

Type: REGULATION (PER)

By: THE MINISTER OF TRANSPORTATION OF THE REPUBLIC OF INDONESIA (MENHUB)

Number: PM 26 YEAR 2017

Date: MARCH 31, 2017 (JAKARTA)

Title: THE OPERATION OF PASSENGER TRANSPORTATION BY USING OFF-ROUTE PUBLIC MOTOR VEHICLES

BY THE GRACE OF ALMIGHTY GOD

THE MINISTER OF TRANSPORTATION OF THE REPUBLIC OF INDONESIA,

Considering:

- a. whereas the provisions of Article 46, Article 80 paragraph (2), Article 86 paragraph (3), Article 87 paragraph (5), Article 120 paragraph (5), and Article 122 of Government Regulation Number 74 Year 2014 concerning Road Transportation provide for the operation of passenger transportation by using off-route public motor vehicles;
- b. whereas to provide legal certainty with regard to the safety, security, comfort, equality, affordability, and orderliness aspects and to accommodate the development in public demand in the operation of passenger transportation by using off-route public motor vehicles, it is deemed necessary to replace Regulation of the Minister of Transportation Number 32 Year 2016 concerning the Operation of Passenger Transportation by Using Off-Route Public Motor Vehicles;
- c. whereas based on considerations as referred to in item a and item b, it is deemed necessary to stipulate Regulation of the Minister of Transportation concerning the Operation of Passenger Transportation by Using Off-Route Public Motor Vehicles;

In view of:

1. Law of the Republic of Indonesia Number 33 Year 1964 concerning Passenger's Mandatory Accident Insurance Fund (State Gazette of the Republic of Indonesia Year 1964 Number 137, Supplement to the State Gazette of the Republic of Indonesia Number 2720);
2. Law of the Republic of Indonesia Number 36 Year 1999 concerning Telecommunication (State Gazette of the Republic of Indonesia Year 1999 Number 154, Supplement to the State Gazette of the Republic of Indonesia Number 3881);
3. Law of the Republic of Indonesia Number 11 Year 2008 concerning Electronic Information and Transactions (State Gazette of the Republic of Indonesia Year

2008 Number 58, Supplement to the State Gazette of the Republic of Indonesia Number 4843);

4. Law of the Republic of Indonesia Number 22 Year 2009 concerning Road Traffic and Transportation (State Gazette of the Republic of Indonesia Year 2009 Number 96, Supplement to the State Gazette of the Republic of Indonesia Number 5025);
5. Law of the Republic of Indonesia Number 23 Year 2014 concerning Regional Administration (State Gazette of the Republic of Indonesia Year 2014 Number 244, Supplement to the State Gazette of the Republic of Indonesia Number 5587);
6. Government Regulation Number 55 Year 2012 concerning Vehicles (State Gazette of the Republic of Indonesia Year 2012 Number 120, Supplement to the State Gazette of the Republic of Indonesia Number 5317);
7. Government Regulation Number [80 Year 2012](#) concerning Procedures for Random Motor Vehicle Inspection On-Road and Law Enforcement against Violations of Road Traffic and Transportation (State Gazette of the Republic of Indonesia Year 2012 Number 187, Supplement to the State Gazette of the Republic of Indonesia Number 5346);
8. Government Regulation Number 82 Year 2012 concerning Implementation of Electronic Systems and Transactions (State Gazette of the Republic of Indonesia Year 2012 Number 189, Supplement to the State Gazette of the Republic of Indonesia Number 5348);
9. Government Regulation Number 79 Year 2013 concerning Road Traffic and Transportation Network (State Gazette of the Republic of Indonesia Year 2013 Number 260, Supplement to the State Gazette Number 5594);
10. Government Regulation Number 74 Year 2014 concerning Road Transportation (State Gazette of the Republic of Indonesia Year 2014 Number 260, Supplement to the State Gazette of the Republic of Indonesia Number 5594);
11. Presidential Regulation Number 7 Year 2015 concerning Organization of State Ministries (State Gazette of the Republic of Indonesia Year 2015 Number 8);
12. Presidential Regulation Number 40 Year 2015 concerning Ministry of Transportation (State Gazette of the Republic of Indonesia Year 2015 Number 75);
13. Presidential Regulation Number 103 Year 2015 concerning Jakarta, Bogor, Depok, Tangerang, and Bekasi Transportation Management Agency (State Gazette of the Republic of Indonesia Year 2015 Number 216);
14. Regulation of the Minister of Transportation Number PM 189 Year 2015 concerning Organization and Work Procedure of the Ministry of Transportation (Official Gazette of the Republic of Indonesia Year 2015 Number 1844) as amended by Regulation of the Minister of Transportation Number PM 86 Year 2016 (Official Gazette of the Republic of Indonesia Year 2016 Number 1012);

HAS DECIDED TO:

Stipulate: REGULATION OF THE MINISTER OF TRANSPORTATION  
CONCERNING THE OPERATION OF PASSENGER  
TRANSPORTATION BY USING OFF-ROUTE PUBLIC MOTOR  
VEHICLES.

## CHAPTER I GENERAL PROVISIONS

### Article 1

In this Ministerial Regulation, referred to as:

1. Transportation shall be the movement of people and/or goods from one location to another by using Vehicles in the Space for Road Traffic.
2. Public Motor Vehicle shall be any Vehicle used for goods and/or passenger transportation by paying a fee.
3. Passenger Transportation by Using Off-Route Public Motor Vehicles shall be transportation served by using public passenger car or public bus in an urban area and/ or specific area from one location to another, with a fixed starting point and destination but with no fixed course or time schedule.
4. Public Transportation Company shall be a legal entity providing passenger and/or goods transportation services by using Public Motor Vehicles.
5. Service User shall be a person or legal entity which uses the service of a Public Transportation Company.
6. Passenger shall be a person who travels in a vehicle other than the vehicle's driver and crew.
7. Minimum Service Standard shall be the minimum level of service which must be met by a Public Transportation Company in providing a secure, safe, comfortable, affordable, equal, and orderly service to service user.
8. Route shall be the course taken by a Public Motor Vehicle for the provision of passenger transportation service by using passenger car or bus with a fixed starting point and destination, fixed route, and fixed vehicle type with or without a schedule.
9. Passenger Car shall be passenger Transportation Motor Vehicle with seats for not more than 8 (eight) persons, including for the driver, or with a weight not exceeding 3,500 (three thousand five hundred) kilograms.
10. Bus shall be passenger Transportation Motor Vehicle with seats for more than 8 (eight) persons, including for the driver, or with a weight exceeding 3,500 (three thousand five hundred) kilograms.
11. Minibus shall be passenger Transportation Motor Vehicle with a weight exceeding 3,500 (three thousand five hundred) kilograms up to 5,000 (five thousand) kilograms, maximum length of 6,000 (six thousand) millimeters, width

not exceeding 2,100 (two thousand one hundred) millimeter, and height not exceeding 1.7 (one point seven) times of the Vehicle's width.

12. Midibus shall be passenger Transportation Motor Vehicle with a weight exceeding 5,000 (five thousand) kilograms up to 8,000 (eight thousand) kilograms, maximum length of 9,000 (nine thousand) millimeters, width not exceeding 2,100 (two thousand one hundred) millimeters, and height not exceeding 1.7 (one point seven) times of the Vehicle's width.
13. Full-Sized Bus shall be passenger Transportation Motor Vehicle with a weight exceeding 8,000 (eight thousand) kilograms up to 16,000 (sixteen thousand) kilograms, length exceeding 9,000 (nine thousand) millimeters up to 12,000 (twelve thousand) millimeters, width not exceeding 2,500 (two thousand five hundred) millimeters, and vehicle's height not exceeding 4,200 (four thousand two hundred) millimeters and not exceeding 1.7 (one point seven) times of the Vehicle's width.
14. Double-Decker Bus shall be passenger Transportation Motor Vehicle with a weight of at least 21,000 (twenty-one thousand) kilograms up to 24,000 (twenty-four thousand) kilograms, overall length of at least 9,000 (nine thousand) millimeters up to 13,500 (thirteen thousand five hundred) millimeters, overall width not exceeding 2,500 (two thousand five hundred) millimeters, and vehicle's height not exceeding 4,200 (four thousand two hundred) millimeters.
15. Urban Area for Transportation Service shall be a unity of built environment with non-agricultural main activity, with high population density, road transportation network facilities and infrastructure, and interaction of interzonal activities which causes high mobility of people.
16. Passenger Transportation by Using Taxi, hereinafter referred to as Taxi Transportation, shall be Transportation by using public Passenger Car marked with a special sign and equipped with fare-meter serving door to door Transportation with operation area within the urban area.
17. Passenger Transportation for Specific Purpose shall be passenger Transportation by using off-route public Passenger Car or public Bus for other purposes than taxi service, tourism, and specific area, among other things, shuttle transportation, employee transportation, neighborhood transportation, charter transportation, and special rental transportation.
18. Tourism Transportation shall be Transportation by using public Passenger Car and public Bus equipped with a special sign for tourism purpose and with tourist attraction as its destination.
19. Passenger Transportation within a Specific Area shall be Transportation by using public Passenger Car operated in local streets and living streets.
20. Sedan Type Passenger Car shall be Motor Vehicle with 3 (three) compartments consisting of engine compartment, driver and passenger compartment, and luggage compartment.
21. Non-Sedan Type Passenger Car shall be Motor Vehicle with 2 (two) compartments consisting of engine compartment and driver's compartment, passengers and/or luggage compartment.

22. Minister shall be the minister in charge for Road Traffic and Transportation facilities and infrastructure.
23. Director General shall be the Director General of Land Transportation.
24. Head of the Agency shall be the Head of the Jakarta, Bogor, Depok, Tangerang, and Bekasi Transportation Management Agency.
25. Regional Government shall be the head of regional government as the executive element of the Regional Administration who leads the execution of governmental affairs which fall under the authority of an autonomous region.

## Article 2

The scope of this Ministerial Regulation shall consist of the following:

- a. type of service of passenger transportation by using off-route public motor vehicles;
- b. transportation management;
- c. operation of public transportation by using information technology based application;
- d. supervision of passenger transportation by using off-route public motor vehicles;
- e. community participation; and
- f. administrative sanctions.

## CHAPTER II

### TYPES OF SERVICE OF PASSENGER TRANSPORTATION BY USING OFF-ROUTE PUBLIC MOTOR VEHICLES

#### First Part General

## Article 3

Passenger Transportation by Using Off-Route Public Motor Vehicles Services shall consist of the following:

- a. Passenger Transportation by Using Taxi;
- b. Passenger Transportation for Specific Purpose;
- c. Passenger Transportation for Tourism Purpose; and
- d. Passenger Transportation within a Specific Area.

#### Second Part Passenger Transportation by Using Taxi

#### Paragraph 1 Passenger Transportation by Using Taxi Services

## Article 4

- (1) The Taxi Transportation service, as referred to in Article 3 sub-article a, shall be classified into the following:

- a. regular; and
  - b. executive;
- (2) The regular Taxi Transportation service, as referred to in paragraph (1) sub-paragraph a, shall be taxi which uses vehicles with the limit of at least 1,000 (one thousand) cubic centimeters up to 1,500 (one thousand five hundred) cubic centimeters equipped with standard facilities on board.
- (3) The executive Taxi Transportation service, as referred to in paragraph (1) sub-paragraph b, shall be taxi which uses vehicles of above 1,500 (one thousand five hundred) cubic centimeters equipped with standard facilities and additional facilities on board.

#### Article 5

- (1) The Taxi Transportation service as referred to in Article 4 shall be obligated to fulfill the service as follows:
- a. service operation area within the urban area;
  - b. unscheduled;
  - c. door to door service;
  - d. destination is determined by service user;
  - e. transportation tariff based on the fare-meter or stated in the information technology based application;
  - f. the amount of tariff based on upper limit tariff and lower limit tariff stipulated by the authorized official in accordance with the provisions of laws and regulations;
  - g. obligated to meet the stipulated Minimum Service Standard;
  - h. payment for the Taxi Transportation service provided made based on the fare-meter along with printed proof of payment; and
  - i. order can be made by using information technology based application.
- (2) The vehicles used for the Taxi Transportation service as referred to in paragraph (1) shall be obligated to meet the requirements as follows:
- a. the vehicles used shall consist of the following:
    - 1. Sedan type Passenger Car with 3 (three) compartments; and/or
    - 2. Non-sedan type Passenger Car with 2 (two) compartments.
  - b. the text "TAXI" placed on top of the roof outside the vehicle which must be switched on if the taxi is vacant and switched off when the fare-meter is turned on;

- c. equipped with motor vehicle registration number with black text on yellow background;
  - d. fare-meter sealed by an authorized agency which is functioning properly and has been recalibrated in accordance with the provisions of laws and regulations;
  - e. company name and/or trade mark, and logo placed in the middle of the front door, with the company logo above and company name and/or trade mark below;
  - f. yellow hazard warning light placed on the right side of the taxi sign;
  - g. driver's identity, issued by the respective taxi transportation company, which shall be placed in the vehicle cabin and clearly visible by the passenger;
  - h. communication device as connecting device between the driver and the operations control center and/or otherwise, whether in the form of audio, visual, or data;
  - i. information on start fee, kilometer, time, and additional charges placed on the inner side of rear door;
  - j. equipped with valid travel documents, in the form of motor vehicle registration number certificate in the name of a legal entity, test card, and supervision card;
  - k. vehicle serial number of the respective transportation company placed in the front, rear, right, or left side of the vehicle, and inside the vehicle; and
  - l. public complaint telephone number placed inside and/or outside the vehicle.
- (3) The style of text, size, and identity of the Taxi Transportation vehicle as referred to in paragraph (2) shall be set out in example 1 of Attachment I which shall constitute an inseparable part of this Ministerial Regulation.

#### Article 6

- (1) Advertising media may be installed in the Taxi Transportation service as referred to in Article 4 with the requirements as follows:
- a. installed on the vehicle body surface and not distracting the driver's view and the company's identity;
  - b. installed horizontally on the vehicle roof with a height of not more than 400 (four hundred) millimeters and to the rear side with a length of not more than 1,000 (one thousand) millimeters and with the rear side having a thickness of 200 (two hundred) millimeters.
- (2) In the case of Taxi Transportation service from and to other transportation hub, it may be subject to additional requirements upon obtaining approval from the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority.

Paragraph 2  
Stipulation of Taxi Operation area and Taxi Transportation Demand Planning

Article 7

- (1) The Taxi Transportation service as referred to in Article 4 shall constitute door to door service with operation area within the Urban Area and service from and to airports, sea ports, or other transportation hubs.
- (2) The Taxi Transportation operation area as referred to in paragraph (1) shall be stipulated by taking into consideration the following:
  - a. stipulation of the classification of Urban Area;
  - b. estimated demand for Taxi Transportation service;
  - c. development of urban area or cities; and
  - d. availability of adequate road infrastructure.
- (3) The Taxi Transportation operation area as referred to in paragraph (2) shall be stipulated by the following:
  - a. the Head of the Agency, for taxi operation area which covers more than 1 (one) province in Jakarta, Bogor, Depok, Tangerang, Bekasi (Jabodetabek) region;
  - b. the Governor, for taxi operation area which covers more than 1 (one) regency/municipality within 1 (one) Province;
  - c. Regent/Mayor, for taxi operation area which is entirely within one regency/municipality.

Article 8

- (1) In order to meet the demand for Taxi Transportation service in an area, it is deemed necessary to prepare Taxi Transportation vehicle demand plan.
- (2) The Taxi Transportation vehicle demand plan as referred to in paragraph (1) shall be stipulated for a period of no longer than 5 (five) years.
- (3) The Taxi Transportation vehicle demand plan as referred to in paragraph (2), as stipulated by the Head of the Agency, shall at least contain the following:
  - a. estimated demand for Taxi Transportation service in urban area which covers more than 1 (one) province in Jakarta, Bogor, Depok, Tangerang, Bekasi (Jabodetabek) area;
  - b. demand for Taxi Transportation vehicles to serve the demand for Taxi Transportation service; and
  - c. demand allocation for each regency/municipality in the urban area which covers more than 1 (one) province in Jakarta, Bogor, Depok, Tangerang, Bekasi area.



- (4) The Taxi Transportation vehicle demand plan as referred to in paragraph (2) as stipulated by the Head of the Agency or Governor in accordance with their respective authority shall at least contain the following:
  - a. estimated demand for Taxi Transportation service in the urban area which covers more than one regency/municipality within 1 (one) province;
  - b. demand for Taxi Transportation vehicles to serve the demand for Taxi Transportation service; and
  - c. demand allocation for each regency/municipality in the urban area.
- (5) The Taxi Transportation vehicle demand plan as referred to in paragraph (2), as stipulated by the Regent/Mayor upon obtaining recommendation from the Governor, shall at least contain the following:
  - a. estimated demand for Taxi Transportation service in the regency/municipality; and
  - b. demand for Taxi Transportation vehicles to serve the demand of Taxi Transportation service users.

#### Article 9

- (1) The preparation of vehicle demand plan for Passenger Transportation by Using Taxi as referred to in Article 8 shall at least consist of the activities as follows:
  - a. research on trip generation potential;
  - b. determination of variables which affect trip generation;
  - c. determination of trip generation calculation model;
  - d. calculation of trip generation for current condition and in the next 5 (five) years; and
  - e. conversion of number of person-trips into number of vehicles, by taking into consideration the following:
    - 1. Motor vehicle utilization rate; and
    - 2. Capacity of serving vehicles.
- (2) The Taxi Transportation vehicle demand plan, as referred to in paragraph (1), shall be announced to the public.
- (3) The Taxi Transportation vehicle demand plan, as referred to in paragraph (2), shall be used as a basis in development.

#### Article 10

The Taxi Transportation vehicle Demand Plan as referred to in Article 8 and Article 9 shall be evaluated within 5 (five) years.

Third Part  
Passenger Transportation for Specific Purpose

Paragraph 1  
Passenger Transportation for Specific Purpose Services

Article 11

The Passenger Transportation for Specific Purpose Services, as referred to in Article 3 sub-article b, shall constitute Transportation which serves the following:

- a. shuttle transportation;
- b. neighborhood transportation;
- c. employee transportation;
- d. charter transportation; and
- e. rental transportation.

Paragraph 2  
Shuttle Transportation

Article 12

- (1) Shuttle Transportation, as referred to in Article 11 sub-article a, shall be intercity passenger transportation with fixed starting point and destination but non-fixed route and with door to door service.
- (2) The Shuttle Transportation as referred to in paragraph (1) shall be obligated to fulfill the service as follows:
  - a. having service time stipulated by the transportation company;
  - b. door to door service with a distance of no more than 500 (five hundred) kilometers;
  - c. not stopping at terminals;
  - d. not picking up passengers along the way;
  - e. not applying lower tariff than the tariff for on-route transportation service for the same course;
  - f. tariff shall be charged per passenger per trip; and
  - g. obligated to meet the stipulated Minimum Service Standard.
- (3) The vehicles used for the Shuttle Transportation service as referred to in paragraph (1) shall be obligated to meet the requirements as follows:
  - a. the vehicles used for Shuttle Transportation service shall consist of the following:

1. Public passenger car, of at least 2,000 (two thousand) cubic centimeters; and/or
  2. Minibus.
- b. equipped with motor vehicle registration number with black text on yellow background;
  - c. name of the company and/or name of the trade mark and serial number of the vehicle stated in the left, right, and rear side of the vehicle;
  - d. driver's identity, issued by the respective public transportation company, which shall be placed on the dashboard;
  - e. equipped with valid travel documents, in the form of motor vehicle registration number certificate in the name of a legal entity, test card, and supervision card; and
  - f. public complaint telephone number placed inside and/or outside the vehicle.
- (4) The style of text, size, and identity of the Shuttle Transportation vehicle as referred to in paragraph (3) shall be set out in example 2 of Attachment I which shall constitute an inseparable part of this Ministerial Regulation.

#### Article 13

The Shuttle Transportation Company as referred to in Article 12 shall be obligated to have a permanent point of departure in each of the city of origin and destination of travel which shall meet the requirements as follows:

- a. installing the company's sign board;
- b. vehicle parking lot is available;
- c. passenger waiting room is available;
- d. an office administration room is available;
- e. driver's resting place is available; and
- f. toilet facility is available.

#### Paragraph 3 Neighborhood Transportation

#### Article 14

- (1) The Neighborhood Transportation as referred to in Article 11 sub-article b shall constitute off-route transportation service serving from residential area to several activity centers as points of destination.
- (2) The activity centers as referred to in paragraph (1) shall include office park, trade center, and/or industrial zone.

