

**REGULATION OF THE MINISTER OF HOME AFFAIRS OF THE REPUBLIC OF INDONESIA  
NUMBER 95 OF 2019**

**ON**

**POPULATION ADMINISTRATION INFORMATION SYSTEM**

**WITH THE GRACE OF THE ONE AND ALMIGHTY GOD**

**THE MINISTER OF HOME AFFAIRS OF THE REPUBLIC OF INDONESIA,**

In considering:

That to implement the stipulation of Article 82 verse (5) of Law Number 23 of 2006 on Population Administration and Article 53 of the Government Regulation Number 40 of 2019 on the Implementation of Law Number 23 of 2006 on Population Administration as amended by Law Number 24 of 2013 on the Amendment of Law Number 23 of 2006 on Population Administration, a Minister of Home Affairs Regulation on Population Administration Information System is needed.

Bearing in mind:

1. Law Number 23 of 2006 on Population Administration (the State Gazette of the Republic of Indonesia of 2006 Number 124, Supplement of the State Gazette of the Republic of Indonesia Number 4674) as amended by Law Number 24 of 2013 on the Amendment of Law Number 23 of 2006 on Population Administration (the State Gazette of the Republic of Indonesia of 2013 Number 232, Supplement of the State Gazette of the Republic of Indonesia Number 5475);
2. Law Number 39 of 2008 on State Ministry (the State Gazette of the Republic of Indonesia of 2008 Number 166, the Supplement of the State Gazette of the Republic of Indonesia Number 4916);
3. Government Regulation Number 40 of 2019 on the implementation of Law Number 23 of 2006 on Population Administration as amended by Law Number 24 of 2013 on the Amendment of Law Number 23 of 2006 on Population Administration (the State Gazette of the Republic of Indonesia of 2019 Number 102, the Supplement of the State Gazette of the Republic of Indonesia Number 6354).
4. President Regulation Number 11 of 2015 on the Ministry of Home Affairs (the State Gazette of the Republic of Indonesia of 2015 Number 12);
5. President Regulation Number 96 of 2018 on the Procedures for Resident Registration and Civil Registration (the State Gazette of the Republic of Indonesia of 2018 Number 184).

**DECIDES:**

To Stipulate:

**MINISTER OF HOME AFFAIRS REGULATION ON POPULATION ADMINISTRATION  
INFORMATION SYSTEM**

**CHAPTER I  
GENERAL PROVISIONS**

**Article 1**

In this Minister Regulation, what is meant by:

1. Population Administration is a series of activities for organizing and ensuring the orderliness of legal identity documents and population data issuance through Resident Registration, Civil Registration, management of Population Administration information and the utilization of the results of said activities for public services and the development of other sectors.
2. A Population Administration Information System, henceforth referred to as SIAK, is an information system that utilizes information and communication technology to facilitate the management of Population Administration information at the level of administrators and implementing agencies as a single service unit.
3. SIAK Review is a series of activities in relation to the process of analyzing and reviewing SIAK elements that produce a recommendation for the development of SIAK.
4. SIAK Development is a series of activities for improving SIAK functions.
5. An Indonesian Citizen, henceforth referred to as WNI, is an indigenous Indonesian person or a person of other origins who have been naturalized.
6. Residents are Indonesian Citizens and Foreigners residing in Indonesia.
7. Foreigners are non-WNI.
8. Implementers are central government, provincial governments, and district/city governments in charge of Population Administration.
9. Implementing Units are district/city apparatus, technical implementation units, villages/administrative villages, representatives of the Republic of Indonesia abroad in charge of providing services in Population Administration affairs.
10. Resident Registration is the recording of a Resident's biographical data, the recording of reported population events and the mapping of Civil Registration and Vital Statistics vulnerable groups as well as the issuance of legal identity documents in the form of identity cards or confirmation letters.
11. Civil Registration is the recording of the Vital Events of a person into the Civil Registry of the Civil Registration Office or the Technical Implementation Unit of the Civil Registration Office.
12. Population Data are structured individual and/or aggregate data collected through Resident Registration and Civil Registration.
13. Legal Identity Documents are official documents that have legal force as authentic evidence issued by a District/City Civil Registration Office as the result of Resident Registration and Civil Registration services.
14. Database is a collection of a variety of Population Data types that are stored in an interconnected, systematic and structured manner using softwares, hardwares, and data communication networks.
15. Individual Data is information that contains data elements about identity, basic information and a history of development and changes in circumstances experienced by a resident since birth.
16. An Electronic Citizen Identification Card, henceforth referred to as e-KTP, is a Citizen Identification Card that bears a chipset and acts as an official proof of identity of a resident issued by implementing institutions.
17. A Family Registration Card, henceforth referred to as KK, is a family identification card that contains data, such as names, structure, and relationships in the family and the identity of family members.
18. Access Rights are rights granted by the Minister to official Operators and Implementing Units to receive access to data centers, backup data centers and SIAK in accordance with the granted permission.
19. Data Center is a space/room for storing hardwares, softwares, Database and Supporting Equipment at the central Operator that collects and integrates Population Data generated from Resident Registration and Civil Registration services.

20. Backup Data is a Population Database copied into a data storage media other than the main hardware for the purpose of security and is used to restore the Population Database in the event the main hardware fails to function.
21. Backup Data Center is a space/room for storing hardwares, softwares, Backup Database and Supporting Equipment at the central Operator which has the recovery function in case of extraordinary events/unplanned disasters at the Data Center to ensure system continuity.
22. A Citizen Identification Number, henceforth referred to as NIK, is an identification number that is unique, distinctive, singular, and attached to a person registered as a resident of Indonesia.
23. A Single Identity Number henceforth referred to as NIT is a Resident identification number that is singular and attached to a person registered as a Resident of Indonesia residing overseas.
24. Minister is the minister in charge of home affairs.
25. Ministry is the ministry implementing home affairs.

## **Article 2**

SIAK is meant to:

- a. Increase the quality of Resident Registration and Civil Registration services;
- b. Provide data and information at the national and regional scale on the result of Resident Registration and Civil Registration that are accurate, complete, and up-to-date; and
- c. Realize a systemic exchange of data through a single identifier system while still ensuring data confidentiality.

## **CHAPTER II**

### **THE SCOPE OF POPULATION ADMINISTRATION INFORMATION SYSTEM**

## **Article 3**

- (1) SIAK is a unified series of programs that include the following elements:
  - d. Database;
  - e. Information Technology and Communication Devices;
  - f. Human Resources;
  - g. Giver and holder of Access Rights;
  - h. Database location;
  - i. Database Management;
  - j. Database Maintenance;
  - k. Database Security;
  - l. Database Oversight;
  - m. Supporting Equipment;
  - n. Service center;
  - o. Data Center;
  - p. Backup data;
  - q. Backup Data Center; and
  - r. Data communication network.
- (2) Other than the SIAK elements mentioned in verse (1), there are supporting elements such as:
  - s. SIAK Development center; and
  - t. Service center and call center.

#### **Article 4**

- (1) The Database mentioned in Article 3 verse (1) letter a, uses a Very Large Database and centralized system.
- (2) The source of the Database mentioned in verse (1), shall follow the prevailing laws and regulations.

#### **Article 5**

- (1) The Database mentioned in Article 4, is a single unit of data generated by Population Registration and Civil Registration.
- (2) The Database mentioned in verse (1), includes:
  - a. Regional data; and
  - b. Individual data.

#### **Article 6**

- (1) The Database mentioned in Article 5 verse (2), shall be generated by the recording process done through SIAK.
- (2) The Database mentioned in verse (1), is located in the Ministry's Data Center and Backup Data Center.
- (3) The Database mentioned in verse (1), shall be accessible to the designated Implementing Unit.
- (4) The Database mentioned in verse (3), shall be updated based on the result of Resident Registration and Civil Registration.
- (5) The recording mentioned in verse (1) and verse (4), shall be done by the Implementing Units in a Resident Data recording place.

#### **Article 7**

- (1) The Regional Data mentioned in Article 5 verse (2) letter a, consists of:
  - a. name and regional code of province,
  - b. name and regional code of district/city;
  - c. name and regional code of sub-district or a similar region referred to with a different name;
  - d. name and regional code of village/administrative village or a similar region referred to with a different name ; and
  - e. name and regional code of a representative of the Republic of Indonesia abroad.
- (2) The Individual Data mentioned in Article 5 verse (2) letter b, consist of:
  - a. Resident Registration data; and
  - b. Civil Registration data.
- (3) The Resident Registration Data mentioned in verse (2) letter a, consist of:
  - a. Family data;
  - b. Resident biographical data;
  - c. Biographical data of WNI residing outside of the territory of the Unitary State of the Republic of Indonesia; and
  - d. Biometric data.
- (4) The Civil Registration data mentioned in verse (2) letter b, covers:
  - a. birth;
  - b. stillbirth;
  - c. marriage;
  - d. marriage annulment;
  - e. divorce;

- f. divorce annulment;
- g. death;
- h. child adoption;
- i. child recognition;
- j. child ratification;
- k. name change;
- l. citizenship status change;
- m. other vital events;
- n. certificate amendment; and
- o. certificate annulment.

