GOVERNMENT REGULATIONS

GUIDANCE ON THE USE OF MANPOWER STATISTICS METHOD

(Regulation of R.I. Manpower and Transmigration Minister No. PER.01/MEN/I/2009,
dated January 8, 2009)

MINISTER OF MANPOWER AND TRANSMIGRATION
OF THE REPUBLIC OF INDONESIA,

Considering:

That in the performance of provisions of Article 7 paragraph (2) of Government Regulation No. 15 Year 2007 concerning Procedure to Obtain Information on Manpower and Compilation and Performance of Manpower Planning, it is necessary to stipulate a regulation of the Minister concerning guidance on the use of Manpower Statistics Method;

In view of :

1. Law No. 16 Year 1997 concerning Statistics (Statute Book of the Republic of Indonesia Year 1997 No. 39, Supplement to Statute Book of the Republic of Indonesia No. 3683);

2. Law No. 13 Year 2003 *(BN No. 6905 pages 21A-28A etc)* concerning Manpower (Statute Book of the Republic of Indonesia Year 2003 No. 37, Supplement to Statute Book of the Republic of Indonesia No. 4273);

3. Law No. 32 Year 2004 *(BN No. 7183 pages 1A-11A etc)* concerning Regional Governments (Statute Book of the Republic of Indonesia Year 2004 No. 125, Supplement to Statute Book of the Republic of Indonesia No. 4437) having been amended several times, lastly by Law No. 12 Year 2008 *(BN No. 7676 pages 26A-32A etc)* (Statute Book of the Republic of Indonesia Year 2008 No. 59, Supplement to Statute Book of the Republic of Indonesia No. 4844);

4. Government Regulation No. 15 Year 2007 *(BN No. 7558 pages 1A-13A)* concerning Procedure to Obtain Information on Manpower and Compilation and Performance of Manpower Planning (Statute Book of the Republic of Indonesia Year 2007 No. 34);

5. Government Regulation No. 38 Year 2007 concerning Division of Government Affairs between the Government, Provincial Governments, and Regency/City Governments (Statute Book of the Republic of Indonesia Year 2007 No. 82, Supplement to Statute Book of the Republic of Indonesia No. 4737);

6. Presidential Decree No. 187/M Year 2004 *(BN No. 7128 pages 30A-31A)* concerning Formation of Indonesia United Cabinet having been amended several times, lastly by Presidential Decree of the Republic of Indonesia No. 31/P Year 2007;

D E C I D E S :

To stipulate :
REGULATION OF THE MINISTER OF MANPOWER AND TRANSMIGRATION CONCERNING GUIDANCE ON THE USE OF MANPOWER STATISTICS METHOD.

CHAPTER I

GENERAL PROVISIONS

Article 1

In this Minister Regulation, terms used are:

1. Manpower . . . . . .

1. Manpower statistics method is a method used in the collection, processing, and analysis, and as a system regulating the relationship between data classification and characteristics of the types of manpower information.

2. Manpower data and information collection is the recording of events, information and characteristics either a part of or the total population related with manpower.

3. Processing of manpower data and information is a process on the arrangement and calculation of manpower data and information according to phases and requirements executable manually and/or electronically

4. Analysis of manpower data and information is a process on the description of manpower data and information from the result of the processing of manpower data and information, containing interpretations and conclusion.

5. Manpower census is a method of collecting manpower data and information performed by census-taking on all of the population units to obtain the characteristics of a population within a certain period.

6. Manpower survey is a method of collecting manpower data and information performed by census-taking on samples to estimate the characteristics of a population in a certain period.

7. Compilation of administration product is a method of collecting, processing, presenting, and analyzing data based on administration records available in the government and/or the public.

8. Sample is a part of a population unit being the object of census-taking to estimate the characteristics of a population.

Article 2

(1) Data and information on manpower that are collected, processed and analyzed cover data and information on:

a. Manpower in general;

b. Manpower training and productivity;

c. Manpower placement;

d. Development and expansion of work opportunity; and

e. Industrial relationship and manpower protection.

