

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

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

BY THE GRACE OF THE ALMIGHTY GOD

THE MINISTER OF TRADE OF THE REPUBLIC OF INDONESIA,

- Considering :
- a. that to ensure consumer protection towards safety, health, and security, and living environment function preservation, and inter acknowledgment efforts with other country, as well as to increase healthy business competition, Regulation of the Minister of Trade Number 14/M-DAG/PER/3/2007 concerning Standardization of Trade Field Services and Supervision towards Traded Goods and Services has been stipulated as amended lastly with Regulation of the Minister of Trade Number 72/M-DAG/PER/9/2015;
  - b. that Regulation of the Minister of Trade as intended in letter a in its development needs to be conducted completion and adjustment with arrangement of standardization of trade field services and pre market supervision towards the goods that has been applied with Indonesia National Standard and/or Technical Requirements obligatorily;
  - c. that based on considerations as intended in letter a and letter b, it is necessary to stipulate Regulation of the Minister of Trade concerning Trade Field Standardization;

In View of : 1. Law Number 7 of 1994 concerning Legalization of Agreement Establishing The World Trade Organization (State Gazette of the



- Republic of Indonesia of 1994 Number 57, Supplementary State Gazette of the Republic of Indonesia Number 3564);
2. Law Number 10 of 1995 concerning Customs (State Gazette of the Republic of Indonesia of 1995 Number 75, Supplementary State Gazette of the Republic of Indonesia Number 3612) as amended with Law Number 17 of 2006 (State Gazette of the Republic of Indonesia of 2006 Number 93, Supplementary State Gazette of the Republic of Indonesia Number 4661);
  3. Law Number 8 of 1999 concerning Consumer Protection (State Gazette of the Republic of Indonesia of 1999 Number 22, Supplementary State Gazette of the Republic of Indonesia Number 3821);
  4. Law Number 13 of 2003 concerning Manpower Affairs (State Gazette of the Republic of Indonesia of 2003 Number 39, Supplementary State Gazette of the Republic of Indonesia Number 4279);
  5. Law Number 39 of 2008 concerning the State Ministry (State Gazette of the Republic of Indonesia of 2008 Number 166, Supplementary State Gazette of the Republic of Indonesia Number 4916);
  6. Law Number 3 of 2014 concerning Industry (State Gazette of the Republic of Indonesia of 2014 Number 4, Supplementary State Gazette of the Republic of Indonesia Number 5492);
  7. Law Number 7 of 2014 concerning Trade (State Gazette of the Republic of Indonesia of 2014 Number 45, Supplementary State Gazette of the Republic of Indonesia Number 5512);
  8. Law Number 20 of 2014 concerning Standardization and Evaluation of Conformity (State Gazette of the Republic of Indonesia of 2014 Number 216, Supplementary State Gazette of the Republic of Indonesia Number 5584);
  9. Law Number 23 of 2014 concerning Regional Government (State Gazette of the Republic of Indonesia of 2014 Number 244, Supplementary State Gazette of the Republic of Indonesia Number 5587);
  10. Governmental Regulation Number 102 of 2000 concerning National Standardization (State Gazette of the Republic of Indonesia of 2000



Number 199, Supplementary State Gazette of the Republic of Indonesia Number 4020);

11. Governmental Regulation Number 23 of 2004 concerning Profession Certification National Agency (State Gazette of the Republic of Indonesia of 2004 Number 78, Supplementary State Gazette of the Republic of Indonesia Number 4408);
12. Governmental Regulation Number 31 of 2006 concerning National Working Training System (State Gazette of the Republic of Indonesia of 2006 Number 67, Supplementary State Gazette of the Republic of Indonesia Number 4367);
13. Presidential Decree Number 78 of 2001 concerning National Accreditation Committee;
14. Presidential Decree Number 121/P of 2014 concerning the Establishment of Ministry and Appointment of Working Cabinet Ministers Year 2014-2019;
15. Presidential Decree Number 79/P of 2015 concerning Reshuffle of Some Working Cabinet State Ministers Year 2014 – 2019;
16. Presidential Regulation Number 8 of 2012 concerning Indonesia National Qualification Frame;
17. Presidential Regulation Number 7 of 2015 concerning State Ministry Organization;
18. Presidential Regulation Number 48 of 2015 concerning Trade Ministry;
19. Regulation of the Minister of Trade Number 20/M-DAG/PER/5/2009 concerning Provisions and Procedures for Goods and/or Services Supervision;
20. Regulation of the Minister of Trade Number 53/M-DAG/PER/9/2014 concerning Trade Integrated Services;
21. Regulation of the Minister of Trade Number 73/M-DAG/PER/9/2015 concerning Obligation of Label Attachment In Bahasa Indonesia On Goods;
22. Regulation of the Minister of Trade Number 8/M-DAG/PER/2/2016 concerning Organization and Administration of Trade Ministry.



