



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

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

CIRCULAR LETTER
NUMBER IMI-0315.GR.01.01 OF 2023

ABOUT

IMPLEMENTATION OF STAY PERMIT SERVICES
POST DETERMINATION OF THE MINISTER OF LAW AND HUMAN RIGHTS REGULATION
NUMBER 22 OF 2023 CONCERNING VISAS AND STAY PERMITS

1. Background

In order to implement the delegation of several articles in Government Regulation Number 40 of 2023 concerning the Fourth Amendment to Government Regulation Number 31 of 2013 concerning Implementing Regulations of Law Number 6 of 2011 concerning Immigration, Minister of Law and Human Rights Regulation Number 22 of 2023 concerning Visas has been promulgated. and Residence Permit on August 24 2023.

The implementation of this regulation has an impact on changes to visa and residence permit services, including problems with adjusting service systems and business processes due to the transition from Minister of Law and Human Rights Regulation Number 29 of 2021 concerning Visas and Residence Permits to Minister of Law and Human Rights Regulation Number 22 of 2023 regarding Visas and Residence Permits.

In this regard, in order to ensure the smooth implementation of Residence Permit services during the transition period, it is necessary to stipulate a Circular Letter from the Director General of Immigration as a guideline for implementing applications and providing residence permit services.

2. Aims and objectives

- a. The purpose of this circular letter is to provide legal certainty in the implementation of Stay Permit services during the transition period from Regulation of the Minister of Law and Human Rights Number 29 of 2021 concerning Visas and Stay Permits to Regulation of the Minister of Law and Human Rights Number 22 of 2023 concerning Visas and Residence Permit; And

- b. The purpose of this circular is as a guideline for those implementing the duties and functions of the Stay Permit service in providing services to the community.

3. Scope

The scope of this Circular Letter is to confirm the implementation of residence permit services on transition period from Regulation of the Minister of Law and Human Rights Number 29 of 2021 concerning Visas and Residence Permits to Regulation of the Minister of Law and Human Rights Number 22 of 2023 concerning Visas and Residence Permits.

4. Basic

- a. Law Number 25 of 2009 concerning Public Services;
- b. Law Number 6 of 2011 concerning Immigration as has been amended several times, most recently by Law Number 6 of 2023 concerning the Determination of Government Regulations in Lieu of Law Number 2 of 2022 concerning Job Creation into Law;
- c. Government Regulation Number 31 of 2013 concerning Implementing Regulations of Law Number 6 of 2011 concerning Immigration as amended several times, most recently with Government Regulation Number 40 of 2023 concerning Fourth Amendment to Government Regulation Number 31 of 2013 concerning Implementing Regulations of Law Number 6 of 2013 2011 concerning Immigration;
- d. Government Regulation Number 28 of 2019 concerning Types and Tariffs for Non-Tax State Revenues Applicable to the Ministry of Law and Human Rights;
- e. Presidential Regulation of the Republic of Indonesia Number 18 of 2023 concerning the Ministry of Law and Human Rights;
- f. Regulation of the Minister of Law and Human Rights Number 44 of 2015 concerning Procedures for Checking Entry and Exit Indonesian Territory at Immigration Checkpoints;
- g. Regulation of the Minister of Law and Human Rights Number 28 of 2018 concerning Immigration Stamps as amended several times, most recently with Regulation of the Minister of Law and Human Rights Number 20 of 2022 concerning the Second Amendment to Regulation of the Minister of Law and Human Rights Number 28 of 2018 concerning Immigration Stamps ;
- h. Minister of Law and Human Rights Regulation Number 41 of 2021 concerning Organization and Work Procedures of the Ministry of Law and Human Rights;
- i. Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Rates of Non-Tax State Revenue Urgent Needs for Immigration Services Applicable to the Ministry of Law and Human Rights;
- j. Minister of Law and Human Rights Regulation Number 22 of 2023 concerning Visas and Stay Permits; And
- k. Minister of Finance Regulation Number 82 of 2023 concerning Types and Tariffs for Types of Non-Tax State Revenue Urgent Needs for Golden Visa Services Applicable to the Ministry of Law and Human Rights.