- (3) The Neighborhood Transportation as referred to in paragraph (1) shall be obligated to fulfill the service as follows:
- a. only for transporting passengers from residential area to activity centers;
  - b. having regular service time determined by the transportation company;
  - c. not stopping at terminals;
  - d. not picking up passengers along the way;
  - e. tariff shall be charged per passenger per trip; and
  - f. obligated to meet the stipulated Minimum Service Standard.
- (4) The vehicles used for the Neighborhood Transportation service as referred to in paragraph (3) shall be obligated to meet the requirements as follows:
- a. the vehicles used for the Neighborhood Transportation service shall consist of the following:
    1. Full-Sized Bus; and/or
    2. Midibus.
  - b. the vehicles used for the Neighborhood Transportation service shall use maroon car body paint;
  - c. the vehicles shall use motor vehicle registration number with black text on yellow background;
  - d. equipped with special mark in the form of sticker with bold capital letters and text stating the name of "RESIDENTIAL" area placed on the left and right side of the vehicle body;
  - e. logo and company name placed in the middle of left and right front doors;
  - f. driver's identity, issued by the respective transportation company, which shall be placed on the vehicle's dashboard;
  - g. documents for vehicle which has met technical requirements and is roadworthy;
  - h. valid travel documents, in the form of motor vehicle registration number certificate in the name of a legal entity, test card, and supervision card; and
  - i. public complaint telephone number placed inside and/or outside the vehicle.
- (5) The style and size of residential sticker as referred to in paragraph (4) sub-paragraph d shall be set out in example 3 of Attachment I which shall constitute an inseparable part of this Ministerial Regulation.

#### Paragraph 4

## Employee Transportation

### Article 15

- (1) The Employee Transportation as referred to in Article 11 sub-article c shall constitute transportation service provided to transport employees/workers from and to their work location.
- (2) The Employee Transportation as referred to in paragraph (1) may use the following:
  - a. vehicles owned by the company where the employees work; or
  - b. vehicles rented from a public transportation company.
- (3) Employee Transportation which uses vehicles owned by the company where the employees work as referred to in paragraph (2) sub-paragraph a shall not require a transportation service business license, but shall be obligated to report to the Governor in accordance with the company's domicile at least once every 1 (one) year.
- (4) The Employee Transportation as referred to in paragraph (2) sub-paragraph b shall be obligated to fulfill the service as follows:
  - a. transportation service shall be based on agreement between the user of transportation service and the public transportation company in accordance with the agreement or contract for a certain period;
  - b. the vehicle shall only be used for transporting employees or workers from a certain company in accordance with the agreement;
  - c. the tariff shall be paid by the company of the transported employees in accordance with the agreement entered into with the transportation company;
  - d. not stopping at terminals;
  - e. not allowed to transport passengers other than employees/workers of the company which rents the employee transportation vehicle; and
  - f. obligated to meet the stipulated Minimum Service Standard.
- (5) The vehicle used for the Employee Transportation service as referred to in paragraph (4) shall be obligated to fulfill the requirements as follows:
  - a. using public Bus; and
  - b. vehicles used for the Employee Transportation service shall use white car body paint;
  - c. the vehicles shall use motor vehicle registration number with black text on yellow background;
  - d. equipped with logo and name of the transportation company placed on the left and right side of the vehicle body;

- e. equipped with driver's identity, issued by the respective transportation company, which shall be placed on the vehicle's dashboard;
  - f. equipped with valid travel documents, in the form of motor vehicle registration number certificate in the name of the legal entity, test card, and supervision card;
  - g. public complaint telephone number placed inside and/or outside the vehicle; and
  - h. stating the name of company which employs the transported employees on the lower left side of the front and rear windshield.
- (6) The style and size of the Employee Transportation sticker as referred to in paragraph (4) sub-paragraph d shall be set out in example 4 of Attachment I which shall constitute an inseparable part of this Ministerial Regulation.

## Paragraph 5 Charter Transportation

### Article 16

- (1) The Charter Transportation as referred to in Article 11 sub-article d shall constitute transportation service used for a specific purpose by means of contract work based on a certain period.
- (2) The Charter Transportation as referred to in paragraph (1) shall be obligated to fulfill the service as follows:
- a. operation area is not limited by administrative area;
  - b. unscheduled;
  - c. the tariff shall be paid based on vehicle utilization time in accordance with the agreement made between the service user and transportation company;
  - d. charter shall be performed for a certain period;
  - e. destination is determined by service user;
  - f. not stopping at terminals; and
  - g. obligated to meet the stipulated Minimum Service Standard.
- (3) The vehicle used for the Charter Transportation service as referred to in paragraph (2) shall be obligated to fulfill the requirements as follows:
- a. using public Bus;
  - b. vehicles used for the Charter Transportation service shall use indigo car body paint;

- c. equipped with motor vehicle registration number with black text on yellow background;
  - d. equipped with valid travel documents, in the form of motor vehicle registration number certificate in the name of a legal entity, test card, and supervision card;
  - e. public complaint telephone number placed inside and/or outside the vehicle; and
  - f. equipped with a "CHARTER" sign attached permanently on the front and rear windshield of the public bus.
- (4) The style and size of the Charter Transportation text as referred to in paragraph (3) sub-paragraph f shall be set out in example 5 of Attachment I which shall constitute an inseparable part of this Ministerial Regulation.

## Paragraph 6 Rental Transportation

### Article 17

- (1) The Rental Transportation as referred to in Article 11 sub-article e shall constitute door to door transportation service by using passenger car.
- (2) The Rental Transportation as referred to in paragraph (1) shall consist of the following:
  - a. General Rental Transportation; or
  - b. Special Rental Transportation.

### Article 18

- (1) The General Rental Transportation as referred to in Article 17 paragraph (2) sub-paragraph a shall constitute door to door transportation service provided by renting vehicles with or without driver by means of contract work based on a certain period.
- (2) The General Rental Transportation as referred to in paragraph (1) shall be obligated to fulfill the service as follows:
  - a. operation area is not limited by administrative area;
  - b. unscheduled;
  - c. the tariff shall be paid based the agreement made between the service user and transportation company;
  - d. the use of vehicle must be based on order or agreement, not by picking up passenger along the way;
  - e. destination is determined by vehicle service user;
  - f. rent shall be provided for a period of at least 6 (six) hours; and

- g. obligated to meet the stipulated Minimum Service Standard.
- (3) The vehicle used for the General Rental Transportation service as referred to in paragraph (2) shall be obligated to fulfill the requirements as follows:
- a. using public passenger car of at least 1,300 (one thousand three hundred) cubic centimeters;
  - b. equipped with motor vehicle registration number with white text on black background;
  - c. equipped with special mark in the form of sticker placed on the upper right side of the front and rear windshield;
  - d. equipped with valid travel documents, in the form of motor vehicle registration number certificate in the name of a legal entity, test card, and supervision card; and
  - e. public complaint telephone number placed inside the vehicle.
- (4) The style and size of the General Rental Transportation sticker as referred to in paragraph (3) sub-paragraph c shall be set out in example 6 of Attachment I which shall constitute an inseparable part of this Ministerial Regulation.

#### Article 19

- (1) The Special Rental Transportation as referred to in Article 17 paragraph (2) sub-paragraph b shall constitute door to door transportation service with driver, with operation area within the urban area, and order made by using information technology based application.
- (2) The Special Rental Transportation as referred to in paragraph (1) shall be obligated to fulfill the service as follows:
- a. operation area within the urban area;
  - b. unscheduled;
  - c. from door to door;
  - d. destination is determined by service user;
  - e. the transportation tariff shall be stated on the information technology based application;
  - f. the tariff shall be determined based on the upper limit tariff and lower limit tariff proposed by the Governor/Head of the Agency which shall be stipulated by the Director General on behalf of the Minister after an analysis has been performed;
  - g. the use of vehicle must be based on order or agreement, not by picking up passenger along the way;



- h. service shall only be ordered through the information technology based application; and
  - i. obligated to meet the stipulated Minimum Service Standard.
- (3) The vehicle used for the Special Rental Transportation service as referred to in paragraph (2) shall be obligated to fulfill the requirements as follows:
- a. using public passenger car of at least 1,000 (one thousand) cubic centimeters;
  - b. the vehicle used shall consist of the following:
    - 1. Sedan type Passenger Car with 3 (three) compartments; and/or
    - 2. Non-sedan type Passenger Car with 2 (two) compartments.
  - c. using motor vehicle registration number with white text on black background and special code as stipulated by the Indonesian National Police;
  - d. equipped with special mark in the form of sticker placed on the upper right side of the front and rear windshield;
  - e. equipped with valid travel documents, in the form of motor vehicle registration number certificate in the name of a legal entity, test card, and supervision card;
  - f. equipped with public complaint telephone number placed inside the vehicle and easily legible by the service user; and
  - g. driver's identity, issued by the respective special rental transportation company, which shall be placed on the vehicle dashboard or stated on the application.
- (4) The style and size of the Special Rental Transportation sticker as referred to in paragraph (2) sub-paragraph d shall be set out in example 7 of Attachment I which shall constitute an inseparable part of this Ministerial Regulation.

#### Paragraph 7

#### Stipulation of Operation Area of Special Rental Transportation

#### Article 20

- (1) The Special Rental Transportation service as referred to in Article 19 shall constitute door to door service with operation area within the Urban Area.
- (2) The operation area of the Special Rental Transportation as referred to in paragraph (1) shall be stipulated by taking into consideration the following:
  - a. stipulation of classification of Urban Area;
  - b. estimated demand for Special Rental Transportation service;
  - c. development of urban area or cities; and

- d. availability of adequate road facilities.
- (3) The operation area of the Special Rental Transportation as referred to in paragraph (2) shall be stipulated by the following:
- a. the Head of the Agency, for Special Rental Transportation operation area consisting of more than 1 (one) province in Jakarta, Bogor, Depok, Tangerang, Bekasi (Jabodetabek) area; or
  - b. the Governor, for special rental transportation operation area consisting of more than 1 (one) regency/municipality in 1 (one) province.

Paragraph 8  
Passenger Transportation for Specific Purpose Demand Planning

Article 21

- (1) The Passenger Transportation for Specific Purpose as referred to in Article 11 shall be stipulated by taking into consideration the following:
- a. estimated demand for Passenger Transportation service for Specific Purpose; and
  - b. trip generation potential.
- (2) Based on the consideration as referred to in paragraph (1), the Director General, Head of the Agency, and Governor in accordance with their respective authority shall stipulate the vehicle demand plan for Passenger Transportation for Specific Purpose for the period of 5 (five) years.
- (3) The vehicle demand plan for Passenger Transportation for Specific Purpose as referred to in paragraph (2) shall be used as a basis in development.
- (4) The vehicle demand plan for Passenger Transportation for Specific Purpose as referred to in paragraph (3) shall be announced to the public.
- (5) The vehicle demand for Passenger Transportation for Specific Purpose as referred to in paragraph (3) shall be evaluated on a periodic basis once every 1 (one) year.
- (6) The preparation of vehicle demand plan for Passenger Transportation for Specific Purpose as referred to in paragraph (3) shall at least consist of the activities as follows:
- a. research on trip generation potential;
  - b. determination of variables which affect trip generation; and
  - c. determination of trip generation calculation model.

Article 22

The vehicle demand plan as referred to in Article 21, for Special Rental Transportation as stipulated by the Governor or Head of the Agency in accordance with their respective authority, shall at least consist of the following:

- a. estimated demand for Special Rental Transportation service; and
- b. vehicle demand for Special Rental Transportation to serve the demand of Special Rental Transportation service users.

Fourth Part  
Passenger Transportation for Tourism Purpose

Article 23

- (1) The Passenger Transportation for Tourism Purpose service as referred to in Article 3 sub-article c shall constitute transportation service provided for the purpose of tourism related activities.
- (2) The Passenger Transportation for Tourism Purpose service as referred to in paragraph (1) shall be obligated to fulfill the service as follows:
  - a. transporting tourists;
  - b. transportation service from and to tourist attraction area accompanied by a tour guide;
  - c. not stopping at terminals;
  - d. the amount of tariff shall be determined based on the distance to the tourist destination;
  - e. not allowed to be used for other purposes than tourism;
  - f. unscheduled; and
  - g. obligated to meet the stipulated Minimum Service Standard.
- (3) The vehicle used for the Passenger Transportation for Tourism Purpose service as referred to in paragraph (2) shall be obligated to fulfill the requirements as follows:
  - a. using vehicles in the form of public Bus, Double-Decker Bus, or public Passenger Car equipped with tourism facilities;
  - b. the vehicles used for the Tourism Transportation service shall use purple car body paint;
  - c. using motor vehicle registration number with black text on yellow background;
  - d. stating company name and/or trade mark as well as vehicle serial number on the left, right, and rear sides of the vehicle as well as vehicle number and vehicle test number stated on the rear side of the vehicle;

- e. equipped with valid travel documents, in the form of motor vehicle registration number certificate in the name of a legal entity, test card, and supervision card; and
  - f. equipped with "TOURISM" sign placed on the front and rear windshield of the bus.
- (4) The style and size of the Tourism Transportation text as referred to in paragraph (3) shall be set out in example 8 of Attachment I which shall constitute an inseparable part of this Ministerial Regulation.

## Fifth Part Passenger Transportation within a Specific Area

### Article 24

- (1) Passenger Transportation within a Specific Area as referred to in Article 3 sub-article d shall constitute Transportation service provided to serve a specific area located on the local street and neighborhood street network.
- (2) The Passenger Transportation within a Specific Area as referred to in paragraph (1) shall be operated by using public Passenger Car with operation area limited to a residential zone or other special zones such as educational zone, industrial zone, trade zone, and tourism zone.
- (3) The Passenger Transportation within a Specific Area service as referred to in paragraph (1) shall be obligated to fulfill the service as follows:
  - a. transportation service limited within a residential zone or special zone;
  - b. unscheduled; and
  - c. obligated to meet the stipulated Minimum Service Standard.
- (4) The vehicle used for the Passenger Transportation within a Specific Area service as referred to in paragraph (3) shall be obligated to fulfill the requirements as follows:
  - a. the vehicle used for the Transportation within a Specific Area service shall consist of the following:
    - 1. four-wheeled public passenger car; and/or
    - 2. three-wheeled public passenger car, with seating capacity not exceeding 4 (four) persons;
  - b. using motor vehicle registration number with black text on yellow background;
  - c. equipped with valid travel documents, in the form of motor vehicle registration number certificate in the name of a legal entity, test card, and supervision card; and
  - d. equipped with a text stating the name of zone served which shall be attached permanently on the left and right sides of the vehicle body.

- (5) The style of text, size, and identity of the name of the zone as referred to in paragraph (4) sub-paragraph d shall be set out in example 9 of Attachment I which shall constitute an inseparable part of this Ministerial Regulation.

### CHAPTER III TRANSPORTATION MANAGEMENT

#### First Part Passenger Transportation Licensing

##### Article 25

- (1) In order to operate Passenger Transportation by Using Off-Route Public Motor Vehicles, a Public Transportation Company shall be obligated to have off-route passenger transportation operation license.
- (2) The granting of license as referred to in paragraph (1) shall be subject to a fee as Non-Tax State Revenue or may be subject to Regional Retribution.

##### Article 26

- (1) The Public Transportation Company as referred to in Article 25 paragraph (1) must be in the form of Indonesian Legal Entity in accordance with the provisions of laws and regulations.
- (2) The Indonesian Legal Entity as referred to in paragraph (1) shall be in the form as follows:
- a. State-owned enterprise;
  - b. Regional-owned enterprise;
  - c. Limited Liability Company; or
  - d. Cooperative.

##### Article 27

In order to obtain the license as referred to in Article 25 paragraph (1), the Public Transportation Company shall be obligated to meet the requirements as follows:

- a. having at least 5 (five) vehicles as proven by Motor Vehicle Registration Number Certificate (STNK) in the name of the legal entity and motor vehicle periodic test passing certificate;
- b. owning/possessing vehicle storage capable of accommodating vehicles in accordance with the number of vehicles owned;
- c. providing vehicle maintenance facility (workshop) proven by a document of ownership or cooperation agreement with other party.

##### Article 28

- (1) The license as referred to in Article 25 paragraph (1) shall be in the form of contract document and/or electronic card consisting of the following:
  - a. decision letter of Transportation operation license;
  - b. letter of commitment to fulfill the obligation of providing transportation service in accordance with the granted license; and
  - c. supervision card.
- (2) The decision letter of Transportation operation license and letter of commitment to fulfill the obligation of providing Transportation service in accordance with the license as referred to in paragraph (1) sub-paragraph a and sub-paragraph b shall be given to the head of the Public Transportation Company and shall be valid for 5 (five) years.
- (3) The supervision card as referred to in paragraph (1) sub-paragraph c shall constitute a part of the licensing document attached to any Public Motor Vehicle and must be renewed every 1 (one) year since the issuance of the supervision card.

#### Article 29

- (1) The decision letter of Transportation operation license as referred to in Article 28 paragraph (1) sub-paragraph a shall consist of the following:
  - a. license decision letter, which shall at least contain the following:
    1. Number of decision letter;
    2. Type of service;
    3. Company name;
    4. Company identification number;
    5. Name of the head of the company;
    6. Company address; and
    7. License validity period.
  - b. license decision implementation letter, which shall at least contain the following:
    1. Number of decision letter;
    2. Type of service;
    3. Company name;
    4. Number of vehicles permitted;
    5. License validity period;
    6. Operation area, for passenger transportation by using taxi and special rental vehicle; and
    7. Starting point and destination, for shuttle transportation.
  - c. attachment to decision letter in the form of list of vehicles which shall at least contain the following:
    1. Number of decision letter;
    2. Name and domicile of the company;
    3. Supervision Card number;
    4. Motor vehicle registration number;

5. Brand of Vehicle;
  6. Year of production;
  7. Passenger carrying capacity;
  8. Starting point and destination, for shuttle transportation;
  9. Motor vehicle chassis number; and
  10. Motor vehicle periodic test number.
- (2) The letter of commitment as referred to in Article 28 paragraph (1) sub-paragraph b shall be signed by the applicant on stamp duty sealed with the company seal/stamp.
- (3) The supervision card as referred to in Article 28 paragraph (1) sub-paragraph c shall at least contain the following:
- a. number of decision letter;
  - b. vehicle registration number;
  - c. company name;
  - d. supervision card validity period;
  - e. operation area, for passenger transportation by using taxi and special rental vehicle;
  - f. starting point and destination (for shuttle transportation);
  - g. motor vehicle registration number;
  - h. motor vehicle chassis number;
  - i. motor vehicle test number;
  - j. passenger carrying capacity; and
  - k. luggage carrying capacity.
- (4) The decision letter of transportation operation license, letter of commitment, and supervision card as referred to in paragraph (1), paragraph (2), and paragraph (3) shall be set out in Attachment II which shall constitute an inseparable part of this Ministerial Regulation.

### Article 30

The Public Transportation Company as referred to in Article 26 paragraph (1) may expand its business in other municipality/regency by fulfilling the requirements as follows:

- a. it shall be obligated to open a branch office;
- b. using motor vehicle registration number in accordance with the domicile of the branch;

- c. reporting and registering the company with the Municipal or Regency Regional Government in accordance with the domicile of the relevant branch or company; and
- d. appointing the person in charge of the company's branch representing the company.

#### Article 31

A Public Transportation Company which has obtained off-route passenger transportation operation license as referred to in Article 25 paragraph (1) shall be obligated to do the following:

- a. implementing the provisions stipulated in the granted operation license;
- b. complying with the provision on Minimum Service Standard;
- c. implementing the Safety Management System;
- d. issuing proof of payment to service user;
- e. submitting report of the business activity on a yearly basis to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority;
- f. insuring liability, namely compulsory fee and transporter's liability;
- g. providing service to persons with disability, senior citizens, children, pregnant women, and sick persons;
- h. reporting in the event of any change in the composition of management of legal entity or domicile of legal entity.

#### Article 32

The operation license for Off-Route Passenger Transportation as referred to in Article 25 paragraph (1) shall be granted by the following:

- a. the Director General, for the operation of passenger Transportation serving the following:
  - 1. Tourism Transportation; and
  - 2. Transportation with a Specific Purpose, consisting of Shuttle Transportation the operation area of which consists of more than 1 (one) province, General Rental Transportation, Charter Transportation, except Transportation within a Specific Area, Employee Transportation, and Special Rental Transportation.
- b. the Head of the Agency, for Taxi Transportation, Neighborhood Transportation, Shuttle Transportation, and Special Rental Transportation operation area of which consists more than 1 (one) province in Jakarta, Bogor, Depok, Tangerang, Bekasi (Jabodetabek) area;



- c. the Governor, for Taxi Transportation, Shuttle Transportation, and Special Rental Transportation operation area of which consists of more than 1 (one) regency/municipality within 1 (one) province; and
- d. the Regent/Mayor, for Taxi Transportation and Transportation within a Specific Area the operation area of which is within one regency/municipality.

#### Article 33

The operation license for Off-Route Passenger Transportation as referred to in Article 32 sub-article a shall be signed by the Director in charge of Transportation and Multimodal on behalf of the Director General.

#### Article 34

- (1) The application for operation license for Off-Route Passenger Transportation as referred to in Article 32 may be in the form as follows:
  - a. license for new applicant;
  - b. renewal of license validity period, which shall consist of the following:
    - 1. Renewal of validity period of operation license for Off-Route Passenger Transportation; and/or
    - 2. Renewal of validity period of supervision card.
  - c. change in licensing document, which shall consist of the following:
    - 1. Addition of vehicles;
    - 2. Replacement of lost or damaged licensing document;
    - 3. Change in company's identity; and/or
    - 4. Replacement of vehicles or rejuvenation of vehicles.
  - d. company branch opening.
- (2) The application for operation license for Off-Route Passenger Transportation as referred to in paragraph (1) shall use the format of letter as set out in Attachment III which shall constitute an inseparable part of this Ministerial Regulation.