HAS DECIDED:

To stipulate : REGULATION OF THE MINISTER OF TRADE CONCERNING  
TRADE FIELD STANDARDIZATION.

CHAPTER I  
GENERAL PROVISIONS

Article 1

In this Regulation of Minister referred to:

1. Standard shall be technical requirements or something standardized, includes procedures and methods arranged based on consensus of all related parties/government/international decisions, by taking note of safety, security, health, living environment, scientific and technology development, experience requirements, as well as current and future development to obtain benefits as many as possible.
2. Indonesia National Standard, hereinafter abbreviated as SNI, shall be Standard applied by National Standard Agency and applicable in the territory of the Republic of Indonesia.
3. Technical requirements shall be some of SNI parameters and other Standards.
4. Personal Qualification or Competence shall be working ability formulation including aspects of knowledge, skill, and/or expertise as well as standardized working attitude, includes classification of ability level.
5. Accreditation shall be formal acknowledgment activity series declaring that an institute, institution or laboratory has competence as well as entitled to conduct conformity evaluation.
6. National Accreditation Committee hereinafter abbreviated as KAN, shall be nonstructural institution that having duty and responsibility in the accreditation field of conformity evaluation institution.
7. Competence Standard Committee of Trade Sector hereinafter referred to Committee shall be institution established by Minister that administering governmental affairs in the field of trade in the event of assisting Personal Qualification or Competence development in trade or business field sector that becomes its responsibility.



8. Goods shall be every thing, either shaped or unshaped, movable or immovable, spendable or non spendable, and can be traded, used, or utilized by consumer or business doer.
9. Services shall be every service and working performance in the form work or the achieved working outcome, traded by one party to another one in public to be used by consumer or business doer.
10. Producer shall be individual, institution or corporation either in the form of corporate or non corporate that producing Goods to be traded.
11. Import shall be activity of inserting Goods into Customs Area.
12. Importer shall be individual, institution or corporation either in the form of corporate or non corporate that conducting Import.
13. Technical document shall be a set of document showing that an item has been in accordance with provisions approved in bilateral and/or regional agreement.
14. Market shall be economy institution where buyer and seller meet, either directly or indirectly, to conduct trade transaction of Goods and/or Services.
15. Business Doer shall be every individual or corporation, either in the form of corporate or non corporate that established and located or conducts activity in territory of the Republic of Indonesia, either independently or jointly through agreement administers business activity in various economy fields.
16. SNI Sign Utilization Product Certificate, hereinafter referred to SPPT SNI shall be certificate issued by product certification institution to producer that able to produce Goods and/or Services in accordance with SNI requirements.
17. Conformity Certificate shall be certificate issued by product certification institution to Producer that able to produce Goods and/or Services in accordance with Technical Requirements and/or other Standards.
18. Conformity Evaluation Institution, hereinafter abbreviated as LPK shall be Product Certification Institution that issuing SPPT SNI and/or Conformity Certificate.



19. SNI sign shall be certification sign stipulated by National Standardization Agency to declare to have fulfilled SNI requirements.
20. Conformity Sign shall be certification sign other than SNI Sign that declaring to have fulfilled requirements of based-Technical Requirements, Qualification or other Standard, stipulated by ministry and/or non ministerial governmental institution or stipulated based on inter acknowledgement agreement between international legal subjects.
21. Product Registration Number, hereinafter abbreviated as NRP, shall be identity given to domestic production Goods that have been applied with SNI and/or Technical Requirements obligatorily, and used as Goods quality search instrument.
22. Goods Registration Number, hereinafter abbreviated as NPB, shall be identity given to Imported Goods that have been applied with SNI and/or Technical Requirements obligatorily and used as Goods quality search instrument.
23. Technical Instance Leader shall be state minister, the minister heading ministry, or non ministerial governmental institution leader being responsible for standardization activity in its authority scope.
24. Minister shall be minister administering governmental affairs in the field of trade.