### **Article 8**

- (1) The family data mentioned in Article 7 verse (3) letter a, covers:
  - a. Resident's family data; and
  - b. Family data of WNI residing outside of the territory of the Unitary State of the Republic of Indonesia.
- (2) The Resident's family data mentioned in verse (1) letter a, consists of the following data elements:
  - a. KK number;
  - b. head of household's name;
  - c. address;
  - d. neighborhood unit number;
  - e. community unit number;
  - f. Village or a similar place referred to by another name;
  - g. postal code; and
  - h. telephone number.
- (3) Family data of WNI residing outside of the territory of the Unitary State of the Republic of Indonesia mentioned in verse (1) Huruf b, consists of the following data elements:
  - a. KK number;
  - b. head of household's name;
  - c. address;
  - d. country postal code; and
  - e. country telephone number.

### **Article 9**

- (1) The Resident biographical data mentioned in Article 7 verse (3) letter b, are data for:
  - a. WNIs; and
  - b. Foreigners.
- (2) The Resident biographical data for a WNI as mentioned in verse (1) letter a, consists of the following data elements:
  - a. NIK/NIT;
  - b. previous address;
  - c. passport number;
  - d. passport expiration date;
  - e. full name;
  - f. sex;
  - g. place of birth;
  - h. date/month/year of birth;
  - i. ownership of birth certificate/letter;
  - j. birth certificate number;
  - k. blood type;

- l. religion;
- m. local belief;
- n. Marital status,
- o. Marriage certificate/book;
- p. marriage certificate/marriage book number;
- q. Date of marriage;
- r. Divorce certificate/letter;
- s. divorce certificate/letter number;
- t. Date of divorce;
- u. relationship status in the family;
- v. physical and mental disorder;
- w. disability;
- x. last education level;
- y. occupation type;
- z. Mothers' NIK;
- aa. mother's full name;
- ab. father's NIK;
- ac. father's full name;
- ad. neighborhood unit chief's name;
- ae. community unit chief's name;
- af. KK number;
- ag. religious title;
- ah. academic title;
- ai. Noble title;
- aj. numerical code of province;
- ak. numerical code of district/city;
- al. numerical code of sub-district; and
- am. numerical code of village/administrative village.

(3) The biographical data of a Resident Foreigner mentioned in verse (1) letter b, consists of the following data elements:

- a. KK number;
- b. NIK;
- c. family name;
- d. First name;
- e. sex;
- f. place of birth;
- g. date/month/year of birth;
- h. blood type;
- i. religion;
- j. local belief;
- k. marital status;
- l. relationship status in the family;
- m. last education level;
- n. occupation type;
- o. NIK of biological mother;
- p. Name of biological mother;
- q. father's NIK;
- r. father's name;
- s. Family's address;
- t. citizenship;
- u. nationality;

- v. signature;
- w. religious/local belief title;
- x. academic title;
- y. noble title;
- z. signature;
- aa. origin;
- ab. Purpose of visit;
- ac. passport number;
- ad. passport issuance date;
- ae. passport expiration date;
- af. Immigration document;
- ag. Immigration document number;
- ah. Immigration document issuing office;
- ai. Immigration document date of issuance;
- aj. Immigration document date of expiration;
- ak. First arrival destination,
- al. date of first arrival;
- am. Name of sponsor;
- an. sponsor's address;
- ao. Type of sponsor;
- ap. Sponsor's neighborhood unit number;
- aq. Sponsor's community unit number;
- ar. Sponsor's postal code;
- as. Sponsor's telephone number.
- at. numerical code of province;
- au. numerical code of district/city;
- av. numerical code of sub-district; and
- aw. numerical code of village/administrative village.

### **Article 10**

Biographical data of WNI residing outside of the territory of the Unitary State of the Republic of Indonesia mentioned in Article 7 verse (3) letter c, consists of the following data elements:

- a. head of household's name;
- b. address in Indonesia;
- c. postal code in Indonesia;
- d. neighborhood unit in Indonesia;
- e. community unit in Indonesia;
- f. Telephone number in Indonesia;
- g. numerical code of province in Indonesia;
- h. numerical code of district/city in Indonesia;
- i. numerical code of sub-district in Indonesia;
- j. numerical code of village/administrative village in Indonesia
- k. address outside of the territory of the Unitary State of the Republic of Indonesia;
- l. name of city outside of the territory of the Unitary State of the Republic of Indonesia;
- m. name of province or state outside of the territory of the Unitary State of the Republic of Indonesia;
- n. Name of country;
- o. Postal code outside of the territory of the Unitary State of the Republic of Indonesia;
- p. Number of family members;
- q. Telephone number outside of the territory of the Unitary State of the Republic of Indonesia;

- r. Country code number;
- s. Code number of the office of the representative of the Republic of Indonesia;
- t. full name;
- u. NIK/NIT;
- v. previous address;
- w. passport number;
- x. passport expiration date;
- y. sex;
- z. place of birth;
- aa. age;
- ab. date/month/year of birth;
- ac. birth certificate;
- ad. birth certificate number;
- ae. blood type;
- af. religion;
- ag. local belief;
- ah. marital status;
- ai. marriage certificate;
- aj. marriage certificate number;
- ak. date of marriage;
- al. divorce certificate;
- am. divorce certificate number;
- an. Date of divorce;
- ao. relationship status in the family;
- ap. Physical and mental disorder;
- aq. disability;
- ar. last education level;
- as. occupation;
- at. mother's NIK;
- au. mother's name;
- av. father's NIK;
- aw. father's name;
- ax. academic title; and
- ay. Noble title.

#### **Article 11**

- (1) The biometric data mentioned in Article 7 verse (3) letter d, consists of:
  - a. Finger prints;
  - b. irides; and
  - c. profile photograph.
- (2) The biometric data mentioned in verse (1), shall follow the prevailing laws and regulations.

#### **Article 12**

The birth data mentioned in Article 7 verse (4) letter a, consists of the following data elements:

- a. NIK/NIT;
- b. full name,
- c. citizenship;
- d. sex;
- e. Place of delivery;
- f. Place of birth;
- g. birth day, date, month, year;



h. Time of birth;  
i. Birth type;  
j. Child's order of birth;  
k. Birth attendant;  
l. Weight of newborn;  
m. length of newborn;  
n. Newborn's birth domicile;  
o. Mother's NIK/NIT;  
p. mother's full name;  
q. mother's citizenship;  
r. mother's place of birth;  
s. Mother's birth date, month, year;  
t. mother's occupation;  
u. mother's address;  
v. date of marriage;  
w. Date of marriage recording;  
x. father's NIK/NIT;  
y. father's full name;  
z. father's citizenship;  
aa. father's place of birth;  
ab. father's birth date, month, year;  
ac. father's occupation;  
ad. father's address;  
ae. reporter's NIK/NIT;  
af. reporter's full name;  
ag. reporter's place of birth;  
ah. reporter's birth date, month, year;  
ai. reporter's occupation;  
aj. reporter's address;  
ak. NIK/NIT of witness I;  
al. full name of witness I;  
am. citizenship of witness I;  
an. place of birth of witness I  
ao. birth date, month, year of witness I;  
ap. occupation of witness I;  
aq. address of witness I;  
ar. NIK/NIT of witness II;  
as. full name of witness II;  
at. citizenship of witness II;  
au. place of birth of witness II;  
av. birth date, month, year of witness II;  
aw. occupation of witness II;  
ax. address of witness II;  
ay. birth certificate number;  
az. birth certificate date;  
ba. birth recording type;  
bb. name of the official providing the service;  
bc. nomenclature, name, NIP (employee registration number);  
bd. signature of civil registration official;  
be. Head of office decision number,  
bf. Date of birth reporting overseas; and

bg. Overseas birth report confirmation letter number.

### **Article 13**

The stillbirth data mentioned in Article 7 verse (4) letter b, consists of the following data elements:

- a. pregnancy age;
- b. sex;
- c. date of stillbirth;
- d. Birth type;
- e. Child's order of birth;
- f. Place of delivery;
- g. Birth attendant;
- h. Cause of stillbirth;
- i. What determined the death;
- j. place of birth;
- k. mother's NIK/NIT;
- l. mother's full name;
- m. mother's citizenship;
- n. mother's birth date, month, year;
- o. mother's occupation;
- p. mother's address;
- q. Date of marriage;
- r. Date of marriage reporting;
- s. father's NIK/NIT;
- t. father's full name;
- u. father's citizenship;
- v. father's place of birth;
- w. Father's birth date, month, year;
- x. father's occupation;
- y. father's address;
- z. reporter's NIK/NIT;
- aa. reporter's full name;
- ab. reporter's place of birth;
- ac. reporter's birth date, month, year;
- ad. reporter's occupation;
- ae. reporter's address;
- af. name of the official providing the service; and
- ag. stillbirth confirmation letter number.

