



**MINISTRY OF LAW AND HUMAN RIGHTS
OF THE REPUBLIC OF INDONESIA
DIRECTORATE GENERAL OF IMMIGRATION**

- Dear. 1. Head of the Regional Office of the Ministry of Law and Human Rights up to the Head of the Immigration Division throughout Indonesia;
2. Head of Immigration Offices throughout Indonesia.

CIRCULAR LETTER
NUMBER IMI-0093.KU.01.03 YEAR 2022

CONCERNING

IMPLEMENTATION OF TYPES AND RATE OF NON-TAX STATE REVENUE

IN IMMIGRATION STAY PERMIT SERVICES

1. Background
 - a. Whereas the *Corona Virus Disease* 2019 (Covid-19) Pandemic still has an impact on the limited mobility of people between countries, so that Foreigners whose Immigration Stay Permit expires still have difficulty leaving the territory of Indonesia;
 - b. That in order to provide legal certainty to Foreigners as referred to in letter a, it is necessary to give Immigration Stay Permit;
 - c. Whereas in order to implement the Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Tariffs of Non-Tax State Revenues, Urgent Needs for Immigration Services Applicable to the Ministry of Law and Human Rights, it is necessary to make adjustments to the granting of Immigration Stay Permits;
 - d. Whereas based on the considerations as referred to in letters a, b, and c, it is necessary to issue a Circular Letter of the Director General of Immigration concerning the Implementation of Types and Tariffs of Non-Tax State Revenue in Immigration Stay Permit Services.
2. Purpose and objectives

- a. The purpose of the issuance of this circular letter is to implement the Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Tariffs of Non-Tax State Revenues Urgent Needs for Immigration Services Applicable to the Ministry of Law and Human Rights in the field of Immigration Stay Permit services;
 - b. The purpose of this circular letter is to monitor, control, and evaluate the implementation of the Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Tariffs of Non-Tax State Revenues Urgent Needs for Immigration Services Applicable to the Ministry of Law and Human Rights in the field of Immigration Stay Permit services.
3. Scope
- The scope of this circular letter is:
- a. Adjustment of the granting of Immigration Stay Permits in the context of implementing the Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Tariffs on Types of Non-Tax State Revenues Urgent Needs for Immigration Services Applicable to the Ministry of Law and Human Rights; and
 - b. Optimization of the Immigration Residence Permit Status Transfer service function.
4. Basic
- a. Law Number 6 of 2011 concerning Immigration;
 - b. Law Number 11 of 2020 concerning Job Creation;
 - c. Government Regulation Number 31 of 2013 concerning Implementing Regulations of Law Number 6 of 2011 concerning Immigration as amended several times, most recently by Government Regulation Number 48 of 2021 concerning the Third Amendment to Government Regulation Number 31 of 2013 concerning Implementing Regulations of Law Number 6 of 2011 on Immigration;
 - d. Government Regulation Number 28 of 2019 concerning Types and Tariffs of Non-Tax State Revenues Applicable to the Ministry of Law and Human Rights;
 - e. Presidential Decree Number 24 of 2021 concerning Determination of the Factual Status of the Corona Virus Disease 2019 (Covid-19) Pandemic in Indonesia;
 - f. Regulation of the Minister of Law and Human Rights Number 19 of 2018 concerning Organization and Work Procedure of the Immigration Office as amended by Regulation of the Minister of Law and Human Rights Number 23 of 2019 concerning Amendments to Regulation of the Minister of Law and Human Rights Number 19 of 2018 concerning Organization and Human Rights Immigration Office Work Procedure;

- g. Regulation of the Minister of Law and Human Rights Number 29 of 2021 concerning Visas and Stay Permits;
- h. Regulation of the Minister of Law and Human Rights Number 34 of 2021 concerning the Granting of Immigration Visas and Residence Permits in the Period of Handling the Spread of Corona Virus Disease 2019 and National Economic Recovery;
- i. Regulation of the Minister of Law and Human Rights Number 41 of 2021 concerning Organization and Work Procedure of the Ministry of Law and Human Rights;
- j. Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Tariffs of Non-Tax State Revenues Urgent Needs for Immigration Services Applicable to the Ministry of Law and Human Rights;
- k. Guidelines for the Director General of Immigration Number IMI-0538.GR.01.01 of 2022 concerning the Granting of Visas, Entry Signs, and Immigration Stay Permits during the 2019 Corona Virus Disease Handling Period and National Economic Recovery.