## CHAPTER II SCOPE

### Article 2

- (1) Standardization arrangement scope of trade field includes:
  - a. SNI formulation and stipulation, Technical Requirements and/or Personal Qualification or Competence of trade field Services;
  - b. SNI implementation and application, Technical Requirements and/or Personal Qualification or Competence of trade field Services obligatorily;
  - c. pre market supervision for Goods that have been applied with SNI and/or Technical Requirements obligatorily;



- d. LPK registration; and
  - e. standardization assistance of trade field.
- (2) Trade field Services as intended in paragraph (1) letter a include business services, distribution services and other trade field services.
- (3) SNI Formulation, stipulation, application, and implementation, Technical Requirements and/or Personal Qualification or Competence of trade field Services obligatorily as intended in paragraph (1) letter a and letter b are conducted in accordance with provisions of laws and legislations.

CHAPTER III  
STANDARDIZATION FOR GOODS AND SERVICES  
OF TRADE FIELD

First Part  
Goods Standardization

Article 3

SNI formulation, re-analysis, and revision towards Goods are conducted by technical committee in accordance with provisions of laws and legislations.

Article 4

For national interest related to aspects of safety, health, security, and environment, Minister can formulate and/or apply SNI and/or Technical Requirements obligatorily.

Article 5

- (1) Goods that have been applied with SNI and/or Technical Requirements obligatorily by technical ministry as well as being notified to World Trade Organization, before being imported for foreign Goods, and for domestic production Goods before the aforesaid Goods are traded, it must be registered to Directorate of Standardization and Quality Control of Trade Ministry.



- (2) Registration as intended in paragraph (1) is conducted in the event of pre market supervision by issuing NRP for domestic production Goods and NPB for imported Goods.
- (3) Business Doer that trading Goods as intended in paragraph (1) is obliged to have NRP for domestic production Goods and NPB for imported Goods.

#### Article 6

Producer or Importer is obliged to be responsible for Goods quality consistency that applied with SNI and/or Technical Requirements obligatorily or SNI applied voluntarily.

#### Article 7

- (1) Business Doer is prohibited to trade Goods that does not fulfill SNI and/or Technical Requirements that has been applied obligatorily.
- (2) Business Doer as intended in paragraph (1) is obliged to have SPPT SNI copy or Conformity Certificate upon Goods traded from Producer, Importer, or the intended Goods supplier.
- (3) SPPT SNI copy or Conformity Certificate upon the traded Goods as intended in paragraph (2) can be used as proof that Producer or Importer has produced or imported Goods that has fulfilled SNI and/or Technical Requirements being applied obligatorily.

#### Article 8

- (1) Imported Goods that does not fulfill SNI Requirements and/or Technical Requirements that applied obligatorily which is situated in Customs Area, is obliged to be re-exported or destroyed by Business Doer.
- (2) Goods re-exportation or destruction implementation as intended in paragraph (1) is in accordance with provisions of laws and legislations in the field of Customs affairs.

#### Article 9



- (1) In the event of goods quality consistency search is conducted post audit through sampling towards Goods that being issued NRP and NPB.
- (2) Sampling as intended in paragraph (1) is conducted in Goods storage or Business Doer's warehouse.
- (3) Director of Standardization and Quality Control periodically or from time to time assigns sampling officer to conduct sampling as intended in paragraph (1).
- (4) In the case of needed, Director of Standardization and Quality Control can coordinate with Director of Circulating Goods and Services Supervision to assign supervising officer to conduct sampling as intended in paragraph (1).

#### Article 10

- (1) Business Doer that trading Goods is obliged to know supplier's identity of the traded goods.
- (2) Goods supplier's identity as intended in paragraph (1) at least contains complete name and address of producer, importer, distributor, sub-distributor, or other suppliers.

#### Article 11

Business Doer that producing or importing Goods regulated in bilateral and/or regional agreement in standardization field, is obliged to store technical documents in the form of softcopy and/or hardcopy with storage time in accordance with provisions in the aforesaid agreement.

