. Field of contractor service of USD 10,000 (ten thousand United States dollars).
- (3) Administrative fees as referred to in paragraph (2) directly deposited by BUJKA to the state treasury.
- (4) Application for data change as referred to in paragraph (1) c consists of:
- a. data change of legal entities;
 - b. data change of address;
 - c. changes in type of business; and/or
 - d. Data change on the Chairman of BUJKA Representative.
- (5) Application for closure of BUJKA licensing as referred to in paragraph (1) letter d filed to Central PTSP at BKPM in accordance with the legislation.

Part Eight

Use of Foreign Workers

Paragraph 1

General

Article 30



Authorized Translation

- (1) Investment Company and Representatives Foreign Companies may employ foreign worker (TKA).
- (2) To be able to hire foreign workers, Investment Company and foreign company representatives must hold a permit of foreign workers, including among others:
 - a. Foreign Worker Utilization Plan (RPTKA); and
 - b. Permits to Employ Foreign Workers (IMTA).
- (3) Foreign workers who will work on investment companies and foreign company representatives, who are ready to come to Indonesia are required to have Visa To Work issued by the Office of the Republic of Indonesia in abroad.
- (4) Application for TKA Permit submitted online to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB, or PTSP KEK under its appropriate authority.

Paragraph 2

Foreign Worker Utilization Plan (RPTKA)

Article 31



Authorized Translation

- (1) Application for RPTKA is filed to Central PTSP at BKPM using RPTKA form, as stipulated in the legislation on Employment.
- (2) Letter of approval for RPTKA as referred to in paragraph (1) shall be issued no later than three (3) working days from the receipt of the complete and correct application.
- (3) Any amendment and extension for RPTKA must obtain RPTKA.
- (4) Any change in RPTKA as referred to in paragraph (4) includes the changes in position, location and number of foreign workers is filed to the Central PTSP at BKPM using RPTKA form as stipulated in the legislation on Employment.
- (5) The extension of RPTKA as referred to in paragraph (4) shall be submitted to:
 - a. Central PTSP at BKPM if its working location is cross-province; or
 - b. Provincial BPMPTSP if its working location within one (1) province;by using the form of RPTKA as stipulated in the legislation on Employment.



Authorized Translation

- (6) Application for any change and/or extension of RPTKA includes the requirements as stipulated in the legislation on Employment.
- (7) Upon the application for changes and/or extension RPTKA as referred to in paragraph (4) published a Letter to Change RPTKA signed by officials of the Ministry of Manpower under its appropriate authority.
- (8) Decision on change and/or extension of RPTKA is issued no later than two (2) working days from the receipt of the complete and correct application.

Paragraph 3

Permits To Employ Foreign Workers (IMTA)

Article 32

- (1) Application for IMTA is filed to Central PTSP at BKPM using IMTA form, as stipulated in the legislation on Employment.
- (2) Decision of IMTA as referred to in paragraph (1) shall be issued no later than three (3) working days from the receipt of the complete and correct application.
- (3) Decision of IMTA as referred to in paragraph (2) shall apply not later than 1 (one) year and may be extended.



Authorized Translation

- (4) In the event that the company and foreign company representatives will extend IMTA, shall be obliged to apply for an extension of IMTA by using the IMTA Form, to:
- a. Central PTSP at BKPM for TKS of which its work location is more than one (1) provincial region and TKA (foreign workers) who work at the Representative Office;
 - b. Provincial BPMPTSP for TKA of which its work location is cross region of regency / city in one (1) province; or
 - c. Regency / City BPMPTSP for TKA who work in the Regency / city.
- (5) Application for as referred to in paragraph (4) shall be submitted no later than 30 (thirty) days before SK IMTA of TKA in question expired, by using the IMTA form as stipulated in the legislation on Employment.
- (6) Upon the application as referred to in paragraph (4), officials of the Ministry of Manpower assigned at the Central PTSP at BKPM, provincial BPMPTSP province, Regency / City BPMPTSP issue a decision of IMTA Extension.



Authorized Translation

- (7) Decision of Extension of Work Permit is issued not later than three (3) working days from the receipt of the complete and correct application.

Part Nine

Importer Identification Number

Paragraph 1

General

Article 33

- (1) Imports of goods can only be performed by importers having Importer Identification Number (API).
- (2) API as referred to in paragraph (1) shall consist of:
 - a. API of producer (API-P);
 - b. Public API (API-U).
- (3) Each importer has only one (1) type of API and API Card is signed by the Board of Directors and power of the Board of Directors.
- (4) API comes in effect since establishment and applies to the whole territory of Indonesia.
- (5) Application for API as referred to in paragraph (1) shall be submitted to manually the Central PTSP at BKPM or provincial BPMPTSP under its authority, using the application form as contained in Appendix XVII



Authorized Translation

- equipped with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (6) The companies owning API as referred to in paragraph (1), shall re-register at the Central PTSP at BKPM or provincial BPMPTSP under its authority, every five (5) years from the date of publication.
 - (7) Re-registration as referred to in paragraph (6) made no later than 30 (thirty) days after the period of 5 (five) years.
 - (8) API as referred to in paragraph (1) shall be issued no later than 5 (five) working days from the receipt of the complete and correct application.
 - (9) API form published as contained in Appendix XVII and Appendix XIX which is an integral part of this Regulation.
 - (10) In case the API application as referred to in paragraph (5) is rejected, the Chairman of BKPM or appointed official makes a Letter of Refusal for API no later than 5 (five) working days.
 - (11) Form of Letter of Refusal as referred to in paragraph (10) is contained in Appendix IV which is an integral part of Chief Regulation.



Authorized Translation

Paragraph 2

Producer Importer Identification Number (API-P)

Article 34

- (1) API-P is only given to companies that import goods to be used alone as capital goods, raw materials, auxiliary materials, and/or materials to support the production process.
- (2) Imported goods/materials as referred to in paragraph (1) are prohibited to be traded or transferred to other parties.
- (3) In case the imported goods as referred to in paragraph (2) are the capital goods which are provided exemption from import duty and has used its own within a period of 2 (two) years from the date of import customs notification, the imported goods can be transferred to another party.

Paragraph 3

General Importer Identification Number (API-U)

Article 35

- (1) API-U is only given to the companies that import certain goods for trading purposes.