#### Article 35

- (1) License application for new applicant as referred to in Article 34 paragraph (1) sub-paragraph a shall be submitted to the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority by fulfilling the requirements as follows:
  - a. deed of establishment of the company and/or the most recent amendment thereof;
  - b. proof of ratification as legal entity from the Ministry of Law and Human Rights;
  - c. Trade Business License (SIUP);

- d. Company Registration Certificate (TDP);
  - e. Taxpayer Identification Number (NPWP) of the company;
  - f. certificate of domicile of the company issued by an authorized official;
  - g. Letter of Commitment to fulfill all obligations as holder of off-course transportation operation license, signed by the head of the company on stamp duty;
  - h. Letter of Commitment to have and/or cooperate with other party capable of providing motor vehicle maintenance facility, signed by the head of the company on stamp duty;
  - i. Letter of Agreement between the owner of the vehicle or member of cooperative and the Public Transportation Company in the form of Cooperative legal entity;
  - j. owning and/or possessing a vehicle storage which fulfills technical requirements and is capable of accommodating vehicles in accordance with the number of vehicles owned as proven by a Certificate from the local Regional Government stating that the area size is capable to store vehicles for storing vehicles in accordance with the number of vehicles owned; and
  - k. business plan of the Transportation Company set forth in the form of document.
- (2) In the event that the application as referred to in paragraph (1) is assessed as having fulfilled the requirements, the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue Approval Letter for the Operation of Off-Route Passenger Transportation.
  - (3) The Approval Letter for the Operation of Off-Route Passenger Transportation as referred to in paragraph (2) shall be valid for a period of 6 (six) months.
  - (4) In the event that the application as referred to in paragraph (1) fails to fulfill the requirements, the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue a rejection letter along with the reason by no later than 7 (seven) business days since the receipt of the complete application documents.
  - (5) The Approval Letter for the Operation of Off-Route Passenger Transportation as referred to in paragraph (2) shall become the basis for the applicant for submitting recommendation of public motor vehicle registration number and/or special code for public motor vehicle registration number issued by the Governor of Jakarta Special Capita Region or the Regent/Mayor in accordance with the company's domicile.
  - (6) The letter of recommendation for the application for public motor vehicle registration number or special code for public motor vehicle registration number as referred to in paragraph (5) shall be issued by no later than 7 (seven) business days.

- (7) Upon obtaining recommendation of public Motor Vehicle Registration Number or special code for public Motor Vehicle Registration Number as referred to in paragraph (5), the Applicant shall apply for:
- a. the issuance of Motor Vehicle Registration Number Certificate (STNK) to the agency in charge of the issuance of Motor Vehicle Registration Number; and
  - b. the periodic test of Motor Vehicle to the Service Office in charge of Road Traffic and Transportation facilities and infrastructure of the Regency/ Municipality.
- (8) Upon obtaining Motor Vehicle Registration Number, Motor Vehicle Registration Number Certificate (STNK), and periodic test passing card as referred to in paragraph (7), the Applicant shall apply for a Letter of Recommendation to the Governor or Regent/Mayor in accordance with their respective authority.
- (9) The Applicant shall apply for the Letter of Recommendation as referred to in paragraph (8) by enclosing documents for:
- a. new motor vehicle, as follows:
    - 1) Copy of Motor Vehicle Registration Number Certificate (STNK); and
    - 2) Copy of motor vehicle Type Test Registration Certificate (SRUT).
  - b. non-new motor vehicle, as follows:
    - 1) Copy of Motor Vehicle Registration Number Certificate (STNK); and
    - 2) Copy of periodic test passing card.
- (10) Upon obtaining the Letter of Recommendation as referred to in paragraph (9), the applicant shall submit an application for the issuance of transportation operation license and supervision card by enclosing the documents as follows:
- a. for new motor vehicle, consisting of the following:
    - 1) Letter of recommendation;
    - 2) Copy of Motor Vehicle Registration Number Certificate (STNK); and
    - 3) Copy of motor vehicle Type Test Registration Certificate (SRUT).
  - b. for non-new motor vehicle, consisting of the following:
    - 1) Letter of recommendation;
    - 2) Copy of Motor Vehicle Registration Number Certificate (STNK); and
    - 3) Copy of periodic test passing card.

- (11) The Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority shall issue the off-route transportation operation license and supervision card in accordance with their respective authority by no later than 7 (seven) business days since the receipt of the complete documents.

#### Article 36

- (1) The application for renewal of license validity period as referred to in Article 34 paragraph (1) sub-paragraph b sub-sub-paragraph 1 shall be submitted to the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority, by enclosing the report of off-route transportation service the license of which is being renewed.
- (2) The application for renewal of license validity period as referred to in paragraph (1) shall be submitted to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority by no later than 30 (thirty) calendar days prior to the expiration date of the validity period and by enclosing administrative requirements.
- (3) In the event that the application for license validity period as referred to in paragraph (1) is submitted after the expiration date of the validity period of the license, the application shall be treated as new application.
- (4) The administrative requirements as referred to in paragraph (2) shall consist of, among other things, the following:
- a. letter of application for renewal of license validity period;
  - b. copy of decision letter of the operation of off-route passenger transportation already held;
  - c. copy of valid motor vehicle registration number certificate in the name of the company;
  - d. copy of valid motor vehicle periodic test passing certificate; and
  - e. report of off-route transportation service.
- (5) In the event that the application submitted by the applicant as referred to in paragraph (1) is accepted, the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue Decision Letter of the renewed Off-Route Passenger Transportation Operation License by no later than 7 (seven) business days since the date of receipt of the complete application documents.
- (6) In the event that the application submitted by the applicant as referred to in paragraph (1) is rejected, the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue a Rejection Letter along with the reason therefor by no later than 7 (seven) business days since the date of receipt of the application documents.

#### Article 37

- (1) The application for renewal of validity period of supervision card as referred to in Article 34 paragraph (1) sub-paragraph b sub-sub-paragraph 2 shall be submitted to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority by enclosing the administrative requirements.
- (2) The application for renewal of validity period of Supervision Card as referred to in paragraph (1) shall be submitted to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority by no later than 30 (thirty) calendar days prior to the expiration date of the validity period.
- (3) In the event that the application for renewal of validity period of supervision card as referred to in paragraph (2) is submitted after the expiration date of the validity period of the license, the applicant shall be subject to administrative sanction.
- (4) The administrative requirements as referred to in paragraph (1) shall consist of the following:
  - a. letter of application for the renewal of validity period of supervision card;
  - b. copy of decision letter of the operation of Passenger Transportation by Using Off-Route Public Motor Vehicles already held;
  - c. copy of valid motor vehicle registration number certificate in the name of the company; and
  - d. copy of valid motor vehicle periodic test passing certificate.
- (5) In the event that the application submitted by the applicant as referred to in paragraph (1) is accepted, the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue the renewed supervision card by no later than 7 (seven) business days since the receipt of the complete application documents.
- (6) In the event that the application submitted by the applicant as referred to in paragraph (1) is rejected, the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority shall issue a Rejection Letter along with the reason therefor by no later than 7 (seven) business days since the receipt of the complete application documents.

#### Article 38

- (1) The application for change in the licensing document for the addition of vehicles as referred to in Article 34 paragraph (1) sub-paragraph c sub-sub-paragraph 1 shall be submitted to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority, by enclosing the following:
  - a. report of the Passenger Transportation by Using Off-Route Public Motor Vehicles service being served;
  - b. application letter for the addition of vehicles; and

- c. copy of Decision Letter of the Operation of Passenger Transportation by Using Off-Route Public Motor Vehicles already held.
- (2) In the event that the application submitted by the applicant as referred to in paragraph (1) is accepted, the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue Approval Letter for the Addition of Vehicles by no later than 7 (seven) business days since the date of receipt of the complete application documents.
  - (3) The Approval Letter for the Addition of Vehicles as referred to in paragraph (2) shall be valid for a period of 6 (six) months.
  - (4) In the event that the application submitted by the applicant as referred to in paragraph (1) is rejected, the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue a Rejection Letter along with the reason therefor by no later than 7 (seven) business days since the receipt of the application documents.
  - (5) The Approval Letter for the Addition of Vehicles as referred to in paragraph (2) shall serve as the basis for the applicant to apply for the recommendation of public motor vehicle registration number and/or special code of public Motor Vehicle Registration Number issued by the Governor of Jakarta Special Capital Region or the Regent/Mayor in accordance with the domicile of the company.
  - (6) The letter of recommendation of the application for public motor vehicle registration number or special code of public motor vehicle registration number as referred to in paragraph (5) shall be issued by no later than 7 (seven) business days.
  - (7) Upon obtaining recommendation of public motor vehicle registration number or special code of public motor vehicle registration number as referred to in paragraph (6), the applicant shall apply for:
    - a. the issuance of Motor Vehicle Registration Number Certificate (STNK) to the agency in charge of the issuance of motor vehicle registration number; and
    - b. the periodic test of motor vehicle to the Service Office in charge of Road Traffic and Transportation facilities and infrastructure in the regency/ municipality.
  - (8) Upon obtaining Motor Vehicle Registration Number, Motor Vehicle Registration Number Certificate (STNK), and periodic test passing card as referred to in paragraph (7), the applicant shall apply for the Letter of Recommendation to the Governor or Regent/Mayor in accordance with their respective authority.
  - (9) The Applicant shall apply for the Letter of Recommendation as referred to in paragraph (8) by enclosing documents for:
    - a. new motor vehicle, as follows:
      - 1) Copy of Motor Vehicle Registration Number Certificate (STNK); and
      - 2) Copy of motor vehicle Type Test Registration Certificate (SRUT).

- b. non-new motor vehicle, as follows:
    - 1) Copy of Motor Vehicle Registration Number Certificate (STNK); and
    - 2) Copy of periodic test passing card.
- (10) Upon obtaining the Letter of Recommendation as referred to in paragraph (9), the applicant shall submit an application for the change in the licensing document for the addition of vehicles by enclosing the documents as follows:
- a. for new motor vehicle, consisting of the following:
    - 1) Letter of recommendation;
    - 2) Copy of Motor Vehicle Registration Number Certificate (STNK); and
    - 3) Copy of motor vehicle Type Test Registration Certificate (SRUT).
  - b. for non-new motor vehicle, consisting of the following:
    - 1) Letter of recommendation;
    - 2) Copy of Motor Vehicle Registration Number Certificate (STNK); and
    - 3) Copy of periodic test passing card.
- (11) The Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue the licensing document for the addition of vehicles by no later than 7 (seven) business days since the receipt of complete documents.

#### Article 39

- (1) The application for the replacement of lost or damaged licensing document as referred to in Article 34 paragraph (1) sub-paragraph c sub-sub-paragraph 2 shall be submitted to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority, by enclosing the report of lost document from the Indonesian National Police or the damaged licensing document.
- (2) The application for the replacement of lost or damaged licensing document as referred to in paragraph (1) shall be submitted to the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority by enclosing the following:
  - a. application letter for the replacement of lost or damaged document;
  - b. copy of decision letter of transportation operation license already held which is still valid;

- c. certificate from the Police for lost document and proof of announcement of lost document in mass media; and
  - d. enclosing the proof of damaged document.
- (3) In the event of approved application, the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue replacement licensing document by no later than 7 (seven) business days since the receipt of complete documents.

#### Article 40

- (1) The application for change in company's identity as referred to in Article 34 paragraph (1) sub-paragraph c sub-sub-paragraph 3 shall be submitted to the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority, by enclosing the report of change in the Management of the Company.
- (2) The change in company's identity as referred to in paragraph (1) shall consist of, among other things, the following:
- a. change in company name;
  - b. change in company address; or
  - c. change in the board of directors of the company.

#### Article 41

The application for change in company name as referred to in Article 40 paragraph (2) sub-paragraph a shall be treated as new license application.

#### Article 42

- (1) The application for change in company address and board of the directors of the Company as referred to in Article 40 paragraph (2) sub-paragraph b and sub-paragraph c shall be submitted to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority, by enclosing the following:
- a. deed of change in legal entity which has obtained ratification by the Minister of Law and Human Rights;
  - b. copy of decision letter of off-route transportation operation license already held;
  - c. certificate of domicile of the company issued by an authorized agency; and
  - d. letter of commitment to fulfill all obligations as holder of Off-Route Passenger Transportation operation license.
- (2) In the event that the application is approved, the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority shall issue a licensing replacement document by no later than 7



(seven) business days since the receipt of complete documents in the form as follows:

- a. decision letter of off-route passenger transportation operation license;
  - b. decision letter for the implementation of off-route passenger transportation operation license;
  - c. attachment to decision letter for the implementation of off-route passenger transportation operation license;
  - d. the vehicle's supervision card; and
  - e. letter of commitment to fulfill the obligation to provide Transportation service in accordance with the granted license.
- (3) Before the off-route passenger transportation operation license is granted to the applicant, the applicant shall be obligated to submit the existing off-route passenger transportation operation license first.

#### Article 43

- (1) The application for replacement of vehicle or rejuvenation of vehicle as referred to in Article 34 paragraph (1) sub-paragraph c sub-sub-paragraph 4 shall be submitted to the Director General, Head of the Agency, Governor, or Regent/ Mayor in accordance with their respective authority by enclosing the administrative requirements without any addition to the total number of vehicle units in the decision letter of off-route passenger transportation operation license.
- (2) The replacement of vehicle or rejuvenation of vehicle as referred to in paragraph (1) shall be performed by 3 (three) means, namely as follows:
  - a. new motor vehicle;
  - b. non-new motor vehicle with Motor Vehicle Registration Number with white text on black background; or
  - c. non-new motor vehicle with Motor Vehicle Registration Number with black text on yellow background.
- (3) The replacement of vehicle or rejuvenation of vehicle for new motor vehicle and non-new motor vehicle with Motor Vehicle Registration Number with white text on black background as referred to in paragraph (2) sub-paragraph a and sub-paragraph b shall be performed in the following phases:
  - a. applying for recommendation of public motor vehicle registration number or special code of public motor vehicle registration number to the Service Office in charge of Road Traffic and Transportation facilities and infrastructure, by enclosing the following:
    - 1) Application letter;
    - 2) Copy of decision letter of off-route passenger transportation operation license; and

- 3) Original supervision card of the replaced vehicle.
- b. upon obtaining public Motor Vehicle Registration Number, the applicant shall submit application for the issuance of supervision card by enclosing the documents as follows:
  - 1) New motor vehicle, which shall consist of the following:
    - a) Copy of Public Motor Vehicle Registration Number Certificate (STNK); and
    - b) Copy of motor vehicle Type Test Registration Certificate (SRUT).
  - 2) Non-new motor vehicle, which shall consist of the following:
    - a) Copy of Public Motor Vehicle Registration Number Certificate (STNK); and
    - b) Copy of periodic test passing card.
- (4) The replacement of vehicle or rejuvenation of vehicle for non-new motor vehicle with Motor Vehicle Registration Number with black text on white background as referred to in paragraph (2) sub-paragraph c shall be performed by the applicant submitting an application for the issuance of Supervision Card, by enclosing the documents as follows:
  - a) Copy of Public Motor Vehicle Registration Number Certificate (STNK);
  - b) Copy of periodic test passing certificate of the replacement vehicle; and
  - c) Original supervision card of the replaced vehicle.
- (5) The Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue a licensing replacement document by no later than 7 (seven) business days since the receipt of complete documents from the applicant in the form as follows:
  - a. attachment to decision letter for the implementation of off-route passenger transportation operation license; and
  - b. the vehicle's supervision card.
- (6) Before the off-route passenger transportation operation license as referred to in paragraph (3) is granted to the applicant, the applicant shall be obligated to submit the original supervision card of the replaced vehicle first.

#### Article 44

- (1) The application for the company branch opening as referred to in Article 34 paragraph (1) sub-paragraph d shall be submitted to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority by enclosing the administrative requirements.

- (2) The license application for the applicant of company branch opening as referred to in paragraph (1) shall be submitted to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority by enclosing the following:
- a. deed of establishment of the company and/or the most recent amendment thereof;
  - b. proof of ratification as legal entity from the Ministry of Law and Human Rights;
  - c. Trade Business License (SIUP);
  - d. Company Registration Certificate (TDP);
  - e. Taxpayer Identification Number (NPWP) of the company;
  - f. certificate of domicile of the company issued by an authorized official;
  - g. letter of commitment to fulfill all obligations as holder of off-course transportation operation license, signed by the head of the company on stamp duty;
  - h. letter of commitment to have and/or cooperate with other party capable of providing motor vehicle maintenance facility, signed by the head of the company on stamp duty;
  - i. letter of Agreement between the owner of the vehicle or member of cooperative and the Public Transportation Company in the form of Cooperative legal entity;
  - j. owning and/or possessing a vehicle storage which fulfills technical requirements and is capable of accommodating vehicles in accordance with the number of vehicles owned as proven by a Certificate from the local Regional Government stating that the area size is capable to store vehicles for storing vehicles in accordance with the number of vehicles owned;
  - k. demand for vehicles in accordance with the result of evaluation and stipulation of demand for vehicles for Taxi Transportation and Passenger Transportation for Specific Purpose; and
  - l. business plan of the Transportation Company set forth in the form of document.
- (3) In the event that the application as referred to in paragraph (2) is assessed as having fulfilled the requirements, the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue approval letter for the operation of off-route passenger transportation.
- (4) The approval letter for the operation of off-route passenger transportation as referred to in paragraph (3) shall be valid for a period of 6 (six) months.
- (5) In the event that the application as referred to in paragraph (2) fails to fulfill the requirements, the Director General, Head of the Agency, Governor, or Regent/

Mayor in accordance with their respective authority shall issue a rejection letter along with the reason by no later than 7 (seven) business days since the receipt of the complete application documents.

- (6) The approval letter for the operation of off-route passenger transportation as referred to in paragraph (3) shall become the basis for the applicant for submitting recommendation of public motor vehicle registration number and/or special code for public motor vehicle registration number issued by the Governor of Jakarta Special Capital Region or the Regent/Mayor in accordance with the company's domicile.
- (7) The letter of recommendation for the application for public motor vehicle registration number or special code for public motor vehicle registration number as referred to in paragraph (6) shall be issued by no later than 7 (seven) business days.
- (8) Upon obtaining recommendation of public motor vehicle registration number or special code for public motor vehicle registration number as referred to in paragraph (7), the applicant shall apply for:
  - a. the issuance of Motor Vehicle Registration Number Certificate (STNK) to the agency in charge of the issuance of motor vehicle registration number; and
  - b. the periodic test of motor vehicle to the Service Office in charge of Traffic and road transportation facilities and infrastructure of the regency/ municipality.
- (9) Upon obtaining Motor Vehicle Registration Number, Motor Vehicle Registration Number Certificate (STNK), and periodic test passing card as referred to in paragraph (8), the applicant shall apply for a letter of recommendation to the Governor or Regent/Mayor in accordance with their respective authority.
- (10) The applicant shall apply for the letter of recommendation as referred to in paragraph (9) by enclosing documents for:
  - a. new motor vehicle, as follows:
    - 1) Copy of Motor Vehicle Registration Number Certificate (STNK); and
    - 2) Copy of motor vehicle Type Test Registration Certificate (SRUT);
  - b. non-new motor vehicle, as follows:
    - 1) Copy of Motor Vehicle Registration Number Certificate (STNK); and
    - 2) Copy of periodic test passing card.
- (11) Upon obtaining the letter of recommendation as referred to in paragraph (9), the applicant shall submit an application for the issuance of off-route transportation operation license and supervision card by enclosing the documents for:
  - a. new motor vehicle, as follows:

- 1) Letter of recommendation;
  - 2) Copy of motor vehicle Type Test Registration Certificate (SRUT);  
and
  - 3) Copy of Motor Vehicle Registration Number Certificate (STNK).
- b. non-new motor vehicle, as follows:
- 1) Letter of recommendation;
  - 2) Copy of Motor Vehicle Registration Number Certificate (STNK);  
and
  - 3) Copy of periodic test passing card.
- (12) The Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority shall issue the off-route transportation operation license and supervision card in accordance with their respective authority by no later than 7 (seven) business days since the receipt of the complete documents.

## Second Part Auction or Selection

### Article 45

The granting of off-route passenger Transportation operation license as referred to in Article 32 shall be performed by the following means:

- a. auction; or
- b. selection.

### Article 46

- (1) The granting of off-route passenger Transportation operation license by means of auction as referred to in Article 45 sub-article a shall be performed for new service with regard to Taxi Transportation operation license.
- (2) The Taxi Transportation operation license granted by means of auction as referred to in paragraph (1) shall be granted to applicant who has fulfilled the requirements for off-route passenger Transportation operation license as referred to in Article 35 paragraph (1) and auction requirements.