(2) The collection, processing, and analyzing of manpower data and information referred to in paragraph (1), shall be performed using the statistics method.

CHAPTER II
COLLECTION OF MANPOWER DATA AND INFORMATION
Article 3

For the collection of manpower data and information, the following statistics method can be used:

a. Census;

b. Survey;

c. Compilation of administration products; or

d. Other methods in accordance with the progress of science and technology.

Article 4

Statistics method of the census type referred to in Article 3 letter a, shall be performed on the whole population.

Article 5

(1) Statistics method of the survey type referred to in Article 3 letter b, shall be performed on a part of the population by sample taking based on :

a. Opportunity; and

b. Appointment.

(2) Sampling based on opportunity as meant in paragraph (1) letter a is made by random sampling that is:

a. Simple;

b. Systematic;

c. Stratified;

d. Categorized; or . . . . .

d. Categorized; or

e. Escalated.

(3) Sampling based on appointment as meant in paragraph (1) letter b, is performed by sample taking based on appointment:

a. for a certain purpose;

b. not planned; or

c. by allocation

Article 6

(1) The use of statistics method with the compilation of administration products method as meant in Article 3 letter c, is performed on data and information having a nature that is:

a. transactional; or

b. administration recording.

(2) The data and information referred to in paragraph (1) letter a are data and information occurring at any time and continuously.

(3) Data and information referred to in paragraph (1) letter b are data and information performed pursuant to the primary mission and functions of each work unit.

Article 7

Use of the statistics method referred to in Article 3 letter d is adopted in anticipation of the progress of science and technology on information.

Article 8

Collection of manpower data and information is performed among others with the following instruments:

a. Inquiry or questioner;

b. Interview;

c. Observation;

Article 9

(1) The inquiry or questioner referred to in Article 8 letter a is an instrument for data collection in the form of a series of written questions, delivered to respondents to get answers.

(2) The interview referred to in Article 8 letter b is a question-answer with respondents to get information or opinion concerning an issue or problem.

(3) The observation referred to in Article 8 letter c is an activity carried out by a person with the purpose of experiencing and understanding a phenomena based on knowledge and idea that had been understood.

CHAPTER III

PROCESSING OF MANPOWER DATA AND INFORMATION

Article 10

The processing of manpower data and information that are the yield of a census, survey, compilation of administration products, and other methods pursuant to the progress of science and technology, is performed manually and/or electronically.

Article 11

Processing with the manual method referred to in Article 10 shall be performed by validation, identification, classification, codification, entry, tabulation, editing, and/or calculation.

Article 12

Electronic processing of manpower data and information as meant in Article 10 shall be performed by using application programs according to requirements.

CHAPTER IV

ANALYSIS OF MANPOWER DATA AND INFORMATION

Part One

Manpower General Data and Information

Article 13

Analysis of manpower general data and information is performed by calculating among others,:

a. Level . . . . . .

a. Level of the participation of work force;

b. Level of work force inactivity.

c. Level of open unemployment;

d. Work opportunity;

e. Level of elasticity of work opportunity.

Article 14

Level of work force participation as referred to in Article 13 letter a is determined by comparing the number of work force with the number of work-age population.

Article 15

Level of work force inactivity as meant in Article 13 letter b, is determined by comparing the number of Non-Work Force (BAK = Bukan Angkatan Kerja) with the number of work-age population.

Article 16

Level of open unemployment as referred to in Article 13 letter c, is determined by comparing the number of unemployment with the number of work force in a certain period.

Article 17

Level of work opportunity as referred to in Article 13 letter d is determined by comparing the working people with the number of population categorized in work force.

Article 18

Elasticity of work opportunity as referred to in Article 13 letter e is determined by comparing the growth of work opportunity with the growth of the economy.

Part Two

Data and Information on Training and Productivity.

Article 19

Analysis of data and information on training and productivity, is performed by among others calculating:

a. Requirement for training according to the field of business and the kind of work/position;

b. Requirement for the training of Indonesian manpower candidates;

c. Requirement for the training of work seekers;

d. Requirement for the training of workers/laborers in companies;

e. Productivity of manpower.

