

MINISTER OF INDUSTRY OF THE REPUBLIC OF INDONESIA

To Heads of Industrial Companies and Industrial Estate Companies
throughout Indonesia

CIRCULAR LETTER
OF THE
MINISTER OF INDUSTRY OF THE REPUBLIC OF INDONESIA
NUMBER 5 OF 2021
REGARDING
AMENDMENT OF CIRCULAR LETTER OF THE MINISTER OF INDUSTRY NUMBER 3 OF
2021 REGARDING OPERATION AND MOBILITY OF INDUSTRIAL ACTIVITIES DURING THE
COVID-19 PUBLIC HEALTH EMERGENCY PERIOD

I. GENERAL

In order to increase efforts to accelerate the handling and control of the Covid-19 pandemic, the Government implements the Enforcement of Restrictions on Public Activities.

In connection with the foregoing and to complete the technical provisions in the industrial sector that have been issued with the Circular Letter of the Minister of Industry Number 3 of 2021 regarding Operations and Mobility of Industrial Activities During the Covid-19 Public Health Emergency Period, it is necessary to issue a Circular Letter of the Minister of Industry regarding Amendment to the Circular Letter of the Minister of Industry Number 3 of 2021 regarding Operations and Mobility of Industrial Activities During the Covid-19 Public Health Emergency Period.

II. PURPOSE AND OBJECTIVES

a. Purpose

This Circular Letter is intended as the amendment to several provisions in the operational guidelines and mobility of industrial activities during the Covid-19 public health emergency period which has been regulated in the Circular of the Minister of Industry Number 3 of 2021 regarding Operations and Mobility of Industrial Activities During the Covid-19 Public Health Emergency Period.

b. Objectives

This Circular Letter is intended to materialize the acceleration of handling and controlling the Covid-19 pandemic in Industrial Companies and Industrial Estate Companies.

III. SCOPE

The scope of this Circular Letter is the amendment to the provisions for the implementation of the Health protocols and reporting that has been regulated in the Circular Letter of the Minister of Industry Number 3 of 2021 regarding Operations and Mobility of Industrial Activities During the Covid-19 Public Health Emergency Period and the addition of provisions regarding the access right to use *PeduliLindungi* application.

IV. BASIS

- a. Law Number 3 of 2014 regarding Industry as amended by Law Number 11 of 2020 regarding Job Creation;
- b. Law Number 6 of 2018 regarding Health Quarantine;
- c. Government Regulation Number 21 of 2020 regarding Large-Scale Social Restrictions in the context of Accelerating the Handling of the Corona Virus Disease 2019 (Covid-19);
- d. Presidential Regulation Number 107 of 2020 regarding the Ministry of Industry;
- e. Presidential Decree Number 11 of 2020 regarding Determination of the Public Health Emergency of the Corona Virus Disease 2019 (Covid-19);

- f. Presidential Decree Number 12 of 2020 regarding the Determination of Non-Natural Disasters for the Spread of the Corona Virus Disease 2019 (Covid-19) as National Disasters;
- g. Regulation of the Minister of Health Number 9 of 2020 regarding Guidelines for Large-Scale Social Restrictions in the context of Accelerating Handling of the Corona Virus Disease 2019 (Covid-19); and
- h. Minister of Industry Regulation Number 7 of 2021 regarding Organization and Work Procedures of the Ministry of Industry.

V. CONTENT OF CIRCULAR

a. Implementation of Health Protocol

Industrial Companies and Industrial Estate Companies that have an Operational and Mobility License for Industrial Activities are required to implement the Covid-19 health protocol in their corporate environment which at least meets the following conditions:

1. supervisors/management:

- a) to establish a Covid-19 task force within the company and coordinate with the local government Covid-19 task force;
- b) to provide health facilities and health workers within the company and/or cooperate with health service facilities;
- c) to arrange the guidelines for entering and leaving work, changing shifts, taking breaks, worship activities, eating, and other activities that can cause crowds in the factory/company environment; and
- d) to make efforts to prevent and handle the spread of Covid-19 within the company, including but not limited to:
 - 1) prevention, by:
 - i. conducting initial screening to all staff/workers/employees/personnel through and/or examination of people with respiratory symptoms, physical examination such as cough/flu/shortness of breath when