### Article 47

- (1) The granting of Off-Route Passenger Transportation operation license by means of selection as referred to in Article 45 sub-article b shall be implemented with regard to the renewal of the following:
  - a. Taxi Transportation operation license for companies which already have a license;

- b. Tourism Transportation operation license for companies which already have a license;
  - c. Transportation for Specific Purpose operation license for companies which already have a license; and
  - d. Passenger Transportation within a Specific Area operation license for companies which already have a license.
- (2) The off-route passenger transportation operation license through selection as referred to in paragraph (1) shall be granted upon fulfillment of administrative requirements as referred to in Article 35 paragraph (1).

#### Article 48

- (1) The auction for the opening of new service as referred to in Article 46 paragraph (1) shall be announced through the website, announcement board, and/or mass media by no later than 30 (thirty) days prior to the registration of auction.
- (2) The announcement of auction for the opening of new service as referred to in paragraph (1) shall be based on the taxi transportation vehicle demand plan.
- (3) The announcement of auction as referred to in paragraph (1) shall be made by the following:
  - a. the Director General, for auction for the opening of taxi transportation new service the operation area of which consists of more than 1 (one) province;
  - b. the Head of the Agency, for taxi operation area which consists of more than 1 (one) province in Jakarta, Bogor, Depok, Tangerang, Bekasi (Jabodetabek) area;
  - c. the Governor, for auction for the opening of taxi transportation new service the operation area of which consists of more than 1 (one) regency/municipality within 1 (one) province; or
  - d. the Regent/Mayor, for auction for the opening of Taxi Transportation new service the operation area of which is within one regency/municipality.
- (4) The announcement of auction as referred to in paragraph (2) shall at least contain the following:
  - a. location of cities to be served;
  - b. total vehicle demand;
  - c. type of vehicles and specification of vehicle; and
  - d. minimum service standard.
- (5) Based on the assessment of the fulfillment of administrative requirements and fulfillment of minimum service standard, the winner with the highest score shall be selected.

- (6) The winner of auction with regard to the opening of new service as referred to in paragraph (5) shall be announced through the website, announcement board, and/or mass media.
- (7) Upon stipulation of auction winner as referred to in paragraph (6), the auction winner shall submit an application to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority by enclosing administrative requirements as referred to in Article 35 paragraph (1).
- (8) The auction winner who has fulfilled the requirements as referred to in paragraph (6) shall be granted the off-route passenger transportation operation license in the form of contract document and/or electronic card.

#### Article 49

Provisions on method and procedure of auction, as referred to in Article 45 sub-article a, shall be further provided for in a Regulation of the Director General.

### CHAPTER IV OPERATION OF PUBLIC TRANSPORTATION BY USING INFORMATION TECHNOLOGY BASED APPLICATION

#### Article 50

- (1) In order to improve ease in ordering off-route passenger transportation service, a Public Transportation Company may use information technology based application.
- (2) The use of information technology based application as referred to in paragraph (1) may be implemented independently or in cooperation with an information technology based application provider.
- (3) The provider of the information technology based application as referred to in paragraph (2) must have an Indonesian legal entity with the criteria at least as follows:
  - a. performing contract, sale, and/or delivery of service, and collection;
  - b. having a bank account which serves as escrow facility for the proceeds of sale or delivery of service with a bank in Indonesia;
  - c. owning/possessing a server or data center domiciled in Indonesia;
  - d. performing marketing, promotion, and other assisting activities; and
  - e. providing consumer complaint service and settlement.
- (4) The procedure for using information technology based application as referred to in paragraph (1) and paragraph (2) must comply with the provisions in the field of electronic information and transaction in accordance with the provisions of laws and regulations.
- (5) In order to improve ease in the payment of Passenger Transportation by Using Off-Route Public Motor Vehicles service, the Public Transportation Company

may make payment in cash or by electronic means in accordance with the provisions of laws and regulations.

#### Article 51

- (1) The provider of information technology based application which facilitates the operation of passenger transportation service shall be obligated to cooperate with a Public Transportation Company which has obtained transportation operation license.
- (2) The provider of information technology based application which facilitates the operation of passenger transportation service as referred to in paragraph (1) shall be prohibited to act as public transportation operator.
- (3) The prohibition to act as public transportation operator as referred to in paragraph (2) shall consist of the activities as follows:
  - a. stipulating tariff and offering promotional tariff under the stipulated lower limit tariff;
  - b. recruiting drivers;
  - c. providing application access service to individuals as transportation service provider; and
  - d. providing application access service to a Public Transportation Company which has not obtained off-route passenger transportation operation license.

#### Article 52

- (1) A Public Transportation Company which uses information technology based application as referred to in Article 50 paragraph (1) shall be obligated to comply with the provisions in the field of public transportation management as referred to in Article 25, Article 26, and Article 27.
- (2) A Public Transportation Company which uses information technology based application which fails to fulfill the obligation as referred to in paragraph (1) shall be obligated to terminate the operation of motor vehicles and the use of application.
- (3) The provider of information technology based application, through the transportation operator's legal entity, shall be obligated to provide access to Digital Dashboard to the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority.
- (4) The access to Digital Dashboard as referred to in paragraph (3) shall at least contain the following:
  - a. company name, name of person in charge, and company address of the provider of information technology based application service;
  - b. data of all cooperating Public Transportation Companies;
  - c. data of all vehicles and drivers;



- d. access to service operational monitoring in the form of spatial movement of vehicles and tariffs; and
- e. consumer complaint service in the form of telephone number and electronic mail (email) of the provider of information technology based application.

## CHAPTER V SUPERVISION OF PASSENGER TRANSPORTATION BY USING OFF-ROUTE PUBLIC MOTOR VEHICLES

### Article 53

- (1) The supervision of Passenger Transportation by Using Off-Route Public Motor Vehicles shall be performed by a Motor Vehicle Supervision Officer by using manual and/or electronic device in accordance with the provisions of laws and regulations.
- (2) The Motor Vehicle Supervision Officer as referred to in paragraph (1) shall consist of the following:
  - a. a Civil Servant Investigator in the field of Road Traffic and Transportation; and/or
  - b. an Indonesian National Police officer.

### Article 54

- (1) The supervision of Passenger Transportation by Using Off-Route Public Motor Vehicles as referred to in Article 53 shall be performed at the following locations:
  - a. tourist attractions;
  - b. road segments;
  - c. points of departure;
  - d. vehicle storage; and
  - e. stopping places and other transportation hubs.
- (2) In the event that a Public Transportation Company fails to comply with the provisions on Minimum Service Standard, the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority may perform an evaluation and review the off-route passenger transportation operation license granted to the company.

### Article 55

- (1) The supervision of Passenger Transportation by Using Off-Route Public Motor Vehicles as referred to in Article 54 shall be performed on compliance with the following:
  - a. public Transportation licensing requirements; and

- b. technical and roadworthiness requirements of Motor Vehicle.
- (2) The supervision on compliance with public Transportation licensing requirements, as referred to in paragraph (1) sub-paragraph a, shall consist of the following:
- a. licensing document;
  - b. passenger Transportation document;
  - c. proof of payment of mandatory insurance contribution which falls under the responsibility of the company;
  - d. type of service;
  - e. tariff for Taxi Transportation;
  - f. identity of Public Transportation Company; and
  - g. identity of public Transportation Vehicle crew.
- (3) The supervision on the compliance with technical and roadworthiness requirements of Motor Vehicle as referred to in paragraph (1) sub-paragraph b shall consist of the following:
- a. Motor Vehicle periodic test passing certificate;
  - b. physical condition of Motor Vehicle; and
  - c. Minimum Service Standard.

## CHAPTER VI PUBLIC PARTICIPATION

### Article 56

- (1) The public shall have the right to participate in the operation of road transportation.
- (2) Public participation as referred to in paragraph (1) shall consist of the following:
- a. providing input to the Road Traffic and Transportation development agency in enhancing laws and regulations, guidelines and technical standards in the field of road Transportation;
  - b. monitoring the implementation of public Transportation service standard applied by Public Transportation Companies;
  - c. reporting Public Transportation Companies which violate the public Transportation service standard to the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority;

- d. providing input to the traffic and road transportation development agency in improving public Transportation service; and/or
  - e. maintaining road Transportation facilities and infrastructure, and participating in maintaining road Transportation security, safety, orderliness, and smoothness.
- (3) The public participation as referred to in paragraph (1) shall be presented to the Government or Regional Government agency in accordance with the agency's main duty and function.
  - (4) The Government and/or Regional Government shall consider and follow up on the input and opinion submitted by the public as referred to in paragraph (3).

## CHAPTER VII ADMINISTRATIVE SANCTIONS

### Article 57

- (1) The operation of passenger transportation by using public motor vehicles shall be obligated to fulfill the following:
  - a. administrative requirements; and
  - b. operating requirements.
- (2) The operating requirements, as referred to in paragraph (1) sub-paragraph a, shall consist of the following:
  - a. off-route passenger transportation operation license and the vehicle's supervision card;
  - b. complying with technical and roadworthiness requirements as proven by a valid Type Test Registration Certificate (SRUT) or periodic test passing certificate;
  - c. valid Motor Vehicle Registration Number Certificate (STNK); and
  - d. public vehicle Driving License (SIM) in accordance with the class.
- (3) The operating requirements as referred to in paragraph (1) sub-paragraph b shall consist of the following:
  - e. implementation of operation in accordance with the stipulated Minimum Service Standard;
  - f. provisions on tariff; and
  - g. provisions on operation area boundaries for Taxi Transportation and Special Rental Transportation.

### Article 58

- (1) Violation in the operation of passenger transportation by using public motor vehicles in Article 57 shall be classified into the following:

- a. mild violation;
  - b. moderate violation; and
  - c. severe violation.
- (2) Mild violation, as referred to in paragraph (1) sub-paragraph a, shall consist of the following:
- a. not reporting any change in the management of the company and/or cooperative;
  - b. not reporting any change in the company's domicile;
  - c. not reporting transportation operational activities on a periodic basis;
  - d. reduction or addition in the vehicle's identity;
  - e. not maintaining cleanliness and comfort of operated vehicles;
  - f. employing vehicle crew without uniform and/or without company identity;
  - g. not announcing the applicable tariff; and
  - h. not printing the amount of tariff on the ticket or ticket equivalent.
- (3) Moderate violation, as referred to in paragraph (1) sub-paragraph b, shall consist of the following:
- a. violation of the amount of transportation tariff;
  - b. not paying the mandatory accident insurance contribution;
  - c. providing service not in accordance with the stipulated Minimum Service Standard;
  - d. not returning the decision letter of operation license and/or supervision card after there is a change in the passenger transportation operation license;
  - e. employing vehicle crew who does not fulfill the requirements in accordance with laws and regulations and is not a driver of the relevant company;
  - f. operating vehicles not in accordance with the type of service based on the operation license held;
  - g. not complying with the provisions on working time and rest time for drivers; and
  - h. transporting passengers by exceeding the stipulated capacity.
- (4) Severe violation, as referred to in paragraph (1) sub-paragraph c, shall consist of the following:

- a. using double supervision card;
- b. operating vehicle beyond the stipulated operation area, for Taxi Transportation and Special Rental Transportation;
- c. not applying special sign for general and special rental transportation vehicles;
- d. forging vehicle documents and special sign;
- e. operating vehicle without valid travel document consisting of Supervision card, STNK, test book/test card and motor vehicle test certificate;
- f. operating vehicle the validity period of license operation of which has expired;
- g. operating vehicle which does not comply with technical and roadworthiness requirements; and
- h. committing negligence in the operation of vehicle and as the result causing a fatal accident.

#### Article 59

- (1) The violations as referred to in Article 58 shall be identified through the following:
  - a. result of supervision performed by the Supervision Officer;
  - b. result of monitoring and evaluation performed by the Director General, Head of the Agency, Governor, or Regent/Mayor in accordance with their respective authority;
  - c. public complaint;
  - d. information from mass media; and/or
  - e. report from public transportation companies.
- (2) Public complaint as referred to in paragraph (1) sub-paragraph c shall contain the following matters:
  - f. time and place of incident;
  - g. type of violation;
  - h. identity of the vehicle;
  - i. identity of the company and/or vehicle crew;
  - j. victim of the violation in the event of accident; and
  - k. identity of reporter.

- (3) The complaint or information as referred to in paragraph (2) shall be submitted to the Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority to be followed up in accordance with the provisions of laws and regulations.
- (4) Information not containing points as referred to in paragraph (2) cannot be followed up on.

#### Article 60

- (1) The Director General, Head of the Agency, Governor, Regent, or Mayor in accordance with their respective authority shall impose administrative sanctions to Passenger Transportation by Using Off-Route Public Motor Vehicles based on the report as referred to in Article 59.
- (2) The administrative sanctions as referred to in paragraph (1) shall consist of the following:
  - a. written reprimand;
  - b. administrative penalty;
  - c. freezing of motor vehicle supervision card; and
  - d. revocation of motor vehicle supervision card.
- (3) The imposition of administrative sanctions as referred to in paragraph (2) shall be set out in Attachment IV which shall constitute an inseparable part of this Ministerial Regulation.

#### Article 61

- (1) The administrative sanction in the form of written reprimand as referred to in Article 60 paragraph (2) sub-paragraph a shall be imposed no more than 2 (two) times with the period of 30 (thirty) days each time.
- (2) In the event that the license holder continues to fail to correct the violation committed upon expiration of the period as referred to in paragraph (1), it shall be subject to penalty.
- (3) In the event that the license holder, within the period of 30 (thirty) calendar days since the imposition of penalty, fails to pay the penalty and fails to correct the violation committed, it shall be subject to the sanction of freezing of license in the form of freezing of supervision card.
- (4) In the event that within the period of 60 (sixty) calendar days from the date of freezing of license as referred to in paragraph (3), the license holder fails to make correction to the committed violation, it shall be subject to the sanction of revocation of license in the form of revocation of supervision card.

#### Article 62

- (1) Mild violation as referred to in Article 58 paragraph (1) sub-paragraph a shall be subject to administrative sanction in the form of 1<sup>st</sup> (first) letter of reprimand and 2<sup>nd</sup> (second) letter of reprimand and failure to comply with the reprimands shall

be subject to freezing of supervision card of the violating vehicle for a maximum of 3 (three) months and prohibition to expand business for a maximum of 6 (six) months as well as penalty in the amount of Rp 5,000,000 (five million rupiah).

- (2) Moderate violation as referred to in Article 58 paragraph (1) sub-paragraph b shall be subject to administrative sanction in the form of 1<sup>st</sup> (first) letter of reprimand and 2<sup>nd</sup> (second) letter of reprimand and failure to comply with the reprimands shall be subject to freezing of supervision card of the violating vehicle for a maximum of 6 (six) months and prohibition to expand business for a maximum of 12 (twelve) months as well as penalty in the amount of Rp 20,000,000 (twenty million rupiah).
- (3) Severe violation as referred to in Article 58 paragraph (1) sub-paragraph c shall be subject to administrative sanction in the form of freezing of supervision card of the vehicle for a maximum of 12 (twelve) months and in the event that the business entity fails to make any correction, it shall be subject to revocation of supervision card of the vehicle and penalty in the amount of Rp 50,000,000 (fifty million rupiah).

#### Article 63

- (1) In the event that a license holder fails to renew the validity period of a transportation operation license which has expired as referred to in Article 58 paragraph (4) sub-paragraph f, it shall be subject to penalty in the amount of 2 (two) times the tariff of Non-Tax State Revenue for off-route public transportation operation license.
- (2) In the event that a license holder fails to renew the validity period of a supervision card which has expired as referred to in Article 58 paragraph (4) sub-paragraph f, it shall be subject to penalty in the amount of 2 (two) times the tariff of Non-Tax State Revenue for off-route passenger transportation supervision card.

#### Article 64

In the event that the operation of vehicle fails to have a license as referred to in Article 25 and Article 28 paragraph (1), it shall be subject to sanction in accordance with the provisions of laws and regulations.

#### Article 65

- (1) In the event of any violation against the provisions of Article 50 paragraph (3), Article 51, and Article 52, the Director General, Head of the Agency, Governor, and Regent/Mayor must report it to the Minister.
- (2) The Minister shall give recommendation on the result of evaluation on violation as referred to in paragraph (1) to the Minister in charge for communication and informatics.
- (3) Based on give recommendation on the result of evaluation as referred to in paragraph (1) and paragraph (2), the Minister in charge for communication and informatics shall impose sanction to the provider of information technology based application in accordance with the provisions of laws and regulations.

### CHAPTER VIII

## TRANSITIONAL PROVISIONS

### Article 66

- (1) Public Transportation operation license which has been issued prior to the coming into effect of this Ministerial Regulation shall remain applicable and must be adjusted to this Ministerial Regulation with the period in accordance with the expiration of the validity period of Public Transportation operation license.
- (2) The submission of application for new Public Transportation operation license or addition of vehicles after the enactment of this Ministerial Regulation must be in the name of legal entity in accordance with the provisions of this Ministerial Regulation.
- (3) Motor Vehicle Registration Number Certificate for Passenger Transportation by Using Off-Route Public Motor Vehicles which is still in the name of an individual and issued prior to the coming into effect of this Ministerial Regulation shall remain applicable but in the future, it must be adjusted to this Ministerial Regulation to become in the name of a legal entity with the validity period in accordance with the expiration of validity period of the Motor Vehicle Registration Number Certificate.
- (4) Prior to the transitional period of the Motor Vehicle Registration Number Certificate to become in the name of legal entity as referred to in paragraph (2), an agreement stating the willingness to change the Motor Vehicle Registration Number Certificate to become in the name of legal entity while the vehicle's ownership right remains as personal right of an individual must be attached.
- (5) Upon the enactment of this Ministerial Regulation, specific provisions on motor vehicle periodic test, digital dashboard, and sticker shall come into effect on June 1, 2017.
- (6) While specific provisions on the imposition of tax on provider of information technology based application, application of upper limit tariff and lower limit tariff, Motor Vehicle Registration Number Certificate (STNK) in the name of legal entity and allocation of demand for vehicle (quota) by taking into account the result of research shall come into effect on July 1, 2017.

### Article 67

At the time this Ministerial Regulation comes into effect, provisions on the use of basic paint color on vehicles for Neighborhood Transportation, Employee Transportation, Charter Transportation, and Tourism Transportation services must be adjusted to the provisions of this Ministerial Regulation within 5 (five) years effective from the date of promulgation of this Ministerial Regulation.

## CHAPTER IX MISCELLANEOUS PROVISIONS

### Article 68

In the context of implementation of this Ministerial Regulation, the Minister, the Minister in charge for communication and informatics, the Minister in charge for finance, the Indonesian National Police, and Regional Government shall be responsible to perform coordination in accordance with their respective authority.



#### Article 69

Further provisions on the authority of Regional Government shall be provided for in a Regulation of the Head of Regional Government.

### CHAPTER X CONCLUDING PROVISIONS

#### Article 70

The Director General shall perform development and supervision on the implementation of this Ministerial Regulation.

#### Article 71

At the time this Ministerial Regulation comes into effect, Regulation of the Minister of Transportation Number PM 32 Year 2016 concerning the Operation of Passenger Transportation by Using Off-Route Public Motor Vehicles (Official Gazette of the Republic of Indonesia Year 2016 Number 469) shall be revoked and declared inapplicable.

#### Article 72

This Ministerial Regulation shall come into effect on the date of its promulgation.

For the public to be informed, it is instructed to promulgate this Ministerial Regulation in the Official Gazette of the Republic of Indonesia.