Article 20

Requirement for training according to the field of business and the types of work/position referred to in Article 19 letter a is determined by comparing the work load with the work capacity in the field of business or the type of work/position.

Article 21

Requirement for the training of Indonesian manpower candidates as meant in Article 19 letter b is determined by comparing the number of Indonesian manpower candidates meeting requirements with the number of demand for Indonesian manpower.

Article 22

Requirement for the training of work seekers as meant in Article 19 letter c is determined by comparing necessities with work seekers not meeting requirements.

Article 23

Requirement for the training of workers/laborers in companies as meant in Article 19 letter d is made by comparing the competence that must be possessed with the competence having been possessed by available workers/laborers.

Article 24

Manpower productivity, as meant in Article 19 letter e is determined by comparing the added value of a product with the number of manpower producing the product.

Part Three

Data and Information on the Placement of Manpower

Article 25

Analysis of data and information on the placement of manpower is made by among others, calculating:

a. Creation of work opportunities;

b. Placement of work seekers;

c. Placement of TKI;

d. Receipt of foreign currency from TKI.

Article 26

Creation of work opportunities as meant in Article 25 letter a is determined by comparing investment with the estimated amount of production required to yield a product.

Article 27

Placement of work seekers as meant in Article 25 letter b is made by comparing the number of placement of available work seekers with filled-in work vacancies.

Article 28

Placement of TKI as meant in Article 25 letter c is made by comparing the number of placement of TKI overseas with the number of overseas demand for TKI.

Article 29

Receipt of foreign currency from TKI as meant in Article 25 letter d is made by comparing the amount of real income of TKI with the accumulated expenditure of TKI.

Part Four

Data and Information on the Development and Expansion of Work Opportunity

Article 30

Analysis of data and information on the development and expansion of work opportunities is by calculating among others:

a. Requirement for new entrepreneurs;

b. Requirement for intensive labor (padat karya);

c. Requirement for efficient and effective technology;

d. Requirement for professional independent young manpower and young educated manpower.

Article 31

Requirement for new entrepreneurs as referred to in Article 30 letter a is determined by comparing business potentials with available entrepreneurs.

Article 32

Requirement for intensive labor (padat karya) as referred to in Article 30 letter b is determined by comparing the available budget with the work load.

Article 33

Requirement for efficient and effective technology as referred to in Article 30 letter c, is determined by comparing the use there-of with the potentials of available local resources.

Article 34

Requirement for professional independent young manpower and young educated manpower as referred to in Article 30 letter d, is determined by comparing business that are pioneered by youths having the potential and opportunity for the development of business.

Part Five

Data of Industrial Relationship and

Manpower Social Security

Article 35

Analysis of data and information on industrial relationship and Manpower Social Security is by calculating, among others:

a. Wages;

b. Level of vulnerability of industrial relationship;

c. Level of participation of company in Jamsostek (= Manpower Social Security) programs;

d. Level of participation of workers/laborers in Workers' Unions/Labor Unions;

e. Level of Settlement of Industrial Relationship Conflicts.

Article 36

Wages as meant in Article 35 letter a is determined by comparing the minimum wage with Proper Living Requirement (KHL = Kebutuhan Hidup Layak).

Article 37

Level of vulnerability of industrial relationship as meant in Article 35 letter b, is determined by comparing indicator values of industrial relationship vulnerability with the value of standard industrial relationship.

Article 38

Level of company participation in Jamsostek programs as meant in Article 35 letter c is determined by comparing the number of companies that are Jamsostek members with the number of companies obligated to join Jamsostek.

Article 39

Level of workers/laborers participation in Workers' Unions/Labor Unions as meant in Article 35 letter d is determined by comparing the number of Workers' Union/

Labor Union members with the number of eligible workers/laborers in companies.

Article 40

Level of the settlement of industrial relationship conflicts as meant in Article 35 letter e, is made by comparing the number of settled cases with the number of cases faced and remaining cases.

Part Six

Data and Information on Manpower Control.