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- (2) Imports of certain goods as referred to in paragraph (1) only for groups / types of goods covered by one (1) section as contained in the Interior List of Goods Classification System based on Legislation.
- (3) The company of API-U holder may import groups / types of goods more than 1 (one) section if:
 - a. Company of API-U holder is importing goods from companies locates at overseas and has a special relationship with the company of API-U holder; or
 - b. Company of API-U holder is a business entity that all or most of the capital is owned by the State.
- (4) Interior List of Goods Classification System as referred to in paragraph (2), in accordance with legislation.
- (5) A special relationship as referred to in paragraph (3) letter a may be obtained through:
 - a. contractual agreement to share the control of an economic activity;
 - b. shareholding;
 - c. articles of Association;
 - d. agency / distributor agreement;
 - e. loan agreement;
 - f. supplier agreement; or
 - g. set in the legislation.



Authorized Translation

Paragraph 4

Change of API

Article 36

- (1) For each change of conditions set in the API must apply for a change of API.
- (2) Arrangement relating to the change of API is the same with the arrangement on API as stated in Article 33 of this Regulation.

Part Nine

Opening of Branch Office

Article 37

- (1) The company which will open a Branch Office shall report Opening Plan of Branch Office to provincial BPMPTSP in accordance with the location of Branch Office.
- (2) Report of opening plan of branch office as referred to in paragraph (1) is followed with the documents as contained in Appendix I, which is an integral part of this Regulation.
- (3) Approval for opening plan of a branch office as referred to in paragraph (1) shall be issued no later than three



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- (3) working days from the receipt of the complete and correct application.
- (4) Form of Approval issued as referred to in paragraph (3) is contained in Appendix XX which is an integral part of this Regulation.

CHAPTER V

TYPE, GUIDELINES AND PROCEDURES FOR LICENSING
AND SECTORAL NON-LICENSING

Part One

General

Article 38

- (1) Type of License and Sectoral Non-Licensing regulated in this Regulation is the Licensing and Non-Licensing published by Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB, PTSP KEK under its appropriate authority.
- (2) Type of License and sectoral Non-Licensing which is the authority of the regional government shall comply with the conditions set by the Minister / Head of LPNK, the Governor and Regent / Mayor.

Part two



Authorized Translation

Sector of Public Works and Public Housing

Paragraph 1

Type of Licensing

Article 39

Type of Licensing of Public Works and Public Housing, includes among others:

- a. Investment License in the area of toll road;
- b. Business License in the area of drinking water;
- c. Construction Business License and properties;
- d. Business license for foreign construction consulting services;
- e. Business License of foreign construction consulting services;
- f. Business License of housing sector;

Paragraph 2

Guidelines and Procedures for Licensing

Article 40

- (1) Application for Licensing as referred to in paragraph (1) shall be submitted to the Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority



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online, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.

- (2) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the verification details can be found through the online application system.
- (3) For the application declared as complete and correct, then the notice will be automatically sent via email of the applicant and the applicant can print out a receipt through the online application system.
- (4) For provincial BPMPTSP, Regency / city BPMPTSP, PTSP KPBPB or PTSP KEK that have not implemented the online licensing application, application for Licensing as referred to in paragraph (1) shall be submitted manually, using the application form as contained in Appendix II followed with the requirements as listed in Appendix I which is an integral part of this Regulation.
- (5) Licensing as referred to in paragraph (1) shall be issued no later than six (6) working days from the receipt of complete and correct application or in accordance with legislation.



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- (6) The form of Licensing issued as referred to in Article 39 letters a, b, c, and f follow the technical provisions of an advisory institution, as contained in Appendix III which is an integral part of this Regulation.
- (7) Form of Licensing issued as referred to in Article 39 paragraph d and e, as contained in Appendix XXI which is an integral part of this Regulation.
- (8) In case the application as referred to in paragraph (1) is rejected, Central PTSP at BKPM makes a Letter of Refusal of Licensing no later than 5 (five) working days from receipt of application.
- (9) Form of Letter of Refusal as referred to in paragraph (7) contained in Appendix IV which is an integral part of this Regulation.

Part Three

Trade Sector

Paragraph 1

Licensing Type

Article 41

Licensing type in the trade sector includes among others:

- a. Trading Business Licensing for exporters, importers and distributors;



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- b. Warehousing business licensing for warehousing and cold storage;
- c. Trading Business Licensing for business management consultancy services;
- d. Trade Business Licensing for Building Management services / Apartment;
- e. Vocational Direct Sales Business License (SIUPL);
- f. Fixed Direct Sales Business License (SIUPL) and Re-registration of Direct Sales Business License (SIUPL).

Paragraph 2

Guidelines and Procedures

Article 42

- (1) Application for Licensing as referred to in Article 41 paragraph (1) letter a, b, c, and d, filed to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority on online basis, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (2) For provincial BPMPTSP, Regency / city BPMPTSP, PTSP KPBPB or PTSP KEK that have not implemented the online licensing application, application for licensing as



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referred to in Article 41 paragraph (1) letter a, b, c, and d, filed manually, using the application form as contained in Appendix II followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.

- (3) The application for Licensing as referred to in paragraph (1) e and f, filed to Central PTSP at BKPM online basis, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (4) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the verification details can be found through the online application system.
- (5) For the application declared as complete and correct, then the notice will be automatically sent via email of the applicant and the applicant can print out a receipt through the online application system.
- (6) Licensing as referred to in paragraph (1) shall be issued no later than six (6) working days from the receipt of complete and correct application in accordance with legislation.



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- (7) Form of Licensing issued as referred to in Article 41 following the technical provisions of an advisory institution, as listed in Appendix III which is an integral part of this Regulation.
- (8) In case the application as referred to in subsection (1) is rejected, Central PTSP at BKPM makes a letter of Refusal of Licensing no later than 5 (five) working days from receipt of the application.
- (9) Form of Letter of Rejection as referred to in paragraph (7) contained in Appendix IV which is an integral part of this Regulation.