Enacted in Jakarta

On March 31, 2017

THE MINISTER OF TRANSPORTATION OF THE REPUBLIC OF INDONESIA,

Signature

BUDI KARYA SUMADI

Promulgated in Jakarta

On March 31, 2017

THE DIRECTOR GENERAL

OF LEGISLATION

THE MINISTRY OF LAW AND HUMAN RIGHTS

OF THE REPUBLIC OF INDONESIA,

Signature

WIDODO EKATJAHJANA

OFFICIAL GAZETTE OF THE REPUBLIC OF INDONESIA YEAR 2017 NUMBER 516

Issued as true copy

THE HEAD OF THE LEGAL BUREAU

Signature

SRI LESTARI RAHAYU

Junior Administrator (IV/c)

Civil Servant's Identification Number (*NIP.*) 19620620 198903 2 001

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NOTE

ATTACHMENT I  
REGULATION OF THE MINISTER OF TRANSPORTATION OF THE REPUBLIC OF  
INDONESIA  
NUMBER PM 26 YEAR 2017  
CONCERNING  
THE OPERATION OF PASSENGER TRANSPORTATION BY USING  
OFF-ROUTE PUBLIC MOTOR VEHICLES

EXAMPLE 1  
TAXI TRANSPORTATION

TAXI TEXT, AC TEXT, LOGO,  
COMPANY NAME, HAZARD WARNING LIGHT ON TAXI VEHICLE

Exhibit 1.a  
TAXI TEXT, AC TEXT, AND HAZARD WARNING LIGHT

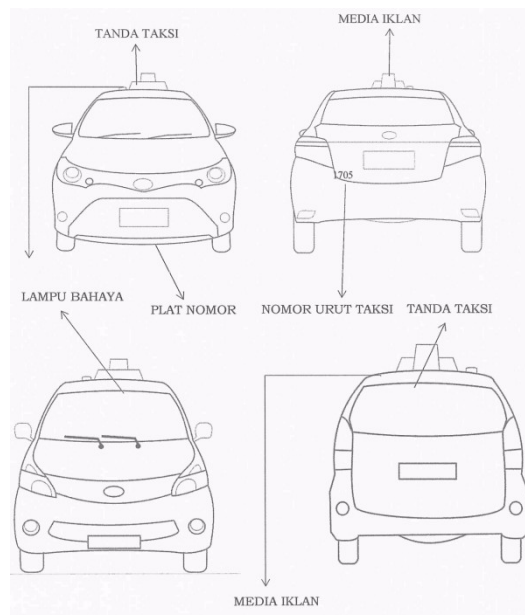


Exhibit 1.b  
LOGO AND COMPANY NAME  
ON TAXI VEHICLE



**Exhibit 1.C**  
**STYLE AND SIZE OF TEXT OF**  
**COMPANY NAME ON TAXI VEHICLE**



Letter size:

1. Width (a) = 25 mm.
2. Thickness (b) = 8 mm.
3. Height (c) = 50 mm.

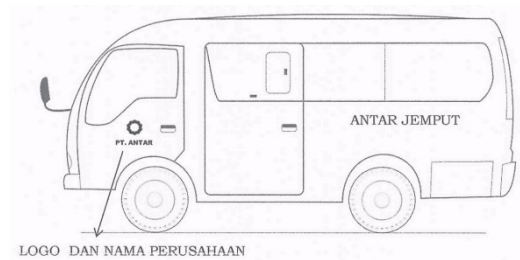
Letter style:

1. Capital/block letters.
2. Upright and distinct.

## **EXAMPLE 2** **SHUTTLE TRANSPORTATION**

### **STYLE AND SIZE OF IDENTITY**

## ON BUS/PASSENGER CAR SERVING SHUTTLE TRANSPORTATION



### Text position:

1. In the middle of the left and right sides of the vehicle body
2. Distance from the bottom of vehicle (a) = 360-500 mm

### Text composition:

1. Length of text shall be adjusted to the letter size of the text.
2. Distance between words = 40-70 mm.

### Text color:

1. Contrast to the vehicle body color.
2. Adjusted to the esthetics.

### Letter size:

1. Width = 25 -50 mm.
2. Thickness = 10 -15 mm.
3. Height = 50-100 mm

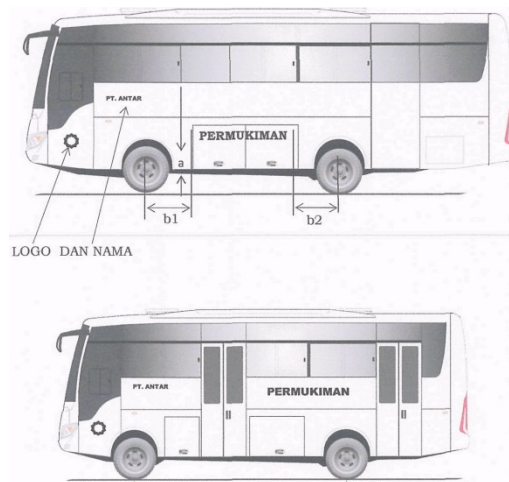
### Letter style:

1. Capital/block letters.
2. Upright and distinct.

## EXAMPLE 3 NEIGHBORHOOD TRANSPORTATION

### SIZE AND STYLE OF IDENTITY ON BUS/PASSENGER CAR SERVING RESIDENTIAL AREA

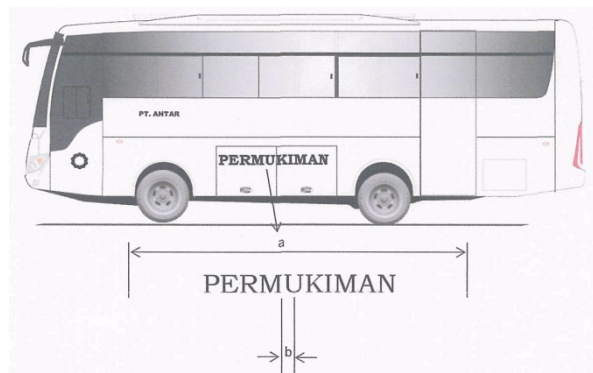
#### Exhibit 3.a TEXT POSITION FOR NEIGHBORHOOD TRANSPORTATION



Text position:

1. In the middle of the left and right sides of the vehicle body (b1 and b2 shall be of the same length)
2. Distance from the bottom of vehicle (a) = 360-500 mm

### Exhibit 3.b TEXT COMPOSITION FOR NEIGHBORHOOD TRANSPORTATION



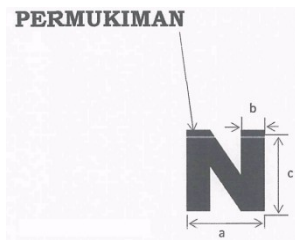
Text composition:

1. Length of text (a) = 1.310 mm shall be adjusted to the letter size of the text.
2. Distance between words (b) = 40-70 mm.

Text color:

1. Contrast to the vehicle body color.
2. Adjusted to esthetics.

### Exhibit 3.c STYLE AND LETTER SIZE FOR NEIGHBORHOOD TRANSPORTATION



Letter size:

1. Width (a) = 50 mm.
2. Thickness (b) = 15 mm.
3. Height (c) = 100 mm.

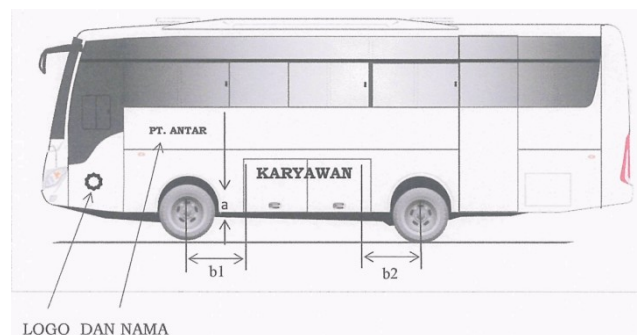
Letter style:

1. Capital/block letters.
2. Upright and distinct.

#### EXAMPLE 4 EMPLOYEE TRANSPORTATION

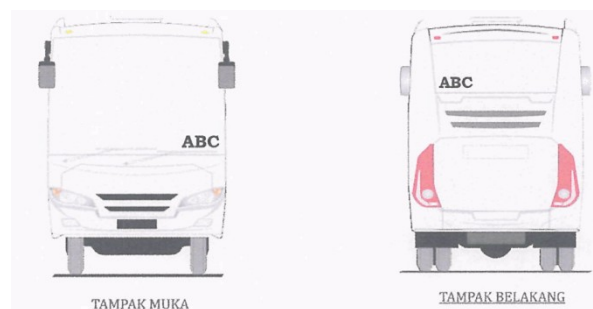
##### STYLE AND SIZE OF IDENTITY ON BUS SERVING EMPLOYEE TRANSPORTATION

##### Exhibit 4.a POSITION OF TEXT FOR EMPLOYEE TRANSPORTATION



Text position:

1. In the middle of the left and right sides of the vehicle body (b1 and b2 shall be of the same length)
2. Distance from the bottom of vehicle (a) = 360-500 mm



Text position:

Stating the company name of the lessee on the lower left side of the front and rear windshield

Exhibit 4.b  
COMPOSITION OF  
"EMPLOYEE" TEXT



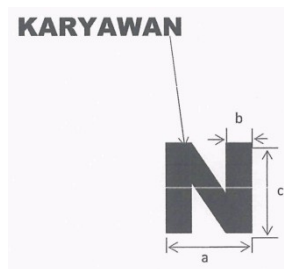
Text composition:

1. Length of text (a) = 1,310 mm adjusted to the letter size of the text.
2. Distance between words (b) = 40-70 mm.

Text color:

1. Contrast to the vehicle body color.
2. Adjusted to esthetics.

Exhibit 4.c  
LETTER STYLE AND SIZE  
FOR EMPLOYEE TRANSPORTATION



Letter size:

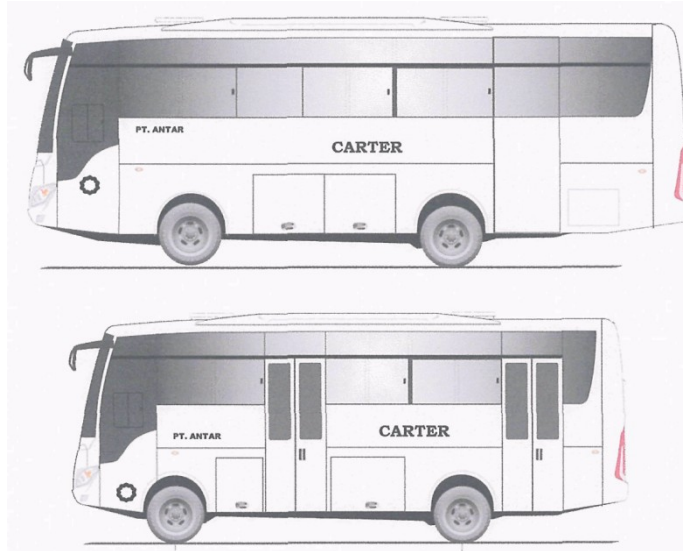
1. Width (a) = 50 mm.
2. Thickness (b) = 15 mm.
3. Height (c) = 100 mm.

Letter style:

1. Capital/block letters.
2. Upright and distinct.

EXAMPLE 5  
CHARTER TRANSPORTATION

STYLE AND SIZE OF IDENTITY  
ON CAR SERVING CHARTER TRANSPORTATION



Text position:

1. In the middle of the left and right sides of the vehicle body
2. Distance from the bottom of vehicle = 360 - 500 mm

Text composition:

1. Length of text adjusted to the letter size of the text.
2. Distance between words = 40-70 mm.

Text color:

1. Contrast to the vehicle body color.
2. Adjusted to esthetics.

Letter size:

1. Width = 25-50 mm.
2. Thickness = 10-15 mm.
3. Height = 50 - 100 mm.

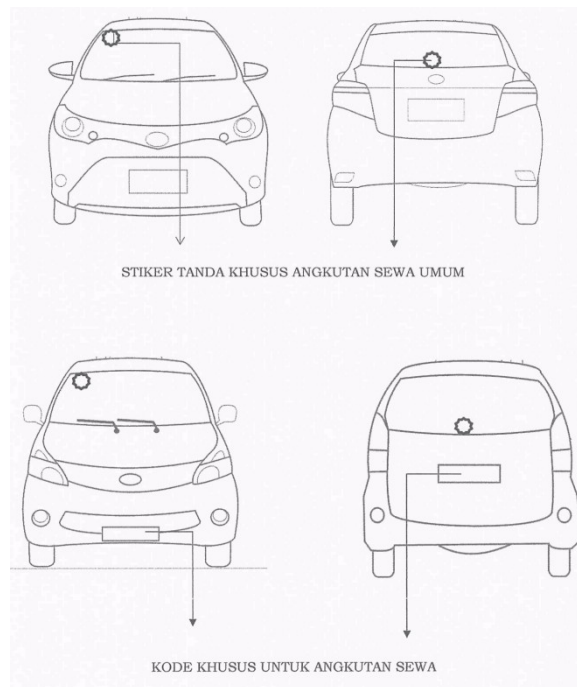
Letter style:

1. Capital/block letters.
2. Upright and distinct.

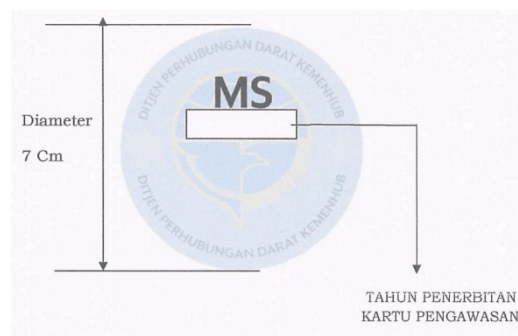
## EXAMPLE 6 SPECIAL SIGN AND SPECIAL CODE FOR GENERAL RENTAL TRANSPORTATION VEHICLE

### Exhibit 6.a EXAMPLE OF PLACEMENT OF SPECIAL SIGN AND SPECIAL CODE FOR GENERAL RENTAL TRANSPORTATION VEHICLE





**Exhibit 6.b**  
**STYLE, SIZE, AND EXAMPLE OF SPECIAL SIGN FOR GENERAL RENTAL**  
**TRANSPORTATION**



**Criteria of Material:**

Made from casting material which can reflect light and does not come off easily

**EXAMPLE 7**  
**SPECIAL SIGN AND SPECIAL CODE FOR PASSENGER TRANSPORTATION BY**  
**USING SPECIAL RENTAL VEHICLE**

**Exhibit 7.a**  
**EXAMPLE OF PLACEMENT OF SPECIAL SIGN AND SPECIAL CODE FOR**  
**PASSENGER TRANSPORTATION BY USING SPECIAL RENTAL VEHICLE**

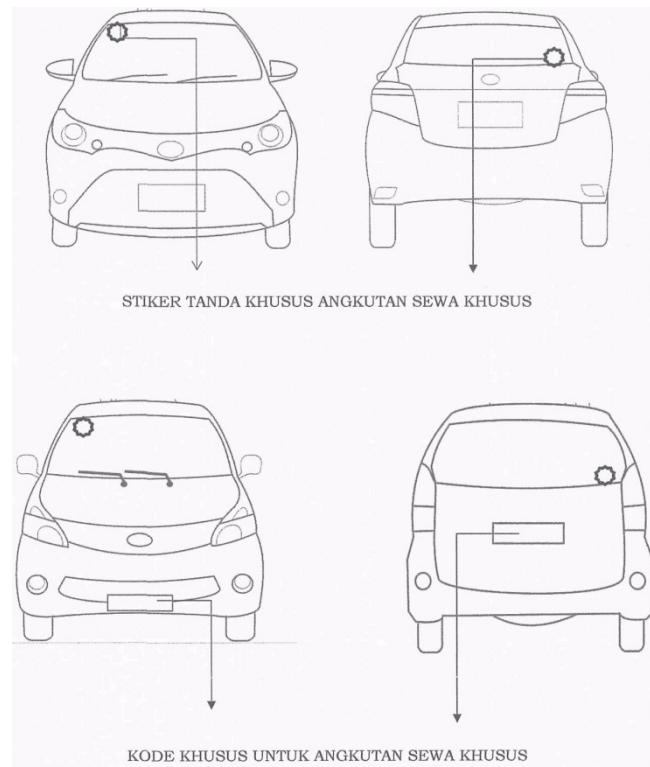
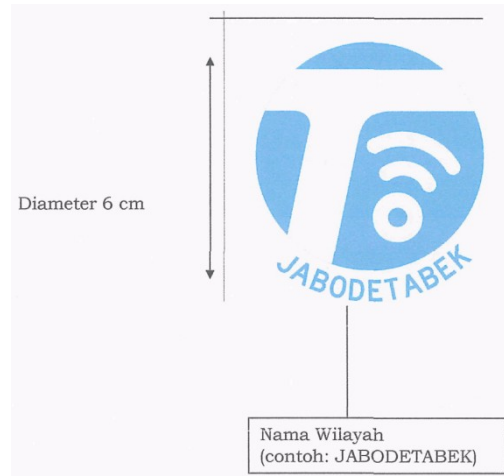


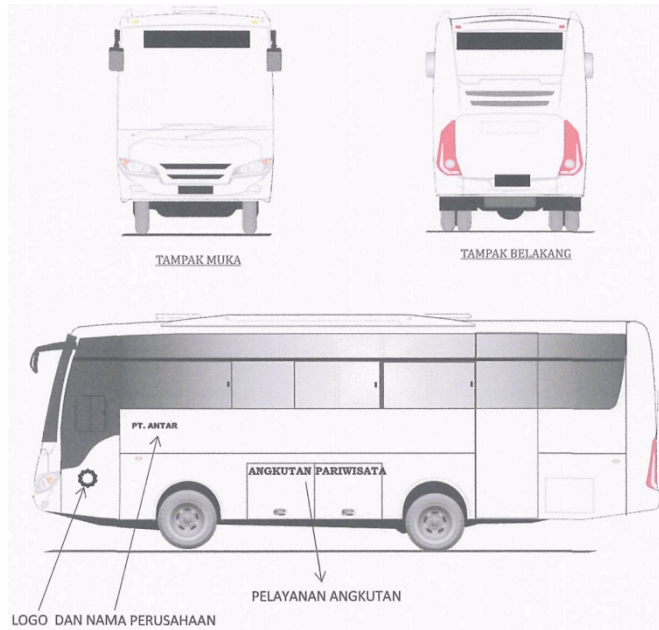
Exhibit 7.b  
EXAMPLE OF SPECIAL SIGN FOR SPECIAL RENTAL VEHICLE



Criteria of Material:  
Made from casting materials which can reflect light and does not come off easily

### EXAMPLE 8: TOURISM TRANSPORTATION

Exhibit 8.a  
LABEL, STICKER AND TEXT  
ON VEHICLE SERVING TOURISM TRANSPORTATION



### STYLE AND SIZE OF LABEL ON VEHICLE SERVING TOURISM TRANSPORTATION

Issued:  
In.....  
On.....  
Valid through.....

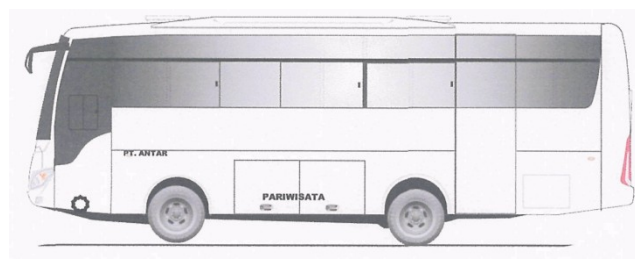
TOURISM TRANSPORTATION  
REGISTRATION CERTIFICATE

Signature / Seal

Vehicle Number  
.....

1. Label size : a) length = 140 mm  
b) width = 80 mm
2. Color : a) label : yellow  
b) letters : black
3. Placed on the lower left side of the front windshield

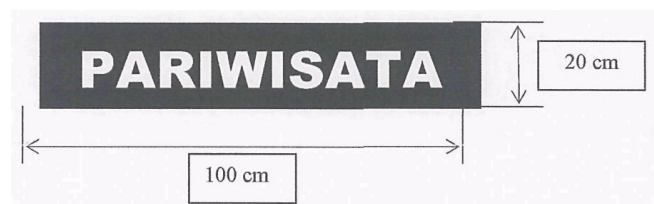
### Exhibit 8.b STYLE AND SIZE OF TEXT ON VEHICLE SERVING TOURISM TRANSPORTATION



The text "TOURISM" shall be placed on the left and right side of the vehicle body, with the provisions as follows:

1. Text size : a) length = 3,000 mm  
b) width = 600 mm
2. Letter size : a) width = 210 mm  
b) thickness = 60 mm  
c) height = 390 mm
3. Color : a) background : White  
b) letters : Black  
(The color is made of material which can reflect light)

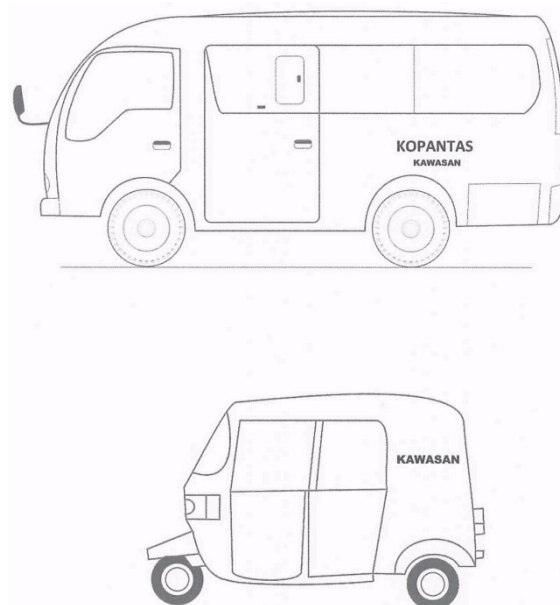
**STYLE AND SIZE OF STICKER  
ON VEHICLE SERVING TOURISM TRANSPORTATION**



1) Sticker size	:	a) length	=	1,000 mm
		b) width	=	200 mm
2) Letter size	:	a) width	=	70 mm
		b) thickness	=	20 mm
		c) height	=	130 mm
3) Color	:	a) background	:	White
		b) letters	:	Red
		(The color is made of material which can reflect light)		
4) Placed on	:	a) The upper left side of the front windshield of the bus without destination box.		
		b) Destination box for bus with destination box.		

