

ON THE LETTERHEAD OF THE INDONESIAN DIRECTORATE GENERAL OF IMMIGRATION

- To:
1. Heads of Republic of Indonesia Representatives  
Attn. Attaché/Immigration Technical Staff/Foreign Affairs Service Officials at RI  
Representatives
  2. Heads of Ministry of Law and Human Rights Regional Offices  
Attn. Heads of Immigration Divisions throughout Indonesia
  3. Heads of Immigration Offices throughout Indonesia
  4. Heads of Immigration Detention Centers throughout Indonesia

CIRCULAR LETTER  
NUMBER: IMI-2034.GR.01.01 OF 2020  
REGARDING  
TEMPORARY CLOSURE FOR ENTRY OF FOREIGNERS TO THE TERRITORY OF  
INDONESIA

1. Background

With the issuance of the Circular Letter of COVID-19 Handling Task Force Unit Number 4 of 2020 regarding Health Protocol for the Travel of People During the Corona Virus Disease 2019 (COVID-19) Pandemic Period, it is necessary to issue a Circular Letter of the Director General of Immigration regarding the Temporary Closure for Entry of Foreigners to the Territory of Indonesia.

2. Purpose and Objective

- a. The purpose of this circular letter's issuance is to create synergy of the implementation of national policy for the prevention of increase of transmission of COVID-19 and its variants through temporary closure for entry of foreigners to the territory of Indonesia.
- b. The objectives of this circular letter's issuance are:
  - 1) To become a standard in implementing the policy of temporary closure for entry of foreigners to the territory of Indonesia;
  - 2) To optimize the implementation of immigration tasks and functions in implementing the policy of temporary closure for entry of foreigners in the territory of Indonesia.

3. Scope

The scope of this circular letter is the affirmation of immigration functions in implementing the policy of temporary closure for entry of foreigners to the territory of Indonesia.

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4. Basis

- a. Law Number 6 of 2011 regarding Immigration;
- b. Government Regulation Number 31 of 2013 regarding Implementing Regulation of Law Number 6 of 2011 regarding Immigration as amended several times, lastly by Government Regulation Number 51 of 2020 regarding Second Amendment of Government Regulation Number 31 of 2013 regarding Implementing Regulation of Law Number 6 of 2011 regarding Immigration;
- c. Regulation of the Minister of Law and Human Rights Number 27 of 2014 regarding Technical Procedures for the Issuance, Extension, Rejection, Cancellation and Expiration of Visiting Stay Permits, Limited Stay Permits and Permanent Stay Permits and Exemptions from the Obligations to Have a Stay Permit as amended by Regulation of the Minister of Law and Human Rights Number 21 of 2018 regarding Amendment to the Regulation of the Minister of Law and Human Rights Number 27 of 2014 regarding Technical Procedures for the Issuance, Extension, Rejection, Cancellation and Expiration of Visiting Stay Permits, Limited Stay Permits and Permanent Stay Permits and Exemptions from the Obligations to Have a Stay Permit;
- d. Regulation of the Minister of Law and Human Rights Number 24 of 2016 regarding Technical Procedures for Application and Issuance of Visit Visas and Limited Stay Visas as amended by Regulation of the Minister of Law and Human Rights of the Republic of Indonesia Number 51 of 2016 regarding Amendment to Regulation of the Minister of Law and Human Rights Number 24 of 2016 regarding Technical Procedures for the Application and Issuance of Visiting Visas and Limited Stay Visas;
- e. Regulation of the Minister of Law and Human Rights of the Republic of Indonesia Number 16 of 2018 regarding Procedures for the Granting of Visas and Stay Permits for Foreign Workers;
- f. Regulation of the Minister of Law and Human Rights Number 26 of 2020 regarding Visas and Stay Permits During the New Normal Adaptation Period;
- g. Circular Letter of the COVID-19 Handling Task Force Unit Number 3 of 2020 regarding Health Protocol for the Travel of People During the Christmas Holiday and Welcoming the 2021 New Year During the Corona Virus Disease 2019 (COVID-19) Pandemic;

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- h. Circular Letter of the COVID-19 Handling Task Force Unit Number 4 of 2020 regarding Health Protocol for the Travel of People During the Corona Virus Disease 2019 (COVID-19) Pandemic.