Paragraph 3

Direct Sales Business License (SIUPL)

Article 43

- (1) Investment companies that already have Principle Licensing for the activities in the business of direct selling (multi-level marketing / MLM) and have been ready to carry out operations, are required to have business licenses with the nomenclature of Direct Sales Business License (SIUPL).
- (2) In the process of issuance of business licensing as referred to in paragraph (1), the company shall make a



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presentation on the marketing program / marketing plan and code of conduct in the presence of officials of BKPM, Directorate of Promotion of Enterprises of the Ministry of Commerce, and the Association of Indonesian Direct Sales (APLI) to the Central PTSP at BKPM.

(3) Validity period:

- a. Vocational SIUPL is 1 year;
- b. Fixed SIUPL is for the company to run its business, with the obligation to re-register every five (5) years.

(4) Form of vocational SIUPL, Fixed SIUPL and Re-Registration of SIUPL listed in Appendix XXII and Appendix XXII which is an integral part of this Regulation.

Part Four

Tourism Sector

Paragraph 1

Type of Licensing and Non-Licensing

Article 44

Type of Licensing and Non-Licensing in Tourism Sector includes among others:

- a. Certificate of Business Register of Travel Attractions;



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- b. Certificate of Business Registration of Tourism Area;
- c. Certificate of Business Register of Travel Transportation Services;
- d. Certificate of Business Register of Travel;
- e. Certificate of Business Register of Food and Beverage Services;
- f. Certificate of Business Register of Accommodation;
- g. Certificate of Business Register of Entertainment and Recreation;
- h. Certificate of Business Register for Organizing Meeting, Incentive, Conference and Exhibition;
- i. Certificate of Business Register of Tourism Information Services;
- j. Certificate of Business Register of Tourism Consulting Services;
- k. Certificate of Business Register of Water Tourism;
- l. Certificate of Business Register of Spa;
- m. Film Production Licensing (SIP) by the producer of film / foreign TV in Indonesia;
- n. Film Business Licensing of Film Technical Services;
- o. Film Business Licensing of Film Circulation;
- p. Film Business Licensing of Film Archival;
- q. Film Business Licensing of Film Export;



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- r. Film Business Licensing of Film Import;
- s. Recommendations Related to the granting of filming location licensing.

Paragraph 2

Guidelines and Procedures

Article 45

- (1) Application for Licensing as referred to in Article 44 letter a to letter l includes the requirements as listed in Appendix I, which is an integral part of this Regulation.
- (2) Application for Licensing as referred to in Article 44 letter a to letter l, filed to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online basis, followed with the requirements as contained in Appendix I which is an integral part of this Regulation.
- (3) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the verification details can be found through the online application system.



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- (4) For the application declared as complete and correct, then the notice will be automatically sent via email of the applicant and the applicant can print out a receipt through the online application system.
- (5) For provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK that have not implemented the licensing application online, application for Licensing as referred to in Article 44 letter a to letter I, submitted manually, using the application form as contained in Appendix II followed with the requirements as contained in Appendix I which is an integral part of this Regulation.
- (6) Licensing as referred to in Article 44 letter a to letter I issued not later than 6 (six) working days from the receipt of complete and correct application or in accordance with legislation.
- (7) Forms of Business Licensing issued as referred to in Article 44 letter a to letter I follow the technical provisions of sectoral promotional institution, as listed in Appendix III which is an integral part of this Regulation.
- (8) Requirements, period of issuance, validity period, and formats of Licensing and Non-Licensing as referred to in



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Article 46 letter m to letter s is set in the legislation on Tourism.

- (9) In case the application as referred to in paragraph (1) is rejected, Central PTSP at BKPM makes a letter of refusal of Licensing no later than 5 (five) working days from receipt of the application.
- (10) Form of Letter of Refusal as referred to in paragraph (5) is contained in Appendix IV which is an integral part of this Regulation.

Paragraph 3

Business Registration Period of Accommodation Business

Article 46

Specifically for Business Registration Period of Accommodation Business is given in two (2) phases:

- a. For companies that do not have certification of "star" from the Institute of Business Certification (LSU), are given a Business Registration of Accommodation for 1 (one) year;
- b. Companies that have received certification from the Institute of Business Certification (LSU), are required to submit a Business Registration of Accommodation being in force throughout the company still operates.



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Part Five

Sector of Energy and Mineral Resources

Paragraph 1

Licensing Type

Article 47

Type Licensing in the Sector of Energy and Mineral Resources includes among others:

- a. Business Licensing for Supporting Oil and Gas Services;
- b. Business Licensing for Mining services;
- c. Licensing for Geothermal Sector;
- d. Licensing for Electricity;
- e. Licensing for Oil and Gas;
- f. Licensing of Mineral and Coal.

Paragraph 2

Guidelines and Procedures

Article 48

- (1) Application for Licensing referred to in Article 47 letters a and b, filed to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online,



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followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.

- (2) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the verification details can be found through the online application system.
- (3) For the application declared as complete and correct, then the notice will be automatically sent via email of the applicant and the applicant can print out a receipt through the online application system.
- (4) For provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK that have not implemented the online licensing application, application for licensing as referred to in Article 47 letters a and b, filed manually, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (5) Licensing as referred to in paragraph (1) shall be issued no later than six (6) working days from the receipt of complete and correct application or in accordance with legislation.
- (6) The form of business license issued as referred to in Article 47 letters a and b follows the technical provisions



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of an advisory institution, as listed in Appendix III which is an integral part of this Regulation.

- (7) Requirements, period of issuance, validity period, and formats of licensing as referred to in Article 47 stipulated in the legislation on Energy and Mineral Resources.
- (8) In case the application as referred to in paragraph (1) and (2) is rejected, Central PTSP at BKPM makes a Letter of Refusal of Licensing no later than 5 (five) working days from receipt of the application.
- (9) Form of Letter of Refusal as referred to in paragraph (6) is contained in Appendix IV which is an integral part of this Regulation.