. Contents of Circular

a. General:

So that all officials and service implementers:

- 1) Performing PHM services to the community;
- 2) Do not commit Corruption, Collusion and Nepotism;
- 3) Carry out supervision in stages;
- 4) Coordinate and socialize with *stakeholders* and immigration guarantors regarding this circular.

b. Head of the Immigration Division of the Regional Office of the Ministry of Law and Human Rights:

- 1) Conducting coaching, controlling, supervising, and evaluating the implementation of activities as follows:
 - a) Granting of Immigration Stay Permits in the context of implementing Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Tariffs of Non-Tax State Revenues, Urgent Needs for Immigration Services Applicable to the Ministry of Law and Human Rights, and
 - b) The process of granting Immigration Status Transfer at the Immigration Division and the Immigration Office;
- 2) Report the results of the implementation of activities as referred to in number 1) to the Director General of Immigration.

c. Head of Immigration Office:

- 1) Disseminate information to *stakeholders* and the wider community as well as carry out the necessary coordination in the context of implementing the following activities:
 - a) Granting of Immigration Stay Permits in the context of implementing Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Tariffs of Non-Tax State Revenues, Urgent Needs for Immigration Services Applicable to the Ministry of Law and Human Rights, and
 - b) Granting of Immigration Status Transfer;
- 2) Carry out immigration surveillance and immigration intelligence activities in its working area;
- 3) Ordering Administrative Officers/Functional Officials who carry out the function of implementing immigration duties in the field of residence permit and immigration status services to do the following:
 - a) Provide extension of Visit Stay Permit for a maximum period of 60 (sixty) days to Foreigners holding Visit Stay Permit originating from a visit visa for 1 (one) trip with the following conditions:
 - (1) A Visit Stay Permit for a maximum period of 60 (sixty) days as referred to in letter a) is granted a maximum of 2 (two) times in a row,
 - (2) The total stay permit for Foreigners is a maximum of 180 (one hundred and eighty) days with the following details:

Stay Permit	Term	Information
Visit Stay Permit originating from a visit visa 1 (one) trip	60 (sixty) days	Granted through Visa
Extension Permit Stay First visit for a maximum period of 60 (sixty) days	60 (sixty) days	Given to the Immigration Office
Extension Permit Stay Second visit for a maximum period of 60 (sixty) days	60 (sixty) days	Given at the Immigration Office

- (3) An application for an extension of a Foreigner's Visit Stay Permit cannot be granted if the application causes the entire stay permit to be more than 180 (one hundred and eighty) days,
 - (4) A Visit Stay Permit for a maximum period of 60 (sixty) days is granted through the mechanism for extending the first Visit Stay Permit by recording biometrics and using a tariff of IDR 2,000,000 (two million rupiah) in accordance with the Regulation of the Minister of Finance Number 9/PMK .02/2022 concerning Types and Tariffs of Types of Non-Tax State Revenues Urgent Needs for Immigration Services Applicable to the Ministry of Law and Human Rights;
- b) Granting an extension of a Visit Stay Permit only 1 (one) time for a maximum period of 30 (thirty) days to Foreigners holding a Visit Stay Permit originating from a Visit Visa on Arrival using a rate of Rp. 500,000,- (five hundred thousand Rupiah) based on Government Regulation Number 28 of 2019 concerning Types and Tariffs of Non-Tax State Revenues Applicable to the Ministry of Law and Human Rights;
 - c) Implement the procedures and mechanisms for Transfer of Immigration Stay Permit Status in accordance with the provisions of the legislation;
 - d) Carry out field checks on applications for Immigration Stay Permit Status Transfer based on mixed marriages prior to the issuance of approval or rejection of Immigration Stay Permit Status Transfer;
- 4) Ordering Administrative Officers/Functional Officials who carry out the function of implementing immigration duties in the field of immigration surveillance and intelligence to conduct Field Immigration Supervision on applications for Immigration Stay Permit Status Transfer other than those referred to in number 3) letter d), after the Limited Stay Permit (ITAS) is issued on the service of changing the status of a Visit Stay Permit to a Limited Stay Permit;
 - 5) Report the implementation of activities periodically to the Head of the Immigration Division.

6. Closing

- a. With the stipulation of this circular, the Circular Letter of the Director General of Immigration Number IMI-0090.KU.01.03 of 2022 concerning the Implementation of Types and Tariffs of Non-Tax State Revenue (PNBP) Immigration Stay Permit Services

Based on the Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Tariffs of Non-Tax State Revenues Urgent Needs for Immigration Services Applicable at the Ministry of Law and Human Rights are revoked and declared invalid;

- b. This circular letter is effective on 12 May 2022 at 00.00 WIB and will be evaluated further.

Thus, this circular letter is intended to be taken into account and implemented as well as possible. Thank you for your attention and cooperation.

Stipulated in Jakarta on May 11,
2022

Pt. DIRECTOR GENERAL OF
IMMIGRATION,

Electronically signed by:

Prof. Dr. WIDODO EKATJAHJANA, SH, M.Hum NIP 197105011993031001

Copies:

1. Minister of Law and Human Rights;
2. Minister of Finance;
3. Chairman of the Supreme Audit Agency;
4. Secretary General of the Ministry of Law and Human Rights;
5. Inspector General of the Ministry of Law and Human Rights;
6. Primary High Leaders within the Directorate General of Immigration;
7. Head of Immigration Detention Centers throughout Indonesia;