### **Article 14**

The marriage data mentioned in Article 7 verse (4) letter c, consists of the following data elements:

- a. husband's NIK/NIT;
- b. husband's KK number;
- c. husband's passport number;
- d. husband's full name;
- e. husband's citizenship;
- f. husband's place of birth;
- g. husband's birth date, month, year;
- h. husband's address;
- i. husband's last education level;
- j. husband's religion/local belief;
- k. local belief organization's name;

l. husband's occupation;  
m. husband's order of birth;  
n. Husband's marital status prior to this marriage;  
o. Husband's marriage number;  
p. Wife number (for those practicing polygamy);  
q. NIK/NIT of husband's father;  
r. full name of husband's father;  
s. citizenship of husband's father;  
t. religion/local belief of husband's father;  
u. name of local belief organization;  
v. place of birth of husband's father;  
w. birth date, month, year of husband's father;  
x. address of husband's father;  
y. occupation of husband's father;  
z. NIK/NIT of husband's mother;  
aa. full name of husband's mother;  
ab. citizenship of husband's mother;  
ac. religion/local belief of husband's mother;  
ad. name of local belief organization;  
ae. place of birth of husband's mother;  
af. birth date, month, year of husband's mother;  
ag. address of husband's mother;  
ah. occupation of husband's mother;  
ai. wife's NIK/NIT;  
aj. wife's KK number;  
ak. wife's passport number;  
al. wife's full name;  
am. wife's citizenship;  
an. wife's place of birth;  
ao. wife's birth date, month, year;  
ap. wife's address;  
aq. husband's last education level;  
ar. wife's religion/local belief;  
as. local belief organization's name;  
at. wife's occupation;  
au. Wife's order of birth;  
av. wife's marital status prior to this marriage;  
aw. Wife's marriage number;  
ax. NIK/NIT of wife's father;  
ay. full name of wife's father;  
az. citizenship of wife's father;  
ba. religion/local belief of wife's father;  
bb. name of local belief organization;  
bc. place of birth of wife's father;  
bd. birth date, month, year of wife's father;  
be. address of wife's father;  
bf. occupation of wife's father;  
bg. NIK/NIT of wife's mother;  
bh. full name of wife's mother;  
bi. citizenship of wife's mother;  
bj. religion/local belief of wife's mother;

bk. name of local belief organization;  
bl. place of birth of wife's mother;  
bm. birth date, month, year of wife's mother;  
bn. address of wife's mother;  
bo. occupation of wife's mother;  
bp. NIK/NIT of witness I;  
bq. full name of witness I;  
br. citizenship of witness I;  
bs. religion/local belief of witness I;  
bt. name of local belief organization;  
bu. place of birth of witness I;  
bv. birth date, month, year of witness I;  
bw. address of witness I;  
bx. occupation of witness I;  
by. NIK/NIT of witness II;  
bz. full name of witness II;  
ca. citizenship of witness II;  
cb. religion/local belief of witness II;  
cc. name of local belief organization;  
cd. place of birth of witness II;  
ce. birth date, month, year of witness II;  
cf. address of witness II;  
cg. occupation of witness II;  
ch. Date of marriage blessing;  
ci. day, date, month, year the marriage is reported;  
cj. Date of marriage reporting;  
ck. religion/local belief;  
cl. name/local belief organization;  
cm. name of court;  
cn. court decision/ruling number;  
co. court decision/ruling date;  
cp. Name of religious leader/local belief leader;  
cq. Representation permit for WNA/number;  
cr. number of children that have been recognized and ratified;  
cs. Name of child;  
ct. number, date, month, year of child's birth certificate;  
cu. Name of notary, number and date, month and year of the notarial deed on marriage agreement;  
cv. marriage certificate number;  
cw. Date of marriage certificate;  
cx. Date of marriage certificate excerpt printing;  
cy. name of the official providing the service; and  
cz. nomenclature, name, employee registration number, signature of civil registration official.

### **Article 15**

The marriage annulment data mentioned in Article 7 verse (4) letter d, consists of the following data elements:

- a. husband's NIK/NIT;
- b. husband's KK number;
- c. husband's passport number;

d. husband's full name;  
e. husband's citizenship;  
f. husband's place of birth;  
g. Husband's birth date, month, year;  
h. husband's address;  
i. husband's last education level;  
j. husband's religion/local belief;  
k. local belief organization's name;  
l. husband's occupation;  
m. husband's marriage number;  
n. Husband's wife number (for those practicing polygamy);  
o. NIK/NIT of husband's father;  
p. full name of husband's father;  
q. citizenship of husband's father;  
r. religion/local belief of husband's father;  
s. name of local belief organization;  
t. place of birth of husband's father;  
u. birth date, month, year of husband's father;  
v. address of husband's father;  
w. occupation of husband's father;  
x. NIK/NIT of husband's mother;  
y. full name of husband's mother;  
z. citizenship of husband's mother;  
aa. religion/local belief of husband's mother;  
ab. name of local belief organization;  
ac. place of birth of husband's mother;  
ad. birth date, month, year of husband's mother;  
ae. address of husband's mother;  
af. occupation of husband's mother;  
ag. wife's NIK/NIT;  
ah. wife's KK number;  
ai. wife's passport number;  
aj. wife's full name;  
ak. wife's citizenship;  
al. wife's place of birth;  
am. wife's birth date, month, year;  
an. wife's address;  
ao. husband's last education level;  
ap. wife's religion/local belief;  
aq. local belief organization's name;  
ar. wife's occupation;  
as. Wife's marriage number;  
at. NIK/NIT of wife's father;  
au. full name of wife's father;  
av. citizenship of wife's father;  
aw. religion/local belief of wife's father;  
ax. name of local belief organization;  
ay. place of birth of wife's father;  
az. birth date, month, year of wife's father;  
ba. address of wife's father;  
bb. occupation of wife's father;

- bc. NIK/NIT of wife's mother;
- bd. full name of wife's mother;
- be. citizenship of wife's mother;
- bf. religion/local belief of wife's mother;
- bg. name of local belief organization;
- bh. place of birth of wife's mother;
- bi. birth date, month, year of wife's mother;
- bj. address of wife's mother;
- bk. occupation of wife's mother;
- bl. date of annulled religious marriage;
- bm. Number and date of annulled marriage certificate,
- bn. number, date, month, year of of court decision;
- bo. reason for annulment;
- bp. name of court;
- bq. court decision/ruling number;
- br. court decision/ruling date;
- bs. name of the official providing the service;
- bt. nomenclature, name, employee registration number, signature of civil registration official; and
- bu. Date when marriage was reported if the marriage certificate was issued overseas.

#### **Article 16**

The divorce data mentioned in Article 7 verse (4) letter e, consists of the following data elements:

- a. NIK of ex-husband;
- b. KK Number of ex-husband;
- c. ex-husband's passport number;
- d. full name of ex-husband;
- e. citizenship of ex-husband;
- f. place of birth of ex-husband;
- g. birth date, month, year of ex-husband;
- h. address of ex-husband;
- i. last education level of ex-husband.;
- j. religion/local belief of ex-husband;
- k. occupation of ex-husband
- l. Husband's divorce number;
- m. NIK/NIT of ex-wife;
- n. KK Number of ex-wife;
- o. Ex-wife's passport number;
- p. full name of ex-wife;
- q. citizenship of ex-wife;
- r. place of birth of ex-wife;
- s. birth date, month, year of ex-wife;
- t. address of ex-wife;
- u. last education level of ex-wife;
- v. religion/local belief of ex-wife;
- w. occupation of ex-wife;
- x. Wife's divorce number;
- y. The person filing for a divorce;
- z. marriage certificate number;
- aa. marriage certificate date;
- ab. place where marriage was recorded;

- ac. court decision number;
- ad. date, month, year of court decision;
- ae. name of court;
- af. position of court;
- ag. number, date, month, year of court clerks' confirmation letter stating that the decision is legally binding;
- ah. day, date, month, year of melapor;
- ai. The divorce domicile;
- aj. divorce certificate number;
- ak. name of the official providing the service;
- al. nomenclature, name, employee registration number, signature of civil registration official;
- am. Reporter's name and signature; and
- an. Date when marriage was reported if the marriage certificate was issued overseas.

### **Article 17**

The marriage annulment data mentioned in Article 7 verse (4) letter f, consists of the following data elements:

- a. husband's NIK/NIT;
- b. husband's KK number;
- c. husband's full name;
- d. husband's citizenship;
- e. husband's place of birth;
- f. Husband's date, month, year;
- g. husband's address;
- h. husband's last education level;
- i. husband's religion/local belief;
- j. name of local belief organization;
- k. husband's occupation;
- l. divorce number;
- m. marriage number;
- n. Wife number (for those practicing polygamy);
- o. Wife's NIK/NIT;
- p. wife's KK number;
- q. wife's full name;
- r. wife's citizenship;
- s. wife's place of birth;
- t. Wife's date, month, year;
- u. wife's address;
- v. husband's last education level;
- w. wife's religion/local belief;
- x. Name of local belief organization;
- y. wife's occupation;
- z. Divorce number;
- aa. Marriage number;
- ab. Number of children;
- ac. The person filing for divorce;
- ad. marriage certificate number;
- ae. date, month, year of marriage certificate;
- af. place where marriage was recorded;
- ag. divorce certificate number;

- ah. date, month, year of divorce certificate;
- ai. court decision number;
- aj. date, month, year of court decision;
- ak. name of court;
- al. position of court;
- am. date, month, year divorce was reported if the divorce happened overseas;
- an. name of the official providing the service; and
- ao. Divorce annulment confirmation letter number.

### **Article 18**

The death data mentioned in Article 7 verse (4) letter g, consist of the following data elements:

- a. NIK/NIT;
- b. full name;
- c. citizenship;
- d. sex;
- e. month, year of birth;
- f. place of birth;
- g. religion/local belief;
- h. occupation;
- i. address;
- j. Child's order of birth;
- k. day, date, month, year of death.
- l. Time of death;
- m. cause of death;
- n. Place of death;
- o. Explanation of death;
- p. father's NIK/NIT;
- q. father's full name;
- r. father's citizenship;
- s. father's birth date, month, year;
- t. father's occupation;
- u. father's address;
- v. mother's NIK/NIT;
- w. mother's full name;
- x. mother's citizenship;
- y. mother's birth date, month, year;
- z. mother's occupation;
- aa. mother's address;
- ab. reporter's NIK/NIT;
- ac. reporter's full name;
- ad. reporter's birth date, month, year;
- ae. reporter's occupation;
- af. reporter's address;
- ag. citizenship of witness I;
- ah. NIK/NIT of witness I;
- ai. full name of witness I;
- aj. birth date, month, year of witness I;
- ak. occupation of witness I;
- al. address of witness I;
- am. citizenship of witness II;
- an. NIK/NIT of witness II;



- ao. full name of witness II;
- ap. birth date, month, year of witness II;
- aq. occupation of witness II; and
- ar. address of witness II.