5. Contents of the Circular Letter

- a. To all those implementing the duties and functions of the residence permit service (executing staff to structural officials) to:
 - 1) Providing excellent service to the community;
 - 2) Not committing corruption, collusion and nepotism;
 - 3) Carry out supervision in stages; And
 - 4) Coordinate and socialize with stakeholders and immigration guarantors regarding this Circular Letter.
- b. To the Head of the Immigration Division to:
 - 1) Carry out guidance, control, supervision and evaluation of the implementation of immigration policies regarding Stay Permit services during the transition period from Regulation of the Minister of Law and Human Rights Number 29 of 2021 concerning Visas and Stay Permits to Regulation of the Minister of Law and Human Rights Number 22 of 2023 regarding Visas and Residence Permits; And
 - 2) Report the results of evaluation of policy implementation periodically every 30 (thirty) days to the Director General of Immigration.
- c. To the Head of the Immigration Office to:
 - 1) Instruct structural and implementing officials in charge of immigration residence permits to accept applications for residence permit services through the Immigration Information Management System (SIMKIM) V2 residence permit application originating from visas issued from the Molina application as long as the residence permit service in question is not yet available in the Molina application ;
 - 2) Receive applications for residence permit services in the context of:
 - a) Foreign Investors (PMA) with:
 - (1) Carrying out extensions, transfer of status, reporting, changes, granting and other services for Limited Stay Permits or Permanent Stay Permits for foreign investors abroad *Golden Visa* which have been issued or have submitted applications before this circular comes into force with the requirements in accordance with the Regulation of the Minister of Law and Human Rights Number 29 of 2021 concerning Visas and Stay Permits based on the share value as regulated in the Investment Coordinating Board Regulation Number 4 of 2021 concerning Guidelines and Procedures for Risk-Based Business Licensing Services and Capital Investment Facilities until the deadline of 31 December 2024;
 - (2) Carrying out extensions, transfer of status, reporting, changes, granting and other services related to Limited Stay Permits or Permanent Stay Permits for foreign investors abroad *Golden Visa* after 31 December 2024 in accordance with Minister of Law and Human Rights Regulation Number 22 of 2023 concerning Visas and Stay Permits;
 - (3) Implementing the granting of new Limited Stay Permits and changing the status of Visit Stay Permits to Limited Stay Permits in the context of foreign investors outside *Golden Visa* in accordance with Minister of Law and Human Rights Regulation Number 22 of 2023 concerning Visas and Stay Permits

since this circular letter came into force;

- (4) Carry out a change of position in the context of work if the provisions in number 2 do not meet the requirements for limiting the value of shares in accordance with the Regulation of the Minister of Law and Human Rights Number 22 of 2023 concerning Visas and Stay Permits;
- (5) Limitation on Share Value for PMA based on Minister of Law and Human Rights Regulation Number 29 of 2021 concerning Visas and Stay Permits and Investment Coordinating Board Regulation Number 4 of 2021 concerning Guidelines and Procedures for Risk-Based Business Licensing Services and Investment Facilities:

	Directors / Commissioners	Not holding office
ITAS	≥ 1 billion rupiah	≥ 1.125 billion rupiah
ITAP	≥ 1 billion rupiah	≥ 10 billion rupiah

- (6) Limitation on the value of shares for PMA based on Minister of Law and Human Rights Regulation Number 22 of 2023 concerning Visas and Stay Permits:

	Directors / Commissioners	Not holding office
ITAS	≥ 10 billion rupiah	≥ 10 billion rupiah
ITAP	≥ 15 billion rupiah	≥ 15 billion rupiah

- (7) Accept special requirements for applications for Limited Stay Permits and Permanent Stay Permits for overseas foreign investors *Golden Visa* based on the provisions on share value and documents which include:
- a. Business Identification Number along with an attachment containing a list of business fields;
 - b. Deed of Incorporation;
 - c. Decree of the Minister of Law and Human Rights regarding ratification of the establishment of a limited liability company legal entity; And
 - d. Company statement for the last 2 (two) months.

b) Elderly foreign tourists with:

- (1) Carrying out extensions, transfer of status, reporting, changes, granting and other services related to Limited Stay Permits or Permanent Stay Permits for elderly foreign tourists with guarantors whose stay permits have been issued or applications have been submitted before this circular comes into force based on the requirements in accordance with the Regulation of the Minister of Law and Human Rights Number 27 of 2014 concerning Technical Procedures for Granting, Extension, Rejection, Cancellation and Expiration of Visit Stay Permits, Limited Stay Permits and Permanent Stay Permits as well as Exemptions from the Obligation to Have a Stay Permit or Regulations of the Minister of Law and Human Rights Human Number 22 of 2023 concerning Visas and Residence Permits while continuing the minimum age requirement of 55 years;

