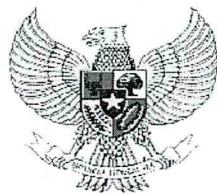

AUTHORIZED TRANSLATION



Minister of Trade of the Republic of Indonesia

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

NUMBER : 10/M-DAG/PER/3/2010

**REGARDING
DESCRIPTION OF DUTIES OF THE INDONESIAN TRADE PROMOTION
CENTER ABROAD**

BY THE GRACE OF ALLAH THE ONE SUPREME GOD

THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA,

- Considering** :
- a. That in the framework of increasing the export of non oil and gas goods and services, it is necessary to carry out the activities of promotion, market penetration, market information service, and business advocacy, which are implemented by the Indonesian Trade Promotion Center abroad;
 - b. that in the framework of implementing the activities as meant in letter a, it is necessary to improve the performance of the Indonesian Trade Promotion Center abroad;
 - c. that to improve the performance as meant in letter b, it is necessary to draw up the description of duties of the Indonesian Trade Promotion Center abroad;
 - d. that based on the considerations as meant in letter a.



letter b, and letter c, it is necessary to enact the Regulation of the Minister of Trade;

In view of

- :
1. Presidential Decree Number 108 of 2003 concerning the Organization of the Representative of the Republic of Indonesia abroad;
 2. Presidential Regulation Number 10 of 2005 concerning the Organization Unit and Duties of Echelon I of the State Ministries of the Republic of Indonesia as has been several times amended and latest with the Presidential Regulation Number 50 of 2008;
 3. Presidential Regulation Number 47 of 2009 Concerning the Formation and Organization of the State Ministries;
 4. Presidential Decree Number 84/P of 2009 concerning the Establishment of the United Indonesian Cabinet II;
 5. Joint Decree of the Minister of Foreign Affairs and Minister of Trade and Cooperative Number SKB 1016/OR/VII/82/01 and Number 246/KPB/VII/82, concerning the Organization and Work Method of the Indonesian Trade Promotion Centre at the Representative of The Republic of Indonesia abroad;
 6. Regulation of the Minister of Trade Number 01/M-DAG/PER/3/2005 concerning the Organization and Work Method of the Department of Trade as has been several times amended and latest with the Regulation of the Minister of Trade Number 24/M-DAG/PER/6/2009;



HAS DECREED

**To stipulate : REGULATION OF THE MINISTER OF TRADE
CONCERNING THE DESCRIPTION OF DUTIES OF THE
INDONESIAN TRADE PROMOTION CENTER ABROAD**

Article 1

In this Regulation of the Minister what is meant by:

1. Indonesian Trade Promotion Center) Abroad, hereinafter referred to as IPTC, is the technical executive element, which is part of the representative of the Republic of Indonesia abroad.
2. Market Intelligence is a systematic activity process consisting of the collection, processing, and analysis of data and information related to specific actual issues on the consumers, competitors, markets, change of trend, policies, and new products at the market that can show threats and or opportunities for the export of Indonesia.
3. Market Brief is the data and information on the potential market for the Indonesian potential products in the accredited country in general (macro).
4. Market Survey is the systematic activity process consisting of the collection, processing and analysis of data and information on the potential market for the Indonesian potential products in the accredited country on the micro scale.
5. Trade Mission is the export promotion activities in form of business visits accompanied by Indonesian entrepreneurs to the export destination countries in the framework of enhancing the trade and investment relationship.
6. Purchase Mission is the visit of buyers or importers to Indonesia in the framework of conducting business activities.
7. Market Mission is the export promotion activities in form of business visits accompanied by Indonesian entrepreneurs which are more commercial.
8. Permanent Trade Display (PTD) is the trade promotion activity conducted at a certain place.



Article 2

- (1) ITPC is a non-profit government institution.
- (2) ITPC is administratively under the guidance of the Secretariat General of the Department of Trade and substantively under the guidance of the Head of the National Export Development Board of the Department of Trade, Director General of International Trade Cooperation of the Department of Trade, and the Director General of Foreign Trade of the Department of Trade.

Article 3

- (1) ITPC is assigned to carry out the technical implementation of the trade promotion activities abroad in the framework of enhancing the export of commodities and services other than oil and gas.
- (2) In the framework of enhancing the export as meant in paragraph (1), the implementation of duties is carried out through the market expansion and trade promotion abroad, which include the Market Penetration, Market Information Service, Promotion, Market Intelligence, and Service to the Business World.

Article 4

In performing the main duties as meant in paragraph 2, ITPC implements the following functions:

- a. marketing the Indonesian export commodities abroad;
- b. providing information on the marketing of Indonesian export commodities;
- c. making efforts for the establishment of cooperation between Indonesian entrepreneurs and entrepreneurs in its work area;
- d. assists Indonesian entrepreneurs in marketing their commodities in its work area;
- e. making efforts for the enhancement of promotion activities; and
- f. making efforts for the market penetration activities.