## **Article 19**

Child adoption data mentioned in Article 7 verse (4) letter h, consists of the following data elements:

- a. NIK/NIT;
- b. adopted child's full name;
- c. adopted child's place of birth;
- d. Adopted child's birth date, month, year;
- e. Adopted child's sex;
- f. Adopted child's address;
- g. Adopted child's religion/local belief;
- h. Adopted child's birth certificate number;
- i. Date, month, year of birth certificate issuance;
- j. district/city civil registration office that issued the birth certificate;
- k. NIK/NIT of biological mother;
- l. biological mother's KK number;
- m. marriage certificate number;
- n. full name of biological mother;
- o. Citizenship of biological mother;
- p. place of birth of biological mother;
- q. birth date of biological mother;
- r. address of biological mother;
- s. religion/local belief;
- t. occupation of biological mother;
- u. NIK/NIT of biological father;
- v. KK Number of biological father;
- w. marriage certificate number;
- x. full name of biological father;
- y. citizenship of biological father;
- z. place of birth of biological father;
- aa. birth date of biological father;
- ab. address of biological father;
- ac. religion/local belief of biological father;
- ad. occupation of biological father;
- ae. mother's NIK/NIT (the adopter);
- af. mother's KK (the adopter);
- ag. Mother's marriage certificate number (the adopter);
- ah. mother's full name (the adopter);
- ai. mother's citizenship (the adopter);
- aj. Mother's passport number (the adopter);
- ak. mother's place of birth (the adopter);
- al. mother's birth date (the adopter);
- am. mother's address (the adopter);
- an. Mother's religion/local belief (the adopter);
- ao. mother's occupation (the adopter);
- ap. father's NIK/NIT (the adopter);
- aq. Father's KK number (the adopter);
- ar. Father's marriage certificate number (the adopter);

- as. father's full name (the adopter);
- at. father's citizenship (the adopter);
- au. Father's passport number (the adopter);
- av. father's place of birth (the adopter);
- aw. father's date of birth (the adopter);
- ax. father's address (the adopter);
- ay. Father's religion/local belief (the adopter);
- az. father's occupation (the adopter);
- ba. Court ruling number;
- bb. date, month, year of court ruling;
- bc. name of court;
- bd. position of court;
- be. Service officer;
- bf. nomenclature, name, employee registration number, signature of civil registration official;
- bg. Adoption of a foreigner child by a WNI overseas confirmation letter number;
- bh. Name of the representative that issued the child adoption confirmation letter;
- bi. Place wherein the child adoption confirmation letter was confirmed;
- bj. Date when the child adoption confirmation letter was confirmed; and
- bk. The district/city civil registration office that confirmed the child adoption confirmation letter.

## **Article 20**

Child recognition data mentioned in Article 7 verse (4) letter i, consists of the following data elements:

- a. NIK/NIT;
- b. child's full name;
- c. child's place of birth;
- d. child's birth date;
- e. Child's sex;
- f. child's address;
- g. child's religion/local belief;
- h. Child's order of birth;
- i. Birth certificate number;
- j. date/month/year of birth certificate issuance;
- k. The district/city civil registration office that issued the birth certificate;
- l. Mother's NIK/NIT;
- m. mother's KK;
- n. mother's full name;
- o. mother's citizenship;
- p. mother's birth date, month, year;
- q. mother's occupation;
- r. mother's address;
- s. father's NIK/NIT (the person recognizing the child);
- t. father's full name (the person recognizing the child);
- u. father's citizenship (the person recognizing the child);
- v. father's birth date, month, year (the person recognizing the child);
- w. father's occupation (the person recognizing the child);
- x. father's address (the person recognizing the child);
- y. NIK/NIT of witness I;
- z. full name of witness I;

- aa. citizenship of witness I;
- ab. place of birth of witness I;
- ac. birth date, month, year of witness I;
- ad. occupation of witness I;
- ae. address of witness I;
- af. NIK/NIT of witness II;
- ag. full name of witness II;
- ah. citizenship of witness II;
- ai. place of birth of witness II;
- aj. birth date, month, year of witness I;
- ak. occupation of witness II;
- al. address of witness II;
- am. court decision/ruling number;
- an. court decision/ruling date;
- ao. name of court; and
- ap. position of court.

### **Article 21**

The child ratification data mentioned in Article 7 verse (4) letter j, consists of the following data elements:

- a. Child's NIK/NIT;
- b. child's full name;
- c. Child's place of birth;
- d. Child's date of birth;
- e. Child's sex;
- f. Child's address;
- g. Child's religion/local belief;
- h. Child's order of birth;
- i. Child's birth certificate number;
- j. date/month/year of birth certificate issuance;
- K. the district/city civil registration office that issued the birth certificate;
- l. NIK/NIT of biological mother;
- m. number of biological mother's KK;
- n. full name of biological mother;
- o. citizenship of biological mother;
- p. birth date, month, year of biological mother;
- q. occupation of biological mother;
- r. address of biological mother;
- s. marriage certificate/marriage book number,
- t. NIK/NIT of biological father;
- u. full name of biological father;
- v. citizenship of biological father;
- w. birth date, month, year of biological father;
- x. occupation of biological father;
- y. address of biological father;
- z. marriage certificate/marriage book number;
- aa. NIK/NIT of witness I;
- ab. full name of witness I;
- ac. citizenship of witness I;
- ad. place of birth of witness II;

- ae. birth date, month, year of witness I;
- af. occupation of witness I;
- ag. address of witness I;
- ah. NIK/NIT of witness II;
- ai. full name of witness II;
- aj. citizenship of witness II;
- ak. place of birth of witness II;
- al. birth date, month, year of witness II;
- am. occupation of witness II;
- an. address of witness II;
- ao. court decision/ruling number;
- ap. court decision/ruling date;
- aq. name of court; and
- ar. position of court.

## **Article 22**

The name change data mentioned in Article 7 verse (4) letter k, consists of the following data elements:

- a. NIK/NIT;
- b. KK Number;
- c. previous name;
- d. Current name;
- e. Civil Registration certificates number;
- f. date/month/year of Civil Registration certificates issuance;
- g. implementing institution/representative office/other state institution that issued the Civil Registration certificates;
- h. NIK/NIT of parents/guardians (for those who are underage);
- i. KK Number of parents/guardians (for those who are underage);
- j. full name of parents/guardians (for those who are underage);
- k. citizenship of parents/guardians (for those who are underage);
- l. place of birth of parents/guardians (for those who are underage);
- m. birth date, month, year of parents/guardians (for those who are underage);
- n. occupation of parents/guardians (for those who are underage);
- o. address of parents/guardians (for those who are underage);
- p. court decision number;
- q. date/month/year;
- r. Court decision; and
- s. name of court and position.

## **Article 23**

The citizenship status change data mentioned in Article 7 verse (4) letter l, consists of the following elements:

- a. NIK/NIT;
- b. KK number;
- c. full name;
- d. place of birth;
- e. birth date, month, year;
- f. sex;
- g. address;
- h. religion/local belief;
- i. Civil Registration certificates number;

- j. date/month/year of Civil Registration certificates issuance;
- k. implementing institution/representative office/other state institution that issued the Civil Registration certificates;
- l. Previous citizenship;
- m. current citizenship;
- n. Name of husband or wife;
- o. NIK of husband or wife;
- p. passport number;
- q. affidavit number;
- r. Presidential decision number;
- s. date/month/year of presidential decision;
- t. Number of oath-taking report;
- u. date/month/year of oath-taking report;
- v. number of the decision of the minister in charge of law and human rights; and
- w. date/month/year of the decision of the minister in charge of law and human rights.

#### **Article 24**

Other vital events data mentioned in Article 7 verse (4) letter m, consists of the following data elements:

- a. NIK/NIT;
- b. KK number;
- c. full name;
- d. birth certificate number;
- e. Previous sex;
- f. Current sex;
- g. place of birth;
- h. date of birth;
- i. address;
- j. last education level;
- k. religion/local belief;
- l. occupation;
- m. citizenship;
- n. court decision number;
- o. court decision date;
- p. name of court; and
- q. position of court.

#### **Article 25**

The certificate amendment data mentioned in Article 7 verse (4) letter n, consists of the following data elements:

- a. NIK/NIT;
- b. KK number;
- c. full name;
- d. Number of corrected/withdrawn certificate;
- e. place of birth;
- f. date of birth;
- g. address;
- h. religion/local belief;
- i. sex;
- j. citizenship;
- k. NIK/NIT of parents/guardians (for those who are underage);

- l. KK Number of parents/guardians (for those who are underage);
- m. full name of parents/guardians (for those who are underage);
- n. citizenship of parents/guardians (for those who are underage);
- o. place of birth of parents/guardians (for those who are underage);
- p. birth date, month, year orang tua/wali (for those who are underage);
- q. occupation of parents/guardians (for those who are underage),
- r. address of parents/guardians (for those who are underage);
- s. court decision number;
- t. court decision date;
- u. name of court; and
- v. position of court.