Part Six

Environment and Forestry Sector

Paragraph 1

Type of Licensing and Non-Licensing

Article 49

Type of Licensing and Non-Licensing in Environment and Forestry Sector, includes among others:

- a. Business Licensing for Utilization of Wood In Natural Forest (IUPHHKHA);



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- b. Business Licensing for Utilization of Woods of Industrial Tree Plantation In Plantation Forest (HTI IUPHHK-);
- c. Business Licensing for Utilization of Woods of Ecosystem Restoration in Natural Forest (IUPHHK-RE);
- d. Extension of Business Licensing for the Utilization of Woods in Natural Forest (IUPHHKHA);
- e. Business Licensing for Utilization of Carbon sequestration and/or storage (UP RAP-CARBON and/or UP PAN-CARBON) On Protected Forests;
- f. Business License for Utilization of Carbon sequestration and/or storage (UP RAP-CARBON and/or UP PAN-CARBON) in Production Forest;
- g. Business Licensing of Primary Industry of Woods over 6,000 m³ / year;
- h. Expansion of Business Licensing of Primary Industry of Woods over 6,000 m³ / year;
- i. Business Licensing for Utilization of Silvo Pasture Zone In Production forest;
- j. Lease Licensing of Forest Area;
- k. Release of forest areas;
- l. Business Licensing of Natural Tourism Facility;
- m. Licensing of Conservation Institution;
- n. Licensing of New Plant Exploitation;



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- o. Loan Licensing of Protected Wildlife to Abroad For Breeding (breeding loan);
- p. Business Licensing for Water Utilization of Medium and Large Scale on Wildlife, National Parks, Nature Park, and Forest Park;
- q. Business Licensing for Water Energy Utilization for Medium and Large Scale on Wildlife, National Parks, Nature Park, and Forest Park.

Paragraph 2

Guidelines and Procedures

Article 50

- (1) Application for Licensing and Non-Licensing as referred to in Article 49, submitted to Central PTSP at BKPM manually.
- (2) Requirements, period of issuance, validity period, and formats of licensing as referred to in Article 49 stipulated in the legislation on Environment and Forestry.
- (3) In case the application as referred to in paragraph (1) is rejected, Central PTSP at BKPM enter makes/issue a Letter of Refusal of Licensing no later than 5 (five) working days from receipt of the application.



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- (4) Form of Letter of Refusal as referred to in paragraph (2) is contained in Appendix IV which is an integral part of this Regulation.

Part Seven

Agricultural Sector

Paragraph 1

Type of Licensing and Non-Licensing

Article 51

Type of Licensing and Non-Licensing in the Agricultural Sector includes among others:

- a. Business Licensing of Food Crop;
- b. Horticultural Business Licensing;
- c. Plantation Business Licensing;
- d. Ranch Business Licensing;
- e. Veterinary Drug Business Licensing (producer);
- f. Technical recommendations.

Paragraph 2

Guidelines and Procedures

Article 52



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- (1) Application for Licensing as referred to in Article 51 letters a, b, c, d, and e, filed to Central PTSP at BKPM, provincial BPMPTSP, Regency / city BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online basis, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (2) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the verification details can be found through the online application system.
- (3) For the application declared as complete and correct, then the notice will be automatically sent via email of the applicant and the applicant can print out a receipt through the online application system.
- (4) For provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK that have not implemented the online licensing application, application for Licensing as referred to in Article 51 letters a, b, c, d, and e, filed manually, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.



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- (5) Licensing as referred to in paragraph (1) shall be issued no later than six (6) working days from the receipt of complete and correct application, or according to the provisions of legislation.
- (6) The form of business license issued as referred to in Article 51 letter a to letter e followed with the technical provisions of an advisory institution, as contained in Appendix III which is an integral part of this Regulation.
- (7) Requirements, period of issuance, validity period, and format of Non-Licensing as referred to in Article 51 letter f stipulated in the legislation on Agriculture.
- (8) In case the application as referred to in paragraph (1) is rejected, Central PTSP at BKPM makes/issues a Letter of Refusal of Licensing no later than 5 (five) working days from receipt of the application.
- (9) Form of Letter of Refusal as referred to in paragraph (6) is contained in Appendix IV which is an integral part of this Regulation.

Part Eight

Industrial Sector

Paragraph 1

Type of Licensing



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Article 53

Type of Licensing at Industrial sector includes among others:

- a. Industrial Business Licensing;
- b. Business Licensing of Industrial Estate.

Paragraph 2

Guidelines and Procedures

Article 54

- (1) Application for Licensing as referred to in Article 53, submitted to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online basis, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (2) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the verification details can be found though the online application system.
- (3) For the application declared as complete and correct, then the notice will be automatically sent via email of



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the applicant and the applicant can print out a receipt through the online application system.

- (4) For provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK that have not implemented the online licensing application, application for licensing as referred to in Article 53, submitted manually, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (5) Licensing as referred to in paragraph (1) shall be issued no later than six (6) working days from the receipt of complete and correct application or in accordance with legislation.
- (6) The form of business license issued as referred to in paragraph (1) following the technical provisions of an advisory institution, as contained in Appendix III which is an integral part of this Regulation.
- (7) In case the application as referred to in paragraph (1) and (2) is rejected, Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK makes/issues a Letter of Refusal of Licensing no later than five (5) working days from receipt of the application.



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- (8) Form of Letter of Refusal as referred to in paragraph (5) is contained in Appendix IV which is an integral part of this Regulation.

Part Nine

Health Sector

Paragraph 1

Type of Licensing

Article 55

Type of Licensing in the Health Sector includes among others:

- a. Business License for Drugs Pharmaceutical Industry;
- b. Business License for drug substances Pharmaceutical Industry;
- c. Business License for Medical Devices;
- d. Business License for Hospital Grade A;
- e. Business License for PMA Hospital;
- f. Business License for Stem Cell Bank;
- g. Business License for Stem Cell Processing Laboratory;
- h. Business License for Main Clinic / PMA Specialist;
- i. Business License for Network Bank.

Paragraph 2



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Guidelines and Procedures

Article 58

- (1) Application for Licensing as referred to in Article 55 submitted to the Central PTSP at BKPM, provincial BPMPTSP, Regency /City BPMPTSP, PTSP KPBPB or PTSP KEK manually under its appropriate authority.
- (2) Requirements, period of issuance, validity period, and formats of licensing as referred to in Article 55 stipulated in laws and regulations on health.
- (3) In case the application as referred to in paragraph (1) is rejected, Central PTSP at BKPM makes/issues a Letter of Refusal of Licensing no later than 5 (five) working days from receipt of the application.
- (4) Form of Letter of Refusal of Licensing as referred to in paragraph (3) is contained in Appendix IV which is an integral part of this Regulation.