- entering the factory/company area, including people other than staff/workers/employees/personnel who enter the factory/company area;
- ii. prohibiting staff/workers/employees/personnel, including people other than staff/workers/employees/personnel, whose body temperature exceeds the permissible threshold, has respiratory symptoms such as cough/flu/shortness of breath, or is unfit to enter or carry out activities in the factory /company area and refer such person to immediately conduct an examination to the nearest health service facility;
 - iii. prohibiting staff/workers/employees/personnel, including people other than staff/workers/employees/personnel who have a history of travelling from abroad to enter the factory/company area before the completion of the quarantine period in accordance with the international travel health protocol during the Covid-19 pandemic which is established by the National Covid-19 Handling Task Force;
 - iv. providing facilities for washing hands or providing adequate cleaning fluids in sufficient quantities and easily accessible in access areas in and out of buildings/buildings/rooms and work areas;
 - v. providing good air circulation in the work area or other facilities used as a place of work;
 - vi. carrying out routine cleaning with disinfectant liquid in the work area or other facilities used as a place of work, including places of worship, rest areas, bathrooms, registration and payment counters, places to eat, and other facilities or places that are used either alternately or together;

- vii. regulating the number of staff/workers/employees /personnel when using public facilities or social facilities, such as places of worship, rest areas, bathrooms, registration and payment counters, places to eat, and other facilities or places that are used either alternately or together;
 - viii. providing supplements/vitamins and nutritious meal for staff/workers/employees/personnel;
 - ix. carrying out vaccinations for all staff/workers/employees/personnel independently or in collaboration with other parties who can provide or facilitate vaccination;
 - x. conducting socialization of Clean and Healthy Lifestyle (*Perilaku Hidup Bersih dan Sehat* or PHBS) and information about Covid-19 through the installation of banners/signage/infographics in strategic places in the factory/company area or other media owned by the company; and
 - xi. using the *PeduliLindungi* application to conduct screening of staff/workers/employees/personnel and visitors/guests who enter the factory/company area;
- 2) handling by:
- i. Carrying out 3T (testing, tracing, and treatment) in the event that there are staff/workers/employees/personnel in the company environment who are Covid-19 confirmed, with the following conditions:
 - i.1. testing with a target positivity rate of <10% (ten percent) against suspects, namely those with symptoms and also close contacts;

- i.2. tracing needs to be carried out on staff/workers/employees/personnel who are in close contact with confirmed cases and coordinate with the local Puskesmas. Quarantine needs to be carried out on those identified as close contacts. Once identified close contacts shall be checked (entry-test) and quarantine needs to be carried out. If the test result is positive, then isolation is required. If the results of the examination are negative, it is required to continue quarantine and on the 5th day of the quarantine, a re-examination (exit-test) is carried out to see if the virus is detected after/during the incubation period. If the results of the re-examination (exit-test) are negative, then the staff/workers/employees/personnel are considered to have completed quarantine; and
 - i.3. Treatment needs to be done comprehensively according to the severity of the symptoms. Only staff/workers/employees/personnel with moderate, severe, and critical symptoms who needs to be hospitalized. Isolation needs to be strictly conducted to prevent transmission;
 - ii. in the event of a cluster of Covid-19 transmission, temporarily close the work area of the related staff/worker/employee/personnel ;
 - iii. carrying out sterilization in the work area and other areas related to the confirmed Covid-19 staff/workers/employees/personnel; and

- iv. providing and/or facilitating isolation places designated for staff/workers/employees/personnel who are confirmed to be Covid-19;
2. staff/workers/employees/personnel:
- a) when feeling unwell while in the factory/company area, shall stop the activity and immediately go to the nearest medical facility;
 - b) staff/workers/employees/personnel who have a history of travelling from abroad are obliged to inform the company and implement the Covid-19 international travel health protocols set by the National Covid-19 Handling Task Force;
 - c) are prohibited from shaking hands with anyone and adopting other forms of greeting; and
 - d) implementing health protocols in the factory/company area covering 6M, namely:
 - 1) properly wearing masks;
 - 2) washing hands with soap and running water or liquid disinfectant;
 - 3) maintaining distance;
 - 4) avoiding and preventing the crowds;
 - 5) avoiding communal on-site dining; and
 - 6) reducing movement that is not directly related to work activities.

b. Reporting

1. Industrial Companies and Industrial Estate Companies that already have an Operational and Mobility License for Industrial Activities are required to submit reports on the implementation of operational and mobility of industrial activities and the periodical use of the *PeduliLindungi* application of 1 (one) time in 1 (one) week, on Friday, electronically through the SIINas portal (siinas.kemenperin.go.id) in accordance with the reporting guidelines as contained in the Attachment which is an integral part of this Circular Letter.
2. In submitting reports on the operational implementation and mobility of industrial activities, Industrial Companies and Industrial Estate Companies must state that the data/information reported are correct and are willing to be subject to administrative sanctions in the form of revocation of the Operational and Mobility License for Industrial Activities in the event that there is a discrepancy in the data/information on the implementation of the Covid-19 health protocol as stated by conditions in the field.

c. Recommendation on the Access Right to Use the *PeduliLindungi* Applications

1. Access right to use the *PeduliLindungi* application can be granted to Industrial Companies or Industrial Estate Companies that receive a recommendation from the Ministry of Industry.
2. To obtain the recommendation as referred to in number 1, the Industrial Company or Industrial Estate Company shall submit an application electronically through the SIINas portal (siinas.kemenperin.go.id) in accordance with the application submission guidelines as contained in the Attachment which is an integral part of this Circular Letter.

