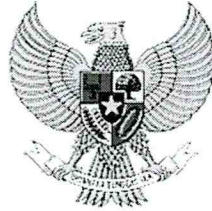


AUTHORIZED TRANSLATION



**MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA**

**NUMBER: 43/M-DAG/PER/11/2010**

**CONCERNING**

**THE ORGANIZATION AND WORKING PROCEDURE OF TECHNICAL  
IMPLEMENTER UNIT IN THE FIELD OF METROLOGICAL AFFAIRS  
WITHIN THE MINISTRY OF TRADE**

**BY THE GRACE OF ALLAH THE ONE SUPREME GOD**

**MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA,**

- Considering :
- a. that in the context of supporting the effectiveness and optimization of the Ministry of Trade's duties and functions in the field of metrological affairs it is deemed as required to improve further the organization and working procedure of Technical Implementer Unit (UPT) in the field of metrological affairs within the Ministry of Trade;
  - b. that approval on the Ministry of Trade's organization has been issued according to the letter of the State Minister



of State Apparatus Efficient Use and Bureaucracy  
Reformation number B/3477/M.PAN-RI/11/2010;

- c. that based on such considerations as referred to in letter  
a and letter b, it needs to stipulate the Trade Minister's  
regulation on the organization and working procedure of  
Technical Implementer Unit (UPT) in the field of goods  
metrological affairs within the Ministry of Trade;

- In view of :
1. Law Number 2 of 1981 concerning the Legal Metrology  
(State Gazette of the Republic of Indonesia of 1982  
Number 11, supplement to State Gazette of the Republic  
of Indonesia Number 3193);
  2. Law Number 39 of 2008 concerning the State Ministry  
(State Gazette of the Republic of Indonesia of 2008  
Number 166, supplement to state Gazette of The  
Republic of Indonesia Number 4916);
  3. Governmental Regulation Number 2 of 1985 concerning  
the Obligation and Exemption to be Calibrated And/Or  
Re-Calibrated as well as the Requirements For  
Measuring, Dosage, Weighing Devices and Their Outfits  
(State  
Gazette of the Republic of Indonesia of 1985 Number 4,  
Supplement To State Gazette of the Republic of  
Indonesia Number 3283);
  4. Governmental Regulation Number 10 of 1987



- concerning the Unit of Derivative, Unit of Addition and Other Applicable Units (State Gazette of the Republic of Indonesia of 1987 Number 17, Supplement To State Gazette of The Republic of Indonesia Number 3351);
5. Governmental Regulation Number 2 of 1989 concerning the National Standard For Unit of Measurement (State Gazette of the Republic of Indonesia Number 3 of 1985, Supplement To State Gazette of the Republic of Indonesia Number 3388);
  6. Presidential Regulation Number 47 of 2009 concerning the Formation and Organization Of State Ministry;
  7. Presidential Decree Number 84/P of 2009 concerning the Formation of United Indonesian Cabinet II;
  8. Presidential Regulation Number 24 of 2010 concerning the Position, Duties and Functions of State Ministry as well as the Composition of Organization, Duties and Functions of Echelon I of The State Ministry;
  9. Regulation of the State Minister of State Apparatus Efficient use Number PER/18/M.PAN/11/2008 concerning the Guidance on Technical Implementer Unit Organization of The Ministries and Non-Ministry Governmental Institutions;
  10. Trade Minister's Regulation Number 31/M-DAG/PER/7/2010 concerning the Organization and



Working Procedure of the Trade Ministry;

**DECIDED:**

**To stipulate : THE TRADE MINISTER'S REGULATION CONCERNING THE ORGANIZATION AND WORKING PROCEDURE OF TECHNICAL IMPLEMENTER UNIT IN HE FIELD OF METROLOGICAL AFFAIRS WITHIN THE MINISTRY OF TRADE**

## **CHAPTER I**

### **TYPES OF TECHNICAL IMPLEMENTER UNITS IN THE FIELD OF METROLOGICAL AFFAIRS**

#### **Article 1**

Technical implementer unit which hereinafter in this regulation shall be referred to as UPT in the field of metrological affairs within the ministry of trade consists of:

- a. Testing center on measuring, dosage, weighing devices and their outfits
- b. Management center on measuring devices of national standard; and
- c. Legal metrology standardization center

## **CHAPTER II**

### **TESTING CENTER ON MEASURING, DOSAGE, WEIGHING DEVICES AND THEIR OUTFITS**

#### **Part One**

#### **Position, Duties and Functions**

#### **Article 2**



1. Testing center on Measuring, Dosage, Weighing Devices and their outfits which hereinafter in this regulation shall be referred to as UTTP Testing Center is the technical implementer unit in the field of UTTP testing as well as UTTP calibration and re-calibration service requiring a special handling being under and responsible to the Director of Metrology, Directorate general of standardization and Consumers Protection.
2. UTTP Testing center is led by a Head.

### **Article 3**

UTTP testing center bears the duty of implementing UTTP testing, the development of measuring and testing method, and UTTP calibration and re-calibration service requiring a special handling.

### **Article 4**

In performing such duty as referred to in Article 3, UTTP Testing Center Organizes the functions of:

- a. developing the center's plan and program;
- b. the implementation of UTTP test in the context of type license and factory marking license;
- c. the implementation of UTTP calibration and re-calibration that need a special handling;
- d. the implementation of UTTP measuring and testing method development;
- e. the implementation of guidance and development on center's service quality;  
and
- f. the implementation of center's administrative and household affairs.



## **Part Two**

### **Organizational composition**

#### **Article 5**

UTTP testing center consists of:

- a. Administration Sub-Department;
- b. Technical Service Section;
- c. Quality Guidance Section; and
- d. Functional Office Group.

#### **Article 6**

- (1) Administration Sub-Department bears the duty of doing the plan and program development, personnel affairs management, finance, correspondence, archiving, supplies and household, as well as the report composing.
- (2) Technical Service Section bears the duty of performing UTTP testing service in the context of type license and factory marking license, UTTP calibration and re-calibration that require a special handling.
- (3) Quality Guidance Section bears the duty of performing the guidance and development of service quality as well as the development of UTTP measuring and testing method.

## **Part Three**

### **The Echelon Structure**

#### **Article 7**

- (1) Head of UTTP Testing Center is an Echelon III.a office;
- (2) Head of Administration Sub-Department and section Head are Echelon IV.a office.



**Part Four**

**Location**

**Article 8**

UTTP testing center is located in Bandung.

**CHAPTER III**

**MANAGEMENT CENTER ON MEASURING DEVICES OF NATIONAL STANDARD**

**Part One**

**The position, Duties and Functions**

**Article 9**

- (1) Management center On Measuring Devices of National Standard which hereinafter in this regulation shall be referred to as SNSU Center is the technical implementer unit in the field of measuring unit standard management being under and responsible to the Director of Metrology, Directorate General of Standardization and Consumers Protection;
- (2) SNSU Center is led by a Head.

**Article 10**

SNSU Center bears the duty of performing the management on national standard of measuring unit and its derivatives, the development of measuring method and measuring standard verification service.

**Article 11**

In providing such duty as referred to in Article 10, SNSU Center organizes the functions of:

- a. developing the center's plan and program;



- b. the implementation of management on the national standard of measuring unit for mass units and length units as well as the measuring unit standard used in the implementation of legal metrology;
- c. the implementation of measuring unit standard and measuring method development;
- d. the implementation of measuring unit standard verification and technical metrology measuring unit calibration;
- e. the implementation of guidance and development on center's service quality; and
- f. the implementation of center's administrative and household affairs;

## **Part Two**

### **Organizational Composition**

#### **Article 12**

SNSU Center consists of:

- a. Administration Sub-Department;
- b. Technical Service Section;
- c. Quality Guidance Section; and
- d. Functional Office Group.

#### **Article 13**

- (1) Administration Sub-Department bears the duty of doing the plan and program development, personnel affairs management, finance, correspondence, archiving, supplies and household, as well as the report composing.
- (2) Technical Service Section bears the duty of performing the management on measuring device of national standard for mass units and length units as well





as the measuring unit standard used in the implementation of legal metrology, the development of measuring unit standard, and measuring method, verification on measuring unit standard and calibration on technical metrology measuring devices.