### Second Part

#### Standardization of Trade Field Services

#### Article 12

- (1) SNI formulation, re-analysis, and revision of trade field Services are conducted by technical committee of trade field Services coordinated with Directorate of Standardization and Quality Control.



- (2) Technical Committee as intended in paragraph (1) is stipulated by the Head of National Standardization Agency based on proposal delivered by Director of Standardization and Quality Control.
- (3) In the case of needed, technical Committee can establish technical subcommittee.

#### Article 13

Director of Standardization and Quality Control delivers result of SNI formulation, re-analysis, and revision of trade field Services to National Standardization Agency to be stipulated as SNI.

#### Article 14

- (1) Formulation, development, observation and re-analysis for Personal Qualification or Competence of trade field Services are conducted by Committee that established by Minister.
- (2) Committee as intended in paragraph (1) is led by Director General of Consumer Protection and Trade Compliance with members consist of Echelon II official of the Trade Ministry in accordance with its duty and function.
- (3) Committee as intended in paragraph (1) establishes secretariat to conduct technical duty and administrative.
- (4) Committee Secretariat as intended in paragraph (3) is led by Echelon II official with its duty and function to handle standardization.

#### Article 15

- (1) Committee as intended in Article 14 has roles and functions including:
  - a. Master Plan arrangement for Personal Qualification or Competence Development;
  - b. establishment of formulating team and Personal Qualification or Competence verification team;
  - c. arrangement proposal evaluation of Personal Qualification or Competence;



- d. development of Personal Qualification or Competence;
  - e. implementation of pre-convention and design convention of Personal Qualification or Competence; and
  - f. observation and re-analysis of Personal Qualification or Competence.
- (2) In the case of Committee conducts pre-convention and Design convention function of Personal Qualification or Competence as intended in paragraph (1) letter e, its implementation is conducted by Committee member that initiatives Personal Qualification or Competence in accordance with its field.

#### Article 16

Formulation, development, observation and re-analysis for Personal Qualification or Competence of trade field Services are conducted in accordance with provisions of laws and legislations.

#### Article 17

The stipulated SNI, Technical Requirements and/or Personal Qualification or Competence of trade field Services can be applied obligatorily by Minister in accordance with provisions of laws and legislations.

#### Article 18

Supervision provisions and procedures towards Goods or Services that have been applied with SNI, Technical Requirements, and/or Personal Qualification or Competence of trade field Services obligatorily by Minister or related Technical Instance Leader, or stipulated voluntarily, are regulated in Regulation of Minister concerning supervision provisions and procedures of circulating Goods and services.

### CHAPTER IV PRE MARKET SUPERVISION

First Part  
General



#### Article 19

Supervision towards domestic production Goods or import applied with SNI and/or Technical Requirements obligatorily as intended in Article 5 is conducted through pre market supervision and in market supervision.

#### Article 20

- (1) Pre Market Supervision as intended in Article 19 is excepted towards processed food, medicine, cosmetics, and medical tools.
- (2) Pre Market Supervision towards processed food, medicine, cosmetics and medical tools as intended in paragraph (1) is conducted by ministry/non ministerial governmental institution in accordance with provisions of laws and legislations.

#### Article 21

- (1) In the event of information search and supervision implementation towards Goods applied with SNI and/or Technical Requirements obligatorily, utilization of coding system, like barcode can be applied.
- (2) Further provisions concerning coding system utilization as intended in paragraph (1) are regulated with Regulation of Minister.

### Second Part

#### Procedures To Obtain NRP and NPB

#### Article 22

- (1) To obtain NRP as intended in Article 5 paragraph (2), Producer must propose request to Director of Standardization and Quality Control with format and complete requirement documents as attached in Appendix I of this Regulation of Minister.
- (2) Registration request to obtain NRP as intended in paragraph (1) is delivered directly, or through online if it has been applied.