Part Ten

Communication and Information Sector

Paragraph 1

Type of Licensing

Article 57



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Type of Licensing of Communication and Information Sector includes among others:

- a. Business Licensing for Organizing National Post;
- b. Business Licensing for Organizing Provincial Post;
- c. Business Licensing for Organizing Regency / City Post;
- d. Business Licensing for Organizing Telecommunication Network;
- e. Business Licensing for Organizing Telecommunication Service;
- f. Business Licensing for Stipulating Testing Institute of Telecommunication Equipment;
- g. Business Licensing for Organizing broadcasting of private broadcasting institutions;
- h. Business Licensing for Organizing broadcasting of Subscribed Broadcasting Institutions;
- i. Operational verification of post;
- j. Business Licensing for Organizing telecommunications network;
- k. Principle Licensing for Organizing Telecommunications services of basic telephony, multimedia and value added telephony;
- l. Principle Licensing for organizing telecommunications services for Legal entity;



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- m. Radio station license: radio frequency bands and radio frequency channel;
- n. Certificates of telecommunication equipment;
- o. Testing of telecommunication equipment;
- p. Placement of test institution;
- q. Registration of electronic system.

Paragraph 2

Guidelines and Procedures

Article 58

- (1) Application for Licensing as referred to in Article 57 letters a through h, filed to the Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (2) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the detailed verification can be found through the online application system.
- (3) For the application declared complete and correct, then the notice will be automatically sent via email of the



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applicant and the applicant can print out a receipt through the online application system.

- (4) For provincial BPMPTSP, Regency / City BPMPTSP, KPBPB PTSP or PTSP KEK that have not implemented the online licensing application, application for Licensing as referred to in Article 57 letters a through h, filed manually, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (5) Application for Licensing as referred to in Article 57 letter i to letter q, filed to Central PTSP at BKPM manually.
- (6) Licensing as referred to in paragraph (1), paragraph (2) and (3) shall be issued no later than six (6) working days from the receipt of complete and correct application or in accordance with legislation.
- (7) Forms of Licensing issued as referred to in Article 57 letter a to letter h following the technical provisions of an advisory institution, as contained in Appendix III which is an integral part of this Regulation.
- (8) Requirements, period of issuance, validity period, and formats of Licensing and Non-Licensing as referred to in



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Article 57 stipulated in the legislation regarding Communication and Information.

(9) In case the application as referred to in paragraph (1), paragraph (2) and (3) is rejected, Central PTSP at BKPM makes/issues a Letter of Refusal of Licensing no later than 5 (five) working days from receipt of the application.

(10) Form of Letter of Refusal referred to in paragraph (7) contained in Appendix IV which is an integral part of this Regulation.

Part Eleven

Marine and Fishery Sector

Paragraph 1

Type of Licensing

Article 59

Licensing on Marine and Fishery Sector, that is Permanent Business License of Aquaculture.

Paragraph 2

Guidelines and Procedures

Article 60



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- (1) Application for Licensing as referred to in Article 59, submitted to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (2) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the detailed verification can be found through the online application system.
- (3) For the application declared complete and correct, then the notice will be automatically sent via email of the applicant and the applicant can print out a receipt through the online application system.
- (4) For provincial BPMPTSP, Regency /City BPMPTSP, PTSP KPBPB or PTSP KEK that have not implemented the licensing application online, application for licensing as referred to in Article 59, submitted manually, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (5) Licensing as referred to in paragraph (1) and paragraph (2) shall be issued no later than six (6) working days



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from the receipt of complete and correct application or in accordance with legislation.

- (6) The form of business licensing issued as referred to in paragraph (1) following the technical provisions of an advisory institution, as contained in Appendix III which is an integral part of this Regulation.
- (7) In case the application as referred to in paragraph (1) and (2) is rejected, Central PTSP at BKPM, provincial BPMPTSP, Regency / City PTSP BPMPTSP, PTSP KEK under its appropriate authority, makes/issues a letter of Refusal of Licensing no later than 5 (five) working days from receipt of the application.
- (8) Form of Letter of Refusal as referred to in paragraph (5) is contained in Appendix IV which is an integral part of this Regulation.

Part Twelve

Education and Cultural Sector

Paragraph 1

Type of Licensing

Article 61

Licensing of Education and Cultural Sector includes business licensing of Non-formal Education.



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Paragraph 2

Guidelines and Procedures

Article 62

- (1) Application for Licensing as referred to in Article 61, submitted to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority online, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (2) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the detailed verification can be found through the online application system.
- (3) For the application declared as complete and correct, then the notice will be automatically sent via email of the applicant and the applicant can print a receipt through the online application system.
- (4) For provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK that have not implemented the online licensing application, application for licensing as referred to in Article 61, submitted manually, followed



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with the requirements as contained in Appendix I, which is an integral part of this Regulation.

- (5) Licensing as referred to in paragraph (1) and paragraph (2) shall be issued no later than six (6) working days from the receipt of complete and correct application or in accordance with legislation.
- (6) The form of business licensing issued as referred to in paragraph (1) following the technical provisions of an advisory institution, as contained in Appendix III which is an integral part of this Regulation.
- (7) In case the application referred to in paragraph (1) and (2) is rejected, Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority, makes/issues a Letter of Refusal of Licensing no later than 5 (five) working days from receipt of the application.
- (8) Form of Letter of Refusal as referred to in paragraph (5) is contained in Appendix IV which is an integral part of this Regulation.

Part Thirteen

Employment Sector

Paragraph 1



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Type of Licensing

Article 63

Type of Licensing in Employment Sector includes:

- a. Business Licensing of Indonesian Employment Service in domestic country;
- b. Business Licensing of Supply of Workers / Labor;
- c. Business Licensing of Employment Training Institute (LPK).

Paragraph 2

Employment Licensing

Article 64

- (1) The Employment Licensing includes:
 - a. issuance of business licensing for new Employment service.
 - b. issuance of extended business licensing of Employment service.
 - c. Issuance of amended business licensing employment includes the amendment of company name, address and/or change of board of directors or board of commissioners.
- (2) Application for Licensing referred to in Article 63, submitted to Central PTSP at BKPM manually, followed



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with the requirements as contained in Appendix I, which is an integral part of this Regulation.