**EXAMPLE 9  
SIZE AND STYLE OF TEXT AND VEHICLE IDENTITY  
ON PASSENGER CAR SERVING A ROUTE WITHIN A SPECIFIC AREA**

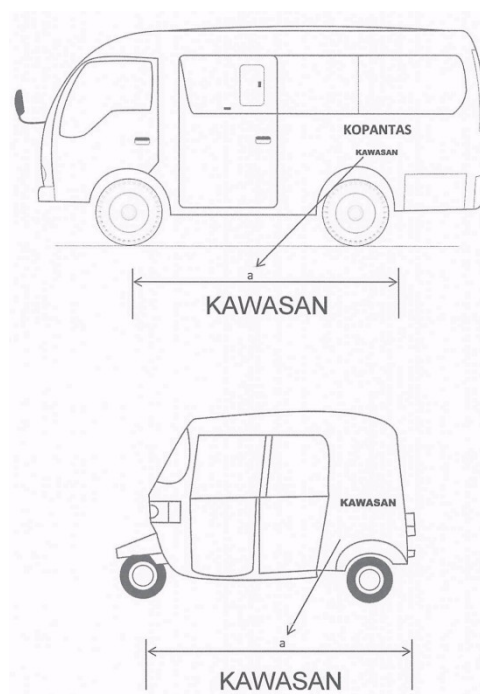
**Exhibit 9.a  
TEXT POSITION  
FOR AREA TRANSPORTATION**



Text position:

1. In the middle of the left and right sides of the vehicle body (b1 and b2 shall be of the same length)
2. Distance from the bottom of vehicle (a) = 360-500

Exhibit 9.b  
TEXT COMPOSITION  
FOR AREA TRANSPORTATION



Text composition:

Length of text (a) shall be adjusted to the letter size of the text.

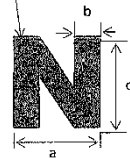
Text color:

1. Contrast to the vehicle body color.

2. Adjusted to esthetics.

Exhibit 9.c  
STYLE AND LETTER SIZE OF AREA NAME

**KAWASAN**



Letter size:

1. Width (a) = 25-50 mm.
2. Thickness (b) = 10-15 mm.
3. Height (c) = 50 - 100 mm.

Letter style:

1. Capital/block letters.
2. Upright and distinct.

THE MINISTER OF TRANSPORTATION  
OF THE REPUBLIC OF INDONESIA,  
Signature  
BUDI KARYA SUMADI

Issued as true copy  
The Head of the Legal Bureau  
Signature  
SRI LESTARI RAHAYU  
Junior Administrator (IV/c)  
Civil Servant's Identification Number (NIP.) 19620620 198903 2 001

ATTACHMENT II  
REGULATION OF THE MINISTER OF TRANSPORTATION OF THE REPUBLIC OF  
INDONESIA  
NUMBER PM 26 YEAR 2017  
CONCERNING  
THE OPERATION OF PASSENGER TRANSPORTATION BY USING  
OFF-ROUTE PUBLIC MOTOR VEHICLES

EXAMPLE:  
OFF-ROUTE PASSENGER TRANSPORTATION OPERATION  
LICENSE DOCUMENT  
DECISION OF.....  
NUMBER: .....  
CONCERNING  
OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE  
FOR .....TRANSPORTATION SERVICE

Reading:

- a. Application Letter from..... number.....dated.....
- b. Consideration from..... subject..... number..... dated.....

Considering:

- a. whereas in the context of implementation of the operation of off-route passenger transportation as provided for in Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation, it is deemed necessary to have Off-Route Passenger Transportation operation license;
- b. letter of Application for Off-Route Passenger Transportation Operation License of PT/COOPERATIVE ..... dated.....
- c. whereas based on the considerations as referred to above, it is deemed necessary to stipulate Decision of..... concerning Off-Route Passenger Transportation Operation License;
- d. whereas in the context of implementation of the operation of off-route passenger transportation as provided for in Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation, it is deemed necessary to have Off-Route Passenger Transportation operation license;
- e. letter of Application for Off-Route Passenger Transportation Operation License of PT/COOPERATIVE ..... dated.....
- f. whereas based on the considerations as referred to above, it is deemed necessary to stipulate Decision of..... concerning Off-Route Passenger Transportation Operation License;

In view of:

- 1. Law Number 22 Year 2009 concerning Road Traffic and Transportation (State Gazette Year 2009 Number 96, Supplement to the State Gazette Year 2009 Number 5025);
- 2. Government Regulation Number 55 Year 2012 concerning Vehicles (State Gazette of the Republic of Indonesia Year 2012 Number 120, Supplement to the State Gazette of the Republic of Indonesia Number 5317);
- 3. Government Regulation Number 74 Year 2014 concerning Road Transportation (State Gazette Year 2014 Number 260, Supplement to the State Gazette 5594);
- 4. Government Regulation Number 11 Year 2015 concerning Types and Upper Limit Tariff of Types of Non-Tax State Revenue Applicable to the Ministry of Transportation (State Gazette Year 2015 Number 41, Supplement to the State Gazette 5668);
- 5. Regulation of the Minister of Transportation Number PM.... Year.... concerning the Operation of Passenger Transportation by Using Off-Route Public Motor Vehicles;
- 6. Regulation of .....concerning Organization and Work Procedure of .....
- 7. Regulation of the Minister of Transportation Number PM..... Year ..... concerning Minimum Service Standard for Passenger Transportation by Using Off-Route Public Motor Vehicles.

HAS DECIDED TO:

Stipulate: DECISION OF.....  
CONCERNING OFF-ROUTE PASSENGER TRANSPORTATION  
OPERATION LICENSE FOR .....TRANSPORTATION SERVICE

FIRST: Based on the result of evaluation on administrative requirements and technical requirements with regard to the application of the applicant as

referred to above, Off-Route Passenger Transportation operation license shall be granted to:

Company name :  
Company identification number :  
Name of the head of the company :  
Company address :

SECOND: Whereas PT/Cooperative ..... shall be obligated to perform its obligations with regard to the operation of Off-Route Passenger Transportation service serving ..... transportation in accordance with laws and regulations.

THIRD: The operation of Off-Route Passenger Transportation as referred to in the SECOND dictum shall be served by vehicles as set out in the attachment which shall constitute an inseparable part of this Decision.

FOURTH: The validity period of the Off-Route Passenger Transportation Operation license shall be up to and including.....

FIFTH: Whereas at the time this Decision of the Director General of Land Transportation comes into effect, Decision of.....  
Number: .....dated..... shall be revoked and declared inapplicable.

SIXTH: This Decision shall come into effect on the date of its enactment and, in the event of any mistake identified in the future, may be amended as appropriate.

Stipulated in: Jakarta  
On:  
LICENSE ISSUING OFFICIAL,  
(.....)

Copy of this Decision shall be distributed to:

1. The Minister of Transportation;
2. The Director General of Land Transportation;
3. The Governor of ..... Province (in accordance with the company's domicile)
4. The Head of Transportation Service Office of ..... Province (in accordance with the company's domicile)

EXAMPLE:  
OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE DOCUMENT  
FOR CHARTER/TOURISM/GENERAL RENTAL SERVICE  
DECISION OF .....  
NUMBER .....  
CONCERNING  
IMPLEMENTATION OF OFF-ROUTE PASSENGER TRANSPORTATION OPERATION  
LICENSE FOR..... TRANSPORTATION SERVICE

The Director General/Head of the Agency/Governor/Regent/Mayor of

Reading:



- a. Application Letter from ..... number..... dated.....
- b. Consideration from ..... subject ..... number ..... dated.....
- c. ....

Considering:

- a. whereas in the context of implementation of off-route passenger transportation operation as provided for in Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation, it is deemed necessary to have Off-Route Passenger Transportation operation license for (.....);
- b. whereas the purpose of the application shall be the realization of ..... in the amount of.....units of vehicles in accordance with approval letter of transportation operation license for .....;
- c. whereas based on the considerations as referred to above, it is deemed necessary to stipulate Decision of the Director General of Land Transportation concerning Implementation of Off-Route Passenger Transportation Operation License for (.....);

In view of:

- 1. Law Number 22 Year 2009 concerning Road Traffic and Transportation (State Gazette Year 2009 Number 96, Supplement to the State Gazette Year 2009 Number 5025);
- 2. Government Regulation Number 55 Year 2012 concerning Vehicles (State Gazette of the Republic of Indonesia Year 2012 Number 120, Supplement to the State Gazette of the Republic of Indonesia Number 5317);
- 3. Government Regulation Number 74 Year 2014 concerning Road Transportation (State Gazette Year 2014 Number 260, Supplement to the State Gazette 5594);
- 4. Government Regulation Number 11 Year 2015 concerning Types and Upper Limit Tariff of Types of Non-Tax State Revenue Applicable to the Ministry of Transportation (State Gazette Year 2015 Number 41, Supplement to the State Gazette 5668);
- 5. Regulation of the Minister of Transportation Number PM.189 Year 2015 concerning Organization and Work Procedure of the Ministry of Transportation;
- 6. Regulation of the Minister of Transportation Number PM 28 Year 2015 concerning Amendment to Regulation of the Minister of Transportation Number 46 Year 2014 concerning Minimum Service Standard for Passenger Transportation by Using Off-Route Public Motor Vehicles.

HAS DECIDED TO:

Stipulate: DECISION OF THE DIRECTOR GENERAL OF LAND TRANSPORTATION CONCERNING IMPLEMENTATION OF OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE FOR ..... TRANSPORTATION SERVICE TO PT/COOPERATIVE .....

FIRST: To revoke partially/to revoke entirely/to enhance Decision Letter of..... Number..... Dated ..... concerning Implementation of Off-Route Transportation Operation License for..... Transportation Service

- SECOND: To implement the ..... transportation service served with the number of vehicles of..... (.....) units
- THIRD: To implement the operation of Off-Route Passenger Transportation as referred to in the SECOND dictum, served by using vehicles as set out in the attachment which shall constitute an inseparable part of this Decision.
- FOURTH: The validity period of the Off-Route Passenger Transportation operation license shall be up to and including.....
- FIFTH: This Decision shall come into effect on the date of its enactment and, in the event of any mistake identified in the future, may be amended as appropriate.

Enacted in: .....

On: .....

LICENSE ISSUING OFFICIAL

(.....)

EXAMPLE:

OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE DOCUMENT  
FOR TAXI/SPECIAL RENTAL/SHUTTLE/NEIGHBORHOOD/EMPLOYEE  
TRANSPORTATION SERVICE

DECISION OF: .....

NUMBER: .....

CONCERNING  
IMPLEMENTATION OF  
OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE  
FOR .....  
..... TRANSPORTATION SERVICE

Reading:

- a. Application Letter from ..... number.....dated.....
- b. Consideration from ..... subject ..... number.....dated.....
- c. ....

Considering:

- a. whereas in the context of implementation of the operation of off-route passenger transportation as provided for in Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation, it is deemed necessary to have Off-Route Passenger Transportation operation license for (.....);
- b. whereas the purpose of the application shall be the realization of ..... in the amount of.....units of vehicles in accordance with approval letter of transportation operation license for .....;
- c. whereas based on the considerations as referred to above, it is deemed necessary to stipulate Decision of the Director General of Land Transportation concerning Implementation of Off-Route Passenger Transportation Operation License for (.....);

In view of:

1. Law Number 22 Year 2009 concerning Road Traffic and Transportation (State Gazette Year 2009 Number 96 Supplement to the State Gazette Year 2009 Number 5025);
2. Government Regulation Number 55 Year 2012 concerning Vehicles (State Gazette of the Republic of Indonesia Year 2012 Number 120, Supplement to the State Gazette of the Republic of Indonesia Number 5317);
3. Government Regulation Number 74 Year 2014 concerning Road Transportation (State Gazette Year 2014 Number 260, Supplement to the State Gazette Number 5594);
4. Government Regulation Number 11 Year 2015 concerning Types and Upper Limit Tariff of Types of Non-Tax State Revenue Applicable to the Ministry of Transportation (State Gazette Year 2015 Number 41, Supplement to the State Gazette Number 5668);
5. Regulation of the Minister of Transportation Number PM.189 Year 2015 Organization and Work Procedure of the Ministry of Transportation;
6. Regulation of the Minister of Transportation Number PM 28 Year 2015 concerning Amendment to Regulation of the Minister of Transportation Number 46 Year 2014 concerning Minimum Service Standard Passenger Transportation by Using Off-Route Public Motor Vehicles.

HAS DECIDED TO:

Stipulate: DECISION OF THE DIRECTOR GENERAL OF LAND TRANSPORTATION CONCERNING IMPLEMENTATION OF OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE FOR ..... TRANSPORTATION SERVICE TO PT/ COOPERATIVE .....

FIRST: To implement ..... transportation service with the number of vehicles as follows:

Operation area/ Starting Point and Destination	Route Code (if any)	Vehicle	Trips

SECOND: To revoke partially/to revoke entirely/to enhance Decision Letter of..... Number..... Dated ..... concerning Implementation of Off-Route Transportation Operation License for..... Transportation Service

THIRD: To implement the operation of Off-Route Passenger Transportation as referred to in the SECOND dictum, served by using vehicles as set out in the attachment which shall constitute an inseparable part of this Decision.

FOURTH: The validity period of the Off-Route Passenger Transportation operation license shall be up to and including.....

FIFTH: This Decision shall come into effect on the date of its enactment and, in the event of any mistake identified in the future, may be amended as appropriate.

Enacted in: .....

On: .....

LICENSE ISSUING OFFICIAL

(.....)

Attachment to Decision of...

Number:

Date:

LIST OF VEHICLES FOR OFF-ROUTE PASSENGER TRANSPORTATION  
FOR (CHARTER/TOURISM/GENERAL RENTAL) TRANSPORTATION SERVICE  
OF PT/COOPERATIVE.....

SEQUENC E No	Vehic le ID	Vehicle Registrati on Number	Vehicl e Test Numb er	Vehic le Bran d/ Type	Year	Carryi ng Capaci ty (perso ns)	AC/ No n AC	RS/ No n RS	Toile t/No n Toile t

Enacted in: .....

On: .....

LICENSE ISSUING OFFICIAL

(.....)

Attachment to Decision of...

Number:

Date:

LIST OF VEHICLES FOR OFF-ROUTE PASSENGER TRANSPORTATION  
FOR (TAXI/SPECIAL RENTAL) TRANSPORTATION SERVICE  
OF PT/COOPERATIVE.....

SEQUEN CE No	Vehic le ID	Vehicle Registrati on Number	Vehicle Test Number	Vehicle Brand/ Type	Year	Carryi ng Capaci ty (perso ns)	AC/ Non AC	RS/ Non RS

--	--	--	--	--	--	--	--	--

Enacted in: .....

On: .....

LICENSE ISSUING OFFICIAL

(.....)

Attachment to Decision of...

Number:

Date:

LIST OF VEHICLES FOR OFF-ROUTE PASSENGER TRANSPORTATION  
FOR (SHUTTLE/NEIGHBORHOOD/EMPLOYEE) TRANSPORTATION SERVICE  
OF PT/COOPERATIVE.....

SEQ UEN CE No	Vehic le ID	Vehicle Registrati on Number	Vehicl e Test Numb er	Vehic le Bran d/ Type	Year	Carryi ng Capaci ty (perso ns)	AC/ No n AC	RS/ No n RS	Starting point/ destinati on code

Enacted in: .....

On: .....

LICENSE ISSUING OFFICIAL

(.....)

EXAMPLE OF  
DECLARATION OF COMMITMENT  
TO COMPLY WITH  
ALL APPLICABLE PROVISIONS OF LAWS AND REGULATIONS  
IN THE OPERATION OF TRAFFIC AND ROAD TRANSPORTATION  
SPECIFICALLY ..... TRANSPORTATION SERVICE

I, the undersigned:

1. Name :
2. Sex :
3. Place/Date of Birth :
4. Religion :
5. ID Card (KTP) Number :
6. Address :
7. Status : Head/Person in Charge of the Company
8. Company address :

As the Head and Person in Charge of the..... Company hereby declares that we are committed to comply with the provisions of all applicable laws and regulations in the operation of public passenger transportation, specifically in..... transportation service.

In the event that our Company is proven as incapable of fulfilling all requirements within the stipulated time frame, committing deviation or violation in the implementation of vehicle operation, we are willing to be revoked of any..... transportation licensing document allocated to our Company.

Hereby this declaration is duly made under no duress for your perusal.

Jakarta, .....  
Declarer

Stamp Duty Rp 6,000

(Head of the Company)

EXAMPLE:  
RECOMMENDATION ON THE APPLICATION FOR  
OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE

LETTERHEAD

Jakarta, .....

Number :  
Classification :  
Attachment :  
Subject : Consideration on the Application  
for Off-Route Passenger  
Transportation License for.....  
Transportation Service

To

The Director General of  
Land Transportation  
in  
JAKARTA

1. With due regard to application letter Number: ....., dated ..... regarding ..... in the name of PT/Cooperative ....., hereby we conclude our technical considerations as follows:

a. The type of license Application submitted is for ..... transportation service, which will be served by and with the number of vehicle units to be operated as follows:

No	Vehicle Registration Number	Test Number	Capacity (persons)

b. Consideration materials for the application for..... shall be as follows:

- 1) Application Date:
- 2) Company name:
- 3) Name of the Head of the Company:
- 4) Address:
- 5) Service applied for:
  - a) Number of companies, number of buses applied for
  - b) Impact to other type of service
  - c) Road class served
  - d) Motor vehicle storage facility or Pool
  - e) Motor vehicle maintenance or repair facility (in the event of replacement of vehicle, please provide information on the purpose of the previous vehicle).

2. Based on the above data, the vehicle is not used to serve other transportation and has been in accordance with the provisions of laws and regulations.
3. Hereby we conclude our points for further consideration.

.....  
 On behalf of THE GOVERNOR OF  
 .....PROVINCE  
 The Head of Transportation/Road Traffic and  
 Transportation Service Office \*) of the  
 ..... Province

With Carbon Copy to:

1. The Governor of..... Province; (.....)
2. The Head of PT/Cooperative ..... in .....

\*) select the appropriate option

4. In the event that within 6 (six) month from the date of issuance of this letter or up to and including ..... it fails to be realized, the agreement shall be declared inapplicable and cannot be transferred.
5. Hereby we conclude our points for your perusal.

License Issuer

(.....)

With Carbon Copy to:

1. The Minister of Transportation;
2. The Director General of Land Transportation (as a report);
3. The General Secretary of the Ministry of Transportation.

THE MINISTER OF TRANSPORTATION  
 OF THE REPUBLIC OF INDONESIA,  
 Signature  
 BUDI KARYA SUMADI

Issued as true copy  
 The Head of the Legal Bureau

Signature  
SRI LESTARI RAHAYU  
Junior Administrator (IV/c)  
Civil Servant's Identification Number (NIP.) 19620620 198903 2 001

ATTACHMENT III  
REGULATION OF THE MINISTER OF TRANSPORTATION OF THE REPUBLIC OF  
INDONESIA  
NUMBER PM 26 YEAR 2017  
CONCERNING  
THE OPERATION OF PASSENGER TRANSPORTATION  
BY USING OFF-ROUTE PUBLIC MOTOR VEHICLES

EXAMPLE 1.a:  
APPLICATION FOR OFF-ROUTE PASSENGER TRANSPORTATION  
OPERATION LICENSE  
NAME OF COMPANY/COOPERATIVE\*)

Full address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Number :  
Classification :  
Attachment : 1 (one) file  
Subject : Application for Off-Route Passenger Transportation  
Operation License for  
Tourism/Taxi/Shuttle/Charter/  
Rental Service.\*

To  
  
The Director General of  
Land Transportation  
in-  
JAKARTA

1. Referring to Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation and Article 86 of Government Regulation Number 74 Year 2014 concerning Road Transportation, hereby we from PT./Cooperative ..... submit an application for obtaining off-route passenger transportation operation license (Tourism, Taxi, Rental, Charter, Neighborhood Transportation)\*, with the data as follows:

a. Information on the Applicant

- 1) Company name : .....
- 2) Name of the head of the company : .....
- 3) Taxpayer Identification Number (NPWP) : .....
- 4) Deed of Establishment and Amendment Thereto :  
.....  
(Name of Notary, Number, and Date)
- 5) Ratification of the Minister of Law and Human Rights (Number and Date) : .....
- 6) Full company address including.....
  - a) Telephone & Facsimile Number : .....
  - b) E-mail : .....
- 7) Full Pool/Business Address including:
  - a) Area Size of Fleet Parking Lot : .....
  - b) Telephone & Facsimile Number : .....
  - c) E-mail : .....



2. Whereas the off-route passenger transportation services which will be served and the number of vehicles which will be operated shall be as follows:

No	Type of service	Number of Vehicles	Capacity (persons)

3. As material for consideration, enclosed hereby 1 (one) document file to complete the application as referred to above, which consists of the following:

- a. deed of establishment of the company and/or the most recent amendment thereof;
- b. proof of ratification as legal entity from the Ministry of Law and Human Rights;
- c. Trade Business License (SIUP);
- d. Company Registration Certificate (TDP);
- e. Taxpayer Identification Number (NPWP) of the company;
- f. certificate of domicile of the company issued by an authorized official;
- g. Letter of Commitment to fulfill all obligations as holder of off-route transportation operation license, signed by the head of the company on stamp duty;
- h. Letter of Commitment to have and/or cooperate with other party capable of providing motor vehicle maintenance facility, signed by the head of the company on stamp duty;
- i. Letter of Agreement between the owner of the vehicle or member of cooperative and the Public Transportation Company in the form of Cooperative legal entity;
- j. owning and/or possessing a vehicle storage which fulfills the technical requirements and is capable to accommodate vehicles in accordance with the number of vehicles owned as proven by Certificate from local Government stating that the area size shall be able to store vehicles in accordance with the number of vehicles owned;
- k. there is demand for vehicles in accordance with the result of evaluation and stipulation of demand for vehicles for Taxi Transportation and Passenger Transportation for Specific Purpose; and
- l. business plan of the Transportation Company set forth in the form of document.

