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By: THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA  
Number: 24/M-DAG/PER/4/2016  
Date: APRIL 7, 2016 (JAKARTA)  
Title: STANDARDIZATION OF THE TRADE SECTOR

BY THE GRACE OF ALMIGHTY GOD

THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA,

Considering:

- a. whereas to ensure consumers protection against the safety, health, and security, and conservation of the environmental function, and the efforts of mutual recognition of standardization with other countries, as well as to encourage fair business competition, the Regulation of the Minister of Trade Number 14/M-DAG/PER/3/2007 regarding the Standardization of Services of the Trade Sector and Supervision on Goods and Services which are Traded as lastly amended by the Regulation of the Minister of Trade Number 72/M-DAG/PER/9/2015 has been stipulated;
- b. whereas the Regulation of the Minister of Trade as intended in point a in its development needs to be complemented and adjusted with the arrangement of the standardization of the trade sector services and pre market supervision on goods already subject to enforcement/applicability of the Indonesian National Standard and/or Technical Requirements mandatorily;
- c. whereas based on the considerations as intended in points a and b, it is necessary to stipulate the Regulation of the Minister of Trade regarding the Standardization of the Trade Sector;

In View of:

1. Law Number [7 Year 1994](#) regarding the Ratification of the Agreement on Establishing The World Trade Organization (State Gazette of the Republic of Indonesia Year 1994 Number 57, Supplement to the State Gazette of the Republic of Indonesia Number 3564);
2. Law Number [10 Year 1995](#) regarding Customs (State Gazette of the Republic of Indonesia Year 1995 Number 75, Supplement to the State Gazette of the Republic of Indonesia Number 3612) as already amended by Law of the Republic of Indonesia Number 17 Year 2006 (State Gazette of the Republic of Indonesia Year 2006 Number 93, Supplement to State Gazette of the Republic of Indonesia Number 4661);
3. Law Number [8 Year 1999](#) regarding Consumers Protection (State Gazette of the Republic of Indonesia Year 1999 Number 22, Supplement to State Gazette of the Republic of Indonesia Number 3821);

4. Law Number [13 Year 2003](#) regarding Manpower (State Gazette of the Republic of Indonesia Year 2003 Number 39, Supplement to State Gazette of the Republic of Indonesia Number 4279);
5. Law Number [39 Year 2008](#) regarding State Ministries (State Gazette of the Republic of Indonesia Year 2008 Number 166, Supplement to State Gazette of the Republic of Indonesia Number 4916);
6. Law Number [3 Year 2014](#) regarding Industries (State Gazette of the Republic of Indonesia Year 2014 Number 4, Supplement to State Gazette of the Republic of Indonesia Number 5492);
7. Law Number [7 Year 2014](#) regarding Trade (State Gazette of the Republic of Indonesia Year 2014 Number 45, Supplement to State Gazette of the Republic of Indonesia Number 5512);
8. Law Number [20 Year 2014](#) regarding the Standardization and Assessment of Conformity (State Gazette of the Republic of Indonesia Year 2014 Number 216, Supplement to State Gazette of the Republic of Indonesia Number 5584);
9. Law Number [23 Year 2014](#) regarding Regional Government (State Gazette of the Republic of Indonesia Year 2014 Number 244, Supplement to State Gazette of the Republic of Indonesia Number 5587);
10. Government Regulation Number [102 Year 2000](#) regarding National Standardization (State Gazette of the Republic of Indonesia Year 2000 Number 199, Supplement to State Gazette of the Republic of Indonesia Number 4020);
11. Government Regulation Number [23 Year 2004](#) regarding the National Professional Certification Board (State Gazette of the Republic of Indonesia Year 2004 Number 78, Supplement to State Gazette of the Republic of Indonesia Number 4408);
12. Government Regulation Number [31 Year 2006](#) regarding the National Work/Labour Training System (State Gazette of the Republic of Indonesia Year 2006 Number 67, Supplement to State Gazette of the Republic of Indonesia Number 4367);
13. Presidential Decree Number [78 Year 2001](#) regarding the National Accreditation Committee;
14. Presidential Decree Number 121/P Year 2014 regarding the Establishment of the Ministry and Appointment of Ministers of the Working Cabinet(=Kabinet Kerja) of the Period/Year 2014-2019;
15. Presidential Decree Number 79/P Year 2015 regarding the Replacement of Several State Ministers of the Working Cabinet of the Period/Year 2014-2019;
16. Presidential Regulation Number [8 Year 2012](#) regarding the Framework of the Indonesian National Qualification;
17. Presidential Regulation Number [7 Year 2015](#) regarding the Organization of State Ministries ;
18. Presidential Regulation Number [48 Year 2015](#) regarding the Ministry of Trade;

19. Regulation of the Minister of Trade Number 20/M-DAG/PER/5/2009 regarding the Provisions and Procedures for the Supervision on Goods and/or Services;
20. Regulation of the Minister of Trade Number 53/M-DAG/PER/9/2014 regarding Integrated Trade Services;
21. Regulation of the Minister of Trade Number 73/M-DAG/PER/9/2015 regarding the Obligation of Labeling In the Indonesian Language On Goods;
22. Regulation of the Minister of Trade Number 8/M-DAG/PER/2/2016 regarding the Organization and Working Procedures of the Ministry of Trade.

HAS DECIDED:

To Stipulate: THE REGULATION OF THE MINISTER OF TRADE REGARDING THE STANDARDIZATION OF THE TRADE SECTOR.

## CHAPTER I GENERAL PROVISIONS

### Article 1

In this Regulation of the Minister, referred to as:

1. Standard shall be the technical requirements or something which is standardized, including the procedures and methods which are prepared based on consensus of all related parties/government/international decision, with due observance of the requirements for safety, security, health, environment, development of science and technology, experiences, as well as development of the present time and the future to obtain maximum benefits.
2. Indonesian National Standard, hereinafter abbreviated as SNI, shall be the Standard which is stipulated by the National Standardization Board and is applicable in the territory of the Unitary State of the Republic of Indonesia.
3. Technical Requirements shall be a part of the SNI parameter or other Standards.
4. Personal Qualification or Competence shall be a formulation of work ability which covers knowledge, skill, and/or expertise as well as work attitude aspects which are standardized, including grouping of the level of ability.
5. Accreditation shall be a sequence of formal recognition activities which declares that an agency, institution or laboratory has competence as well as has rights to perform assessment of conformity.
6. National Accreditation Committee, hereinafter abbreviated as KAN, shall be a non-structural institution having duties and responsibilities in the field of institutional accreditation of conformity assessment.
7. Competence Standard Committee of the Trade Sector, hereinafter referred to as Committee, shall be an institution which is established by the minister who organizes/arranges governmental affairs in the trade sector in the context of

helping the development of Personal Qualification or Competence in the trade sector or business field becoming their responsibilities.

8. Goods shall be any object, both tangible and intangible, both movable and immovable, both which can be spoilt and cannot be spoilt, and which can be traded, consumed, used, or utilized/benefited by consumers or businessmen.
9. Services shall be every service and work method in the form of works or result of works which are reached, traded by one party to another in the community to be utilized/an expediency by/for consumers or businessmen.
10. Producer shall be any individual, institution or business entity both in the form of a legal entity and non- legal entity which produces Goods to be traded.
11. Import shall be any activity to enter Goods into the Customs Area.
12. Importer shall be any individual, institution or business entity whether in the form of a legal entity or non- legal entity which conducts an act of Importing.
13. Technical documents shall be a set of documents which indicate that a substance is in accordance with the provisions which are agreed upon in a bilateral and/or regional agreement.
14. Market shall be an economic institution where purchasers and vendors meet, both directly and indirectly, to conduct Goods and/or Services transaction.
15. Businessmen/business executioners shall be any individual or business entity, both in the form of a legal entity and non- legal entity which are established and positioned/domiciled or which conducts activities in the jurisdiction of the State of the Republic of Indonesia, both individually and jointly through an agreement to arrange a business activity in various economic sectors.
16. Product Certificate which Use SNI Mark, hereinafter referred to as SPPT SNI, shall be a certificate which is issued by a product certification institution to the producer who is able to produce Goods and/or Services in accordance with the requirements of SNI.
17. Certificate of Conformity shall be a certificate which is issued by a product certification institution to Producers who are able to produce Goods and/or Services in accordance with the Technical Requirements and/or other Standards.
18. Conformity Assessment Institution, hereinafter abbreviated as LPK, shall be a Product Certification Institution which issues SPPT SNI and/or Certificate of Conformity.
19. The SNI Mark shall be a mark of certification which is stipulated by the National Standardization Board to declare the fulfillment of the requirements for SNI.
20. Mark of Conformity shall be the mark of certification other than the SNI Mark which declares the fulfillment of the Technical Requirements- based requirements, Qualification or other Standards, which are stipulated by the ministry and/or non-ministerial government institution or stipulated based on mutual recognition agreement between international legal subjects.

