

MINISTER OF MANPOWER
OF THE REPUBLIC OF
INDONESIA

July 3, 2021

To: Governors
throughout Indonesia

CIRCULAR LETTER OF THE
MINISTER OF MANPOWER OF THE REPUBLIC OF
INDONESIA NUMBER M/9/HK.04/VII/2021

REGARDING
THE OPTIMIZATION OF THE IMPLEMENTATION OF HEALTH PROTOCOLS IN THE
WORKPLACE AND THE PROVISION OF HEALTH EQUIPMENT AND FACILITIES FOR
EMPLOYEES BY COMPANIES DURING THE CORONA VIRUS DISEASE (COVID-19)
PANDEMIC

Considering the current situation regarding the development of the Corona Virus Disease (COVID-19) transmission in various regions and the impact caused in the workplace, particularly in relation to the Work Safety and Health (*Keselamatan dan Kesehatan Kerja* or K3) of employees in companies, whether implementing work from office or work from home, efforts need to be made to increase the endurance of workers so that they can continue to work and be productive. In relation to the foregoing, we request Governors to convey this recommendation for entrepreneurs/heads of companies to:

1. Optimize the implementation of the Circular Letter of the Minister of Manpower Number M/7/AS.02.02/V/2020 regarding the Business Continuity Plan in Facing the Corona Virus Disease (COVID-19) Pandemic and COVID-19 Transmission Prevention Protocol in Companies.
2. Comply to the limitation of activities in accordance with the Enforcement of Emergency Limitations on Community Activities (*Pemberlakuan Pembatasan Kegiatan Masyarakat* or PPKM).
3. Support the Government policies in relation to the COVID-19 vaccination program by encouraging and offering a chance or facilitating the employees to be vaccinated.
4. Provide masks and health equipment in the form of hand sanitizers, vitamins or other health supplements regularly for the employees as well as to optimize the company's health services (if any).
5. The Patron Committee of the Work Safety and Health (*Panitia Pembina Keselamatan*

dan Kesehatan Kerja or P2K3) in the company to effectively prepare and implement strategic steps to anticipate emergency conditions. Companies without P2K3 shall form P2K3 COVID-19 Handling Task Force or for such COVID-19 Handling Task Force to coordinate with the local COVID-19 Handling Task Force.

This Circular Letter shall be effective on July 3, 2021 until COVID-19 pandemic is declared over by the COVID-19 Handling Task Force.

Thus concludes this Circular Letter, we request for your follow up and to convey to the Regents/Mayors as well as the relevant stakeholders within your area.

Minister of Manpower of
the Republic of Indonesia,

(signed and stamped)

Ida Fauziah

Copied to:

1. Minister of Home Affairs of the Republic of Indonesia
2. Minister of Health of the Republic of Indonesia
3. Head of the Committee for the Handling of the Corona Virus Disease 2019 (COVID-19) and the National Economic Recovery;
4. Chairman of the Indonesian Chamber of Commerce and Industry;
5. Chairman of the National Leadership Council of the Indonesian Entrepreneur Association;
and
6. Head of the Labor Unity Confederation.