#### **Article 26**

The certificate annulment data mentioned in Article 7 verse (4) letter o, consists of the following data elements:

- a. NIK/NIT;
- b. KK Number;
- c. annulled certificate;
- d. Number of revoked certificate;
- e. full name;
- f. sex;
- g. place of birth;
- h. birth date, month, year;
- i. address;
- j. last education level;
- k. religion/local belief;
- l. occupation;
- m. citizenship;
- n. court decision number;
- o. date/month/year of court decision;
- p. name of court; and
- q. Position of court.

#### **Article 27**

The addition of elements beyond the data elements mentioned in Article 8 verse (2) and verse (3), Article 9 verse (2) and verse (3), Article 10, Article 12 until Article 26 shall follow the prevailing laws and regulations.

### **Part Two**

#### **Information Technology and Communication Devices**

#### **Article 28**

Information Technology and Communication Devices mentioned in Article 3 verse (1) letter b, consist of:

- a. hardwares;
- b. softwares; and
- c. data communication network.

#### **Article 29**

- (1) The hardwares mentioned in Article 28 letter a, consist of:
  - a. The main server in the Data Center;

- b. The backup server in the Backup Data Center;
  - c. the data storage device in the Data Center and Backup Data Center;
  - d. The backup tape in the Data Center and Backup Data Center;
  - e. The computer network hardwares in the Data Center, Backup Data Center and Implementing Units;
  - f. The work computers in the Data Center, Backup Data Center and Implementing Units;
  - g. The power supply equipment in the Data Center and Backup Data Center;
  - h. The supporting equipment in Implementing Units such as printers, scanners, photographic equipment, fingerprint recorders, signature recorders, irides recorders, reader and/or writer of e-KTP, e-KTP printing device; and
  - i. Other supporting equipment.
- (2) The supporting equipment mentioned in verse (1) letter h, such as photographic equipment, fingerprint recorders, signature recorders, irides recorders, reader and/or writer of e-KTP, e-KTP printing device must pass the Directorate General of Population and Civil Registration's quality control and compatibility review processes.
- (3) The softwares mentioned in Article 28 letter b, consists of:
- a. Licensed operating systems and open-source operating systems;
  - b. Licensed supporting programs and open-source supporting programs;
  - c. licensed and open-source Database systems;
  - d. Antivirus and network security systems;
  - e. SIAK application program; and
  - f. e-KTP biometric application system.
- (4) The data communication network mentioned in Article 28 letter c, consists of:
- a. Wireless and cable local network that can relay data;
  - b. Closed network; and
  - c. closed network over public network.

### **Part Three**

#### **Human Resources**

#### **Article 30**

The Human Resources mentioned in Article 3 verse (1) letter c, consists of:

- a. The administrator in charge of:
  - 1) Data Center and Backup Data Center, and
  - 2) SIAK data management.

shall perform their duties as stipulated in the Ministerial Regulation on organization and work procedures.
- b. The supervisors in charge of:
  - 1) Data Center;
  - 2) Backup Data Center;
  - 3) SIAK application;
  - 4) data communication network;
  - 5) Population Data processing; and
  - 6) Population Data presentation,

shall perform their duties as stipulated in the Ministerial Regulation on organization and work procedures.
- c. SIAK Development center manager;
- d. Help desk center and call center manager;
- e. Help desk supervisor ,
- f. call center service supervisor,
- g. SIAK Database administrator;

- h. SIAK application administrator;
- i. SIAK Development hardware administrator;
- j. SIAK Development center network administrator;
- k. Data Center hardware administrator;
- l. Backup Data Center hardware administrator;
- m. Data Center network administrator ;
- n. Backup Data Center network administrator;
- o. SIAK data management administrator;
- p. of SIAK management in Implementing Units;
- q. SIAK training instructors;
- r. SIAK application verifier at Implementing Units;
- s. SIAK application operator at Implementing Units; and
- t. SIAK operational support personnel.

#### **Article 31**

- (1) The SIAK Development center manager mentioned in Article 30 letter c, is attached to the administrator in charge of review and SIAK Development.
- (2) The SIAK Development center manager mentioned in verse (1), is responsible for the operations of the devices of the SIAK Development center, review and SIAK Development.

#### **Article 32**

- (1) The help desk center and call center manager mentioned in Article 30 letter d, is attached to the administrator in charge of management and information and communication technology Human Resources.
- (2) The help desk center and call center manager mentioned in verse (1), is responsible for the operations of the help desk center and call center.

#### **Article 33**

- (1) The help desk supervisor mentioned in Article 30 letter e, is attached to the supervisor in charge of information and communication technology management.
- (2) The help desk supervisor mentioned in verse (1), is responsible for:
  - a. Comprehensively identifying the problems of the services of the help desk;
  - b. Optimally monitoring the performance of the help desk; and
  - c. Overseeing the operations of the help desk.

#### **Article 34**

- (1) The call center supervisor mentioned in Article 30 letter f, is attached to the supervisor in charge of information and communication technology Human Resources.
- (2) The call center supervisor mentioned in verse (1), is responsible for:
  - a. Comprehensively identifying the problems of the services of the call center;
  - b. Optimally monitoring the performance of the call center; and
  - c. Overseeing the operations of the call center.

#### **Article 35**

- (1) The SIAK Database administrator mentioned in Article 33 letter g, is attached to the general functional position in charge of SIAK Development.
- (2) The SIAK Database administrator mentioned in verse (1), is responsible for:
  - a. Maintaining Database data and system integrity;
  - b. Securing and overseeing Database system;
  - c. Monitoring the access to and optimizing the performance of the Database;
  - d. Storing Backup Data in the backup server or other storage media;



- e. Perform Database recovery; and
- f. Create and deactivate Access Rights per the approval of the SIAK application supervisor.

#### **Article 36**

- (1) The SIAK application administrator mentioned in Article 30 letter h, is attached to the general functional position in charge of SIAK application.
- (2) The SIAK application administrator mentioned in verse (1), is responsible for:
  - a. Maintaining the system integrity of the SIAK application;
  - b. Securing and overseeing the SIAK application;
  - c. Overseeing the access and work optimization of the SIAK application;
  - d. Storing SIAK application backup to the backup server or other data storage media;
  - e. Perform SIAK application recovery;
  - f. Create and deactivate Access Rights per the approval of the SIAK application supervisor; and
  - g. Updating the SIAK application version per the approval of the SIAK application supervisor.

#### **Article 37**

- (1) The SIAK Development center hardware administrator mentioned in Article 30 letter i, is attached to the general functional position in charge of SIAK Development center's infrastructure.
- (2) The SIAK Development center hardware administrator mentioned in verse (1), is responsible for:
  - a. Inventorizing the SIAK Development center's hardware;
  - b. Comprehensively identifying the SIAK Development center's hardware-related problems;
  - c. Optimally monitoring the performance of the SIAK Development center's hardware;
  - d. Overseeing the maintenance and security of SIAK Development center's hardware in use; and
  - e. Providing the data communication network supervisor with recommendations.

#### **Article 38**

- (1) The SIAK Development center's network administrator mentioned in Article 30 letter j, is attached to the general functional position in charge of data communication network.
- (2) The SIAK Development center's network administrator mentioned in verse (1), is responsible for:
  - a. Inventorizing the SIAK Development center's network;
  - b. Comprehensively identifying the SIAK Development center's network-related problems;
  - c. Optimally monitoring the performance of the SIAK Development center's network;
  - d. Overseeing the maintenance and security of SIAK Development center's in use; and
  - e. Providing the data communication network supervisor with recommendations.

#### **Article 39**

- (1) The Data Center hardware administrator mentioned in Article 30 letter k, is attached to the general functional position in charge of Data Center infrastructure.
- (2) The Data Center hardware administrator mentioned in verse (1), is responsible for:
  - a. Inventorizing the Data Center's hardware;
  - b. Comprehensively identifying the Data Center's hardware-related problems;
  - c. Optimally monitoring the performance of the Data Center's hardware;

- d. Overseeing the maintenance and security of the Data Center's hardware in use; and
- e. Providing the Data Center supervisor with recommendations.

#### **Article 40**

- (1) The Backup Data Center hardware administrator mentioned in Article 30 letter l, is attached to the general functional position in charge of Backup Data Center infrastructure.
- (2) The Backup Data Center hardware administrator mentioned in verse (1), is responsible for:
  - a. Inventorizing the Backup Data Center's hardware;
  - b. Comprehensively identifying the Backup Data Center's hardware-related problems;
  - c. Optimally monitoring the performance of the Backup Data Center's hardware;
  - d. Overseeing the maintenance and security of the Backup Data Center's hardware in use; and
  - e. Providing the Backup Data Center supervisor with recommendations.

#### **Article 41**

- (1) The Data Center network administrator mentioned in Article 30 letter m, is attached to the general functional position in charge of Data Center network.
- (2) The Data Center network administrator mentioned in verse (1), is responsible for:
  - a. Inventorizing the Data Center's network devices;
  - b. Comprehensively identifying the Data Center's network-devices-related problems;
  - c. Optimally monitoring the performance of the Data Center's network devices;
  - d. Overseeing the maintenance and security of the Data Center's network devices in use; and
  - e. Providing the Data Center supervisor with recommendations.

#### **Article 42**

- (1) The Backup Data Center network administrator mentioned in Article 30 letter n, is attached to the general functional position in charge of Backup Data Center network.
- (2) The Backup Data Center network administrator mentioned in verse (1), is responsible for:
  - a. Inventorizing the Backup Data Center's network devices;
  - b. Comprehensively identifying the Backup Data Center's network-devices-related problems;
  - c. Optimally monitoring the performance of the Backup Data Center's network devices;
  - d. Overseeing the maintenance and security of the Backup Data Center's network devices in use; and
  - e. Providing the Backup Data Center supervisor with recommendations.