4. In the event that our application can be approved, we are willing to sign a Letter of Agreement/Contract of Transportation Service and committed to implement all provisions and off-route passenger transportation operation license by no later than 6 (six) months after this application has been approved.

5. Hereby we conclude our application and we thank you for your approval.

THE HEAD OF THE COMPANY/  
COOPERATIVE

.....

Stamp Duty  
Rp 6,000.-

.....

(Full Name)

Carbon Copy:

1. The Governor of..... Province;
2. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Province;
3. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Regency/Municipality

\*) select the appropriate option

EXAMPLE 1.b:

APPLICATION FOR THE RENEWAL OF VALIDITY PERIOD OF  
OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE

NAME OF COMPANY/COOPERATIVE\*)

Full address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Number :  
Classification :  
Attachment : 1 (one) file  
Subject : Application for Renewal of Validity Period of Off-Route Passenger Transportation Operation License/ Supervision Card for Tourism/ Taxi/Shuttle/Charter/Rental Transportation Service.\*  
To  
The Director General of Land Transportation  
in-  
JAKARTA

1. Referring to Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation and Article 86 of Government Regulation Number 74 Year 2014 concerning Road Transportation, hereby we from PT./Cooperative ..... submit an application for the renewal of the validity period of off-route passenger transportation operation license/Supervision card (Tourism, Taxi, Rental, Charter, Neighborhood Transportation)\*, with the data as follows:

a. Information on the Applicant

- 1) Company name : .....
- 2) Name of the head of the company : .....
- 3) Full Company Address including:
  - a) Telephone and Facsimile Number: .....
  - b) E-mail : .....

b. Information on Operation License

- 1) Number of Decision Letter of Operation License : .....
- 2) Validity Period of Decision Letter of Operation License: .....
- 3) License Decision Implementation Letter Number : .....
- 4) Validity Period of License Decision Implementation Letter: .....
- 5) Number of Vehicles Permitted: .....Units

2. Whereas the validity period of Decision Letter of Off-Route Passenger Transportation Operation license/Supervision card has expired and therefore

needs to be renewed in order to provide the transportation license as referred to above.

3. As material for consideration, enclosed hereby 1 (one) document file to complete the application as referred to above, which consists of the following:
  - a. application letter for the renewal of license validity period;
  - b. copy of decision letter of off-route passenger transportation operation already held;
  - c. copy of valid motor vehicle registration number certificate in the name of the company;
  - d. copy of valid vehicle periodic test passing proof; and
  - e. report on off-route transportation service.
4. In the event that our application can be approved, we are willing to sign a Letter of Agreement/Contract of Transportation Service and committed to implement all provisions and off-route passenger transportation operation license.
5. Hereby we conclude our application and we thank you for your approval.

THE HEAD OF THE COMPANY/  
COOPERATIVE

.....

Stamp Duty Rp 6,000.-
--------------------------

.....

(Full Name)

Carbon Copy:

1. The Governor of..... Province;
2. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Province;
3. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Regency/Municipality

*\*) select the appropriate option*

EXAMPLE 1.c:  
APPLICATION FOR THE ADDITION OF VEHICLES  
IN OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE

APPLICATION FOR THE ISSUANCE OF DECISION LETTER OF TRANSPORTATION  
OPERATION LICENSE AND SUPERVISION CARD

NAME OF COMPANY/COOPERATIVE\*)

Full address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Number :  
Classification :  
Attachment : 1 (one) file

Subject : Application for Approval of the Addition of Vehicles in Off-Route Passenger Transportation Operation License in Tourism/ Taxi/Shuttle/Charter/Rental Transportation Service. \*

To  
The Director General of  
Land Transportation

in-  
JAKARTA

1. Referring to Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation and Article 86 of Government Regulation Number 74 Year 2014 concerning Road Transportation, hereby we from PT./Cooperative ..... submit an application for the addition of vehicles in off-route passenger transportation operation license (Tourism, Taxi, Rental, Charter, Neighborhood Transportation)\*, with the data as follows:

a. Information on the Applicant

- 1) Company name : .....
- 2) Name of the head of the company : .....
- 3) Taxpayer Identification Number (NPWP): .....
- 4) Full Company Address including:
  - a) Telephone and Facsimile Number: .....
  - b) E-mail : .....
- 5) Full Pool/Business Address including: .....
- a) Area Size of Parking Lot : .....
- b) Telephone & Facsimile Number: .....
- c) E-mail : .....

b. Information on Operation License

- 1) Number of Decision Letter of Operation License : .....
- 2) Validity Period of Decision Letter of Operation License: .....
- 3) License Decision Implementation Letter Number: .....
- 4) Validity Period of License Decision Implementation Letter: .....
- 5) Number of Vehicles Permitted: .....Units

2. Whereas the off-route passenger transportation service and the number of additional vehicles to be operated shall be as follows:

No	Type of service	Number of Vehicles	Capacity (persons)

4. As material for consideration, enclosed hereby 1 (one) document file to complete the application as referred to above, which consists of the following:

- a. report of Passenger Transportation by Using Off-Route Public Motor Vehicles service being served;
- b. application letter for the addition of vehicles; and
- c. copy of Decision Letter of Off-Route Passenger Transportation Operation already held.

5. In the event that our application can be approved, we are willing to sign a Letter of Agreement/Contract of Transportation Service and committed to implement all

provisions and off-route passenger transportation operation license by no later than 6 (six) months after this application has been approved.

6. Hereby we conclude our application and we thank you for your approval.

THE HEAD OF THE COMPANY/  
COOPERATIVE

.....

Stamp Duty  
Rp 6,000.-

.....

Carbon Copy: (Full Name)

1. The Governor of..... Province;
  2. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Province;
  3. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Regency/Municipality
- \*) select the appropriate option*

#### EXAMPLE 1.d

#### APPLICATION FOR THE REPLACEMENT OF OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE DOCUMENT

NAME OF COMPANY/COOPERATIVE\*)

Full address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Number :  
Classification :  
Attachment : 1 (one) file  
Subject : Application for the Replacement of Off-Route Passenger Transportation Operation due to Lost/Damaged for Tourism/Taxi/Shuttle/Charter/Rental Transportation Service.\*

To  
The Director General of  
Land Transportation  
in-

JAKARTA

1. Referring to Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation and Article 86 of Government Regulation Number 74 Year 2014 concerning Road Transportation, hereby we from PT./Cooperative ..... submit an application for the Replacement of off-route passenger transportation operation license Document (Tourism, Taxi, Rental, Charter, Neighborhood Transportation)\* due to Lost/Damaged, with the data as follows:

a. Information on the Applicant

- 1) Company name : .....
- 2) Name of the head of the company : .....
- 3) Taxpayer Identification Number (NPWP) : .....

- 4) Deed of Establishment and Amendment Thereto: .....  
(Name of Notary, Number, and Date)
- 5) Ratification of the Minister of Law and: .....  
Human Rights (Number and Date)
- 6) Full Company Address including .....  
a) Telephone & Facsimile Number : .....  
b) E-mail : .....
- 7) Full Pool/Business Address including:  
a) Area Size of Fleet Parking Lot : .....  
b) Telephone & Facsimile Number : .....  
c) E-mail : .....

b. Information on Operation License

- 1) Number of Decision Letter of Operation License: .....
- 2) Validity Period of Decision Letter of Operation License: .....
- 3) License Decision Implementation Letter Number: .....
- 4) Validity Period of Decision Implementation Letter Number: .....
- 5) Number of Vehicles Permitted:.....Units

2. Whereas we have reported the lost or damage of the license document referred to above to the Indonesian National Police which has been announced in the mass media to fulfill the requirements in accordance with the applicable rules.
3. As material for consideration, enclosed hereby 1 (one) document file to complete the application as referred to above, which consists of the following:
  - a. application letter for the replacement of lost or damaged document;
  - b. Copy of decision letter of transportation operation license already held which is still valid;
  - c. letter for the Police for lost document and proof of announcement on the lost document in mass media;
  - d. attaching the proof of damaged document.
4. Hereby we conclude our application and we thank you for your approval.

THE HEAD OF THE COMPANY/  
COOPERATIVE

.....

Stamp Duty  
Rp 6,000.-

.....

(Full Name)

Carbon Copy:

1. The Governor of..... Province;
  2. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Province;
  3. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Regency/Municipality
- \*) select the appropriate option

EXAMPLE 1.e:

APPLICATION FOR THE CHANGE IN THE MANAGEMENT OF

OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE COMPANY

NAME OF COMPANY/COOPERATIVE\*)

Full address

Telephone Number

Number :  
Classification :

Attachment : 1 (one) file

Subject : Application for the Change in the Management of Off-Route Passenger Transportation Company Operation License for Tourism/Taxi/Shuttle/Charter/Rental.\*

To  
The Director General of  
Land Transportation

in-  
JAKARTA

1. Referring to Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation and Article 86 of Government Regulation Number 74 Year 2014 concerning Road Transportation, hereby we from PT./Cooperative ..... submit an application for the change in the management of off-route passenger transportation operation company (Tourism, Taxi, Rental, Charter, Neighborhood Transportation)\*, with the data as follows:

a. Information on the Applicant

- 1) Company name : .....
- 2) Name of the head of the company : .....
- 3) Taxpayer Identification Number (NPWP) : .....
- 4) Deed of Establishment and Amendment Thereto : .....  
(Name of Notary, Number, and Date)
- 5) Ratification of the Minister of Law and Human Rights (Number and Date) : .....
- 6) Full company address including .....
  - a) Telephone & Facsimile Number : .....
  - b) E-mail : .....

b. Information on Operation License

- 1) Number of Decision Letter of Operation License: .....
- 2) Validity Period of Decision Letter of Operation License: .....
- 3) License Decision Implementation Letter Number: .....
- 4) Validity Period of Decision Implementation Letter Number: .....
- 5) Number of Vehicles Permitted: ..... Units

2. Whereas due to the change in the management of our company, hereby we request to make a change to the off-route passenger transportation operation license document (Tourism, Taxi, Rental, Charter, Neighborhood Transportation)\* we hold.
3. As material for consideration, enclosed hereby 1 (one) document file to complete the application as referred to above, which consists of the following:

- a. Copy of deed of establishment of the company and/or the most recent amendment thereof;
  - b. Copy of proof of ratification as legal entity from the Ministry of Law and Human Rights;
  - c. Copy of Company Registration Certificate;
  - d. Copy of certificate of domicile of the company issued by an authorized official;
  - e. Signing a Letter of Commitment to fulfill all obligations as holder of Off-Route Passenger Transportation operation license;
  - f. Copy of Decision Letter of off-route passenger transportation operation license.
4. Hereby we conclude our application and we thank you for your approval.

THE HEAD OF THE COMPANY/  
COOPERATIVE

.....

Stamp Duty Rp 6,000.-
--------------------------

.....

(Full Name)

Carbon Copy:

1. The Governor of..... Province;
  2. The Head of the Transportation/Road Traffic and Transportation Service Office of ..... Province;
  3. The Head of the Transportation/Road Traffic and Transportation Service Office of ..... Regency/Municipality
- \*) select the appropriate option*

EXAMPLE 1.f:  
APPLICATION FOR  
THE REPLACEMENT OF VEHICLE OR REJUVENATION OF VEHICLE  
IN OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE

NAME OF COMPANY/COOPERATIVE\*)

Full address

Telephone Number

Number :

Classification :

Attachment : 1 (one) file

Subject : Application for the Replacement of  
Vehicle or Rejuvenation of Vehicle  
in Off-Route Passenger  
Transportation Operation License  
for Tourism/Taxi/Shuttle/Charter/  
Rental Transportation Service.\*

To  
The Director General of  
Land Transportation



in-  
JAKARTA

1. Referring to Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation and Article 86 of Government Regulation Number 74 Year 2014 concerning Road Transportation, hereby we from PT./Cooperative ..... submit an application for the replacement of vehicle or rejuvenation of vehicle in off-route passenger transportation operation license (Tourism, Taxi, Rental, Charter, Neighborhood Transportation)\*, with the data as follows:

a. Information on the Applicant

- 1) Company name : .....
- 2) Name of the head of the company : .....
- 3) Full Company Address including
  - a) Telephone & Facsimile Number : .....
  - b) E-mail : .....
- 4) Full Pool/Business Address including:
  - a) Area Size of Fleet Parking Lot : .....
  - b) Telephone & Facsimile Number : .....
  - c) E-mail : .....

b. Information on Operation License

- 1) Number of Decision Letter of Operation License : .....
- 2) Validity Period of Decision Letter of Operation License: .....
- 3) License Decision Implementation Letter Number: .....
- 4) Validity Period of Decision Implementation Letter Number: .....
- 5) Number of Vehicles Permitted: .....Unit

2. Whereas the off-route passenger transportation service to be served and the number of vehicles to be replaced or rejuvenated shall be as follows:

No	Type of service	Number of Vehicles	Capacity (persons)

3. As material for consideration, enclosed hereby 1 (one) document file to complete the application as referred to above, which consists of the following:

- a. Copy of decision letter of off-route passenger transportation operation license;
- b. Copy of Motor Vehicle Registration Number Certificate (STNK) of the replacement vehicle;
- c. Copy of period test passing certificate of the replacement vehicle;
- d. Copy of supervision card of the replacement vehicle;
- e. Copy of Type Test Registration Certificate (SRUT).

4. Hereby we conclude our application and we thank you for your approval.

THE HEAD OF THE COMPANY/  
COOPERATIVE

.....

Stamp Duty  
Rp 6,000.-

.....  
(Full Name)

Carbon Copy:

1. The Governor of..... Province;
  2. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Province;
  3. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Regency/Municipality
- \*) *select the appropriate option*

EXAMPLE 1.g:

APPLICATION FOR  
OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE  
(OPENING OF THE COMPANY'S BRANCH)

NAME OF COMPANY/COOPERATIVE\*)

Full address

Telephone Number

Number :  
Classification :  
on

Attachment : 1 (one) file

Subject : Application for the Opening of  
Branch of Off-Route Passenger  
Transportation Operation Company  
for Tourism/Taxi/Shuttle/Charter/  
Rental Transportation Service.\*

To

The Director General of  
Land Transportation

in-  
JAKARTA

1. Referring to Article 179 of Law Number 22 Year 2009 concerning Road Traffic and Transportation and Article 86 of Government Regulation Number 74 Year 2014 concerning Road Transportation, hereby we from PT./Cooperative ..... submit an application for the opening of branch of off-route passenger transportation operation company (Tourism, Taxi, Rental, Charter, Neighborhood Transportation)\*, with the data as follows:

a. Information on the Applicant

- 1) Company name : .....
- 2) Name of the head of the company : .....
- 3) Deed of Establishment and Amendment Thereto : .....  
(Name of Notary, Number and Date)
- 4) Ratification of the Minister of Law and : .....  
Human Rights (Number and Date)
- 5) Full company address including .....
  - a) Telephone & Facsimile Number : .....

- b) E-mail : .....
  - 6) Branch Company Address including:
    - a) Telephone & Facsimile Number : .....
    - b) E-mail : .....
  - 7) Full Pool/Business Address including:
    - a) Area Size of Fleet Parking Lot : .....
    - b) Telephone & Facsimile Number : .....
    - c) E-mail : .....

2. Whereas the off-route passenger transportation services which will be served and the number of vehicles which will be operated shall be as follows:

No	Type of service	Number of Vehicles	Capacity (persons)

3. As material for consideration, enclosed hereby 1 (one) document file to complete the application as referred to above, which consists of the following:

- a. deed of establishment of the company and/or the most recent amendment thereof;
- b. proof of ratification as legal entity from the Ministry of Law and Human Rights;
- c. Trade Business License (SIUP);
- d. Company Registration Certificate (TDP);
- e. Taxpayer Identification Number (NPWP) of the company;
- f. certificate of domicile of the company issued by an authorized official;
- g. letter of commitment to fulfill all obligations as holder of off-route transportation operation license, signed by the head of the company on stamp duty;
- h. letter of commitment to have and/or cooperate with other party capable of providing motor vehicle maintenance facility, signed by the head of the company on stamp duty;
- i. Letter of Agreement between the owner of the vehicle or member of cooperative and the Public Transportation Company in the form of Cooperative legal entity;
- j. owning and/or possessing a vehicle storage which fulfills the technical requirements and is capable to accommodate vehicles in accordance with the number of vehicles owned as proven by Certificate from local Government stating that the area size shall be able to store vehicles in accordance with the number of vehicles owned;
- k. there is demand for vehicles in accordance with the result of evaluation and stipulation of demand for vehicles for Taxi Transportation and Passenger Transportation for Specific Purpose; and

- I. business plan of the Transportation Company set forth in the form of document.
4. In the event that our application can be approved, we are willing to sign a Letter of Agreement/Contract of Transportation Service and committed to implement all provisions and off-route passenger transportation operation license by no later than 6 (six) months after this application has been approved.
5. Hereby we conclude our application and we thank you for your approval.

THE HEAD OF THE COMPANY/  
COOPERATIVE

.....

Stamp Duty  
Rp 6,000.-

.....

Carbon Copy: (Full Name)

1. The Governor of..... Province;
  2. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Province;
  3. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Regency/Municipality
- \*) select the appropriate option

EXAMPLE 1.h:

TRANSPORTATION OPERATION LICENSE REALIZATION REPORT FORM  
NAME OF COMPANY / COOPERATIVE / INDIVIDUAL \*)

Full address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Number :

Attachment :

Subject : Operation License Realization  
Report for.....  
Transportation

To

. The Director General of  
Land Transportation  
In  
Jakarta

PASSENGER TRANSPORTATION REALIZATION REPORT

Company name : .....  
Company Identification : .....  
Number .....  
Name of the Head of the : .....  
Company .....  
Company address : .....

N O	NUMBE R OF VEHICL ES	CAPACI TY	RENT DATE		TOTAL		DESTI NATIO N	RENTAL FEE/DAY
			STAR T	FINIS H	RENT DAYS	PASSENGER S TRANSPORT ED		

THE HEAD OF THE COMPANY/  
COOPERATIVE  
INDIVIDUAL .....

.....  
(Full Name)

With Carbon Copy to:

1. The Governor of ..... Province;
  2. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Province
  3. The Head of the Transportation/Road Traffic and Transportation Service Office of..... Regency/Municipality
- \*) select the appropriate option

EXAMPLE 1.i:

#### REFUSAL OF APPLICATION FOR TRANSPORTATION OPERATION LICENSE

Jakarta, .....

Number :

Attachment :

Subject : Rejection of Application for  
..... Transportation  
Operation License

To

.....  
in-

1. Referring to your application letter Number .....dated ..... regarding ....., hereby we inform that we are unable to grant/approve your application with the considerations as follows:

- a. ....
- b. ....
- c. ....

2. Thus we have concluded our points for your understanding.

On behalf of the DIRECTOR GENERAL OF  
LAND TRANSPORTATION  
The Director of Road Traffic and  
Transportation

(.....)

With Carbon Copy to:

1. The Minister of Transportation;
2. The Director General of Land Transportation (as a report)
3. The Secretary General of the Department of Transportation;
4. The Inspector General of the Department of Transportation;
5. The Governor of the .....Province (in accordance with the company's domicile).

EXAMPLE 1.j:

TRANSPORTATION COMPANY  
PERFORMANCE EVALUATION FORM

1. Administrative Completeness and Company's Physical Condition Investigation Form (PU-01)

FORM PU-01

Company name:

Company identification number:

Company address:

Name of Investigator:

Civil Servant's Identification

Number (*NIP.*) of Investigator:

Investigation Date:

NO	ASPECT	RESULT OF INVESTIGATION	REMARKS
A.	ADMINISTRATIVE:		
	1. Transportation Business License	Decision Letter Number:  Validity Period: Issuing official:	
	2. Route Permit/ Transportation Operation License	Decision Letter Number :  Validity Period : Issuing official : Number of vehicles permitted	
B.	INFRASTRUCTURE :		
	1. Office	Area Size (m <sup>2</sup> ): Condition: Facilities/tools provided, in terms of number and condition:	
	2. Vehicle Pool	Area Size (m <sup>2</sup> ): Condition: Facilities/tools provided, in terms of number and condition:	

	3. Vehicle Workshop	Area Size (m <sup>2</sup> ): Condition: Facilities/tools provided, in terms of number and condition:	
C.	HUMAN RESOURCES:		
	1. Administrative Division	Number (persons):  Experience: Education:	
	2. Technical Division	Number (persons): Experience: Education:	
	3. Operations division	Number (persons): Experience: Education:	
	4. Vehicle's crew	Number of drivers (persons): Experience: Education:  Number of assistants/drivers/ conductors (persons): Experience: Education:	
	5. Employee and vehicle's crew recruitment system		
D	SAFETY :		
	1. Company management training	Training name:  Training date: Training organizer: Number of employees enrolled :	
	2. Transportation driver training	Training name:  Training date: Training organizer: Number of employees enrolled:	
	3. Traffic accident	Number of accidents: Date of accidents: Total victims (Killed, Serious Injuries, Minor Injuries) : Total material loss:	

Head of the Company,	Investigator,
----------------------	---------------

(.....)	(.....) Civil                  Servant's Identification      Number (NIP.)
---------	---

2. Administrative Completeness and Company's Physical Condition Investigation Form (PU-02).

FORM (PU-02)

Company name	:	Name of Investigator	:
Company identification number	:	Civil Servant's Identification Number (NIP.) of Investigator	:
Route	:	Investigation Date	:
Route Code	:		:

Sheet ..... of .....