- (2) Carry out the granting of new Limited Stay Permits and change the status of Visit Stay Permits to Limited Stay Permits for elderly foreign tourists with guarantors in accordance with the Regulation of the Minister of Law and Human Rights Number 22 of 2023 concerning Visas and Stay Permits since this circular came into force
- (3) Requirements for elderly foreign tourists with Guarantor:

	Permenkumham 27/2014	Permenkumham 22/2023
Condition	1. Travel agency trade business license appointed by the ministry that handles government affairs in the tourism sector 2. Proof of the availability of funds to meet his living needs while in Indonesia from a pension fund institution or bank in his country of origin or in the territory of Indonesia 3. Proof of health insurance policy, death insurance 4. Proof of staying in the available accommodation facilities while in Indonesia, whether obtained by renting, rent-purchasing or purchasing 5. Proof of having employed informal workers who are Indonesian citizens as housemaids, drivers, security guards or gardeners	Proof of income or allowances worth US\$ 3000/month or equivalent
Age	≥ 55 years old	≥ 60 years old

c) Second House with:

- (1) Carrying out extensions, transfer of status, reporting, changes, granting and other services related to Limited Stay Permits or Permanent Stay Permits in the context of second homes for which a residence permit has been issued or an application has been submitted before this circular letter comes into force based on the requirements in accordance with the Regulation of the Minister of Law and Human Rights Number 29 of 2021 concerning Visas and Stay Permits or Regulation of the Minister of Law and Human Rights Number 22 of 2023 concerning Visas and Stay Permits;
- (2) Carry out the granting of new Limited Stay Permits and change the status of Visit Stay Permits to Limited Stay Permits in the context of a second home in accordance with Minister of Law and Human Rights Regulation Number 22 of 2023 concerning Visas and Stay Permits since this circular came into force;

(3) Second House Requirements:

	Permenkumham 29/2021	Minister of Law and Human Rights Regulation 22/2023
Condition	1. Depositing funds in a State-Owned Bank in the name of a foreigner ≥ 2 billion rupiah; or 2. Purchase property in accordance with regulation legislation invitation in field ATR/BPN	1. Deposit funds in a State-Owned Bank in the name of a foreigner worth ≥ US\$ 130,000 or equivalent; or 2. Buy a house flat/apartment worth ≥ US\$ 1,000,000 or equivalent

- 3) In the event that there are problems with the issuance of a Limited Stay Permit at the Immigration Checkpoint for Foreigners holding a Limited Stay Visa,:
- a) settlement through *helpdesk*; or
 - b) re-process the issuance of a new Limited Stay Permit at the immigration office without making another PNPB payment.
- 4) Carrying out identification in accordance with applicable laws and regulations or settlement through the media *helpdesk* for problems or errors in the products of residence permits, visas and entry certificates that have been issued;
- 5) Do not require a Certificate of Domicile/Residence Certificate (SKTT) for all types of services granting/extending/transferring status/change/duplicate/reporting in the immigration residence permit application and replacing it with a statement and guarantee/information or data submitted by Foreign Person, Guarantor or Responsible Person:
- 6) Granting a stay permit period for an application for an immigration stay permit, without the need to adjust it to the validity period of the applicant's Travel Document;
- 7) Applications for granting, transferring status and extending a residence permit must be made when foreigners are in Indonesian territory;
- 8) Receive requests for changes to Travel Document data for Foreigners holding Limited Stay Permits or Permanent Stay Permits located outside the territory of Indonesia submitted electronically/*on line* by Foreigners, Guarantor or Person in Charge;
- 9) Receive applications for re-entry permits for Foreigners holding Permanent Stay Permits who are outside the territory of Indonesia submitted electronically/*on line* by Foreigners, Guarantor or Person in Charge;
- 10) Carry out the issuance of Limited Stay Permit and Permanent Stay Permit cards in a new format if all infrastructure is available and there are further instructions from the Directorate General of Immigration;
- 11) Implement the types and rates of immigration stay permit services in accordance with:
- a) Government Regulation Number 28 of 2019 concerning Types and Tariffs for Non-Tax State Revenues Applicable to the Ministry of Law and Human Rights;

b) Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Rates of Non-Tax State Revenue for Urgent Needs for Immigration Services that Applies to the Ministry of Law and Human Rights; And

c) Regulation of the Minister of Finance Number 82 of 2023 concerning Types and Tariffs for Types of Non-Tax State Revenue Urgent Needs for Services *Golden Visa* Applicable to the Ministry of Law and Human Rights; as listed attached.