- (3) The verification includes among others:
- a. At the time of submission of documents, the company shall show the original documents;
 - b. Verification consists of verification of documents, exposure and field verification;
 - c. Exposure performed by the company management or the level of director to a team consisting of representatives from BKPM and the Ministry on the business profile and work plan at least 1 (one) year ahead.
- (4) Requirements of Issuance of Licensing include among others:
- a. Licensing as referred to in paragraph (1) shall be issued no later than 1 (one) working days from the receipt of the complete and correct report of document verification, exposure, and field verification, or in accordance with regulations of legislation;
 - b. Business license is granted for a period of 5 (five) years and may be extended for the same period;



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- c. In the event that results of the verification documents, exposure and field verification in accordance with the required documents, the Chairman of BKPM to issue licenses on behalf of the minister of its business;
- d. Requirements, period of issuance, validity period, and formats of licensing as referred to in Article 63 stipulated in the legislation on Employment;
- e. In case the application as referred to in letter c is rejected, Central PTSP at BKPM makes/issues a Letter of Refusal no later than 5 (five) working days from the receipt of the application;
- f. Letter of Refusal form as referred to in letter contained in Appendix IV which is an integral part of this Regulation;
- g. Extended business licensing as referred to in paragraph a, cannot be issued if the application submitted beyond the deadline;
- h. In case the company does not apply for renewal business licensing of employment services, the company is obliged to return the business licensing to the Chairman of BKPM on behalf of the Minister.



Authorized Translation

Paragraph 3

Business Licensing for Workers / Labor Employment

Article 65

- (1) Business Licensing of Workers / Labor Employment is given to a company of workers / laborer employment who have foreign capital and qualified to carry out the business of workers / laborers employment.
- (2) Application for Business Licensing of Workers / Labor Employment includes:
 - a. Issuance of new Business Licensing of Workers / Labor Employment; and
 - b. Issuance of Extended Business Licensing of Worker/labor Employment.
- (3) Requirements of foreign companies which may apply for a business licensing of worker / laborer employment as referred to in paragraph (2) letter a, includes:
 - a. Having the principle licensing;
 - b. Legal entity of Limited Liability Company (PT), which has been approved by the minister who organizes government affairs in the field of law and human rights;
 - c. Having offices and permanent address;



Authorized Translation

- d. Having a Taxpayer Identification Number (TIN);
 - e. Having Certificate of Company Registration (TDP).
 - f. Having extended Business License of Worker/Labor Employment (for extension); and
 - g. Having evidence of Mandatory Employment Report (especially for extension).
- (4) Type of business activity of workers / laborers employment which can be performed by PMA company:
- a. Business of cleaning service;
 - b. Business of catering for workers / laborers;
 - c. Business of security (security / security forces);
 - d. Business of Supporting service in mining and petroleum; and
 - e. Business of providing transportation for workers / laborers.
- (5) Issuance of Licenses:
- a. Licensing as referred to in paragraph (1) shall be issued no later than 1 (one) working days from the requirements reviewed and received completely and correctly, or according to the provisions of legislation;



Authorized Translation

- b. Job Training licensing is given for a period of 3 (three) years and may be extended for the same period;
- c. At the time of submission of documents, the company is required to show the original documents;
- d. In case the results of the verification in accordance with the required documents, the chairman of BKPM issuing business licensing of Vocational Training;
- e. Requirements, period of issuance, validity period, and formats of licensing as referred to in Article 63 stipulated in the legislation on Employment;
- f. In case the application as referred to in paragraph (2) is rejected, Central PTSP at BKPM makes/issues a Letter of Refusal no later than 5 (five) working days from the receipt of the application;
- g. Letter of Refusal form as referred to in paragraph e contained in Annex IV which is an integral part of this Regulation.

Paragraph 4



Authorized Translation

Business Licensing of Employment Training Institute (LPK)

Article 66

- (1) Employment Training Institute namely government agencies, legal entities or individuals who meet the requirements to hold the job training.
- (2) Application for Business Licensing of Employment Training Institute includes:
 - a. Issuance of New Business Licensing on the Job Training;
 - b. Issuance of Extended Training Business Licensing;
 - c. Issuance of Amended Job Training Business Licensing / Added Training Program.
- (3) Verification includes among others:
 - a. Verification consists of verification of documents and field;
 - b. Verification is performed by a team consisting of representatives of BKPM and the Ministry.
- (4) Issuance of Licensing includes among others:
 - a. Licensing as referred to in paragraph (1) shall be issued no later than 1 (one) working days from the receipt of the complete and correct document of verification report and field verification, or in accordance with regulations of legislation;



Authorized Translation

- b. Job Training licensing is given for a period of 3 (three) years and may be extended for the same period;
- c. In case the results of verification in accordance with the required documents, the Central PTSP at BKPM issues business licenses of Vocational Training;
- d. Requirements, period of issuance, validity period, and formats of licensing as referred to in Article 63 stipulated in the legislation on Employment;
- e. LKP that has/holds this licensing shall report to the agency responsible for labor affairs of regency / city in which the LKP is located;
- f. In terms of application as referred to in paragraph (2) is rejected, Central PTSP at BKPM Center makes/issues a Letter of Refusal no later than 5 (five) working days from the receipt of the application;
- g. Letter of Refusal form as referred to in paragraph e contained in Appendix IV which is an integral part of the legislation;



Authorized Translation

- h. Extended Employment Training Licensing as referred to in paragraph a, cannot be issued if the request is filed beyond the given deadline.

Party Fourteenth

Police Sector

Paragraph 1

Type of Licensing and Non-licensing

Article 67

Type of Licensing and Non-Licensing on Police Sector includes among others:

- a. Business Licensing of Consulting Services;
- b. Business Licensing of Security Equipment Application Services;
- c. Business Licensing of Security Training and Education;
- d. Business Licensing of Escort Service and Valuable Goods;
- e. Business Licensing of Supply of Security Personnel;
- f. Business Licensing of Animal Supply service;
- g. Business Licensing of Operations (SIO).