21. Registration Number of the Product, hereinafter abbreviated as NRP, shall be an identity which is given to the Goods of local production which are already subject to SNI applicability/enforcement and/or the Technical Requirements mandatorily, and which are used as traceability instrument of the Goods quality.
22. Registration Number of Goods, hereinafter abbreviated as NPB, shall be an identity which is given to Imported Goods already subject to applicability of SNI and/or the Technical Requirements mandatorily and which are used as the traceability instrument of the Goods quality.
23. Head of Technical Agencies shall be the state minister, minister who leads the ministry, or head of the non-ministerial government institution who is responsible for the standardization activities within their scope of authority.
24. Minister shall be the minister who organizes/arranges governmental affairs in the trade sector.

## CHAPTER II SCOPE

### Article 2

- (1) The scope of arrangement of the trade sector standardization shall cover:
  - a. formulation and stipulation of SNI, Technical Requirements and/or Personal Qualification or Competence of the trade sector Services.
  - b. mandatory application and applicability of SNI, Technical Requirements and/or Personal Qualification or Competence of trade sector Services.
  - c. mandatory pre market supervision for Goods that are already subject to the applicability of SNI and/or Technical Requirements ;
  - d. registration of LPK; and
  - e. guidance/cultivation of the trade sector standardization .
- (2) Services of the trade sector as intended in paragraph (1) sub-paragraph a shall cover business services, distribution services and other services in trading .
- (3) Mandatory Formulation, stipulation, application, and applicability of SNI, Technical Requirements and/or Personal Qualification or Competence of Services of the trade sector as intended in paragraph (1) sub-paragraphs a and b shall be conducted in accordance with the provisions of the law and regulations.

## CHAPTER III STANDARDIZATION OF GOODS AND SERVICES OF THE TRADE SECTOR

### Part One Standardization of Goods

#### Article 3

The formulation, re-assessment, and revision of the SNI of Goods shall be conducted by the technical committee in accordance with the provisions of the law and regulations.

#### Article 4

For the national purposes/interests related to safety, health, security, and environmental aspects, the Minister can formulize and/or enforce/apply SNI and/or Technical Requirements mandatorily.

#### Article 5

- (1) Goods already subject to enforcement of SNI and/or Technical Requirements mandatorily by the technical ministry as well as already notified to the World Trade Organization, before being imported as foreign Goods, and before those Goods are traded for Goods of local production, must be registered with the Directorate of the Standardization and Quality Control of the Ministry of Trade.
- (2) Registration as intended in paragraph (1) shall be conducted in the context of the pre market supervision by issuing NRP for Goods of local production and NPB for imported Goods.
- (3) Businessmen/executioners who trade Goods as intended in paragraph (1) must have NRP for Goods of local production and NPB for imported Goods.

#### Article 6

Producers or Importers must be responsible for the consistency of the quality of Goods which are already subject to the enforcement of SNI and/or Technical Requirements mandatorily or SNI which are applied voluntarily.

#### Article 7

- (1) Businessmen/executioners shall be prohibited from trading Goods which do not meet SNI and/or Technical Requirements already enforced mandatorily.
- (2) Businessmen/executioners as intended in paragraph (1) shall be obliged to have a copy of SPPT SNI or Certificate of Conformity of Goods which are traded from Producers, Importers, or suppliers of those Goods.
- (3) Copy of SPPT SNI or Certificate of Conformity of Goods which are traded as intended in paragraph (2) can be used as proof that Producers or Importers have produced or imported Goods which meet SNI and/or Technical Requirements that are already enforced mandatorily.

#### Article 8

- (1) Imported goods which do not meet the Requirements for SNI and/or Technical Requirements already enforced mandatorily existing in the Customs Zone, must be re- exported or destroyed by the Businessmen/executioners.
- (2) Implementation of re-export or destruction of Goods as intended in paragraph (1) shall be in accordance with the provisions of the law and regulations in the field of Customs.

#### Article 9

- (1) In the context of searching the consistency of the quality of goods, the post audit shall then be conducted by sampling of the Goods, of which the NRP and NPB have been issued.
- (2) Sampling as intended in paragraph (1) shall be conducted in the Businessmen's/Executioners place of storage of Goods or warehouse.
- (3) The Director of Standardization and Quality Control periodically or at any time shall assign the sampling officer to conduct sampling as intended in paragraph (1).
- (4) If necessary, the Director of Standardization and Quality Control can coordinate with the Director Supervising Circulated Goods and Services to assign supervisory officer to conduct sampling as intended in paragraph (1).

#### Article 10

- (1) Businessmen/executioners who trade Goods must know the identity of the Goods suppliers with whom they trade.
- (2) Identity of the Goods suppliers as intended in paragraph (1) shall at least be in the form of a name and complete address of the producers, importer, distributor, sub-distributor, or other suppliers.

#### Article 11

Businessmen/executioners who produce or import Goods stipulated in a bilateral and/or regional agreement in the field of standardization must store technical documents in the form of softcopy and/or hardcopy with the time of storage in accordance with the provisions in the said agreement.

### Part Two Standardization of Services of the Trade Sector

#### Article 12

- (1) Formulation, re-assessment, and SNI revision of Services of the trade sector which shall be conducted by the Services technical committee of the trade sector under coordination of the Directorate of the Standardization and Quality Control.
- (2) Technical committee as intended in paragraph (1) shall be stipulated by the Head of the National Standardization Board based on the proposal which is conveyed by the Director of the Standardization and Quality Control.
- (3) If necessary, the technical Committee can establish a sub- technical committee.

#### Article 13

The Director of Standardization and Quality Control shall convey the result of formulation, re-assessment, and revision of SNI Services of the trade sector to the National Standardization Board to be stipulated as SNI.

#### Article 14

- (1) The formulation, development, monitoring and re-assessment of the Personal Qualification or Competence of the trade sector Services which shall be conducted by the Committee which is established by the Minister.
- (2) The Committee as intended in paragraph (1) shall be chaired by the Director General of the Consumers and Trade Regulation Protection with members consisting of Echelon II officials of the Ministry of Trade in accordance with their duties and functions.
- (3) The Committee as intended in paragraph (1) shall establish the secretariat to carry out technical and administrative duties.
- (4) The Secretariat of the Committee as intended in paragraph (3) shall be chaired by Echelon II officials having duties and functions of standardization.

#### Article 15

- (1) The Committee as intended in Article 14 shall have the following role and functions:
  - a. formulation of the Master Plan of Personal Qualification or Competence Development;
  - b. establishment of the formulation team and verification team for Personal Qualification or Competence;
  - c. assessment of the formulation/compilation proposal of Personal Qualification or Competence;
  - d. development of Personal Qualification or Competence;
  - e. organizing/arranging the pre-convention and convention of the Personal Qualification or Competence draft ; and
  - f. monitoring and re-assessment of Personal Qualification or Competence.
- (2) In the event that the Committee conducts functions of the pre-convention and convention of the Personal Qualification or Competence draft as intended in paragraph (1) sub-paragraph e, its organizing/arrangement shall be conducted by members of the Committee who initiate Personal Qualification or Competence in accordance with their field.

#### Article 16

The formulation, development, monitoring and re-assessment of the Personal Qualification or Competence Services of the trade sector which shall be conducted in accordance with the provisions of the law and regulations.