### Article 23

- (1) In the case of request to obtain NRP as intended in Article 22 paragraph (1) is complete and correct, Director of Standardization and Quality Control issues NRP maximum 3 (three) working days as from the date of the request is accepted, using format as attached in Appendix II of this Regulation of Minister.
- (2) In the case of request to obtain NRP as intended in Article 22 paragraph (1) is not complete and/or correct, Director of Standardization and Quality Control issues refusal letter maximum 2 (two) working days as from the date of the request is accepted, using format as attached in Appendix III of this Regulation of Minister.
- (3) The rejected NRP request as intended in paragraph (2) can be re-proposed in accordance with requirements stipulated in this Regulation of Minister.
- (4) The issued NRP as intended in paragraph (1) or refusal letter as intended in paragraph (2), is delivered to Producer with copy to Director of Circulating Goods and Services Supervision as well as local Head of provincial Department specifying in trade field.

### Article 24

- (1) Producer that terminating Goods production activity as attached in NRP must propose NRP revocation request to Director of Standardization and Quality Control.
- (2) NRP revocation request as intended in paragraph (1) must be proposed to Director of Standardization and Quality Control maximum 3 (three) months as from the aforesaid Goods are not produced.
- (3) Towards request as intended in paragraph (1), Director of Standardization and Quality Control issues NRP revocation letter.

### Article 25

In the case of Director of Standardization and Quality Control is hindered to issue NRP or refusal letter, the aforesaid NRP or refusal



letter issuance is conducted by official which is appointed by Director General of Consumer Protection and Trade Compliance.

#### Article 26

Importer that conducting Goods importation that has been applied with SNI and/or Technical Requirements obligatorily, is obliged to have NPB before Goods enters Customs Area.

#### Article 27

- (1) To obtain NPB as intended in Article 5 paragraph (2) Importer must propose request to obtain NPB to Director of Standardization and Quality Control with format and complete requirement documents as attached in Appendix IV of this Regulation of Minister.
- (2) Request to obtain NPB as intended in paragraph (1) is delivered directly, or through online if it has been applied.

#### Article 28

- (1) In the case of request to obtain NPB has been complete and correct, Director of Standardization and Quality Control issues NPB maximum 3 (three) working days as from the date of the request is accepted, using format as attached in Appendix V of this Regulation of Minister.
- (2) In the case of request to obtain NPB is not complete and/or correct, Director of Standardization and Quality Control issues refusal letter maximum 2 (two) working days as from the date of the request is accepted, using format as attached in Appendix IV of this Regulation of Minister.
- (3) The rejected request as intended in paragraph (2) can be re-proposed in accordance with requirements stipulated in this Regulation of Minister.
- (4) The issued NPB as intended in paragraph (1) or refusal letter as intended in paragraph (2), is delivered to Importer with copy to



Director of Circulating Goods and Services Supervision as well as Head of local Provincial Department specifying trade field.

- (5) The issued NPB as intended in paragraph (1) is forwarded online to Indonesia National Single Window (INSW) portal.

#### Article 29

In the case of Director of Standardization and Quality Control is hindered to issue NPB or refusal letter, the aforesaid NPB issuance or refusal letter is conducted by official which is appointed by Director General of Consumer Protection and Trade Compliance.

#### Article 30

Goods that obtained NRP or NPB can be publicized through official site of Trade Ministry and/or other media.

#### Third Part

#### NRP and NPB Attachment

#### Article 31

- (1) Business Doer that has obtained NRP or NPB is obliged to attach NRP or NPB on Goods and/or packaging before being traded.
- (2) NRP and NPB as intended in paragraph (1) are attached under SNI Sign completed with SNI number or other Conformity Signs as attached in Appendix VII and Appendix VIII of this Regulation of Minister.
- (3) NRP and NPB attachment along with SNI sign and SNI number or other conformity sign as intended in paragraph (1) and paragraph (2) are inseparable parts of label attachment obligation or signing in accordance with provisions of laws and legislations.
- (4) In the case of NRP and NPB are unable to be attached on Goods and/or packaging, Producer or Importer is obliged to submit NRP or NPB copy, and copy of SPPT SNI or other conformity certificate.
- (5) Business Doer that has SPPT SNI or conformity certificate for goods that unapplied with SNI and/or other technical requirements



obligatorily, can attach conformity sign, in accordance with provisions of laws and legislations.

#### Article 32

Business Doer is prohibited to attach NRP or NPB that does not belong to it on Goods and/or packaging.