Paragraph 2



Guidelines and Procedures

Article 68

- (1) Application for Licensing as referred to in Article 67 letters a, b, c, d, e, and f, filed to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its authority online basis, followed with the requirements as contained in Appendix I, which is an integral part of this Regulation.
- (2) For an application that has been verified and there is still a lack of data, the notification will be automatically sent via email of the applicant and record the results of the detailed verification can be found through the online application system.
- (3) For the application declared as complete and correct, then the notice will be automatically sent via email of the applicant and the applicant can print out a receipt through the online application system.
- (4) For provincial BPMPTSP, Regency / city BPMPTSP, KPBPB PTSP or PTSP KEK that has not implemented online licensing application, application for Licensing as referred to in Article 67 letters a, b, c, d, e, and f, filed manually, followed with the requirements as contained



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in Appendix I, which is an integral part of this Regulation.

- (5) Licensing as referred to in paragraph (1) and paragraph (2) shall be issued no later than six (6) working days from the receipt of complete and correct application or in accordance with legislation.
- (6) The form of business license issued as referred to in paragraph (1) and (2) following the technical provisions of an advisory institution, as contained in Annex III which is an integral part of this Regulation.
- (7) Requirements, period of issuance, validity period, and the format of Licensing forms as referred to in Article 67 letter g stipulated in legislation on Police.
- (8) In case the application as referred to in paragraph (1) and (2) is rejected, Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PTSP KEK under its appropriate authority, makes/issues a Letter of Refusal of business licensing no later than 5 (five) working days from receipt of the application.
- (9) Form of Letter of Rejection as referred to in paragraph (6) is contained in Appendix IV which is an integral part of this Regulation.



Authorized Translation

Part Fifteenth

Transportation Sector

Paragraph 1

Type of Licensing and Non-Licensing

Article 69

Type of Licensing and Non-Licensing on Transport Sector includes among others:

- a. Business Licensing of Navy Company (SIUPAL);
- b. Operational Licensing of Special Marine Transport Company (SIOPSUS);
- c. Determination Letter of Port Enterprise;
- d. Business Licensing of Salvage Company and Underwater Works;
- e. Business Licensing of Recruitment and Crew Placement (IUPPAK);
- f. Business Licensing of Commercial Airport (Licensing for Airport Legal Entity);
- g. Business Licensing of Air Transport.

Paragraph 2

Guidelines and Procedures



Authorized Translation

Article 70

- (1) Application for Licensing and Non-Licensing as referred to in Article 69, submitted to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB or PSPT KEK under its appropriate authority manually.
- (2) Requirements, period of issuance, validity period, and formats of Licensing and Non-Licensing as referred to in Article 69 stipulated in the legislation on Transportation.
- (3) In case the application as referred to in paragraph (1) is rejected, Central PTSP at BKPM, makes/issues a Letter of Refusal no later than 5 (five) working days from receipt of the application by stating the reasons for refusal.
- (4) Form of Letter of Refusal as referred to in paragraph (3) is contained listed in Appendix IV which is an integral part of this Regulation.

CHAPTER VI

OTHER PROVISIONS

Part One

Signatories



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Article 71

- (1) Issuance of Licensing and Non-Licensing based delegation and/or delegation of authority as referred to in Article 4 paragraph (3) letter a, signed by the Chairman of BKPM on behalf of the Minister / Head of LPNK, unless otherwise specified by the Regulation of the Minister / Head of LPNK.
- (2) Issuance of Licensing and Non-Licensing based delegation and/or delegation of authority as referred to in Article 4 paragraph (3) letter a, signed by the Deputy Ministry of Investment on behalf of the Chairman of BKPM for the Minister / Head of LPNK, unless otherwise specified by the Regulation of the Minister / head of LPNK.

Article 72

Issuance of Licensing and Non-Licensing based delegation and the transfer of authority as referred to in Article 4 paragraph (3) b, signed by head of Provincial BPMPTSP.

Article 73



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Issuance of Licensing and Non-Licensing based delegation and the transfer of authority as referred to in Article 4 paragraph (3) c, signed by head of Regency / city BPMPTSP.

Article 74

Issuance of Licensing and Non-Licensing in KPBPB as referred to in Article 4 paragraph (3) letter d, executed by PTSP KPBPB based on regulation of legislation related KPBPB by referring to this Regulation, signed by the head of PTSP KPBPB.

Article 75

Issuance of Licensing and Non-Licensing in KEK as referred to in Article 4 paragraph (3) letter e is implemented by PTSP KEK based on regulation of legislation related to KEK by referring to this Regulation, signed by the head of PTSP KEK.

Part two

SPIPISE

Article 76

- (1) The Company applied for Licensing and Non-Licensing to Central PTSP at BKPM, provincial BPMPTSP, Regency



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/ city BPMPTSP, PTSP KPBPB, PTSP KEK, under its appropriate authority online basis through SPIPISE.

- (2) The Companies that submit online application as referred to in paragraph (1) shall upload all the company's original documents into company folders that are made available in SPIPISE.
- (3) For the companies that already have a company folder may upload additional original documents in accordance with the type of submitted application.
- (4) Application for Licensing and Non-Licensing that cannot be performed online through SPIPISE can be submitted manually.

Part Three

Sanctions

Article 77

- (1) Board of Directors / Company Management and/or applicant for Licensing and Non-Licensing that provide information and/or false data, cannot arrange the licensing and Non-Licensing of the Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB, PTSP KEK, in accordance with its



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authority, for at least 1 (one) year and will be announced publicly.

- (2) Board of Directors / Company Management and/or applicant for Licensing and Non-Licensing that provide information and/or false data which has been proven in the application for Capital Investment submitted to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB, PTSP KEK, under its appropriate authority shall be sanctioned in accordance with the legislation.

Part Four

Power of attorney

Article 78

- (1) Application for Licensing and Non-Licensing of investment to Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB, or PTSP KEK, under its authorities, carried out by:
 - a. board of directors / company management as the applicant;
 - b. the company's employees who are authorized specifically for handling applications without the right of substitution;



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- c. Individual Advocate;
 - d. Advocates who establish a civil partnership as a legal consultant;
 - e. Notary;
 - f. Representatives of the Chamber of Commerce and Industry of the prospective countries of the company's shareholders; or
 - g. Indonesian Legal Entity of Domestic Investment Company in the field of business consulting services;
- (2) Employees or other authority as referred to in paragraph (1) letter b up to letter g shall have the competence and ability to provide complete and accurate information to Officials at the Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB, PTSP KEK, as well as the authority and responsible for all submitted information.
- (3) The authorization to employees or other authority as referred to in paragraph (1) letter b up to letter g shall be followed with original power of attorney affixed with satisfactory stamp-duty, a clear identity of the authorizer and the authorized, as well as the legality of the authorized.