#### **Article 43**

- (1) The SIAK data processing Administrator mentioned in Article 30 letter o, is attached to the general functional position in charge of SIAK data processing.
- (2) The SIAK data processing Administrator mentioned in verse (1), is in charge of:
  - a. Maintaining the accuracy and consistency of Resident data in the Population Database;
  - b. Verifying and validating data; and
  - c. Processing data for national scale presentation and utilization.

#### **Article 44**

- (1) The Implementing Unit's SIAK management administrator mentioned in Article 30 letter p, is attached to the Implementing Units in charge of Population Administration information.
- (2) The Implementing Unit's SIAK management administrator mentioned in verse (1), is responsible for:

- a. Managing the operations of SIAK in Implementing Units;
- b. Managing the hardwares and softwares in Implementing Units;
- c. Managing the network devices in Implementing Units;
- d. Reporting the presentation of data in Implementing Units through SIAK;
- e. Reporting SIAK operational problems to the help desk center; and
- f. Coordinating the resolution of population administration service problems through SIAK with Central.

#### **Article 45**

- (1) The SIAK instructor mentioned in Article 30 letter q, is a public servant that has received SIAK training.
- (2) The SIAK instructor mentioned in verse (1), is responsible for:
  - a. Conducting SIAK operations training;
  - b. Overseeing the training of SIAK operations; and
  - c. Scoring the SIAK operations training tests.

#### **Article 46**

- (1) The SIAK application verifier in Implementing Units as mentioned in Article 30 letter r, is attached to the general functional position in charge of Population Administration information management.
- (2) The SIAK application verifier in Implementing Units as mentioned in verse (1), is responsible for:
  - a. Verifying and validating Population Administration service form in relation to SIAK operator's input;
  - b. Accepting or rejecting SIAK operator's input; and
  - c. Approving or rejecting Legal Identity Documents printing process.

#### **Article 47**

- (1) The SIAK application operator in Implementing Units as mentioned in Article 30 letter s, is attached to the general functional position in charge of SIAK operations.
- (2) The SIAK application operator in Implementing Units as mentioned in verse (1), is responsible for:
  - a. Recording Resident Registration and Civil Registration; and
  - b. Printing Legal Identity Documents.

#### **Article 48**

- (1) The SIAK operational support personnel mentioned in Article 30 letter t, is attached to the general functional position in charge of SIAK operations.
- (2) The SIAK operational support personnel mentioned in verse (1), is responsible for maintaining and repairing hardwares, computer network devices, air conditioning equipment, power supplies and fire control equipment.

#### **Article 49**

- (1) Human Resources mentioned in Article 33, shall report to the official directly above them in accordance with their duties.
- (2) The reporting mentioned in verse (1), shall become evaluation materials for improving the performance of tasks.

#### **Article 50**

In the event the Human Resources mentioned in Article 35 verse (1), Article 36 verse (1), Article 37 verse (1), Article 38 verse (1), Article 39 verse (1), Article 40 verse (1), Article 41 verse (1), Article

42 verse (1), Article 43 verse (1) and Article 48 verse (1), cannot yet be provided by the Minister through the Director General of Population and Article 44 verse (1), Article 45 verse (1), Article 46 verse (1), cArticle 47 verse (1) and Article 48 verse (1), cannot yet be provided the governors and district heads/mayors, Human Resources shall be provided through the following means:

- a. Optimization of existing Human Resources; and
- b. Employing civil servants of another government institution/regional apparatus, higher education institution or individual expert staff/support staff with the appropriate expertise in keeping with the prevailing laws and regulations.

## **Part Four**

### **Granter and Holder of Access Rights**

#### **Article 51**

- (1) The Minister is the granter and holder of SIAK Access Rights mentioned in Article 3 verse (1) letter d.
- (2) The Minister shall give the Director General of Population and Civil Registration the holder of the mandate of granting and holding Access Rights.
- (3) SIAK Access Rights mentioned in verse (1), consist of Access Rights for Operators and Implementing Units.

#### **Article 52**

- (1) The Operators mentioned in Article 51 verse (3), include:
  - a. The Secretary of the Directorate General of Population and Civil Registration;
  - b. The Director of Population Administration Information System Management; and
  - c. The Human Resources mentioned in Article 30 letter a until letter o.
- (2) The Implementing Units mentioned in Article 51 verse (3), include the Human Resources mentioned in Article 30 letter p, letter r, and letter s.
- (3) The Human Resources Operators and Implementing Units mentioned in verse (1) and verse (2), are prohibited from using Access Rights when not in office.
- (4) The Population Administration Information System Management Director mentioned in verse (1) letter c, shall report the changes to Operators' Access Rights to the Director General of Population and Civil Registration.
- (5) Heads of Implementing Units shall report the changes to Access Rights referred to in verse (2), to their direct superiors.
- (6) The reporting mentioned in verse (4) and verse (5), shall be used to designate new Access Rights holders.

## **Part Five**

### **Database Location**

#### **Article 53**

The Database location mentioned in Article 3 verse (1) letter e, shall be regulated in accordance with the laws and regulations.

## **Part Six**

### **Database Management**

#### **Article 54**

The Database management mentioned in Article 3 verse (1) letter f, shall be conducted by the Directorate General of Population and Civil Registration.

### **Article 55**

The Database management mentioned in Article 54, covers:

- a. Operating system;
- b. Database system;
- c. security system software and network security devices;
- d. SIAK application;
- e. Biometric system; and
- f. Support system.

## **Part Seven**

### **Database Maintenance**

### **Article 56**

The Database maintenance mentioned in Article 3 verse (1) letter g, covers:

- a. Database;
- b. hardwares;
- c. softwares;
- d. data communication network;
- e. Data Center;
- f. Backup Data; and
- g. Backup Data Center.

### **Article 57**

The Database maintenance mentioned in Article 56 letter a, shall be performed by adding, updating, and erasing data in the Database.

### **Article 58**

- (1) The hardware maintenance mentioned in Article 56 letter b, covers:
  - a. Data Center and Backup Data Center; and
  - b. Implementing Units.
- (2) The hardware maintenance in Data Center and Backup Data Center mentioned in verse (1) letter a, shall be done by extending the annual technical support on:
  - a. Server equipment;
  - b. server racks and computer network devices;
  - c. Data storage devices;
  - d. Backup data storage devices;
  - e. Computer network devices; and
  - f. Computers.
- (3) The hardware maintenance in Implementing Units mentioned in verse (1) letter b, shall be done by extending the annual technical support on:
  - a. computers;
  - b. Computer network devices;
  - c. Biometric recording devices;
  - d. Legal Identity Documents printing devices;
  - e. Document scanners; and
  - f. Electronic signature recording devices.

### **Article 59**

- (1) The maintenance of softwares mentioned in Article 56 letter c, covers:
  - a. Data Center and Backup Data Center; and
  - b. Implementing Units.

- (2) The maintenance of softwares in Data Center and Backup Data Center mentioned in verse (1) letter a, shall be done by extending the annual technical support on:
- a. Operating system;
  - b. SIAK application;
  - c. Database system;
  - d. Biometric system;
  - e. Monitoring system; and
  - f. Other support systems.
- (3) The maintenance of softwares in Implementing Units mentioned in verse (1) letter b, shall be done by extending the annual technical support on:
- a. Operating system; and
  - b. Other support systems.

#### **Article 60**

The maintenance of data communication network mentioned in Article 56 letter d, shall be done by among others:

- a. Evaluating the data communication network condition;
- b. Conducting performance test on the communication network in use;
- c. Configuring and optimizing data communication network;
- d. Updating and improving the function of the network support system;
- e. Troubleshooting data communication network problems; and
- f. Replacing data communication network devices that do not perform optimally.

#### **Article 61**

The maintenance of Data Center and Backup Data Center mentioned in Article 56 letter e and letter g, shall be performed on :

- a. Air conditioning system;
- b. Fire control equipment;
- c. Power supply and backup power supply;
- d. Power storage equipment;
- e. Monitoring data storage devices, and
- f. Room cleanliness.

#### **Article 62**

The maintenance of Backup Data mentioned in Article 56 letter f, shall be done to ensure the availability of data in the event of a functional failure in the Data Center.

### **Part Eight Database Security**

#### **Article 63**

The database security mentioned in Article 3 verse (1) letter h, covers:

- a. Database;
- b. hardwares;
- c. softwares;
- d. data communication network;
- e. Data Center;
- f. Backup Data; and
- g. Backup Data Center.

#### **Article 64**

The database security mentioned in Article 63 letter a, shall be maintained by:

- a. Periodically transferring data as Backup Data;
- b. Ensuring the Backup Data system functions properly;
- c. Periodically changing passwords;
- d. Formulating plans and conducting trials of Backup Data recovery system to the Database server;
- e. Implementing Database user management system; and
- f. Creating Access Rights for every Database user level.

#### **Article 65**

The Securing of hardwares in Data Center, Backup Data Center and Implementing Units mentioned in Article 63 letter b, shall be done by among others:

- a. placing hardwares in buildings with strong construction materials, earthquake resistance, and free from flooding hazard;
- b. Providing serial numbers and label stickers on hardwares; and
- c. Installing surveillance cameras in hardware rooms.

#### **Article 66**

The Securing of softwares in Data Center, Backup Data Center and Implementing Units mentioned in Article 63 letter c, shall be done by among others:

- a. Installing antivirus that is periodically renewed in the servers and work computers;
- b. Installing network security devices;
- c. Implementing s software user management system;
- d. Creating Access Rights for every level of software user;
- e. Ensuring that software users keep the secrecy and properly store authorization code and passwords; and
- f. Closing applications when not in use.