Article 41

Analysis of data and information on manpower control, among others is made by calculating the level of :

a. Occupational accidents;

b. Participation of company in exercising obligatory reports on manpower;

c. Violations of manpower norms;

d. Violations of occupational health and safety norms;

e. Measure-taking on violations of manpower norms;

f. Measure-taking on violations of occupational health and safety norms.

Article 42

Level of occupational accidents as meant in Article 41 letter a, is made by comparing the number of occupational accident cases with the number of workers/laborers.

Article 43

Level of participation of company in exercising obligatory reports on manpower as meant in Article 41 letter b, is made by comparing the number of registered and re-registering companies with the number of companies obligated to report.

Article 44

Level of violations of manpower norms as meant in Article 41 letter c is made by comparing the number of cases of violation of manpower norms with the number of manpower norms.

Article 45

Level of violations of occupational health and safety norms as meant in Article 41 letter d, is made by comparing the number of cases of violations of occupational health and safety norms with the number of occupational health and safety norms.

Article 46

Level of measure-taking on violations of manpower norms as meant in Article 41 letter e, is made by comparing the number of cases that were imposed to sanctions in the form of actions with the number of all cases in a certain period.

Article 47

Level of measure-taking on violations of occupational health and safety norms, as meant in Article 41 letter f, is made by comparing the number of cases that were imposed to sanctions in the form of actions with the number of all cases in a certain period.

Part Seven

Data and Information by Other Techniques

Article 48

Manpower data and information can be obtained by other methods, i.e. by calculating its:

a. Distribution;
b. Average;
c. Regression;
d. Co-relation;
e. Growth, and/or
f. Projection.

Article 49

The distribution referred to in Article 48 letter a is obtained by comparing the spread of data value with the sum of the overall value of data proportionally.

Article 50

The average referred to in Article 48 letter b is obtained by comparing the sum of all data value with the number of data.

Article 51

Regression referred to in Article 48 letter c is used to know the tendency of relationship between two or more variables.

Article 52

Co-relation referred to in Article 48 letter d is used to make analysis to know the level of relationship closeness between two or more variables.

Article 53

Growth referred to in Article 48 letter e is obtained by comparing the condition in a certain time with the previous condition.

Article 54

Projection referred to in Article 48 letter f is made by estimating future condition based on current or past condition.

Article 55

(1) Explanation of the result of the analysis referred to in Article 52 is performed by using qualitative and/or quantitative descriptive method.

(2) The . . . . .

(2) The qualitative descriptive method referred to in paragraph (1) is performed by narrative explanation based on an evaluation performed by using a certain criteria.

(3) The quantitative descriptive method referred to in paragraph (1) is performed by explaining numbers obtained from data processing.

CHAPTER V
CLOSING PROVISIONS
Article 56

This Minister Regulation commences to come to effect from the date of stipulation.

Stipulated in Jakarta
On January 8, 2009.
MINISTER OF MANPOWER AND TRANSMIGRATION
OF THE REPUBLIC OF INDONESIA,

sgd.

Dr.Ir. ERMAN SUPARNO, MBA, M.Si.

—===(D)===—

AVIATION
(Law Number 1 Year 2009 dated January 12, 2009)
[Continued from Business News No pages]

II. ARTICLE BY ARTICLE

Article 1

Sufficiently clear

Article 2
Letter a

Benefit principle means aviation operation must be able to contribute benefit optimally to humanism, enhancement of the people's welfare and development of citizens as well as effort to enhance state defense and security.

Letter b

Collective business and mutual cooperation principle means aviation business is executed to achieve national objectives, which in the implementation can be done by all layers of communities and inspired by familial spirits.

Letter c

Fair and equitable principle means aviation operation must be able to provide fair and equitable service without discrimination for all layers of communities at a cost affordable to communities without differentiating ethnic, religion and race as well as economic degree.

Letter d

Balance, harmony and conformance principle means aviation must be executed in such a way so as to result in equilibrium, harmony and conformance between facilities and infrastructure, between interests of service users and providers, between interests of individuals and communities as well as between national and international interests.

Letter e

Public interest principle means aviation operation must prioritize to interests of the public at large.

Letter f .