#### Article 17

SNI, Technical Requirements and/or Personal Qualification or Competence Services of the trade sector which are already stipulated can be enforced mandatorily by the Minister in accordance with the provisions of the law and regulations.

## Article 18

The provisions and procedures for the supervision on Goods or Services already subject to the enforcement/applicability of SNI, Technical Requirements, and/or Personal Qualification or Competence Services of the trade sector mandatorily by the Minister or the related Head of the Technical Agencies, or those which are applied voluntarily, shall be stipulated in the Regulation of the Minister regarding the provisions and procedures for the supervision on circulated Goods and services.

## CHAPTER IV PRE MARKET SUPERVISION

### Part One General

## Article 19

Supervision on Goods of domestic production in the home country or imported goods already subject to enforcement of SNI and/or Technical Requirements mandatorily as intended in Article 5 shall be conducted by a pre market supervision and supervision in the market.

## Article 20

- (1) The Pre Market Supervision as intended in Article 19 shall be excluded for processed food, medicines, cosmetics, and health equipment.
- (2) Pre Market Supervision on processed food, medicines, cosmetics and health equipment as intended in paragraph (1) shall be conducted by the ministry/non-ministerial government institution in accordance with the provisions of the law and regulations.

## Article 21

- (1) The use of the coding system, such as the barcode can be applied in the context of the traceability of information and supervision on Goods already subject to the enforcement of SNI and/or Technical Requirements mandatorily.
- (2) Further provisions on the use of the coding system as intended in paragraph (1) shall be stipulated in the Regulation of the Minister.

### Part Two Procedures for Obtaining NRP and NPB

## Article 22

- (1) To obtain NRP as intended in Article 5 paragraph (2), the Producer must file an application to the Director of the Standardization and Quality Control with the format and shall complete the documents of the requirements as indicated in Attachment I to this Regulation of the Minister.

- (2) Application for the registration to obtain NRP as intended in paragraph (1) shall be delivered directly, or by online if it has been applied.

#### Article 23

- (1) In the event that the application for obtaining NRP as intended in Article 22 paragraph (1) is already complete and correct, the Director of Standardization and Quality Control shall issue the NRP by no later than 3 (three) workdays as from the date of the receipt of the application, with the format as set out in Attachment II to this Regulation of the Minister.
- (2) In the event that the application for obtaining NRP as intended in Article 22 paragraph (1) is not yet complete and/or correct, the Director of the Standardization and Quality Control shall issue a letter of rejection by no later than 2 (two) workdays as from the date of the receipt of the application, with the format as set out in Attachment III to this Regulation of the Minister.
- (3) Application for NRP which is rejected as intended in paragraph (2) can be filed/applied again in accordance with the requirements stipulated in this Regulation of the Minister.
- (4) NRP already issued as intended in paragraph (1) or letter of rejection as intended in paragraph (2), shall be delivered to the Producer with copies addressed to the Director of Supervision on Circulated Goods and Services as well as the Head of the Agency of the local province in charge of trade.

#### Article 24

- (1) The Producer who discontinues the Goods production activities as indicated in the NRP must file the application for the revocation of NRP to the Director of Standardization and Quality Control.
- (2) Application for the revocation of NRP as intended in paragraph (1) must be filed to the Director of Standardization and Quality Control by no later than 3 (three) months as from the said Goods are not produced.
- (3) With respect to the application as intended in paragraph (1), the Director of Standardization and Quality Control shall issue the letter of revocation of NRP.

#### Article 25

In the event that the Director of Standardization and Quality Control is unable/hampered to issue the NRP or letter of rejection, the said issuance of NRP or letter of rejection shall be conducted by the official appointed by the Director General for the Protection of Consumers and Trade Regulation.

#### Article 26

The Importer who conducts the importation of Goods that are already subject to the enforcement of SNI and/or Technical Requirements mandatorily must have NPB before the Goods are entered to the Customs Area.

#### Article 27

- (1) To obtain NPB as intended in Article 5 paragraph (2) the Importer must file an application for obtaining the NPB to the Director of the Standardization and Quality Control with the format and shall complement the documents of the requirements as set out in Attachment IV to this Regulation of the Minister.
- (2) Application for obtaining NPB as intended in paragraph (1) shall be delivered directly, or online if it has been already applied.

#### Article 28

- (1) In the event that the application for obtaining NPB is complete and correct, the Director of Standardization and Quality Control shall issue the NPB by no later than 3 (three) workdays as from the date of the receipt of the application, with the format as set out in Attachment V to this Regulation of the Minister.
- (2) In the event that the application for obtaining NPB is not yet complete and/or still incorrect, the Directorate of the Standardization and Quality Control shall issue the letter of rejection by no later than 2 (two) workdays as from the date of the receipt of application, with the format as set out in Attachment VI to this Regulation of the Minister.
- (3) Application which is rejected as intended in paragraph (2) can be filed again in accordance with the requirements stipulated in this Regulation of the Minister.
- (4) NPB already issued as intended in paragraph (1) or letter of rejection as intended in paragraph (2), shall be delivered to the Importer with copies addressed to the Director of Supervision on Circulated Goods and Services as well as the Head of the local Provincial Agency in charge of trade.
- (5) NPB already issued as intended in paragraph (1) shall be forwarded online to the Indonesian National Single Window (INSW) portal.

#### Article 29

In the event that the Director of Standardization and Quality Control is hindered to issue the NPB or letter of rejection, the said issuance of NPB or letter of rejection shall be conducted by an official appointed by the Director General of Consumer Protection and Trade Regulation.

#### Article 30

Goods already obtaining NRP or NPB can be published through an official website of the Ministry of Trade and/or other media.

### Part Three Inclusion/Indication of NRP and NPB

#### Article 31

- (1) Businessmen/executioners already obtaining NRP or NPB must put NRP or NPB on the Goods and/or packages before being traded.
- (2) NRP or NPB as intended in paragraph (1) shall be indicated with SNI Mark which is furnished with SNI number or other Marks of Conformity as set out in Attachment VII and Attachment VIII to this Regulation of the Minister.

- (3) Inclusion/Indication of NRP or NPB along with the SNI mark and SNI number or other marks of conformity as intended in paragraphs (1) and (2) shall constitute an inseparable part of the obligation of the inclusion of the label or marking in accordance with the provisions of the law and regulations.
- (4) In the event that NRP or NPB cannot be put on/attached to the Goods and/or package, the Producer or Importer must attach a copy of NRP or NPB, and a copy of the SPPT SNI or other certificates of conformity.
- (5) Businessmen/executioners already having SPPT SNI or certificate of conformity for goods which are not yet subject to the enforcement of SNI and/or other technical requirements mandatorily, can put a mark of conformity, in accordance with the provisions of the law and regulations.

#### Article 32

Businessmen/executioners shall be prohibited from putting NRP or NPB of not their own on Goods and/or packages.

#### Part Four Validity Time of NRP and NPB

#### Article 33

- (1) The validity time of NRP and NPB shall be in accordance with the coming into effect of SPPT SNI, other certificates of conformity or in accordance with the provisions of the law and regulations.
- (2) Producers or Importers must renew their NRP and NPB anytime they obtain a new SPPT SNI.

#### Part Five Information, Recapitulation, Publication of NRP and NPB

#### Article 34

Businessmen/executioners already having NRP or NPB must report any changes of information indicated in the documents of registration by no later than 3 (three) months as from/since the change to the Director of Standardization and Quality Control.

### CHAPTER V CONFORMITY ASSESSMENT INSTITUTION (LPK)

#### Article 35

LPK in this Regulation of the Minister shall constitute the Product Certification Institution in the home country/domestic or overseas which is supported by the testing laboratory and/or inspection institution.

#### Article 36

- (1) LPK in the home country/domestic must be accredited by KAN in accordance with its scope.

- (2) LPK as intended in paragraph (1) can conduct certification of Goods already subject to the enforcement/applicability of SNI and/or Technical Requirements mandatorily, or those which are applied voluntarily by the Producer or Importer.
- (3) LPK which is not yet accredited by KAN can conduct Conformity Assessment in accordance with its scope, if it has been appointed by the related technical agencies.
- (4) LPK appointed as intended in paragraph (3) should have been accredited by KAN by no later than 2 (two) years after its appointment.