#### Fourth Part

#### NRP and NPB Validity Period

#### Article 33

- (1) NRP and NPB validity period is in accordance with the applicable SPPT SNI, other conformity certificate or in accordance with provisions of laws and legislations.
- (2) Producer or Importer must renew NRP and NPB every time obtaining new SPPT SNI.

#### Fifth Part

#### NRP and NPB Information, Recapitulation, Publication

#### Article 34

Business Doer that has NRP and NPB is obliged to report every information changing attached in registration document maximum 3 (three) months as from the changing to Director of Standardization and Quality Control.

### CHAPTER V

### CONFORMITY EVALUATION INSTITUTION (LPK)

#### Article 35



LPK in this Regulation of Minister is domestic or foreign Product Certification Institution supported by testing laboratory and/or inspection institution.

#### Article 36

- (1) Domestic LPK must be accredited by KAN in accordance with its scope.
- (2) LPK as intended in paragraph (1) can conduct certification towards Goods that has been applied with SNI and/or Technical Requirements obligatorily, or applied voluntarily by Producer or Importer.
- (3) LPK which is unaccredited by KAN can conduct Conformity Evaluation in accordance with its scope, if it is appointed by related technical instance.
- (4) The appointed LPK as intended in paragraph (3) must already be accredited by KAN maximum 2 (two) years after being appointed.

#### Article 37

- (1) LPK as intended in Article 35 must be registered in Directorate of Standardization and Quality Control using registration request format as attached in Appendix IX of this Regulation of Minister.
- (2) LPK registration requirements as intended in paragraph (1) are as follows:
  - a. copy of LPK establishment legality document;
  - b. copy of accreditation certificate or appointment letter along with its scope;
  - c. list of laboratory in accordance with its scope;
  - d. copy of cooperation agreement between LSPro and Laboratory;
  - e. organizational structure and list of LPK personnel;
  - f. copy of product certificate sample; and
  - g. statement letter to keep technical documents in accordance with the time agreed in bilateral and/or regional agreement in the field of standardization, in softcopy and/or hardcopy for Goods that regulated in the aforesaid agreement, as from the agreement applied.



- h. LPK must ensure that its client attaches NRP and NPB on goods and/or packaging applied with SNI and/or Technical Requirements obligatorily by attaching the aforesaid client's statement letter.
- (3) Registration request to obtain LPK registration number as intended in paragraph (1) is through online if it has been applied.
- (4) LPK online registration procedures are stipulated by Director of Standardization and Quality Control.

#### Article 38

- (1) In the case of LPK registration request as intended in Article 37 paragraph (2) is complete and correct, Director of Standardization and Quality Control issues registration decision maximum 3 (three) working days as from the acceptance of request, using format as attached in Appendix X of this Regulation of Minister.
- (2) In the case of LPK registration request as intended in Article 37 paragraph (2) is not complete or correct, Director of Standardization and Quality Control issues refusal letter maximum 2 (two) working days as from the date of acceptance request, using format as attached in Appendix XI of this Regulation of Minister.
- (3) LPK as intended in paragraph (1) must sign LPK competence guarantee statement letter using format as attached in Appendix XII of this Regulation of Minister.

#### Article 39

- (1) Foreign LPK can conduct conformity evaluation towards Goods that applied with SNI and/or Technical Requirements obligatorily that will be exported to Indonesia, if it has been accredited by KAN or:
  - a. Accreditation Agency in the country of Goods origin; or
  - b. Accreditation Agency in other country;in which its country has possessed mutual acknowledgment agreement bilaterally with Indonesian Government.
- (2) LPK must be listed in Directorate of Standardization and Quality Control.
- (3) In the case of LPK conducts registration, Director of Standardization and Quality Control issues registration decision maximum 3 (three)



working days as from the aforesaid LPK registration date is accepted, using format as attached in Appendix X of this Regulation of Minister.

- (4) LPK registration is conducted in accordance with type of Goods to be imported based on agreement in contract and in accordance with provisions of laws and legislations.
- (5) Foreign LPK must sign statement letter for LPK competence guarantee using format as attached in Appendix XII of this Regulation of Minister.