- (3) Quality Guidance Section bears the duty of performing the guidance and development of service quality as well as the quality of measuring unit standard management.

### **Part Three**

#### **The Echelon Structure**

##### **Article 14**

- (1) Head of SNSU center is an Echelon III.a office;
- (2) Head of Administration Sub-Department and section Head are Echelon IV.a office.

### **Part Four**

#### **Location**

##### **Article 15**

SNSU Center is located in Bandung.

## **CHAPTER IV**

### **LEGAL METROLOGY STANDARDIZATION CENTER**

#### **Part One**

##### **Position, Duties and Functions**

##### **Article 16**

- (1) Legal Metrology Standardization which hereinafter in this regulation shall be referred to as SML Center is the technical implementer unit in the field of



metrological affairs organizing standardization being under and responsible to the Director of Metrology, Directorate general of Standardization and Consumers Protection.

- (2) SML Center is led by a Head.

### **Article 17**

SML Center bears the duty of performing verification on measuring unit standard, laboratory comparison test of legal metrology, UTTP calibration and re-calibration facilitation, metrological affairs' Human Resources competence upgrading, as well as the metrological affairs supervision and elucidation.

### **Article 18**

In providing such duty as referred to in article 17, SML Center organizes the functions of:

- a. developing the center's plan and program;
- b. the implementation of verification on the measuring unit standard of legal metrology laboratory;
- c. the implementation of laboratory comparison test on Regional Government's legal metrology;
- d. facilitation on UTTP calibration or re-calibration;
- e. for authorized personnel, calibration observers, Public Servant Investigators of Legal Metrology and UTTP calibration and re-calibration equipment according to the Regional Government's request;
- f. the implementation of HR competence upgrading in the field of metrological affairs;
- g. the implementation of metrological affairs elucidation and monitoring; and



- h. the implementation of center's administrative and household affairs.

## **Part Two**

### **Organizational Composition**

#### **Article 19**

SML Center consists of:

- a. Administration Sub-Department;
- b. Metrological Affairs Service Section;
- c. Metrological Affairs Guidance Section; and
- d. Functional Office Group.

#### **Article 20**

- (1) Administration Sub-Department bears the duty of doing the plan and program development, personnel affairs management, finance, correspondence, archiving, supplies and household, as well as the report composing.
- (2) Metrological Affairs Service Section bears the duty of performing the facilitation on UTTP calibration and/or re-calibration, facilitation on UTTP calibration and re-calibration equipment according to the Regional Government's request, verification on measuring unit standard of legal metrology laboratory, laboratory comparison test of Regional Government's legal metrology.
- (3) Metrological Affairs Guidance Section bears the duty of performing the metrological affairs elucidation and monitoring, facilitation for authorized personnel, calibration observers, Public Servant Investigators of Legal Metrology and the implementation of HR competence upgrading in the field of Metrological Affairs.



### **Part Three**

#### **The Echelon Structure**

##### **Article 21**

- (1) Head of SML Center is an Echelon III.a office;
- (2) Head of Administration Sub-Department and section Head are Echelon IV.a office.

#### **Section Four**

##### **Location**

##### **Article 22**

SML Center consists of 4 (four) regional centers namely Regional I, Regional II, Regional III and Regional IV, each located in Medan, Yogyakarta, Banjarmasin, and Makassar.

### **Part Five**

#### **Working Territory**

##### **Article 23**

- (1) SML Center of Regional I has a working territory that covers Nanggroe Aceh Darussalam, North Sumatra, West Sumatra, Riau, Riau Islands, Bengkulu, Jambi, Bangka Belitung, South Sumatra and Lampung Provincial territories;
- (2) SML Center of Regional II has a working territory that covers Banten, DKI Jakarta, West Java, Central Java, D.I Yogyakarta, East Java, Bali, Nusa Tenggara Barat and Nusa Tenggara Timur Provincial Territories;
- (3) SML Center of Regional III has a working territory that covers west Kalimantan, Central Kalimantan, South Kalimantan and East Kalimantan Provincial Territories;



- (4) SML center of Regional IV has a working territory that covers North Celebes, Gorontalo, West Celebes, Central Celebes, South Celebes, Southeast Celebes, Moluccas, North Moluccas, Papua and West Papua Provincial Territories;

## **CHAPTER V**

### **FUNCTIONAL OFFICES GROUP**

#### **Article 24**

Functional Offices Group bears the duty of performing the activities in accordance with their respective functional office pursuant to the statutory regulation.