#### Article 37

- (1) LPK as intended in Article 35 must be registered with the Directorate of Standardization and Quality Control with the format of registration application as set out in Attachment IX to this Regulation of the Minister.
- (2) The requirements for the registration of LPK as intended in paragraph (1) shall be as follows:
  - a. copy of documents of the legality of establishing LPK;
  - b. copy of certificate of accreditation or letter of appointment along with its scope;
  - c. list of laboratory in accordance with its scope;
  - d. copy of the cooperation agreement between LSPro and the Laboratory;
  - e. structure of organization and list of personnel of LPK;
  - f. copy of example of certificate of product; and
  - g. statement letter to store technical documents in accordance with the time agreed upon in the bilateral and/or regional agreement in the field of standardization, in the form of softcopy and/or hardcopy for Goods already stipulated in the relevant agreement, as from the agreement has become effective.
  - h. LPK must ensure that its clients put NRP or NPB labels on the goods and/or packages already subject to enforcement of SNI and/or Technical Requirements mandatorily by attaching the statement letter of the concerned client.
- (3) Application for the registration to obtain the registration number of LPK as intended in paragraph (1) shall be online if it has already been applied.
- (4) The procedures for the online registration of LPK shall be stipulated by the Director of Standardization and Quality Control.

#### Article 38

- (1) In the event that the application for the registration of LPK as intended in Article 37 paragraph (2) is complete and correct, the Director of the Standardization and

Quality Control shall issue a decision on the registration by no later than 3 (three) workdays as from the receipt of the application, with the format as set out in Attachment X to this Regulation of the Minister.

- (2) In the event that the application for the registration of LPK as intended in Article 37 paragraph (2) is not yet complete and still incorrect, the Director of Standardization and Quality Control shall issue a letter of rejection by no later than 2 (two) workdays as from the date of the receipt of application, with the format as set out in Attachment XI to this Regulation of the Minister.
- (3) LPK as intended in paragraph (1) must sign the statement letter of guarantee of competence of LPK with the format as set out in Attachment XII of this Regulation of the Minister.

#### Article 39

- (1) Foreign LPK can conduct conformity assessment towards Goods already subject to the applicable enforcement of SNI and/or Technical Requirements mandatorily which will be exported to Indonesia, if it has already been accredited by KAN or:
  - a. Accreditation Agency in the country of origin of the Goods; or
  - b. Accreditation Agency in another country;

whose country has already entered into a mutual recognition agreement bilaterally with the Government of Indonesia.

- (2) LPK must be registered with the Directorate of the Standardization and Quality Control.
- (3) In the event that LPK conducts registration, the Director of Standardization and Quality Control shall issue the decision on the registration by no later than 3 (three) workdays as from the date of the receipt of the LPK list, with the format as set out in Attachment X of this Regulation of the Minister.
- (4) Registration of LPK shall be conducted in accordance with the types of Goods which will be imported based on the consensus in the agreement and in accordance with the provisions of the law and regulations.
- (5) Foreign LPK must sign a statement letter of guarantee of LPK competence with the format as set out in Attachment XII to this Regulation of the Minister.

#### Article 40

- (1) Foreign LPK can conduct conformity assessment of Goods already subject to the applicability enforcement of SNI and/or Technical Requirements mandatorily and which will be exported to Indonesia, if registered by competent institutions to the Directorate of Standardization and Quality Control based on the mutual recognition mechanism regionally.
- (2) Registration shall be conducted by the ministry/non- ministerial government institutions or other competent institutions.
- (3) In the event that the Directorate of Standardization and Quality Control has received the LPK list, the Director of Standardization and Quality Control shall issue a decision on the registration by no later than 3 (three) workdays as from

the date of the receipt of the LPK list, with the format as set out in Attachment X of this Regulation of the Minister.

- (4) Registration of LPK shall be conducted in accordance with the type of Goods to be imported based on the consensus in the agreement and shall be in accordance with the provisions of the law and regulations.
- (5) Foreign LPK must sign a statement letter of competence guarantee of LPK with the format as set out in Attachment XII of this Regulation of the Minister.

#### Article 41

SPPT SNI and/or Certificate of Conformity which are/is issued by LPK as intended in Article 36 paragraph (1) and Article 39 paragraph (1) which are/is used to meet the requirements for obtaining NRP or NPB, and shall at least indicate information on:

- a. name and address of the company;
- b. name and address of the factory;
- c. name of person in charge/director;
- d. name and address of the importer/representative company ;
- e. name, brand and type/kind of goods;
- f. number and title of SNI and/or technical requirements;
- g. number, validity time and type of certification of SPPT SNI and/or Certificate of Conformity;
- h. quantity of goods, for goods with the type of certification without the management system audit; and
- i. packing list number/invoice number, for imported goods with the type of certification without the management system audit.

#### Article 42

- (1) LPK as intended in Article 36 paragraph (1), Article 39 paragraph (1) and Article 40 paragraph (1) must store technical documents in the form of softcopy and/or hardcopy for Goods that are already arranged in accordance with the bilateral and/or regional agreement in the field of standardization which are already ratified with the time of storage in accordance with the related agreement, if the Agreement has already become effective.
- (2) LPK as intended in paragraph (1) must also ensure that the certificate applicant stores technical documents in the form of softcopy and/or hardcopy for Goods already regulated/stipulated in accordance with the bilateral and/or regional agreement in the field of standardization that is already ratified with the time of storage in accordance with the concerned agreement, if the Agreement has already become effective.

#### Article 43

For the purposes of verification or follow up of complaints against the performance of LPK by the society, the Directorate of Standardization and Quality Control can ask for data, information and clarification on LPK to the related technical agencies and/or institutions.

#### Article 44

LPK which is registered can request a change and/or addition of scope to the Directorate of Standardization and Quality Control with the format as set out in Attachment XIII to this Regulation of the Minister.

#### Article 45

- (1) Decision on LPK registration shall be given in accordance with the scope and type of certification which is agreed upon.
- (2) The validity period of the Decision on LPK Registration as intended in paragraph (1) shall be:
  - a. in accordance with the validity period of the accreditation and it can be extended by re-registration;
  - b. 2 (two) years or in accordance with the provisions of the law and regulations for the local/domestic LPK which is not yet accredited by KAN which is appointed by the related technical agencies; or
  - c. in accordance with the provisions in the bilateral and/or regional agreement for foreign LPK.
- (3) Re-registration as intended in paragraph (2) shall be conducted with the format of application for re-registration as set out in Attachment IX to this Regulation of the Minister.

#### Article 46

The Directorate of Standardization and Quality Control can perform/execute the performance assessment of LPK registered by:

- a. verification, if there are complaints and/or finding of Goods which are not in accordance with the requirements of SNI and/or Technical Requirements;
- b. testimony of audit conducted by KAN;
- c. testimony of special audit or regular supervision conducted by LPK;
- d. information request to the agency/institution which conducts the appointment; and
- e. information request to the institution already appointed for the acceptance of the certificate and test result based on the bilateral and/or regional agreement.

#### Article 47

- (1) In the event that the performance assessment result of LPK as intended in Article 46 does not meet the provisions required, the Directorate of Standardization and Quality Control shall revoke the related decision on the registration of LPK in accordance with the scope infringed, using the format as set out in Attachment XIV to this Regulation of the Minister.
- (2) The scope of LPK as intended in paragraph (1) can be re-registered by no sooner than 2 (two) years after the date of revocation of the decision on registration.

#### Article 48

- (1) LPK that is already registered must deliver a report on the issuance, extension, change, freezing, activation and/or revocation of SPPT SNI and/or certificate of conformity to the Director of Standardization and Quality Control.
- (2) Report as intended in paragraph (1) must be delivered by no later than 2 (two) workdays as from the date of issuance which is attached with a copy of SPPT SNI and/or certificate of conformity as well as the photograph of Goods and package of Goods which are certified, except those Goods are not arranged in wrappings .
- (3) In the event of the products are in the form of processed food, medicines, cosmetics and health equipment, report as intended in paragraph (1) must also be delivered to the Director in charge of the registration of health equipment in the Ministry of Health as well as to the Director in charge of registration of processed food, medicines and cosmetics at the Food and Drugs Supervisory Agency in accordance with their authority.
- (4) Report as intended in paragraph (1) shall be delivered online if it has been already applied.
- (5) The procedures for reporting online shall further be stipulated by the Director of Standardization and Quality Control.