Article 5

In performing the main duties and functions as meant in Article 3 and Article 4, ITPC carries out the:



- a. Market penetration, through:
 - 1. Establishment of business contacts;
 - 2. Guidance and expansion of the business network; and
 - 3. Handling of inquiries;
- b. Market information service, through:
 - 1. Implementing the market intelligence;
 - 2. Providing the market analysis;
 - 3. Providing the market brief;
 - 4. Providing the market survey results;
 - 5. Providing the importer and exporter data; and
 - 6. Developing the national export database;
- c. Export promotion, through:
 - 1. participation in international trade exhibitions;
 - 2. participation in the implementation of other trade exhibition promotions or special trade exhibitions (in-store promotion, Indonesian Day, cooperating with the local Chamber of Commerce);
 - 3. supporting trade exhibition promotions that are organized in Indonesia;
 - 4. organizing Trade Mission activities and receiving Purchase Missions;
 - 5. organizing Marketing Missions;
 - 6. organizing the Permanent Trade Display (PTD); and
 - 7. organizing the catalogue display;
- d. Service to the business world, through:
 - 1. Business Advocacy;
 - 2. Business consultations to exporters and importers in the accredited countries; and
 - 3. Negotiation assistance to exporters;
- e. Implementing the Business Intelligence;
- f. Observing trade policies and important issues related to trade in the accredited countries; and
- g. Preparing the work program and administration and financial order management in accordance with the provisions of the legislative regulations.



Article 6

In the framework of providing guidance to ITPC, as meant in Article 2 paragraph (2), the Secretariat General of the Department of Trade, National Export Development Board of the Department of Trade, Directorate General of International Trade Cooperation of the Department of Trade, and Directorate General of Foreign Trade of the Department of Trade, provide the supervision and make the evaluation on the implementation of the main duties and functions as meant in Article 3 and Article 4.

Article 7

- (1) The ITPC Budget is prepared based on the performance based budget according to the programs and activities.
- (2) The Budget Plan, as meant in the above paragraph (1), is submitted to the Secretary General of the Department of Trade through the Financial Bureau and Planning Bureau in order to draw up the Budget Work Plan – Ministry/Institution (RKA-KL) in accordance with the provisions of the legislative regulations.
- (3) The operational Budget for the implementation of duties of ITPC is charged on the Budget Request Fill Out List (DIPA) of the Secretariat General of the Department of Trade Representative Abroad.

Article 8

The Secretary General of the Department of Trade, acting as the Budget Use Authority / Commodity Use Authority, may appoint and determine the financial management in accordance with the legislative regulations.

Article 9

- (1) The Head of ITPC is determined as the Commitment Preparing Official.
- (2) The Commitment Preparing Official, Claim Testing Official, Payment Order Signing Official, and Expenditure Treasurer are determined by the Budget Use Authority.

Article 10

- (1) The Head of ITPC is responsible for the management of the State Owned



Finances and Commodities in accordance with the provisions of the legislative regulations.

- (2) The Report on State Owned Finances and Commodities is periodically submitted every month by referring to the Government Accounting System and State Owned Commodities Accounting System to the Minister of Trade through the Secretary General of the Department of Trade.

Article 11

- (1) The Head of ITPC is required to submit the monthly and annual reports to the Minister of Trade through the Secretary General of the Department of Trade with copies to the Echelon I Officials within the circles of the Department of Trade.
- (2) In addition to the report as meant in paragraph (1) and if needed, the Head of ITPC should submit the report according to the need.
- (3) The report as meant in paragraph (1) is submitted not later than the 10th day of the following month.

Article 12

All costs that are spent for the implementation of this Regulation of the Minister are charged to the State Budget at the Secretariat General of the Department of Trade.

Article 13

At the time this Regulation of the Minister commences effective, the Decree of the Minister of Trade and Industry Number 518/MPP/Kep/8/2003 concerning the Clarification of Duties and Functions of the Indonesian Trade Promotion Centre is revoked and declared inapplicable.

Article 14

Further provisions on the implementation of the Regulation of the Minister are determined by the Secretary General of the Department of Trade.



Article 15

This Regulation of the Minister commences effective on the date of its enactment.

To be known by all men, instructs the enactment of this Regulation of the Minister by its placement in the State Gazette of the Republic of Indonesia.

Stipulated in Jakarta

On : March 4, 2010

MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA,

signed

MARI ELKA PANGESTU

Copy corresponds with the original

Secretary General

Ministry of Trade

Head of Legal Bureau,



WIDODO

Translated from Indonesian Language
Jakarta, October 26, 2010
Authorized and Sworn Translator,

FIKRI SAID OBED