#### Article 40

- (1) Foreign LPK can conduct conformity evaluation towards Goods applied with SNI and/or Technical Requirements obligatorily and will be exported to Indonesia, if it is registered by competent institution to Directorate of Standardization and Quality Control based on mutual acknowledgment mechanism regionally.
- (2) Registration is conducted by ministry/non ministerial governmental institution or other competent institutions.
- (3) In the case of Directorate of Standardization and Quality Control has accepted LPK list, Director of Standardization and Quality Control issues registration decision maximum 3 (three) working days as from the date of the aforesaid LPK list is accepted, using format as attached in Appendix X of this Regulation of Minister.
- (4) LPK registration is conducted in accordance with type of Goods to be imported based on agreement in contract and in accordance with provisions of laws and legislations.
- (5) Foreign LPK must sign statement letter for LPK competence guarantee using format as attached in Appendix XII of this Regulation of Minister.

#### Article 41

SPPT SNI and/or Conformity Certificate issued by LPK as intended in Article 36 paragraph (1) and Article 39 paragraph (1) used to fulfill



requirements to obtain NRP or NPB, at least contains information concerning:

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

#### Article 42

- (1) LPK as intended in Article 36 paragraph (1), Article 39 paragraph (1) and Article 40 paragraph (1) is obliged to store technical documents in the form of softcopy and/or hardcopy for Goods regulated in accordance with bilateral and/or regional agreement in the field of standardization that has been ratified with storage time in accordance with the aforesaid agreement, if the Agreement has been applied.
- (2) LPK as intended in paragraph (1) must also ensure that certificate applicant stores technical documents in the form of softcopy and/or hardcopy for Goods that regulated in accordance with bilateral and/or regional agreement in the field of standardization that has been ratified with storage time in accordance with the aforesaid agreement, if the Agreement has been applied.

#### Article 43

For the importance of verification or LPK performance complain follow up by public, Directorate of Standardization and Quality Control can ask for data, information and clarification concerning LPK to technical instance and/or related institution.



#### Article 44

The listed LPK can propose scope changing and/or addition to Directorate of Standardization and Quality Control using format as attached in Appendix XIII of this Regulation of Minister.

#### Article 45

- (1) LPK registration decision is given in accordance with the agreed scope and certification type.
- (2) Validity period of LPK Registration Decision as intended in paragraph (1):
  - a. in accordance with accreditation and can be lengthened through re-registration;
  - b. 2 (two) years or in accordance with provisions of laws and legislations for domestic LPK that is unaccredited by KAN appointed by related technical instance; or
  - c. in accordance with provisions in bilateral and/or regional agreement for foreign LPK.
- (3) Re-registration as intended in paragraph (2) is conducted using re-registration request format as attached in Appendix IX of this Regulation of Minister.

#### Article 46

Directorate of Standardization and Quality Control can conduct registered LPK performance evaluation through:

- a. verification, if any complain and/or finding of Goods which is inappropriate with SNI requirements and/or Technical Requirements;
- b. audit testimony conducted by KAN;
- c. special audit testimony or periodical supervision conducted by LPK;
- d. information request to instance/institution that conducting appointment; and
- e. information request to institution appointed for certificate acceptability and test result based on bilateral and/or regional agreement.



#### Article 47

- (1) In the case of evaluation result towards LPK performance as intended in Article 46 does not fulfill the required provisions, Directorate of Standardization and Quality Control revokes the concerned LPK registration decision in accordance with the violated scope, using format as attached in Appendix XIV of this Regulation of Minister.
- (2) LPK scope as intended in paragraph (1) can be reregistered minimum 2 (two) years after the date of registration decision revocation.

#### Article 48

- (1) Registered LPK is obliged to deliver report of issuance, prolongation, changing, freezing, activation and/or revocation of SPPT SNI and/or conformity certificate to Director of Standardization and Quality Control.
- (2) Report as intended in paragraph (1) is obliged to be delivered maximum 2 (two) working days as from the issuance date by attaching copy of SPPT SNI and/or conformity certificate as well as Goods and packaging photo from the certified Goods, except the aforesaid goods are not packaged.
- (3) In the case of processed food, cosmetic and medical tool products, report as intended in paragraph (1) must also be delivered to Director handling registration of medical tools in the Ministry of Health as well as Director that handling registration of processed food, medicine and cosmetics in National Food and Drug Agency in accordance with its authority.
- (4) Report as intended in paragraph (1) is delivered online if it has been applied.
- (5) Procedures to conduct online report are regulated further by Director of Standardization and Quality Control.