NO	VEHICLE NUMBER	TEST NUMBER	VEHICLE BRAND	YEAR	CAPACITY	SUPERVISOR CARD NUMBER	VALIDITY PERIOD EXPIRATION DATE	REMARKS

Head of the Company,  (.....)	Investigator,  (.....) Civil                  Servant's Identification      Number (NIP.)
-------------------------------------	--

3. Administrative Completeness and Vehicle's Crew Physical Condition Investigation Form (PU-03).

FORM (PU-03)

Company name	:	Name of Investigator	:
Company identification number	:	Civil Servant's Identification Number (NIP.) of Investigator	:
Number of Drivers	:	Investigation Date	:
Number of Driver Assistants	:		:

Sheet ..... of .....



N O	NAM E	STATUS (Driver/ Assistan t)	TYPE OF DRIVIN G LICEN SE	EXPERIENC E AS VEHICLE'S CREW (Year)	NUMBER OF VIOLATIONS		REMARK S
					TRAFFI C	COMPANY	

Head of the Company,  (.....)	Investigator,  (.....) Civil            Servant's Identification   Number (NIP.)
-------------------------------------	---

#### EXAMPLE 1.k :

#### TRANSPORTATION LICENSE RECAPITULATION REPORT

Number : ..... , .....  
Attachment : .....  
Subject : Route Permit Recapitulation Report To  
for Intercity Intra-Provincial/Urban/ The Director General of  
Rural/Rental/Taxi\*) Transportation Land Transportation  
Cq. the Director of Road  
Traffic and Transportation  
in-  
Jakarta

- Referring to Decision of the Minister of Transportation No ..... dated ..... concerning the Operation of Passenger Transportation on Roads by Using Public Vehicles, hereby we present the recapitulation of licenses for intercity intra-provincial (AKDP)/Urban/Rural/Rental/Taxi transportation, for .....province up to the month of ..... 2003, as attached;
- Thus we present our report for your perusal.

THE HEAD OF TRANSPORTATION  
SERVICE OFFICE OF .....  
PROVINCE/REGENCY/MUNICIPALITY

(.....)

With Carbon Copy to:

1. The Director General of Land Transportation (as a report)
2. The Head of Transportation Service Office of ..... Province;
3. The Governor of..... Province (in accordance with the company's domicile)

RECAPITULATION OF OFF-ROUTE TRANSPORTATION  
For Rental/Taxi Transportation

COMPANY CODE	COMPANY NAME	COMPANY ADDRESS	NAME OF THE HEAD OF THE COMPANY	EXPIRATION DATE OF OPERATION LICENSE VALIDITY PERIOD	NUMBER OF VEHICLES	TYPE OF VEHICLES
1708.....	PT. SUMUR TINGGI	Jl. P. Natadirija, KM.9 Bengkulu	MAS'UD BATTJIK, SH	09-05-2003	14	Toyota Kijang
1709.....	PO. TANJUNG INDAH	Jl. Mayjen SUTOYO, No.9 Tanah Patah, Bengkulu	H. MUCHNI ZAR	28-12-2003	20	Mits. L 300

.....  
THE HEAD OF TRANSPORTATION  
SERVICE OFFICE OF .....  
PROVINCE/REGENCY/MUNICIPALITY

(.....)

EXAMPLE 1.k:  
CONTROL AND SUPERVISION REPORT

Number : .....  
Attachment : .....  
Subject : Report on the Result of Control and Supervision of ..... Transportation

To  
The Director General of Land Transportation  
Cq. the Director of Road Traffic and Transportation  
in-  
Jakarta

1. Basis:
  - a. Decision of the Minister of Transportation No ..... year ..... concerning the Operation of Passenger Transportation on Roads by Using Public Vehicles;

- b. Decision of the Director General of Land Transportation No ..... year .....concerning Stipulation of Demand for Intercity Intra-Provincial Border Transportation Vehicles;
- c. ....
- d. ....

2. In line with the above point 1, hereby we provide the report of findings of violation, namely as follows:

NO.	DATE OF FINDING	NAME OF BUS OPERATOR	TYPE OF VIOLATION	CLASSIFICATION OF VIOLATION

3. In line with the above matter, enclosed hereby the Official Report on findings of violation with regard to a number of vehicles as referred to above;
4. Thus we present our report for your perusal.

THE HEAD OF TRANSPORTATION/  
TRAFFIC AND LAND TRANSPORTATION  
SERVICE OFFICE OF .....  
PROVINCE/REGENCY/MUNICIPALITY

(.....)

With Carbon Copy to:

1. The Governor of ..... Province;
2. ....;

## EXAMPLE 2 FORMAT OF COOPERATION AGREEMENT

### COOPERATION AGREEMENT

BETWEEN

THE VEHICLE OWNER OF PASSENGER TRANSPORTATION BY USING  
OFF-ROUTE PUBLIC MOTOR VEHICLES

AND

PUBLIC TRANSPORTATION LEGAL ENTITY

NUMBER:  
NUMBER:

ON

THE ASSIGNMENT OF VEHICLE  
UNDER PERSONAL NAME



- (1) The Scope of this Cooperation Agreement shall be that the PARTIES shall agree to use and utilize the object of cooperation in the context of the operation and provision of vehicle for passenger transportation by using off-route public motor vehicles.
- (2) In the context of implementation of the scope as referred to in paragraph (1), the FIRST PARTY shall be willing to hand over the Object of Cooperation to the SECOND PARTY for the provision of vehicle for passenger transportation by using off-route public motor vehicles.
- (3) The Object of Cooperation as referred to in paragraph (1) and paragraph (2) shall be in the form of vehicle with Motor Vehicle Registration Number Certificate data as follows:
  1. Registration Number :
  2. Name of Owner :
  3. Address :
  4. Brand :
  5. Type :
  6. Category :
  7. Model :
  8. Production Year :
  9. Cylinder Volume :
  10. Chassis Number :
  11. Engine Number :
  12. Color :
  13. Fuel :
  14. Color of Motor Vehicle Registration Number :
  15. Registration Year :
  16. Proof of Motor Vehicle Ownership Number :
  17. Location Code :
  18. Valid through :

### Article 3 DURATION

This Cooperation Agreement shall be valid for ..... (.....) years effective from the date signing of this Cooperation Agreement by the PARTIES.

### Article 4 RIGHTS AND OBLIGATIONS

- (1) The rights of the FIRST PARTY in this agreement shall consist of the following:
  - a. To gain reasonable profit based on the agreement of the PARTIES on the implementation of this Cooperation Agreement;
  - b. To receive the object of cooperation from the SECOND PARTY under the name of the FIRST PARTY upon the expiration of the Cooperation Agreement.
- (2) The obligations of the FIRST PARTY in this agreement shall consist of the following:

- a. The FIRST PARTY shall be obligated to hand over the Object of Cooperation to the SECOND PARTY, and the SECOND PARTY may not assign to other party without consent and permission from the FIRST PARTY;
  - b. The FIRST PARTY shall be obligated to submit correct, valid explanation, information, and/or document to the SECOND PARTY;
  - c. The FIRST PARTY together with the SECOND PARTY shall be obligated to take the responsibility for any matter related to licensing, tax, insurance, and accident;
  - d. In the event that the Object of Cooperation is under the possession of the FIRST PARTY:
    - 1. The FIRST PARTY shall be obligated to keep the Object of Cooperation in proper, safe place;
    - 2. The FIRST PARTY shall contact the SECOND PARTY to arrange the maintenance or inspection of an Object of Cooperation which suffers from damage;
    - 3. The FIRST PARTY shall be prohibited to take actions which cause loss, damage, and cost not insured by the insurance company.
    - 4. The FIRST PARTY shall be obligated to comply with the provisions provided for in the internal regulation of the legal entity/ company and the applicable laws and regulations.
- (3) The rights of the SECOND PARTY in this agreement shall consist of the following:
- a. To gain reasonable profit based on the agreement of the PARTIES on the implementation of this Cooperation Agreement;
  - b. To be entitled to use the Object of Cooperation during the duration of the Cooperation Agreement in the context of implementation of this Cooperation Agreement in accordance with the provisions of applicable laws and regulations;
- (4) The obligations of the SECOND PARTY in this agreement shall consist of the following:
- a. The SECOND PARTY, at the expiration of the cooperation, shall be obligated to return the Object of Cooperation in an appropriate condition as at the time of receipt of the Object of Cooperation to the FIRST PARTY.
  - b. The SECOND PARTY may only operate the Object of Cooperation as off-route transportation and, for any reason whatsoever, shall not be allowed to operate, assign, or grant the right in this matter or use the Object of Cooperation for other purpose and/or as collateral to other party.
  - c. The SECOND PARTY shall be obligated to provide and/or cooperate with an appointed workshop to perform maintenance and repair of the Object of Cooperation during the cooperation period.
  - d. The SECOND PARTY shall be responsible for the assignment/change in the name of STNK from under personal name to become under the name of the legal entity and/or obligated to make the assignment/change in the name of STNK from under the name of the legal entity to become under the name of the FIRST PARTY in the event that the cooperation agreement has ended.

- e. The SECOND PARTY shall be responsible for the implementation of periodic test on the motor vehicle of the FIRST PARTY.
- f. The SECOND PARTY may not make any change whatsoever to the original form of the Object of Cooperation, add, or eliminate original accessories of the Object of Cooperation. In the event that at the time of return of the Object of Cooperation, any change, addition, or elimination of original accessories of the Object of Cooperation is found, the SECOND PARTY shall be obligated to change it back to the original form of the Object of Cooperation or to return the original accessories of the Object of Cooperation.
- g. The SECOND PARTY, together with the FIRST PARTY, shall be obligated to take responsibility for any matter related to licensing, tax, insurance, and accident;
- h. The SECOND PARTY shall be obligated to provide and keep the Object of Cooperation in a proper, safe location.
- i. The SECOND PARTY shall be obligated to submit periodic report to the license issuer in accordance with the applicable laws and regulations.
- j. The SECOND PARTY shall be obligated to comply with the provisions of the applicable laws and regulations.

#### Article 5

#### DISSOLUTION OF LEGAL ENTITY OR DECLARED BANKRUPT

In the event of dissolution of legal entity and/or the legal entity run by the SECOND PARTY is declared bankrupt, the PARTIES shall agree that the vehicle which becomes the of cooperation in this agreement shall remain the belonging of the FIRST PARTY and shall not constitute an asset of the SECOND PARTY and therefore cannot be sold and/or used for the interest of the SECOND PARTY.

#### Article 6

#### VEHICLE INSURANCE

- (1) The SECOND PARTY shall be obligated to insure the Object of Cooperation with an insurance company appointed based on the agreement of the PARTIES.
- (2) In the event of accident or loss of the Object of Cooperation, the PARTIES shall be obligated to settle the matter together in accordance with the provisions of applicable laws and regulations.

#### ARTICLE 7

#### SETTLEMENT OF DISPUTE

- (1) In the event of any dispute in the future as the result of implementation of this Cooperation Agreement, the PARTIES shall agree to settle it based on consultation and consensus.
- (2) In the event that efforts of settlement of dispute as referred to in paragraph (1) fail to bring the expected result, the PARTIES shall agree to settle the dispute by choosing general and permanent legal domicile at the Registrar's Office of..... District Court.

#### Article 8

#### FORCE MAJEURE

- (1) The PARTIES shall agree that a force majeure shall not result in the cancellation of this Cooperation Agreement.
- (2) The force majeure as referred to in paragraph (1) shall consist of situations as follows:
  - a. War, invasion, rebellion, revolution, treason, riot, civil war, Government's action in the context of sovereignty, earthquake, typhoon, flood, or any forces of nature which cannot be avoided by forward looking and reasonable capacity of the party hit by the event;
  - b. Change in Government policy which directly or indirectly affects the implementation of this Cooperation Agreement.
- (3) In the event of force majeure as referred to in paragraph (1), the Party hit by force majeure must inform the other party in writing within 7 (seven) days since the occurrence of force majeure;
- (4) In the event of termination of the Cooperation Agreement due to force majeure as referred to in paragraph (1), the Party hit by force majeure must inform the other party in writing by no later than 7 (seven) days since the occurrence of force majeure.

#### Article 9 TERMINATION OF COOPERATION AGREEMENT

- (1) Notwithstanding the provisions of Article 1266 and Article 1267 of the Indonesian Civil Code, the PARTIES shall agree that this Cooperation Agreement shall end in the event as follows:
  - a. The period has expired;
  - b. One of the parties violates the provisions of and this Cooperation Agreement; and
  - c. There are provisions of laws and/or Government policy which make it impossible to implement this Cooperation Agreement.
- (2) In the event that in the implementation phase of this Cooperation Agreement, there are matters not agreed upon by the PARTIES, this Cooperation Agreement may be terminated if desired by one party, with prior notification in writing to the other party by no later than 7 (seven) days prior to termination.

#### ARTICLE 10 ADDENDUM OR AMENDMENT

- (1) Matters not provided for in this Cooperation Agreement shall be further provided for based on the agreement of the PARTIES in the form of addendum prior to termination of this Cooperation Agreement.
- (2) The Addendum as referred to in paragraph (1) shall constitute an inseparable part of this Cooperation Agreement.

#### Article 11 CONCLUSION



This Cooperation Agreement is executed and signed in ..... on the day, date, month, and year as stated in the beginning of the Cooperation Agreement in 2 (two) original counterparts, with sufficient stamp duty and equal legal force after being signed by the PARTIES.

THE FIRST PARTY

THE SECOND PARTY

.....

.....

THE MINISTER OF TRANSPORTATION  
OF THE REPUBLIC OF INDONESIA,  
Signature  
BUDI KARYA SUMADI

Issued as true copy  
The Head of the Legal Bureau  
Signature  
SRI LESTARI RAHAYU  
Junior Administrator (IV/c)  
Civil Servant's Identification Number (NIP.) 19620620 198903 2 001

ATTACHMENT IV  
REGULATION OF THE MINISTER OF TRANSPORTATION OF THE REPUBLIC OF  
INDONESIA  
NUMBER  
CONCERNING  
THE OPERATION OF PASSENGER TRANSPORTATION BY USING  
OFF-ROUTE PUBLIC MOTOR VEHICLES

EXAMPLE 1  
REPRIMAND ON VIOLATION OF ROUTE PERMIT/  
TRANSPORTATION OPERATION LICENSE

Number : .....  
Attachment : .....  
Subject : Reprimand on Violation of Route Permit/Transportation Operation License

To

The Head of the  
Company

In  
(in accordance with the  
company's domicile)

1. Based on the report submitted by the Transportation/Traffic and Land Transportation Service Office of..... Province/Regency/Municipality by letter number..... dated ..... concerning violation committed by your company in the operation of fleet for the service in the form as follows:

- a. Type of violation :
- b. Date :

- c. Vehicle Number :
  - d. Consequence of violation :
2. Based on the violation as referred to in the above point 1, in the context of good administration, hereby we impose administrative sanction in the form of the first/ second reprimand in order that you will not perform similar action in the future.
  3. Hereby we conclude our points for your attention.

LICENSE ISSUER,

(.....)

EXAMPLE 2  
 FREEZING OF PASSENGER TRANSPORTATION OPERATION LICENSE  
 DECISION OF .....  
 NUMBER: ..... YEAR .....  
 CONCERNING  
 FREEZING OF  
 OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE  
 FOR ..... TRANSPORTATION  
 PT/COOPERATIVE .....  
 THE DIRECTOR GENERAL OF LAND TRANSPORTATION,

Considering:

Whereas in the context of implementation of supervision of the operation of passenger transportation as provided for in Article 48 of Government Regulation Number 74 Year 2014 concerning Road Transportation, it is deemed necessary to have development in the form of imposition of administrative sanction of freezing of operation license;

In view of:

1. Law Number 22 Year 2009 concerning Road Traffic and Transportation (State Gazette Year 2009 Number 96, Supplement to the State Gazette Year 2009 Number 5025);
2. Government Regulation Number 74 Year 2014 concerning Road Transportation (State Gazette Year 2014 Number 260, Supplement to the State Gazette 5594);
3. Decision of the Minister of Transportation Number KM. 186 Year 2016 concerning Organization and Work Procedure of the Ministry of Transportation.

With due regard to:

Official Report of the Result of Investigation on violation in the operation of passenger transportation by PT/Cooperative..... Number ..... dated.....

HAS DECIDED TO:

Stipulate: DECISION OF ..... CONCERNING THE FREEZING OF OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE

FOR ..... TRANSPORTATION OF PT/COOPERATIVE  
.....

- FIRST: To impose administrative sanction to PT/COOPERATIVE .....  
in the form of freezing of off-route passenger transportation operation  
license of some/all vehicles as stated in the attachment to this Decision.
- SECOND: The validity period of the freezing of Off-Route Passenger Transportation  
operation license shall start on ..... until.....
- THIRD: The Head of the Transportation Service Office of the Province and Head  
of the Service Office of the Regency/Municipality in accordance with the  
domicile of the transportation company shall implement and supervise  
this decision and report it to the Director General of Land Transportation.
- FOURTH: This Decision shall come into effect on the date of its enactment and, in  
the event of any mistake identified in the future, may be amended as  
appropriate.

Enacted in: Jakarta  
On:

LICENSE ISSUER,  
(.....)

With Carbon Copy to:

1. The Minister of Transportation;
2. The Director General of Land Transportation (as a report);
3. The General Secretary of the Ministry of Transportation;
4. The Inspector General of the Ministry of Transportation;
5. The Governor of..... Province (in accordance with the company's domicile);
6. The Regent/Mayor of..... (in accordance with the company's domicile).

EXAMPLE 3  
REVOCATION OF PASSENGER TRANSPORTATION OPERATION LICENSE

DECISION OF .....  
NUMBER: ..... YEAR .....  
CONCERNING  
REVOCATION OF  
OFF-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE  
FOR ..... TRANSPORTATION  
PT/COOPERATIVE .....

THE DIRECTOR GENERAL OF LAND TRANSPORTATION,

Considering:

Whereas in the context of implementation of supervision of the operation of passenger transportation as provided for in Article 48 of Government Regulation Number 74 Year 2014 concerning Road Transportation, it is deemed necessary to have development in the form of imposition of administrative sanction of revocation of operation license;

In view of:

1. Law Number 22 Year 2009 concerning Road Traffic and Transportation (State Gazette Year 2009 Number 96, Supplement to the State Gazette Year 2009 Number 5025);
2. Government Regulation Number 74 Year 2014 concerning Road Transportation (State Gazette Year 2014 Number 260, Supplement to the State Gazette Number 5594);
3. Decision of the Minister of Transportation Number KM. 186 Year 2016 concerning Organization and Work Procedure of the Ministry of Transportation.

With due regard to:

Official Report of the Result of Investigation on violation in the operation of passenger transportation by PT/Cooperative..... Number ..... dated.....

HAS DECIDED TO:

Stipulate: DECISION OF ..... CONCERNING REVOCATION OF INTERCITY INTRA-PROVINCIAL (AKAP) ON-ROUTE PASSENGER TRANSPORTATION OPERATION LICENSE OF PT/COOPERATIVE .....

FIRST: To impose administrative sanction to PT/COOPERATIVE ..... in the form of revocation of on-route passenger transportation operation license of the partial/entire route as stated in the attachment to this Decision

SECOND: The Head of Transportation Service Office of the Province and Head of Service Office of the Regency/Municipality, in accordance with the domicile of the transportation company, shall implement and supervise this decision and report it to the Director General of Land Transportation

THIRD: This Decision shall come into effect on the date of its enactment and, in the event of any mistake identified in the future, may be amended as appropriate.

Enacted in: Jakarta

On:

LICENSE ISSUER,

(.....)

With Carbon Copy to:

1. The Minister of Transportation;
2. The Director General of Land Transportation (as a report);
3. The General Secretary of the Ministry of Transportation;
4. The Inspector General of the Ministry of Transportation;
5. The Governor of..... Province (in accordance with the company's domicile);
6. The Regent/Mayor of..... (in accordance with the company's domicile).

THE MINISTER OF TRANSPORTATION

OF THE REPUBLIC OF INDONESIA,  
Signature  
BUDI KARYA SUMADI

Issued as true copy/  
The Head of the Legal Bureau  
Signature  
SRI LESTARI RAHAYU  
Junior Administrator (IV/c)  
Civil Servant's Identification Number (*NIP.*) 19620620 198903 2 001

Source: LOOSE LEAF TO REGULATION OF THE MINISTER OF  
TRANSPORTATION OF THE REPUBLIC OF INDONESIA YEAR 2017