5. Content of Circular Letter

a. General

With the applicability of Circular Letter of the COVID-19 Handling Task Force Unit Number 4 of 2020 regarding Health Protocol for the Travel of People During the Corona Virus Disease 2019 (COVID-19) Pandemic, all officials and service implementers shall:

- 1) Provide excellent service to the public;
  - 2) Not commit Corruption, Collusion and Nepotism;
  - 3) Conduct tiered supervision;
  - 4) Coordinate with stakeholders and sponsors of foreigners relating to the substance of immigration in Circular Letter of the COVID-19 Handling Task Force Unit Number 4 of 2020 regarding Health Protocol for the Travel of People During the Corona Virus Disease 2019 (COVID-19) Pandemic.
- b. Attaché/Immigration Technical Staff/Foreign Affairs Service Official, Head of Immigration Division, Head of Immigration Office, and Head of Immigration Detention Center shall spread information to stakeholders and the public regarding the temporary closure for entry of foreigners to the territory of Indonesia.
- c. Attaché/Immigration Technical Staff/Foreign Affairs Service Officials shall:
- 1) Temporarily reject all visa applications;
  - 2) Deliver information that the Immigration Non-Tax State Revenues that have been paid cannot be refunded;
  - 3) Deliver information that foreigners holding ITAS (Limited Stay Permit or *Izin Tinggal Terbatas*)/ ITAP (Permanent Stay Permit or *Izin Tinggal Tetap*), and Re-Entry Permit that has expired and are currently overseas during the temporary closure for entry of foreigners to the territory of Indonesia, may conduct an extension via online through the online stay permit application.

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- d. Heads of Immigration Division shall:  
Periodically conduct and report on the guidance, control, and supervision of the implementation of policy on the temporary closure for the entry of foreigners to the territory of Indonesia.
- e. Heads of Immigration Office which oversee the Immigration Checkpoints shall:
- 1) Reject the granting of entry signs for foreigners to the territory of Indonesia by adhering to the Regulation of the Minister of Law and Human Rights Number 44 of 2015 regarding the Procedure of Examining the Entry and Exit of the Territory of Indonesia in Immigration Checkpoints;
  - 2) Supervision and control the examination of immigration and granting of entry signs to:
    - a) holders of diplomatic visa and service visa relating to official visits of foreign officials at the level of the Minister and above;
    - b) holders of diplomatic stay permit and service stay permit;
    - c) holders of limited stay permit and permanent stay permit; and
    - d) crews of conveyance who enters with its conveyance;
  - 3) Periodically conduct and report on the guidance, control, and supervision of the implementation of policy of the temporary closure for entry of foreigners to the territory of Indonesia.
6. Closing
- a. In certain circumstances, the Minister based on his authority may issue other policies relating to immigration facilities as long as it provides public benefits and national economic recovery;
  - b. This circular letter is valid from January 1 until 14, 2021 and will be further evaluated.

Therefore, this circular letter is issued for your kind attention and shall implemented in its best endeavor. Thank you for your attention and cooperation.

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Stipulated in Jakarta

On December 30, 2020

DAILY IMPLEMENTOR (PLH.) OF  
THE DIRECTOR GENERAL OF  
IMMIGRATION,

(QR Code)

(Signed)

R.P. MULYA

NRP. 67070535

Copies to:

1. Minister of Law and Human Rights;
2. Minister of Foreign Affairs;
3. Secretary General of the Ministry of Law and Human Rights;
4. Inspector General of the Ministry of Law and Human Rights;
5. Director General of Protocol and Consular Affairs, Ministry of Foreign Affairs;
6. Primary High Leaders within the Directorate General of Immigration;
7. Archive -----.