



**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  
up the Head of the Immigration Division throughout Indonesia;  
2. Head of Immigration Offices throughout Indonesia.

**CIRCULAR LETTER**

**IMI NUMBER-0093.KU.01.03 YEAR 2022**

**ABOUT**

**IMPLEMENTATION OF TYPES AND RATE OF NON-TAX STATE REVENUE  
IN IMMIGRATION STAY PERMIT SERVICES**

**1. Background**

- a. That the *Corona Virus Disease 2019* (Covid-19) pandemic is still having an impact on limited mobility of people between countries, so foreigners who expire His Immigration Stay Permit still has difficulty getting out of the territory of Indonesia;
- b. That in the context of providing legal certainty to Foreigners as referred to in letter a, it is necessary to give an Immigration Stay Permit;
- c. That in order to implement the Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types and Tariffs for Types 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. That based on the considerations as referred to in letter a, letter b, and letter c, it is necessary to issue a Circular Letter of the Director General of Immigration concerning the Implementation of Types of Immigration and Non-Tax State Revenue Rates in Immigration Stay Permit Services.

**2. Purpose and goals**

- 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 on Types of Non-Tax State Revenues Urgent Needs for Immigration Services Applicable to Ministry of Law and Human Rights in the field of Residence Permit services Immigration;
- b. The purpose of issuing this circular letter is to monitor, control, and evaluation of the implementation of the Regulation of the Minister of Finance Number 9/PMK.02/2022 concerning Types of and Tariffs on Types 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 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 Law Number 6 of 2011 concerning Immigration as has been several times last amended by Government Regulation Number 48 of 2021 concerning Amendments Third, on Government Regulation Number 31 of 2013 concerning Implementing Regulations Law Number 6 of 2011 concerning Immigration;
- d. Government Regulation Number 28 of 2019 concerning Types and Tariffs for Types of Non-Tax State Revenue Applicable to the Ministry of Law and Human Rights Man;
- e. Presidential Decree Number 24 of 2021 concerning Determination of the Factual Status of the Pandemic Corona Virus Disease 2019 (Covid-19) 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 Minister of Law and Human Rights Number 23 of 2019 concerning Amendments to Minister of Law and Human Rights Regulation Number 19 of 2018 concerning Organization and Work Procedure of the Immigration Office;
- g. Regulation of the Minister of Law and Human Rights Number 29 of 2021 concerning Visas and Residence Permit;
- h. Minister of Law and Human Rights Regulation Number 34 of 2021 concerning Granting of Immigration Visas and Residence Permits During the Handling Period 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 for Types of Non-Tax State Revenue Urgent Need 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 Granting Visa, Entry Sign, and Immigration Stay Permit in the Handling Period Corona Virus Disease 2019 and National Economic Recovery.

## 5. Contents of the Circular

## a. General:

So that all officers and service implementers:

- 1) Performing excellent service 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 guarantor 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 activities as follows:
  - a) Granting of Immigration Stay Permit in order to implement the Ministerial Regulation Finance Number 9/PMK.02/2022 concerning Types and Tariffs for Types of Revenue Non-Tax State Urgent Need for Immigration Services Applies to the Ministry of Law and Human Rights, and
  - b) The process of granting Immigration Status Transfer to the Immigration Division and the Office Immigration;
- 2) Report the results of the implementation of activities as referred to in number 1) to Director General of Immigration.

## c. Head of Immigration Office:

- 1) Disseminate information to *stakeholders* and the wider community and carry out The coordination required for the implementation of the following activities:
  - a) Granting of Immigration Stay Permit in order to implement the Ministerial Regulation Finance Number 9/PMK.02/2022 concerning Types and Tariffs for Types of Revenue Non-Tax State Urgent Need for Immigration Services Applies 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 the region work;
- 3) Ordering Administrative Officers/Functional Officials who organize the function of implementing immigration duties in the field of residence permit and status services immigration authorities to do the following:
  - a) Provide an extension of the Visit Stay Permit for a maximum period of 60 (sixty) days against Foreigners holding Visit Stay Permits who comes from a visit visa for 1 (one) trip with the following conditions:
    - (1) Visit Stay Permit for a maximum period of 60 (sixty) days as referred to in letter a) is given a maximum of 2 (two) times consecutive,
    - (2) The total stay permit for Foreigners is a maximum of 180 (one hundred and eighty) days with the following details:

| Residence Permit   | Term 60 (six         | Information                 |
|--|----------------------|-----------------------------|
| A Visit Stay Permit that comes from a 1 (one) visit visa travel times                          | twenty) days         | Given via Visa              |
| Extension <small>Permission</small> Live<br>First visit for a maximum period of 60 (sixty) day | 60 (sixty) days      | Given to Immigration office |
| Extension <small>Permission</small> Live<br>Second visit for long a maximum of 60 (sixty) day  | 60 (six twenty) days | Given to Immigration office |

- (3) Applications for extension of Stay Permit for Foreigner Visits cannot be granted if the application in question causes the entire permit stay of more than 180 (one hundred and eighty) days,
- (4) Visit Stay Permit for a maximum period of 60 (sixty) days granted through the mechanism for the extension of the first Visit Stay Permit by doing a biometric recording and using a tariff of Rp 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 for Types of Revenue Non-Tax State Urgent Need for Immigration Services Applicable to the Ministry of Law and Human Rights;
- b) Granting an extension of the Visit Stay Permit for 1 (one) time only for a period of maximum period of 30 (thirty) days for Foreigners holding Stay Permits Visits originating from an On-Arrival Visit Visa using the rate of Rp. 500,000,- (five hundred thousand Rupiah) based on Government Regulation Number 28 of 2019 concerning Types and Tariffs of Non-State Revenues Taxes Applicable to the Ministry of Law and Human Rights;
- c) Implement the procedures and mechanisms for the Status Transfer of Immigration Stay Permits in accordance with the provisions of the legislation;
- d) Carry out field checks on requests for Status Transfer Immigration Residence Permit based on mixed marriage before issuance of approval or rejection of Immigration Stay Permit Status Transfer;
- 4) Ordering Administrative Officers/Functional Officials who organize the function of implementing immigration duties in the field of immigration surveillance and intelligence to carry out Field Immigration Supervision of the Transfer application Status of Immigration Stay Permit other than as referred to in number 3) letter d), after a Limited Stay Permit (ITAS) is issued on the Service of Transfer of Stay Permit status The visit becomes a Limited Stay Permit;
- 5) Report the implementation of activities periodically to the Head of the Immigration Division.

6. Cover

- 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 further evaluated.

Thus, this circular letter is for your attention and carried out as well as possible, for  
Thank you for your attention and cooperation.

Set in Jakarta  
on May 11, 2022

Plt. DIRECTOR GENERAL OF IMMIGRATION,



Ditandatangani secara elektronik oleh :

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

Copy:

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;