#### **Article 67**

The securing of data communication network mentioned in Article 63 letter d, shall be done by among others:

- a. Performing a periodic audit of data communication network;
- b. Identifying threats, patterns, the normal threshold and the data communication network load;
- c. Implementing data communication network security system;
- d. Reviewing data communication network system; and
- e. Evaluating data communication network security system.

#### **Article 68**

The securing of Data Center and Backup Data Center mentioned in Article 63 letter e and letter g, shall be done by among others:

- a. Placement in building with strong construction materials, secure, earthquake resistance, and free from flooding hazard;
- b. Installing metal detectors;
- c. Installing personnel identification devices such as biometric identification for accessing sensitive areas;
- d. Implementing access card system; and
- e. Installing surveillance cameras.

#### **Article 69**

The securing of Backup Data mentioned in Article 63 letter f, shall be done by:

- a. Placing Backup Data outside of the Data Center and in a secure Backup Data Center; and
- b. Placing Backup Data in a room with a temperature and humidity level that meets the standards.

## **Part Nine Database Oversight**

### **Article 70**

The Database oversight mentioned in Article 3 verse (1) letter i, covers:

- a. Database;
- b. hardwares;
- c. softwares;
- d. data communication network;
- e. Data Center;
- f. Backup Data; and
- g. Backup Data Center.

### **Article 71**

The Database oversight mentioned in Article 70 letter a, shall be done by:

- a. Overseeing the changes to the Database and Database access activities;
- b. Overseeing the use of Database Access Rights; and
- c. Ensuring that Database managers do not copy data to media outside of the Database server except for when it concerns institutional interests.

### **Article 72**

The hardware oversight in Data Center, Backup Data Center and Implementing Units mentioned in Article 70 letter b, shall be done by:

- a. Creating a hardware inventory;
- b. Recording hardwares that come in and out of the hardware storage room;
- c. Ensuring that biometric data recording devices used by Implementing Units meet the standard of biometric recording standards; and
- d. Ensuring that the e-KTP printing devices used by Implementing Units the standards of e-KTP printing.

### **Article 73**

The software oversight in Data Center, Backup Data Center and Implementing Units mentioned in Article 70 letter c, shall be done by:

- a. Ensuring that software support period remains valid; and
- b. Ensuring that the number of software licenses owned meets the need.

### **Article 74**

The data communication network oversight mentioned in Article 70 letter d, shall be done by:

- a. Monitoring the condition of data communication network visually;
- b. Installing data communication network system management; and
- c. Formulating the troubleshooting plan and data communication network needs.

### **Article 75**

The oversight of Data Center and Backup Data Center mentioned in Article 70 letter e and letter g, shall be done by:



- a. Ensuring the implementation of standard operating procedure in the management of Data Center and Backup Data Center;
- b. Ensuring the implementation of weekly and monthly reporting system based on the compiled daily reports; and
- c. Conducting Data Center and Backup Data Center management meetings once a month.

#### **Article 76**

Other than the oversight mentioned in Article 70, oversight shall also be done on the Human Resources by:

- a. Ensuring that the Human Resources that can access systems and Database has been granted Access Rights by the holder of Access Rights;
- b. Ensuring that the Human Resources that can access systems and Database are biometrically registered;
- c. Ensuring that all Human Resources have signed an integrity pact and a non-disclosure agreement; and
- d. Acting on the report submitted by the official mentioned in Article 31 verse (1), Article 32 verse (1), Article 33 verse (1) and Article 34 verse (1) their subordinates' violation of work procedures.

### **Part Ten Supporting Equipment**

#### **Article 77**

The supporting equipment mentioned in Article 3 verse (1) letter j, consists of:

- a. Air conditioning;
- b. Power supply;
- c. Fire control;
- d. Power storage;
- e. Surveillance camera;
- f. Personnel identification equipment;
- g. Room condition monitoring, including temperature monitoring, humidity monitoring, smoke detector and fire detector; and
- h. Electrical and mechanical equipment.

### **Part Ten Service Center**

#### **Article 78**

The service center mentioned in Article 3 verse (1) letter k, is provided by Implementing Units or other place of service that is connected to the SIAK server.

### **Part Eleven Data Center and Backup Data Center**

#### **Article 79**

- (1) The Data Center and Backup Data Center mentioned in Article 3 verse (1) letter l and letter n, are under the Ministry's management.
- (2) The Data Center and Backup Data Center mentioned in verse (1), shall use the standard Data Center reference that observes health, safety, physical, electrical, mechanical, energy management, and operational sustainability management aspects.

- (3) The Data Center and Backup Data Center mentioned in verse (1), has a space requirement that at least includes an entrance, loading zone, equipment preparation area, server room, operations control center, and supporting rooms.
- (4) The operation of Data Center and Backup Data Center shall be audited by an external auditor in accordance with the laws and regulations at least once a year.
- (5) The Minister through the Directorate General of Population and Civil Registration shall build a Data Center and a Backup Data Center.

#### **Article 80**

- (1) A Backup Data Center is a temporary replacement of a Data Center.
- (2) The Backup Data Center mentioned in verse (1), shall function as a recovery Data Center in case of force majeure.
- (3) The force majeure mentioned in verse (2), is caused by extraordinary events and disasters.

### **Part Twelve Backup Data**

#### **Article 81**

The Backup Data mentioned in Article 3 verse (1) letter m, shall be created to ensure the availability of data in the event of a functional failure of the main data.

### **Part Thirteen Data Communication Network**

#### **Article 82**

- (1) The data communication network mentioned in Article 3 verse (1) letter o, consists of a data communication network regulated under the prevailing laws and regulations.
- (2) Other than the data communication network mentioned in verse (1), there are data communication networks that connect:
  - a. Service centers to Implementing Units, Operators, and other service centers to the Data Center and/or Backup Data Center;
  - b. The SIAK Development center to the service centers of Implementing Units, Operators, and other service centers; and
  - c. the Directorate General of Population and Civil Registration, Data Center, Backup Data Center and SIAK Development center.
- (3) The data communication network channel in the Data Center and Backup Data Center mentioned in verse (2) letter a, is redundant.

#### **Article 83**

- (1) The data communication network mentioned in Article 82, is closed and guaranteed secure with the use of end-to-end encryption.
- (2) The use of a public network from another service center to the Data Center or Backup Data Center shall use a virtual private network or mobile connectivity service owned by the Directorate General of Population and Civil Registration.

#### **Article 84**

- (1) The types of data communication network provided are terrestrial and satellite networks.
- (2) The types of terrestrial data communication network mentioned in verse (1), are copper, fiber optic, and radio networks.
- (3) The type of satellite data communication network mentioned in verse (1), utilizes Very Small Aperture Terminal (VSAT).

**Part Fourteen**  
**Population Administration information System Development Center**

**Article 85**

- (1) The SIAK Development center mentioned in Article 3 verse (2) letter a, is a place for:
  - a. SIAK Development research;
  - b. SIAK Review result development;
  - c. Putting the results of the research and development of SIAK on trial; and
  - d. Simulating the result of SIAK Development.
- (2) The SIAK Development center location mentioned in verse (1), is located in a Data Center or outside of a Data Center.
- (3) A SIAK Development center has hardwares, softwares and Database that resembles a Data Center equipped with supporting infrastructure for other work.

**Part Fifteen**  
**Help Desk and Call Center**

**Article 86**

- (1) The help desk and call center mentioned in Article 3 verse (2) letter b, consists of:
  - a. The Secretariat of the Directorate General of Population and Civil Registration;
  - b. The Directorate of Resident Registration;
  - c. The Directorate of Civil Registration;
  - d. The Directorate of Population Administration Information Management;
  - e. The Directorate of Data and Legal Identity Documents Utilization Facilitation; and
  - f. The Directorate of Population and Civil Registration Apparatus.
- (2) The elements mentioned in verse (1), shall be determined with a Minister Regulation on the formation of a help desk and call center team.
- (3) The Minister Regulation mentioned in verse (2), shall be signed by the Director General of Population and Civil Registration.

**CHAPTER III**  
**REVIEW AND DEVELOPMENT OF POPULATION ADMINISTRATION INFORMATION SYSTEM**

**Article 87**

The Review and Development of SIAK, shall be done by:

- a. The Ministry through the Directorate General of Population and Civil Registration for the national scale;
- b. provincial government through a civil registration office for the provincial scale; and
- c. district/city government through a civil registration office for the district/city scale.

**Article 88**

- (1) The Ministry through the Directorate General of Population and Civil Registration, shall review all of the SIAK elements mentioned in Article 3.
- (2) Provincial governments through their respective provincial civil registration office and district/city governments through their respective district/city civil registration office shall review:
  - a. Information Technology and Communication Devices;
  - b. Human Resources;
  - c. Supporting Equipment; and
  - d. Service centers.

### **Article 89**

- (1) The SIAK Review mentioned in Article 87 shall be done at any time based on need.
- (2) A Governor shall relay the proposal for a SIAK Review at the province level to the Minister through the Directorate General of Population and Civil Registration.
- (3) A District Head/Mayor shall relay a SIAK Review proposal for the respective district/city to the Minister with a governor on copy.

