

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

- To: 1. Heads of Representative of the Republic of Indonesia
Attn. Attaché/Immigration Technical Staffs/Foreign Service Officials at Indonesian Representatives
2. Heads of Regional Offices of the Ministry of Law and Human Rights
Attn. Heads of Immigration Division throughout Indonesia
3. Heads of Immigration Offices throughout Indonesia
4. Heads of Immigration Detention Centers throughout Indonesia

**CIRCULAR LETTER
NUMBER: IMI-0158.GR.01.01
REGARDING**

**PROVISIONS ON THE EXTENSION OF STAY PERMIT FOR FOREIGNERS HOLDING
THE ITAS (LIMITED STAY PERMIT)/ITAP (PERMANENT STAY PERMIT) ABROAD**

1. Background

In connection with the evaluation results of the Circular of the Director General of Immigration Number IMI-0661.GR.01.01 of 2021 dated March 26, 2021, regarding Visa and Stay Permit Requirements During the New Normal Adaptation Period and its affirmation, it is necessary to issue the Circular Letter of Director General of Immigration regarding Provisions on the Extension of Stay Permit for Foreigners Holding the ITAS/ITAP Abroad.

2. Objectives and Purposes

- a. The purpose of this circular letter's issuance is to serve as a guideline for the implementation and evaluation of the Visa and Stay Permit policy during the New Normal Adaptation Period.
- b. The purpose of the issuance of this circular is to serve as a guideline in optimizing the implementation of immigration duties and functions in implementing Visa and Stay Permit services during the New Normal Adaptation Period.

3. Scope

The scope of this circular letter shall be the affirmation of the provisions of extension of stay permit for ITAS/ITAP holder abroad in implementing services of Visas and Stay Permit in the New Normal Adaptation Period.

4. Basis

- a. Law Number 6 of 2011 on Immigration;
- b. Government Regulation No. 31 of 2013 regarding Implementing Regulation of Law No. 6 of 2011 regarding Immigration as amended several times, the latest by Government Regulation No. 48 of 2021 regarding Third Amendment of Government Regulation No. 31 of 2013 regarding Implementing Regulation of Law No. 6 of 2011 regarding Immigration;
- c. Regulation of the Minister of Law and Human Rights No. 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 No. 21 of 2018 regarding Amendment to the Regulation of the Minister of Law and Human Rights No. 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 No. 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 No. 51 of 2016 regarding Amendment to Regulation of the Minister of Law and Human Rights No. 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 No. 26 of 2020 regarding Visas and Stay Permits During the New Normal Adaptation Period.
- f. Circular Letter of the Minister of Law and Human Rights of the Republic of Indonesia Number M.HH-01.GR.02.07 of 2021 regarding Provisions of Visa, Immigration Stay Permits During the Implementation of the Corona Virus Disease 2019 Emergency Restriction on Public Activities;
- g. Circular Letter of the Director-General of Immigration Number IMI-0661.GR.01.01 of 2021 dated March 26, 2021, on Visa and Stay Permit Policy During the New Normal Adaptation Period.

5. Content of the Circular Letter

- a. Head of the Immigration Division;
Conduct the supervision and control the implementation of the extension of the Immigration Stay Permit for Foreigners Holding the ITAS/ITAP abroad which will expire and is still abroad.
- b. Head of the Immigration Office

Provide the extension of the Foreigner's ITAS/ITAP and/or Multiple Re-entry Permit (*Izin Masuk Kembali* or IMK) to Foreigners who are still abroad whose stay permit will expire, through an application submitted by the sponsor/person in charge to the Immigration Office electronically or manually by fulfilling the following requirements:

- 1) The sponsor shall attach the photocopy of the passport;
- 2) Complete the application without going through the biometric collection process with the approval of the Director General of Immigration; and
- 3) Obligates the sponsor/person in charge to report the Foreigner's arrival to the Immigration Office no later than 30 (thirty) days since the arrival date in order to carry out calibration for the Foreigner's ITAS/ITAP and/or IMK.

6. Closing

This circular shall come into force from the date of establishment and will be further evaluated.

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

Stipulated in Jakarta
On July 16, 2021

(QR Code)

ACTING DIRECTOR-GENERAL OF IMMIGRATION

(Signed)

WIDODO EKATJAHJANA
NIP 197105011993031001

Copies to:

1. Minister of Law and Human Rights;
2. Minister of Foreign Affairs;
3. Deputy Minister of Law and Human Rights;
4. Secretary General of the Ministry of Law and Human Rights;
5. Inspector General of the Ministry of Law and Human Rights;

6. Director-General of Protocol and Consular Affairs, Ministry of Foreign Affairs;
7. Primary High Leaders within the Directorate General of Immigration;
8. Archive-----.