VI. CLOSING

- a. The provisions in the Circular Letter of the Minister of Industry Number 3 of 2021 regarding Operations and Mobility of Industrial Activities During the Covid-19 Public Health Emergency Period shall remain in effect as long as they are not amended or replaced by new provisions contained in this Circular Letter.
- b. This Circular Letter shall be valid until the end of the Public Health Emergency of Covid-19.

Therefore, this Circular Letter shall be implemented properly.

Issued in Jakarta
on August 31, 2021

MINISTER OF INDUSTRY
OF THE REPUBLIC OF INDONESIA,
(Signed)
AGUS GUMIWANG KARTASASMITA

Copied to:

1. Coordinating Minister for Political, Legal and Security Affairs;
2. Coordinating Minister for Economic Affairs;
3. Coordinating Minister for Maritime Affairs and Investment;
4. Coordinating Minister for Human Development and Culture;
5. Minister of Health;
6. Minister of Manpower;
7. Minister of Home Affairs;
8. Minister of Transportation;
9. Minister of State-Owned Enterprises;
10. Attorney General of the Republic of Indonesia;
11. Commander of the Indonesian National Armed Forces;

12. The Head of the National Police of the Republic of Indonesia;
13. Chairman of the Task Force for the Acceleration of Handling Covid-19;
14. Governors/Regents/Mayors;
15. Chairman of the Indonesian Chamber of Commerce and Industry; and
16. Chairman of the Indonesian Employers Association.

ATTACHMENT
CIRCULAR LETTER OF THE MINISTER OF
INDUSTRY OF THE REPUBLIC OF INDONESIA
NUMBER 5 YEAR 2021
REGARDING
AMENDMENT TO CIRCULAR LETTER OF THE
MINISTER OF INDUSTRY NUMBER 3 OF 2021
REGARDING OPERATION AND MOBILITY OF
INDUSTRIAL ACTIVITIES DURING THE COVID-
19 PUBLIC HEALTH EMERGENCY PERIOD

A. GUIDELINES FOR REPORTING OF THE IMPLEMENTATION OF THE OPERAION AND
MOBILITY OF INDUSTRIAL ACTIVITIES

1. General

Industrial Companies and Industrial Estate Companies that have an Operational and Mobility License for Industrial Activities are required to submit reports on the implementation of operational and mobility of industrial activities every Friday through the SIINAS portal (siinas.kemenperin.go.id).

2. Reporting Procedure

Industrial Companies or Industrial Estate Companies to report the operational implementation and mobility of industrial activities in the following manner:

- a. login to SIINAS account (siinas.kemenperin.go.id);
- b. click "e-Services";
- c. select "Operational and Mobility License";
- d. select "Industrial Activity Implementation Report";
- e. must fill out all the fields that appear on the screen with the actual data/information and state the truthfulness of the data/information; and
- f. click "Submit".

B. GUIDELINES FOR THE SUBMISSION OF APPLICATION FOR RECOMMENDATION ON THE ACCESS RIGHT TO USE THE *PEDULILINDUNGI* APPLICATION

1. General

Industrial Companies or Industrial Estate Companies shall apply for recommendations on the access right to the use of the *PeduliLindungi* application through SIINas (siinas.kemenperin.go.id).

2. Requirements

Industrial Companies or Industrial Estate Companies must have an Operational and Mobility License for Industrial Activities that is still active.

3. Procedure for Submission of Application

Industrial Companies or Industrial Estate Companies submit applications in the following ways:

- a. login to SIINas account (siinas.kemenperin.go.id);
- b. click "e-Services";
- c. click "Operational and Mobility License";
- d. click "Recommendations of *PeduliLindungi*"
- e. fill in the form that appears on the screen, followed by clicking "Save"; and
- f. after the application is validated by the system, the company can print a recommendation on the access right to use *PeduliLindungi* application by clicking "Print".

MINISTER OF INDUSTRY
OF THE REPUBLIC OF INDONESIA,

(Signed)

AGUS GUMIWANG KARTASASMITA