### **Article 90**

- (1) The SIAK Review proposal mentioned in Article 89 verse (2) and verse (3), shall at least contain:
  - a. A proposal; and
  - b. The result of a review.
- (2) The proposal mentioned in verse (1) letter a, shall at least contain:
  - a. A background;
  - b. A purpose statement;
  - c. Statement of significance on Population Administration services;
  - d. Development description; and
  - e. Statement on the transferability of the development proposed.
- (3) The SIAK Review proposal mentioned in verse (2), shall be provided in hardcopy and softcopy or in another media.
- (4) The result of the SIAK Review mentioned in verse (1) letter b, shall recommend the improvement of SIAK to be followed up on by the Ministry.

### **Article 91**

- (1) The Minister through the Directorate General of Population and Civil Registration shall form a SIAK review team to review all of the existing applications or the applications being developed by the regions.
- (2) The composition of the SIAK Review team mentioned in verse (1), shall include a secretariat and a directorate in the Directorate General of Population and Civil Registration.
- (3) The SIAK Review team mentioned in verse (2), shall be chaired by the Secretary of the Directorate General of Population and Civil Registration.
- (4) The SIAK Review team mentioned in verse (3) shall inventory, evaluate, and test the benefits of all of the existing applications or the applications being developed by the regions.
- (5) The result of the inventory, evaluation, and the testing of benefits mentioned in verse (4), shall be presented in the form of a recommendation for the Director General of Population and Civil Registration through the chair of the SIAK Review team.
- (6) The Director General of Population and Civil Registration on behalf of the Minister shall either accept or reject the recommendation mentioned in verse (5).
- (7) The SIAK Review team shall make a list of inventory, evaluation, and benefit testing results that have been accepted or rejected by the Minister through the Directorate General of Population and Civil Registration as mentioned in verse (6).

### **Article 92**

- (1) The Ministry through the Directorate General of Population and Civil Registration shall develop all of the SIAK elements mentioned in Article 3.
- (2) Provincial and district/city governments shall conduct SIAK Development on:
  - a. Information Technology and Communication Devices;
  - b. Human Resources;
  - c. Supporting Equipment; and
  - d. Service center.

- (3) The SIAK Development mentioned in verse (2) must not change, damage the standard national SIAK application and change the structure of the Population Database.

## **CHAPTER IV POPULATION ADMINISTRATION INFORMATION SYSTEM MANAGEMENT**

### **Article 93**

- (1) The management of SIAK covers:
- a. Information Technology and Communication Devices;
  - b. Human Resources;
  - c. System and database; and
  - d. Infrastructure.
- (2) The management of SIAK as mentioned in verse (1), shall follow the technical guideline stipulating a standard operating procedure.

## **CHAPTER V POPULATION DATA MANAGEMENT**

### **Article 94**

- (1) The database from SIAK services produces Population Data.
- (2) The Population Data mentioned in verse (1), are managed by the Ministry covering:
- a. Data processing; and
  - b. Data presentation.
- (3) The result of data processing mentioned in verse (2) letter a, shall be used for the variety of needs in accordance with the laws and regulations.

### **Article 95**

Data processing mentioned in Article 94 verse (2) letter a, consists of:

- a. Data cleaning;
- b. Data matching; and
- c. Other data processing.

### **Article 96**

- (1) Data cleaning as mentioned in Article 95 letter a, covers the cleaning of:
- a. Duplicate data;
  - b. Unadjudicated data;
  - c. Recording error;
  - d. Ready-to-print data with incomplete data elements;
  - e. Anomalies; and
  - f. Inactive resident data.
- (2) The data cleaning mentioned in verse (1), is done by:
- a. Implementing Units; and
  - b. Central management.
- (3) The data cleaning by Implementing Units as mentioned in verse (2) letter a, shall be done in the following way:
- a. The head of an Implementing Unit shall submit a data cleaning request letter to the Ministry via the Directorate General for Population and Civil Registration; and
  - b. The head of an Implementing Unit shall propose a list of Resident data to be cleaned and upload the request letter through an application.
- (4) The data cleaning by the manager of a Data Center as mentioned in verse (2) letter b, shall be done in the following way:

- a. A Data Center supervisor shall check the data cleaning request letter and the list of Resident data to be cleaned submitted by an Implementing Unit;
  - b. A Data Center supervisor shall check the data to be cleaned with the data in the national Database;
  - c. A Data Center administration shall approve the Resident data cleaning according to the request letter; and
  - d. A Data Center supervisor shall copy the data history and the data cleaning process upon obtaining the approval of a Data Center administrator.
- (5) The procedure for Population Data cleaning mentioned in verse (1), shall follow the technical guidelines stipulating a standard operating procedure.

#### **Article 97**

- (1) The data matching mentioned in Article 95 letter b is an effort to compare and match institutional user's data with the data in SIAK.
- (2) The data matching ,mentioned in verse (1), shall only be done once.
- (3) The data generated from the matching process shall be used by the Ministry and institutional users.

#### **Article 98**

Other data processing as mentioned in Article 95 letter c, concerns the processing of data based on need.

#### **Article 99**

- (1) The presentation of data mentioned in Article 94 verse (2) letter b, consist of the presentation of the following data:
  - a. Aggregate population data;
  - b. Cleaned Population Data;
  - c. Population Data profile; and
  - d. A list of residents who are potential general election voters.
- (2) The presentation of aggregate population data as mentioned in verse (1) letter a, shall be done on June 30 for the first semester and December 31 for the second semester..
- (3) The presentation of Population Data as mentioned in verse (1) letter b, shall be accessed by provinces and districts/cities online.
- (4) The presentation of Population Data profile as mentioned in verse (1) letter c, shall use the cleaned, first-semester Population Data.
- (5) The presentation of the list of residents who are potential general election voters as mentioned in verse (1) letter d shall be done according to the laws and regulations.

### **CHAPTER VI GUIDANCE**

#### **Article 100**

- (1) The Minister shall provide guidance to governors, district heads/mayors, and heads of Implementing Units concerning the implementation of SIAK.
- (2) Governors shall provide guidance to district heads/mayors concerning the implementation of SIAK.
- (3) District heads/mayors through the district/city civil registration office head and district/city civil registration office technical implementation unit head shall provide guidance to village heads/administrative village heads concerning the implementation of SIAK.
- (4) The guidance mentioned in verse (1), verse (2) and verse (3) shall cover awareness raising and technical guidance in the implementation of SIAK.

## **CHAPTER VII MONITORING, EVALUATION, AND REPORTING**

### **Article 101**

- (1) The Minister through the Directorate General of Population and Civil Registration shall monitor, evaluate, and report the implementation of SIAK by Implementing Units.
- (2) A Governor through a provincial civil registration office shall monitor, evaluate, and report the implementation of SIAK at the province level.
- (3) A district head/mayor through a district/city civil registration office shall monitor, evaluate and report the implementation of SIAK at the district/city level.
- (4) The monitoring, evaluation, and reporting mentioned in verse (1), verse (2), and verse (3), covers planning, operation, maintenance, security, the managing Human Resources and spending of SIAK.
- (5) The monitoring, evaluation, and reporting mentioned in verse (4), shall be done by:
  - a. Determining the monitoring object;
  - b. Determining the evaluation indicators;
  - c. Filling the monitoring and evaluation format;
  - d. Implementing a monitoring and evaluation system;
  - e. Processing the monitoring and evaluation data; and
  - f. Formulating the report and recommendation based on the result of the monitoring and evaluation process.

### **Article 102**

- (1) A district head/mayor shall report the management of SIAK by a district/city as mentioned in Article 101 verse (4), to the respective governor in the month of October.
- (2) A Governor shall report the management of SIAK by a province as mentioned in Article 101 verse (4), and the recapitulated report from districts/cities to the Minister through the Directorate General of Population and Civil Registration in the month of November.

## **CHAPTER VIII FUNDING**

### **Article 103**

- (1) The Ministry's implementation of SIAK shall be funded by the state budget.
- (2) A province's implementation of SIAK shall be funded by the province budget.
- (3) A district/city's implementation of SIAK shall be funded by the district/city budget.

## **CHAPTER IX ADMINISTRATIVE SANCTIONS**

### **Article 104**

The Minister through the Director General for Population and Civil Registration shall impose an administrative sanction in the form of data communication network disconnection and disablement of SIAK application usage on an implementing unit guilty of violating the provision of Article 52 verse (3), Article 92 verse (3), and Article 102.

## **CHAPTER X CLOSING**

### **Article 105**

The moment this Ministerial Regulation comes into force, the Ministry implements SIAK with an integrated information system progressively until 2021.

**Article 106**

The moment this Ministerial Regulation comes into force, the Minister of Home Affairs Regulation Number 25 of 2011 on the Guidelines, Assessment, Development, and Management of Population Administration Information System (Official Gazette of the Republic of Indonesia of 2011 Number 362), is revoked and declared invalid.

**Article 107**

This Ministerial Regulation comes into force on the day of its promulgation.

For public cognizance, it is hereby ordered that this Ministerial Regulation be promulgated in the Official Gazette of the Republic of Indonesia.

**Ratified in Jakarta,**

**On November 4, 2019**

**MINISTER OF HOME AFFAIRS OF THE REPUBLIC OF INDONESIA**

**Signed.**

**MUHAMMAD TITO KARNAVIAN**

**Promulgated in Jakarta,**

**On November 19, 2019**

**DIRECTOR GENERAL OF LAWS AND REGULATIONS OF THE MINISTRY OF LAW AND  
HUMAN RIGHTS OF THE REPUBLIC OF INDONESIA.**

**Signed.**

**WIDODO EKATJAHJANA**

**OFFICIAL GAZETTE OF THE REPUBLIC OF INDONESIA OF 2019 NUMBER 1478**