

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

To.

1. All Madya High Leader Officials and Pratama High Leader Officials
2. All Expert Staffs, Special Staffs, and Committee Members
3. All Echelon III, IV, JFT, and Staff Officials
4. All K/L Connector Officials and Assistance Staffs

**CIRCULAR LETTER
OF THE HEAD OF THE CAPITAL INVESTMENT COORDINATING BOARD
NUMBER 16 OF 2020
REGARDING
SEVENTH AMENDMENT TO CIRCULAR LETTER OF THE HEAD OF CAPITAL
INVESTMENT COORDINATING BOARD NUMBER 3 OF 2020 REGARDING
PREVENTION OF THE SPREAD OF THE CORONA VIRUS DISEASE 2019 (COVID-
19) IN THE PREMISES OF THE CAPITAL INVESTMENT COORDINATING BOARD**

1. To prevent the widening spread of Covid-19, it is hereby announced that starting from Thursday, August 6, 2020, until Wednesday, August 19, 2020, all officers in the BKPM Premises shall carry out work from home, unless for urgent matters requiring work from office.
2. Officers who carry out work from home shall periodically report the performance result of their daily duties to each head of work unit and submit them to the Office Affairs Department.
3. Head of Echelon I unit shall be responsible to report the officers who do not perform their service duties to the Office Affairs Official (*Pejabat Pembina Kepegawaian*) and the Authorized Official in accordance with the provision of laws and regulations.
4. Other than the matters stated above, the Circular Letter of the Head of Capital Investment Coordinating Board Number 3 of 2020 regarding Prevention of the Spread of the Corona Virus Disease 2019 (Covid-19) in the Premises of the Capital Investment Coordinating Board as lastly amended by Circular Letter of the Head of Capital Investment Coordinating Board Number 13 of 2020 shall remain to be applicable and shall be an integral part of this Circular Letter, until a new policy is stipulated.

Therefore, this Circular Letter shall be implemented in its best endeavor. Thank you for your attention and cooperation.

SSEK Translation
August 6, 2020



Stipulated in Jakarta
on August 6, 2020

on behalf of the HEAD
SECRETARY OF THE
HEAD OF THE CAPITAL
INVESTMENT
COORDINATING BOARD,

(barcode)

FARAH R. INDRIANI