#### Article 49

The Director of Standardization and Quality Control shall convey the information on freezing, activation and revocation of SPPT SNI and/or Certificate of Conformity as intended in Article 48 to the Director of Supervision on Circulated Goods and Services to be followed up in accordance with the provisions of the law and regulations.

#### Article 50

In the event that LPK does not conduct the issuance as intended in Article 48 paragraph (1), it must deliver the zero report by no later than in 1 (one) month.

#### Article 51

- (1) The Directorate of Standardization and Quality Control shall revoke the decision on LPK registration in accordance with the scope, if:
  - a. the accreditation is cancelled;

- b. proven not to meet the requirements in accordance with the provisions of the law and regulations; or
  - c. proven not to meet other requirements which are stipulated based on international treaties or agreements.
- (2) The issuance of SPPT SNI by the Conformity Assessment Institution the registration of which has already been revoked as intended in paragraph (1) cannot be used as the requirements for the registration of NRP or NPB.
- (3) In the event that the registration decision of LPK as intended in paragraph (1) is revoked due to the infringement against paragraph (1) sub-paragraph b or c, the Director of Standardization and Quality Control can give a recommendation to KAN or competent institutions on the performance of the concerned LPK in accordance with the provisions of the law and regulations.

#### Article 52

- (1) LPK which obtains information from the Directorate General of Consumers Protection and Trade Disciplinary Regulation that the product already certified by the concerned LPK does not meet the requirements, must conduct the freezing of SPPT SNI and/or Certificate of Conformity of the concerned product.
- (2) The freezing of SPPT SNI and/or Certificate of the Product Conformity which is conducted based on the information as intended in paragraph (1) shall be conducted by no later than 5 (five) workdays after the receipt of information.
- (3) LPK as intended in paragraph (1), must conduct a special audit or supervision any time.
- (4) Special audit or supervision any time as intended in paragraph (3) shall be accompanied with sampling in the company, warehouse and/or in the market on Goods the SPPT SNI of which is frozen in accordance with information from the Directorate General of Consumers Protection and Trade Disciplinary Regulation as intended in paragraph (1).
- (5) Result of the special audit as intended in paragraph (4) in the form of the audit result report which shall be accompanied with a report on the quality testing result of the goods.
- (6) Special audit or supervision any time and sampling as intended in paragraph (4) should have been finished at the maximum of 2 (two) months as from the date of the freezing of SPPT SNI and/or Certificate of Conformity.
- (7) In the event that the result of the special audit or supervision at any time and sampling as intended in paragraph (5):
  - a. are in accordance with SNI and/or Technical Requirements, LPK shall re-activate the SPPT SNI and/or Certificate of Conformity as intended in paragraph (2);
  - b. are not in accordance with the SNI and/or Technical Requirements, LPK shall give the time to the client company to take actions of improvement/correction during the period by no longer than 6 (six) months as from the date of the audit result.

- (8) If during the period of 6 (six) months there are no actions of improvement/correction as intended in paragraph (7) sub-paragraph b, LPK shall revoke the SPPT SNI and/or Certificate of Conformity of the concerned company.

#### Article 53

In the event that the SPPT SNI and/or Certificate of Conformity as intended in Article 52 paragraph (6) sub-paragraph a are/is re-activated, the Businessmen/executioners can file a new application for the issuance of NRP or NPB in accordance with the provisions in this Regulation of the Minister.

#### Article 54

Activation of SPPT SNI which was frozen by LPK because the client was not ready to undergo surveillance, can only be conducted based on the audit result which declares that the goods which are produced or imported meet SNI and/or technical requirements that are already enforced mandatorily.

#### Article 55

Based on the information on freezing, activation or revocation of the SPPT SNI and/or Certificate of Conformity as intended in Article 48, the Directorate of Standardization and Quality Control shall conduct the freezing, activation or revocation of NRP or NPB.

### CHAPTER VI GUIDANCE

#### Article 56

The Directorate General and/or Regional Government of the Province/Regency/City having duties and responsibilities in the trade sector shall conduct guidance/cultivation of Businessmen executioners and the society/public by technical assisted, training, consultancy, market analysis, promotion and/or dissemination in the field of standardization.

### CHAPTER VII SANCTIONS

#### Article 57

Businessmen/executioners who infringe the provisions as intended in Article 5 paragraph (3), shall be subject to administrative sanctions in the form of the withdrawal of Goods from the circulation and/or destruction of Goods.

#### Article 58

Businessmen/executioners who do not meet the obligations as intended in Article 6, shall be subject to administrative sanctions in the form of:

- a. the withdrawal of Goods from circulation and/or destruction of Goods; and
- b. Revocation of NRP or NPB.

#### Article 59

- (1) The Minister shall order Businessmen/executioners as intended in Article 57 and Article 58 sub-article a to conduct withdrawal of Goods from circulation.
- (2) The Minister shall give the mandate of the withdrawal of goods as intended in paragraph (1) to the Director General of the Consumers Protection and Trade Disciplinary Regulation.

#### Article 60

Businessmen/executioners who trade Goods which do not meet SNI and/or Technical Requirements already enforced mandatorily as intended in Article 7 paragraph (1) shall be subject to administrative sanctions in the form of a written warning, prohibition from trading Goods, and/or revocation of business license.

#### Article 61

Businessmen/executioners who do not know the identity of the Goods supplier as intended in Article 10 paragraph (1), shall be subject to administrative sanctions in the form of a written warning, prohibition from trading Goods, and/or revocation of business license.

#### Article 62

- (1) Businessmen/executioners who do not put the NRP or NPB as intended in Article 31 paragraph (1) nor attach/enclose a copy of NRP or NPB and copy of SPPT SNI or other certificates of conformity on the Goods and/or packages/wrappings as intended in Article 31 paragraph (4), shall be subject to administrative sanctions in the form of prohibition from trading Goods before being complemented with NRP or NPB already owned.
- (2) Administrative sanctions as intended in paragraph (1) shall be conducted on the order of the Director General of Consumers Protection and Trade Disciplinary Regulation on behalf of the Minister.
- (3) If in the grace period of 1 (one) month, the Businessmen/executioners do not comply with the sanctions as intended in paragraph (1), they shall be subject to sanctions in the form of freezing of the NRP or NPB.

#### Article 63

Businessmen/executioners who infringe the provisions as intended in Article 32 shall be subject to administrative sanctions in the form of the withdrawal of Goods from circulation and prohibition from trading the Goods.

#### Article 64

In the event that Businessmen/executioners obtain NRP and NPB by providing incorrect information, they shall be subject to sanctions of revocation of NRP or NPB.

#### Article 65

- (1) Businessmen/executioners not meeting the obligations as intended in Articles 11 and 34, shall be subject to administrative sanctions in the form of a written reprimand/warning from the Director of Standardization and Quality Control.
- (2) The Written reprimand as intended in paragraph (1) shall be given a maximum of 3 (three) times consecutively with the time limit of 10 (ten) workdays.
- (3) If within the time limit as intended in paragraph (2), the Businessmen/executioners do not observe the written reprimand/warning, they shall be subject to administrative sanctions in the form of the freezing of NRP or NPB.
- (4) NRP or NPB which is frozen as intended in paragraph (3) can be re-activated if the Businessmen/executioners meet already the obligations as intended in Articles 11 and 34.
- (5) In the event that the Businessmen do not meet the obligations as intended in paragraph (4) within 14 workdays as from the date of freezing of the NRP or NPB, the Director of Standardization and Quality Control shall revoke the NRP or NPB as intended in paragraph (3).
- (6) The freezing and revocation of NRP or NPB as intended in paragraphs (3) and (5) shall be notified in writing to the Businessmen.