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- (4) The legality of the authorized person as referred to in paragraph (3) is as follows:
- a. Employees of the company: the decision letter of appointment as an employee / employment contract with a company or a certificate as an employee;
 - b. Individual Advocate: Advocate card (cannot be assigned to the associate / employee office / company);
 - c. Office of Legal Counsel: deed of establishment or certificate of civil partnership, decision as an employee or a contract of employment with the Office of Legal consultant or a certificate as an employee;
 - d. Notary Office: Notarial Decree of the Ministry of Justice and Human Rights, and the decision as an employee or a contract of employment with the Notary Office;
 - e. Representatives of the chambers of commerce and industry of the country of prospective shareholders of the company (Chamber of Commerce): decision as an employee or a contract of employment with the company;



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- f. Consulting Firm incorporated in Indonesia (100% Domestic): Permit / License (business management consulting services / arrangement of documents), decision as an employee of the company.

Article 79

- (1) The power of attorney as referred to in Article 78 paragraph (3) shall use the format / form of power of attorney as provided in the regulation of the Chairman of BKPM.
- (2) The power of attorney for, for signing the application as referred to in paragraph (1), contained in Appendix XXIV which is an integral part of this Regulation.
- (3) The form of power of attorney form for arranging the application as referred to in paragraph (1), contained in Appendix XXV which is an integral part of this Regulation.

Article 80

Board of Directors / Company Management and/or the applicant of Licensing and Non-Licensing shall understand, approve, guarantee and are responsible for:



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- a. the authenticity of all submitted documents;
- b. the suitability of all submitted data records following with the original documents (if submitted manually); and
- c. the authenticity of all signatures contained in the application.

Part Five

Licensing Numbering Standard

Article 81

- (1) In the framework of harmonization of numbering of Licensing and Non-licensing and Investment issued by Central PTSP at BKPM, provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB, PTSP KEK, is necessary to regulate the numbering format.
- (2) The numbering format as referred to in paragraph (1), includes company numbering and product numbering of Licensing and Non-Licensing.
- (3) The company numbering is assigned automatically by SPIPISE.
- (4) The numbering of Licensing products includes components as follows:
 - a. serial number of the letter;



Authorized Translation

- b. area code of an instance organizing PTSP of Licensing issuer;
 - c. code of issued type of Licensing;
 - d. type code of investment company;
 - e. year of Licensing publication;
- each component are separated by a slash.
- (5) The numbering of Non-licensing products includes components as follows:
- a. serial number of the letter;
 - b. area code of an instance organizing PTSP of Non-licensing issuer;
 - c. code of signing officials;
 - d. Type code of issued Non-licensing;
 - e. year of Non-licensing publication;
- each component are separated by a slash.

Article 82

- (1) Area Code of PTSP as referred to in Article 81 paragraph (4) letter b, arranged as follows:
- a. writing of area code of Central PTSP is the number 1 (one);
 - b. writing of area code for PTSP KPBPB is KPBPB followed by the area code where KPBPB is located;



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- c. writing of area code for PTSP KEK is KEK- followed by the area code where the SEZ is located;
 - d. writing of area code for provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB, PTSP KEK, referring to the area code provisions stipulated by the Central Bureau of Statistics;
 - e. writing of area code for provincial BPMPTSP, Regency / City BPMPTSP, starting with the provincial area code followed by the area code of regency/city referring to the provisions of area code governed by the Central Bureau of Statistics.
- (2) Licensing type code as referred to in Article 81 paragraph (4) c, is set as follows:
- a. Business Licensing is IU (in capital letters);
 - b. Expansion Business Licensing is IU-PL (in capital letters);
 - c. Amendment Business Licensing is IU-PB (in capital letters);
 - d. Company Merger Business Licensing is IU-PP (in capital letters).
- (3) Type Code of Investment Company as referred to in Article 81 paragraph (4) letter d is:



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- a. code for Investment containing foreign capital is PMA (in capital letters);
- b. code for the Capital Investment of which entire capitals is domestic investment (PMDN) (in capital letters).

CHAPTER VII

TRANSITIONAL PROVISIONS

Article 83

- (1) All Licensing and Non-licensing of Investment issued prior to the enactment of this Regulation shall remain in force until the validity period of Licensing expires.
- (2) In case the validity period of principle licensing has expired, as referred to in Article 13 paragraph (4), companies may apply for Business Licensing no later than 1 (one) year from the enactment of this Regulation.

CHAPTER VIII

FINAL PROVISIONS

Article 84

With the enactment of the Regulation then the regulation of Investment Coordinating Board Number 5 of 2013 on



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Guidelines and Procedures for Application of Investment as amended by Regulation of the Chairman of Investment Coordinating Board Number 12 of 2013, revoked and declared null and void.

Article 85

This Regulation comes into force:

- a. to the Central PTSP at BKPM on October 26, 2015; and
- b. for the provincial BPMPTSP, Regency / City BPMPTSP, PTSP KPBPB, and PTSP KEK not later than 90 (ninety) working days from the date of enactment.



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For the purpose of public knowledge, instruct the Enactment of this Regulation by putting placement in the Official Gazette of the Republic of Indonesia.

Stipulated in Jakarta

On September 29, 2015

CHAIRMAN OF INVESTMENT COORDINATING BOARD

REPUBLIC OF INDONESIA,

Sgn.

FRANKY SIBARANI

Enacted in Jakarta

October 8, 2015

DIRECTOR GENERAL OF REGULATION OF LEGISLATION

MINISTRY OF LAW AND HUMAN RIGHTS

REPUBLIC OF INDONESIA

Sgn.

WIDODO EKATJAHJANA

OFFICIAL GAZETTE OF THE REPUBLIC OF INDONESIA OF 2015 NUMBER 1479

Certified true copy

Senior Secretary of BKPM

Head of Legislation Bureau,

Public Relation and Administration of Chairman

Stamped and signed

Ariesta R. Puspasari

AFFIDAVIT

This is to certify that have translated the foregoing from Indonesia to English, that is true and complete, and I am competent in both languages.

Jakarta, 30 November 2015