#### **Article 25**

- (1) Functional Offices Group consists of several functional offices divided into various groups according to their respective field of expertise.
- (2) Each of Such Functional Offices Groups as referred to in section (1) is coordinated by a qualified senior functional personnel and appointed by the Head of Center.
- (3) The number of such functional personnel as referred to in section (1) shall be determined on the basis of requirement and workload.
- (4) Types and hierarchy of such functional offices as referred to in section (1) shall be set forth under the statutory regulation.

## **CHAPTER VI**

### **WORKING PROCEDURE**

#### **Article 26**

In performing their duties, the officials within the Technical Implementer Unit of



metrological affairs field are obliged to apply the coordination, integration and synchronization principles both within their respective environment and between organizational units within the Ministry as well as with the other instances beyond the Ministry according to their respective duty.

#### **Article 27**

Each leader of organizational unit is responsible for leading and coordinating their respective subordinates and providing guidance and instructions for the implementation of subordinates' duties.

#### **Article 28**

Each leader of organizational unit is obliged to observe and abide by the instructions and responsible to their respective superior and submit periodical report in time.

#### **Article 29**

Each leader of organizational unit is obliged to process reports from their subordinates and use them as the material for composing further report and providing instructions to the subordinates.

#### **Article 30**

In submitting a report to the superior, cc of the report must be forwarded also to the other organizational units which in functional term have a working relationship with.

#### **Article 31**

In performing his/her duty, each leader of organizational unit is assisted by the leaders of organizational units under him/her and in the context of providing guidance to their respective subordinates is obliged to hold a periodical meeting.



### **Article 32**

Each leader of organizational unit is obliged to supervise their respective subordinates and in the event of a deviation, is obliged to take necessary steps according to the applicable statutory regulation.

## **CHAPTER VII**

### **TRANSITIONAL PROVISIONS**

#### **Article 33**

When this Ministerial Regulation commences in effect, the holders of structural offices at Technical Implementer Units within the Trade Ministry, are declared as retaining their offices as long as it is not stipulated yet a Ministerial decree on the appointment and termination of new structural officials at Technical Implementer Units in the field of metrological affairs within the Trade Ministry based on the provisions of this Ministerial Regulation.

## **CHAPTER VIII**

### **CLOSING PROVISIONS**

#### **Article 34**

Any amendment to the organizational composition and working procedure of UPT in the field of metrological affairs shall be stipulated by the Trade Minister upon obtaining a prior written approval from the Minister responsible for state apparatus efficient use and bureaucracy reformation sector.

#### **Article 35**

By the effective enactment of this Ministerial regulation:

1. The Trade Minister's Regulation Number 27/M-DAG/PER/12/2005 concerning



the Organization and Working Procedure of Laboratory Center of Measuring Unit National Standard;

2. The Trade Minister's Regulation Number 28/M-DAG/PER/12/2005 concerning the Organization and Working Procedure of Testing Center On Measuring, Dosage, Weighing Devices And Their Outfits;
3. The Trade Minister's Regulation Number 29/M-DAG/PER/12/2005 concerning the Organization and Working Procedure of Legal Metrology Standardization Center as Amended by the Trade Minister's Regulation Number 44/M-DAG/PER/2/2006

are revoked and stated as null and void.

### **Article 36**

This Regulation of Minister shall become effective as of the stipulation date.

For public cognizance, it is ordered to promulgate this Regulation of Minister by publish in the State Gazette of the Republic of Indonesia.

Stipulated in Jakarta

On November 19, 2010

**MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA**

**MARI ELKA PANGESTU**

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Translated from Indonesian Language  
Jakarta, September 5, 2011  
Authorized and Sworn Translator,

FIKRI SAID OBEID