#### Article 66

- (1) LPK not meeting the obligation of the storage of technical documents as intended in Article 42 paragraph (1), shall be subject to administrative sanctions in the form of a written reprimand/warning.
- (2) Written reprimand/warning as intended in paragraph (1) shall be provided a maximum of 2 (two) times consecutively with the time limit/grace period of 30 (thirty) workdays.
- (3) If in the grace period/time limit as intended in paragraph (2), LPK does not observe the written reprimand/warning, it shall be subject to administrative sanctions in the form of the registration revocation of LPK in accordance with its scope, by using the format as set out in Attachment XIV of this Regulation of the Minister.

#### Article 67

- (1) If within 1 (one) month LPK does not deliver any report as intended in Article 48, it shall be subject to administrative sanctions in the form of a written warning.
- (2) LPK as intended in paragraph (1) which does not observe the written warning twice in 1 (one) month consecutively, shall be subject to sanctions in the form of the registration revocation of LPK.

#### Article 68

LPK not conducting/observing the obligation as intended in Article 52 paragraph (1) shall be subject to administrative sanctions in the form of a written reprimand/warning from the Directorate of Standardization and Quality Control.

## Article 69

LPK which does not conduct/observe:

- a. the special audit or supervision any time towards its clients as intended in Article 52 paragraph (3); or
- b. revocation of the SPPT SNI and/or Certificate of Conformity as intended in Article 52 paragraph (7).

shall be subject to administrative sanctions in the form of the revocation of registration of LPK in accordance with the scope it infringes/violates.

## Article 70

The Directorate of Supervision on Circulated Goods and Services and/or Provincial/Regency/City Agency/Service Department/Service Office having the duties and responsibilities in the trade sector shall monitor the implementation of the withdrawal of Goods from circulation and can coordinate with the related technical agencies.

# CHAPTER VIII MISCELLANEOUS PROVISIONS

## Article 71

NRP or NPB which is issued based on the SPPT SNI and/or Certificate of Conformity from LPK whose registration has been revoked shall be declared still applicable until the end of the validity term of SPPT SNI and/or Certificate of Conformity.

## Article 72

If necessary, the Director General of Consumers Protection and Trade Disciplinary Regulation can stipulate Technical Guidelines to implement this Regulation of the Minister.

## Article 73

Attachment I up to Attachment XIV shall constitute an inseparable part of this Regulation of the Minister.

# CHAPTER IX TRANSITIONAL PROVISIONS

## Article 74

NRP and NPB already issued before the coming into effect of this Regulation of the Minister shall remain applicable until the end of the validity term of SPPT SNI or certificate of conformity.

# CHAPTER X CLOSING PROVISIONS

## Article 75

As this Regulation of the Minister comes into effect, the Regulation of the Minister of Trade Number [14/M-DAG/PER/3/2007](#) regarding the Standardization of Services of the Trade Sector and Supervision on the Indonesian National Standard (SNI) Mandatorily towards Goods and Services which are Traded as already amended several times, the last time by the Regulation of the Minister of Trade Number 72/M-DAG/PER/9/2015, shall be revoked and declared null and void/inapplicable.

## Article 76

This Regulation of the Minister shall come into effect after 6 (six) months as from the date of its enactment .

For public cognizance, hereby ordering the promulgation of this Regulation of the Minister by placing it in the Official Gazette of the Republic of Indonesia.

Stipulated in Jakarta  
on April 7, 2016

THE MINISTER OF TRADE OF  
THE REPUBLIC OF INDONESIA,

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy  
The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

## NOTE

ATTACHMENT I  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING

THE STANDARDIZATION OF TRADING FORMAT OF THE APPLICATION FOR  
OBTAINING NRP

APPLICATION FOR THE PRODUCT REGISTRATION NUMBER (NRP)

1. Name of Company : .....  
Address : .....  
.....

		:	.....
		:	.....
	Postal Code	:	.....
	Province	:	.....
	Telp/Fax Number	:	.....
	Email Address	:	.....
2.	Name of Person in Charge	:	.....
	Title/Position	:	.....
	Telp/HP/Fax Number	:	.....
	Email Address	:	.....
3.	Commodity	:	.....
	Type/kind	:	.....
	Trademark/Brand	:	.....
	Number and Title of SNI/	:	.....
	Technical Requirements	:	.....
	Type of Package/Wrapping	:	.....
4.	Name of Factory	:	.....
	Address of Factory	:	.....
5.	No. of SPPT SNI/Certificate of	:	.....
	Conformity	:	.....
	Validity Period of SPPT SNI/	:	.....
	Certificate of Conformity	:	.....
	Name of LPK	:	.....

Herewith we deliver the following complementary documents:

1. Copy of Trade Business License;
2. Copy of Company Registration Certificate;
3. Copy of SPPT SNI or other certificates of conformity already validated by the issuing conformity assessment institution.
4. Statement letter to store technical documents in accordance with the time which is agreed upon in the bilateral and/or regional agreement in the field of standardization in the form of softcopy and/or hardcopy for Goods already regulated/stipulated in the related agreement as from the enforcement/applicability of the agreement;
5. Copy of Taxpayer Registration Number (NPWP) of the company;
6. Copy of deed of establishment and ratification of the legal entity for the company in the form of the legal entity and deed of change (if any) except for an individual company; and
7. Design/photograph of the placement of the SNI mark/sign, SNI Number and/or Technical Requirements as well as the NRP on products and/or packages/wrappings.

Information on Marketing area:

No	Province	Regency/City	Distributor's Name	Address (Telp/HP No.)
1				
2				
...				
etc				

Documents mentioned above have been prepared properly and duly, if they are proven to be incorrect we are ready to receive sanctions in accordance with the provisions of the law and regulations.

If our application is approved, we will comply with the obligations of the holder of the Product Registration Number and the provisions applicable related to the Product Registration Number we have among other things:

1. Labeling the Product Registration Number on goods, packages and/or labels;
2. Reporting any changes to the Directorate of Standardization and Quality Control;
3. Trading goods which meet the requirements for the relevant SNI;
4. Maintaining status of Certificate of Conformity;
5. Complying with all applicable rules and regulations.

.....

The Applicant

Name

Title/Position

Remarks:

This application for registration is delivered to the Directorate of Standardization and Quality Control of the Ministry of Trade, directly or online if already applicable .

THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA

Signed

THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy

The Secretariat General

The Ministry of Trade of the Republic of Indonesia

The Head of the Legal Bureau,

signed and stamped

LASMININGSIH

ATTACHMENT II



Remarks: \*) Agency/Service Office having duties and responsibilities in the trade sector at the factory location.

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy

The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT III  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

FORMAT OF THE LETTER OF REJECTION TO THE APPLICATION FOR OBTAINING  
NRP

Number	:	Jakarta
Encl. Att	:	
Re.	:	Rejection to Application
		To Person in charge of company

Based on the assessment result of your application:

Name of Product	:	.....
Number and/or Title of SNI/Technical Requirements	:	..... .....
Brand	:	.....
Type/Kind	:	.....
Date of Application	:	.....
No. of SPPT SNI/Certificate of Conformity	:	.....
Validity Period of SPPT SNI/ Certificate of Conformity	:	.....

Name of LPK : .....

We herewith inform that your application is REJECTED/REFUSED for the following reasons:

.....  
.....  
.....  
.....

If you are still interested to obtain the NRP, you can file a new application with due observance of the reasons for the rejection/refusal.

Jakarta, .....  
Director of Standardization and Quality Control  
  
(.....)  
Civil Service Registration No. (NIP.)

THE MINISTER OF TRADE OF THE  
THE REPUBLIC OF INDONESIA

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy  
The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT IV  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

#### FORMAT OF THE APPLICATION FOR OBTAINING NPB

#### APPLICATION FOR THE REGISTRATION NUMBER OF GOODS (NPB)

- I. 1. Name of Company/Importer : .....  
2. Address, Postal Code : .....  
3. Telephone No./Fax. No. : .....  
4. E-mail : .....  
5. API Number : .....

- II. 1. Name of Person in Charge of Company/Importer : .....
2. Title/Position of Person in Charge : .....
3. Telephone No./Fax. No. : .....
4. E-mail : .....
- III. 1. Commodity : .....
2. Type/Kind : .....
3. Trademark/Brand : .....
4. Number and Title of SNI/ Technical Requirements : .....
5. Type of Package/Wrappings : .....
- IV. 1. Name of Factory : .....
2. Address of Factory : .....
3. Country : .....
- V. 1. No. of SPPT SNI/Certificate of Conformity : .....
2. Validity Term of SPPT SNI/ Certificate of Conformity : .....
3. Name of LPK : .....