6. Conclusion

- a. At the time this Circular Letter comes into effect, the Director General of Immigration's Circular Letter Number IMI-0076.GR.01.01 of 2023 concerning Immigration Policy Regarding Electronic Arrival Visit Visa Services (*Electronic Visa on Arrival/E-Voa*), Visitor Visa on Arrival (*Visa on Arrival*), and Visa Free Visits to Support Sustainable Tourism during the Pandemic *Corona Virus Disease* 2019 is revoked and declared invalid; And
- b. This circular letter comes into effect on the date of stipulation.

Thus, this circular letter is intended to attract attention and be implemented properly and responsibly. Thank you for your attention and cooperation.

Set in Jakarta
on November 02, 2023

DIRECTOR GENERAL OF IMMIGRATION,



SILMY KARIM

Copy:

1. Minister of Law and Human Rights;
2. Deputy Minister of Law and Human Rights;
3. Plh. Secretary General of the Ministry of Law and Human Rights of the Republic of Indonesia;
4. Inspector General of the Ministry of Law and Human Rights of the Republic of Indonesia; And
5. Primary High Leadership within the Directorate General of Immigration.

Attachment
Circular Letter of the Director General of
Immigration Number: IMI-0315.GR.01.01 of
2023 Date: 02 November 2023

LIST OF TYPES AND RATES FOR TYPES OF PNPB IMMIGRATION STAY PERMIT SERVICES
BASED ON PP NO. 28 OF 2019, PMK NO. 9/PMK.02/2022 AND PMK NO. 82
YEAR 2023

NO	TYPE OF SERVICE	PP 28/2019	PMK NO 9 /2022	PMK NO 82/2023	KET
1	Extension of ITK Period Valid 30 Days	Rp. 500,000,-			Special extension ITK from VoA
2	ITK is valid for a maximum of 60 days		Rp. 2,000,000,-		
3	ITK Validity Period: Maximum 180 Days for Pre-Investment		Rp. 6,000,000,-		
4	ITAS Maximum Validity Period is 6 Months	Rp. 1,000,000,-			
5	ITAS Maximum Validity Period is 1 Year	Rp. 1,500,000,-			
6	ITAS Maximum Validity Period is 2 Years	Rp. 2,000,000,-			
7	ITAS has a maximum validity period of 5 years in KEK	Rp. 5,000,000,-			
8	ITAS approval for Workers in Indonesian Waters	Rp, 1,000,000,-			
9	ITAS Teraan for Workers in Indonesian Waters	Rp. 300,000,-			
10	ITAS Maximum Validity Period is 5 Years			Rp. 7,000,000,-	Scheme specific <i>Golden Visa</i>
11	ITAS Maximum Validity Period is 10 Years			Rp. 12,000,000,-	Scheme specific <i>Golden Visa</i>
12	Provision of Period ITAP Valid 5 (Five) Years	Rp. 5,000,000,-			
13	ITAP Extension for an Unlimited Period	Rp. 10,200,000,-			
14	ITAP is valid for a maximum of 5 years			Rp. 7,000,000,-	Scheme specific <i>Golden Visa</i>
15	ITAP has a maximum validity period of 10 years			Rp. 12,000,000,-	Scheme specific <i>Golden Visa</i>
16	ITAP for an unlimited period of time			Rp. 15,000,000,-	Scheme specific <i>Golden Visa</i>
17	IMK Maximum Validity Period is 6 Months	Rp. 600,000,-			
18	IMK Minimum Validity Period is 1 Year	Rp. 1,000,000,-			

19	IMK is valid for a maximum of 2 years	Rp. 1,750,000,-			
20	IMK has a maximum validity period of 5 years in KEK	Rp. 3,250,000,-			
21	IMK Maximum Validity Period is 5 Years			Rp. 3,500,000,-	Scheme specific <i>Golden Visa</i>
22	IMK Maximum Validity Period is 10 Years			Rp. 5,000,000,-	Scheme specific <i>Golden Visa</i>
23	IMK Unlimited Validity Period			Rp. 8,000,000,-	Scheme specific <i>Golden Visa</i>
24	Permission to Leave Indonesian Territory for No Return (Exit Permit Only)			Rp. 100,000,-	Scheme specific <i>Golden Visa</i>
25	Reporting Changes in Civil Status and Immigration Status			Rp. 500,000,-	Scheme specific <i>Golden Visa</i>
26	Stay Permit Card Expense Fees Remain Missing	Rp. 1,000,000,-			
27	Immigration Facilities (Affidavit) For Children Dual Citizenship	Rp. 400,000,-			
28	Certificate Immigration	Rp. 3,000,000,-			