We herewith deliver the following complementary documents:

1.	Copy of the Importer's Identification Number (API);
2.	Copy of SPPT SNI or other Certificates of Conformity whose certification is still maintained which is proven with the newest date of the validity mark by the head of the issuing Conformity Assessment Institution.
3.	Design/photograph of the placement of the SNI mark/sign, SNI Number and/or the Technical Requirements as well as the NRP labeled on the products and/or packages/wrappings; and
4.	Statement letter to store technical documents in accordance with the time which is agreed upon in the bilateral and/or regional agreement in the field of the standardization in the form of softcopy and/or hardcopy for Goods that are already stipulated in the said agreement, as from the enforcement/applicability. of the agreement;

Documents mentioned above have been prepared properly and duly, if they are proven incorrect we are ready to receive sanctions in accordance with the applicable provisions.

If our application is approved, we will comply with the obligation of the holder of the Registration Number of the Goods and the provisions applicable in connection with the Registration Number of Goods that we possess/have, among other things:

1. Labeling the Registration Number of Goods on goods, packages, and or labels;
2. Reporting any change to the Directorate of Standardization and Quality Control;
3. Trading Goods which meet the relevant requirements of SNI;
4. Maintaining status of the Certificate of Conformity;
5. Complying with all applicable rules and regulations .

....., .....

The Applicant,

Signed  
Name  
Title/Position

Remarks:

This Application for the Registration is delivered to the Directorate of Standardization and Quality Control of the Ministry of Trade, directly or online if it is already applicable.

THE MINISTER OF TRADE OF THE  
THE REPUBLIC OF INDONESIA

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy

The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT V  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

FORMAT OF THE REGISTRATION NUMBER OF GOODS (NPB)

REGISTRATION NUMBER OF GOODS (NPB)

Registration Number of Goods for products with certification of type 5 as found below:

X X X      -      X X X                      -      X X X X X X                      -      5

Is provided to:

1.      Importer's Name    :    .....
- Address                :    .....
- :    .....
- Telp/Fax                :    .....
- Email                    :    .....
2.      Commodity            :    .....
- Type/kind               :    .....
- Brand                    :    .....
- SNI Number             :    .....
3.      Name of LPK            :    .....
- Number of SPPT SNI/  
Certificate of                :    .....      Conformity:                .....
- Name of Factory       :    .....
- Address of Factory     :    .....
- Country                 :    .....

This NPB is applicable until ..... and can be frozen/revoked in accordance with the provisions applicable.

Jakarta, .....

Director of Standardization and Quality Control

(.....)

Civil Service Registration No. (NIP.)

CC.:

1.      Director General of Consumers Protection and Trade Discipline Regulation
2.      Director of Supervision on Circulated Goods and Services
3.      Head of Agency\*)/Service Office..... Province

Remarks: \*) Agency/Service Office having duties and responsibilities at the trade sector in the importer's location.

## REGISTRATION NUMBER OF GOODS (NPB)

Registration Number of Goods for products with a certification of type 1 is as below:

X X X - X X X - X X X X X X - 1

Is provided to:

1. Importer's Name : .....  
Address : .....  
Telp/Fax : .....  
Email : .....
2. Commodity : .....  
Type/kind : .....  
Brand : .....  
SNI Number : .....
3. Name of LPK : .....  
Number of SPPT SNI/  
Certificate of : .....  
Conformity : .....  
Name of Factory : .....  
Address of Factory : .....  
Country : .....

This NPB is only applicable to the numbers of SPPT SNI/Certificate of Conformity which are indicated.

Jakarta, .....

Director of Standardization and Quality Control

(.....)

Civil Service Registration No. (NIP.)

CC.:

1. Director General of Consumers Protection and Trade Discipline Regulation
2. Director of Supervision on Circulated Goods and Services
3. Head of the Agency \*)/Service Office ..... Province

Remarks: \*) Agency/Service Office having duties and responsibilities at the trade sector in the importer's location.

THE MINISTER OF TRADE

THE REPUBLIC OF INDONESIA

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy

The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT VI  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

FORMAT OF LETTER OF REJECTION/REFUSAL TO THE APPLICATION FOR NPB

Number	:	Jakarta
Encl.	:	
Re.	:	Rejection to Application for NPB
		To Person in charge of The Importing company

Based on the assessment result of your application:

Importer's Name	:	.....
Address	:	.....
API Number	:	.....
Name of Goods	:	.....
SNI No.	:	.....
Brand	:	.....
Type/Kind	:	.....
Name of LPK	:	.....
Number of SPPT SNI/Certificate: of Conformity	:	.....
Name of Factory	:	.....
Address of Factory	:	.....

Country : .....

Date of Application : .....

We herewith inform that your application is REJECTED/REFUSED for the following reasons:

If you are still interested to obtain the NPB, you can file a new application with due observance of the reasons for rejection.

Jakarta, .....

Director of Standardization and Quality Control

(.....)

Civil Service Registration No. (NIP.)

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy

The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT VII  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

Labeling procedures of the product registration number.



Remarks: Can be replaced with a "Conformity Sign/Mark in accordance with the legal regulations.

The SNI number for the concerned product can be labeled with the format of "xxxx-xxxx"

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy  
The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT VIII  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

Labeling procedure of the goods registration number.

TATA CARA PENCANTUMAN NOMOR PENDAFTARAN BARANG



\*)

No. SNI:      X X - X X X X - X X X X      \*\*)

NPB      X X X - X X X - X X X X X X X - X

Catatan:

\*) Dapat diganti dengan Tanda Kesesuaian sesuai dengan ketentuan peraturan perundang-undangan

\*\*) Nomor SNI untuk produk yang bersangkutan  
Dapat ditulis juga dengan format SNI "XXXX:XXXX"

Remarks:

- \*) May be replaced with the Conformity Sign in accordance with the legal regulations.
- \*) SNI Number for the concerned product may also be represented with the format SNI "xxxx:xxxx"

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy

The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT IX  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

FORMAT OF APPLICATION FOR LPK REGISTRATION APPLICATION FORM FOR  
THE REGISTRATION/RE-REGISTRATION OF THE CONFORMITY ASSESSMENT  
INSTITUTION (LPK)/PRODUCT CERTIFICATION INSTITUTION (LSPro)

Application for the registration/re-registration of the Local/Foreign\* Conformity Assessment Institution (LPK)/Product Certification Institution (LSPro) to perform certification of products in the context of the supervision on Goods already subject to the applicable enforcement of SNI and/or Technical Requirements mandatorily

NAME & ADDRESS OF APPLICANT:		NAME & TITLE OF CONTACT PERSON:
TELEPHONE NO.:	FAX NO.:	E-MAIL ADDRESS:
NAME & ADDRESS OF CONFORMITY ASSESSMENT INSTITUTION(LPK):		
STANDARD & SPECIFICATION WHOSE REGISTRATION IS REQUESTED: (If this column is insufficient, please attach on additional sheet(s))		
Number and Title of SNI/Technical Requirements		Parameter/Specification
ATTACHMENT TO SUPPORTING DOCUMENTS:		
1.	Copy of documents of legality of the LPK establishment ;	
2.	Copy of accreditation certificate or letter of appointment along with its scope;	
3.	List of laboratories in accordance with its scope;	
4.	Copy of cooperation agreement between LSPro and Laboratory;	
5.	Structure of organization and list of personnel of LPK;	
6.	Example Copy of product certificate ; and	
7.	Statement letter/affidavit to store technical documents in accordance with the time which is agreed upon in the bilateral and/or regional agreement in the field of standardization, in the form of softcopy and/or hardcopy for Goods already stipulated in those agreements, as from the applicability enforcement of the agreement.	
8.	LPK must ensure that its clients puts NRP or NPB labels on the goods and/or packages already subject to the applicability enforcement of SNI and/or Technical Requirements mandatorily by attaching the statement letter of its clients.	
<p>AGREEMENT</p> <p>The Applicant agrees to:</p> <p>i) Meet the entire terms and conditions suitable to perform the certification of products based on technical regulations regarding the applicability enforcement of SNI and/or Technical Requirements mandatorily; and</p> <p>ii) Declare that the Directorate of Standardization and Quality Control of the Ministry of Trade is not responsible for the entire liabilities, damages, claims, costs and expenses arising out of the actions taken by the Directorate of Standardization and Quality Control, the Ministry of Trade related to registration.</p>		
Signature of Applicant & Date		Company Stamp

\* cross out the unnecessary

This form should be delivered to:

The Directorate of Standardization and Quality Control of the Ministry of Trade

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy  
The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT X  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

#### FORMAT OF THE DECISION ON LPK REGISTRATION

#### DECISION ON THE REGISTRATION OF THE LOCAL/FOREIGN\*CONFORMITY ASSESSMENT INSTITUTION (LPK)

Number: .....

is provided to:

Name : (name of Conformity Assessment Institution/LPK)  
Address : (address of Conformity Assessment Institution/LPK)  
Person in Charge :  
Title/Position :

Meets/conforms with the requirements for the registration of the Conformity Assessment Institution which is stipulated in accordance with the Regulation of the Minister of Trade, No ..... regarding .....

The Directorate of Standardization and Quality Control of the Ministry of Trade declares that the Conformity Assessment Institution/Product Certification Institution mentioned above, has already been registered with the scope which is set out in Attachment A as well as it meets the rules and obligations which are set forth in the Local/Foreign\* Letter of Competence Guarantee of LPK/LSPro.

This Decision on the Registration comes into effect until ..... and can be extended/cancelled in accordance with the rules and regulations applicable.

Jakarta, .....  
The Director of Standardization and Quality Control

(.....)  
Civil Service Registration No. (NIP.)

\* cross out the unnecessary

Attachment A Decision on the Registration of Local/Foreign\*LPK/LSPro  
Number:

Scope of Registration			
Products	Technical Regulation (SNI Number/Technical Requirements)	Institution and Number of Accreditation/Number of SK on Appointment	Date of Accreditation/Letter of Appointment

Jakarta, .....

Director of Standardization and Quality Control

(.....)

Civil Service Registration No. (NIP.)

\* cross out the unnecessary

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy  
The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT XI  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

FORMAT OF THE LETTER OF REJECTION/REFUSAL TO THE REGISTRATION OF  
LPK

Number :

Jakarta, .....

Encl. :  
Re. : Rejection/Refusal to Registration To

The Person in charge  
Title/Position  
Name of Conformity  
Assessment Institution (LPK)

Address

Postal Code

Referring to your letter number ..... dated.... regarding ..... that we received on the date of ....., we herewith convey that your registration of LPK/LSPro is rejected/refused, for the following reasons:

.....  
.....

Thus we convey, we thank you for your attention and cooperation.

Jakarta, .....

Director of Standardization and Quality Control

(.....)

Civil Service Registration No. (NIP.)

CC/copies to the .:

1. Director General of PKTN (as report);
2. Directorate of Supervision on Circulated Goods and Services;
3. National Accreditation Committee.

\* cross out the unnecessary

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy

The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT XII

REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

STATEMENT LETTER/AFFIDAVIT OF GUARANTEE OF LPK COMPETENCE

Statement Letter of Guarantee/Affidavit of LPK/LSPro Local/Foreign\* Competence

We, the undersigned declare that, we:

- a. Ensure/guarantee the maintenance of the accreditation status of LPK/LSPro (for those which are accredited); or  
Will file application for accreditation to KAN by no later than 6 (six) months after the registration (for the appointed LPK)
- b. Ensure/guarantee that facilities of product certification are in accordance with the procedures and the provisions of the law and regulations.
- c. Ready/agree to report to the Directorate of Standardization and Quality Control on any change of:
  - legal, commercial, organization or accreditation status;
  - key personnel;
  - address;
  - the matters which influence maintenance of conformity with the criteria or requirements stipulated by the Directorate of Standardization and Quality Control of the Ministry of Trade.
- d. Complying with all forms of obligations and provisions indicated in the law and regulations
- e. Understanding all forms of violation/infringement consequences against/towards statement of guarantee of competence already signed.

Signature:  
Name:  
Title/Position:

\* cross out the unnecessary

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy  
The Secretariat General

The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT XIII  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

APPLICATION FORM OF CHANGE/ADDITION OF SCOPE

APPLICATION FORM OF  
CHANGE/ADDITION OF SCOPE  
CONFORMITY ASSESSMENT INSTITUTION (LPK)

Application for Change/Addition of the Scope of Local/Foreign\*Conformity Assessment  
Institution/Product Certification Institution

NAME & ADDRESS OF APPLICANT:		NAME & TITLE/POSITION OF CONTACT PERSON
TELEPHONE NO.:	FAX NO.:	E-MAIL ADDRESS:
NAME & ADDRESS OF THE PRODUCT CERTIFICATION INSTITUTION (LSP <sub>ro</sub> ):		
No. DECISION ON THE REGISTRATION:		
INFORMATION WHICH IS REQUESTED FOR THE CHANGE/ADDITION OF SCOPE: (If this column is insufficient, please attach to the additional sheet)		
AGREEMENT		
The Applicant agrees to:		
i. Meet/comply with the entire terms and conditions suitable to perform the product certification based on technical regulations regarding the applicability enforcement of SNI and/or Technical Requirements mandatorily; and		
ii. Declare that the Directorate of Standardization and Quality Control of the Ministry of Trade is not responsible for the entire liabilities, damages, claims, costs and expenses arising out as a result of actions taken by the Directorate of Standardization and Quality Control of the Ministry of Trade related to registration.		
ATTACHMENT TO SUPPORTING DOCUMENTS:		
1.	Copy of the certificate of accreditation or letter of appointment along/together with its scope.	
2.	List of laboratories in accordance with their scope.	
3.	Copy of the cooperation agreement between LSP <sub>ro</sub> and Laboratory.	
4.	Statement letter/affidavit to store technical documents in accordance with the time which is agreed upon in the bilateral and/or regional agreement in the field of standardization, in the form of softcopy and/or hardcopy for Goods already stipulated in the concerned agreement, as from the applicability/effectiveness of the agreement. (if enforced)	
Signature of Applicant & Date		Company Stamp

\* cross out the unnecessary

This form should be delivered to: the Directorate of Standardization and Quality Control which is accompanied with other documentation if there is a change of information which is already conveyed at the initial registration of the Conformity Assessment Institution/LSPro.

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy

The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

ATTACHMENT XIV  
REGULATION OF THE MINISTER OF  
TRADE OF THE REPUBLIC OF  
INDONESIA  
NUMBER 24/M-DAG/PER/4/2016  
REGARDING  
THE STANDARDIZATION OF THE TRADE  
SECTOR

#### FORMAT OF THE REVOCATION OF LPK REGISTRATION

Number	:	Jakarta, .....
Encl.	:	
Re.	:	Revocation of Registration of LPK To
		Person in charge
		Title/Position
		Name of Conformity
		Assessment Institution (LPK)
		Address
		Postal Code

In connection with ..... and in accordance with the provisions of the Regulations of the Minister of Trade Number ..... regarding .....

We herewith convey that your registration of LPK/LSPro is revoked.

Thus we convey, we thank you for your attention and cooperation.

Jakarta, .....

Director of Standardization and Quality Control

(.....)

Civil Service Registration No. (NIP.)

CC.:

1. Director General of PKTN (as a report):
2. Secretary General of the National Accreditation Committee;
3. Director of Supervision on Circulated Goods and Services.

\* cross out the unnecessary

THE MINISTER OF TRADE  
THE REPUBLIC OF INDONESIA

Signed  
THOMAS TRIKASIH LEMBONG

Issued in accordance with the original copy  
The Secretariat General  
The Ministry of Trade of the Republic of Indonesia  
The Head of the Legal Bureau,

signed and stamped  
LASMININGSIH

Source: LOOSE LEAF REGULATION OF THE MINISTER OF TRADE YEAR  
2016