#### Article 49

Director of Standardization and Quality Control delivers information concerning freezing, activation and revocation of SPPT SNI and/or



Conformity Certificate as intended in Article 48 to Director of Circulating Goods and Services Supervision to be followed up in accordance with provisions of laws and legislations.

#### Article 50

In the case of LPK does not conduct issuance as intended in Article 48 paragraph (1), is obliged to deliver nil report at the latest in 1 (one) month.

#### Article 51

- (1) Directorate of Standardization and Quality Control revokes LPK registration decision in accordance with scope, if:
  - a. accreditation is cancelled;
  - b. proved not to fulfill requirements in accordance with provisions of laws and legislations; or
  - c. proved not to fulfill other requirements regulated based on international agreement or consensus.
- (2) SPPT SNI issuance by Conformity Evaluation Institution in which its registration has been revoked as intended in paragraph (1) cannot be used as NRP or NPB registration requirements.
- (3) In the case of LPK as intended in paragraph (1) its registration decision is revoked due to violation towards paragraph (1) letter b or letter c, Director of Standardization and Quality Control can give recommendation to KAN or authorized instance upon the aforesaid LPK performances in accordance with provisions of laws and legislations.

#### Article 52

- (1) LPK obtaining information from Directorate General of Consumer Protection and Trade Compliance that the products certified by the aforesaid LPK does not fulfill requirements, is obliged to conduct freezing of the aforesaid SPPT SNI and/or product Conformity Certificate freezing.
- (2) SPPT SNI and/or product Conformity Certificate freezing conducted based on information as intended in paragraph (1) is conducted maximum 5 (five) working days after receiving information.



- (3) LPK as intended in paragraph (1), is obliged to conduct special audit or time to time supervision.
- (4) Special audit or time to time supervision as intended in paragraph (3) is enclosed sampling in company, in warehouse and/or market towards Goods in which its SPPT SNI is frozen in accordance with information from Directorate General of Consumer Protection and Trade Compliance as intended in paragraph (1).
- (5) Special audit result as intended in paragraph (4) is in the form of audit result report enclosed with report of goods quality test result.
- (6) Special audit or time to time supervision and sampling as intended in paragraph (4) must already be completed within maximum 2 (two) months as from date of SPPT SNI freezing and/or Conformity Certificate.
- (7) In the case of special audit result or time to time supervision and sampling as intended in paragraph (5):
  - a. is in accordance with SNI and/or Technical Requirements, LPK reactivates SPPT SNI and/or Conformity Certificate as intended in paragraph (2);
  - b. is not in accordance with SNI and/or Technical Requirements, LPK gives time to client company to conduct repair act within maximum 6 (six) months as from the date of audit result.
- (8) If within 6 (six) months there is no repair act as intended in paragraph (7) letter b, LPK revokes SPPT SNI and/or Conformity Certificate of the aforesaid company.

#### Article 53

In the case of SPPT SNI and/or Conformity Certificate as intended in Article 52 paragraph (6) letter a is reactivated, Business Doer can propose new NRP or NPB issuance request in accordance with provisions in this Regulation of Minister.

#### Article 54

Activation of SPPT SNI frozen by LPK since the client is not willing to be conducted surveillance, can only be conducted based on audit result stating



that the produced or imported goods have fulfilled SNI and/or technical requirements applied obligatorily.

#### Article 55

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

### CHAPTER VI ASSISTANCE

#### Article 56

Directorate General and/or Provincial/Regency/City Regional Government that having duty and responsibility in the field of trade conducts assistance towards Business Doer and public through technical assistance, training, consultation, market analysis, promotion and/or dissemination in the field of standardization.

### CHAPTER VII SANCTION

#### Article 57

Business Doer violating provisions as intended in Article 5 paragraph (3), is imposed administrative sanction in the form of Goods withdrawal from Goods circulation and/or destruction.

#### Article 58

Business Doer that does not fulfill obligation as intended in Article 6, is imposed administrative sanction in the form of:

- a. Goods withdrawal from Goods circulation and/or destruction; and
- b. NRP or NPB revocation.

#### Article 59



- (1) Minister orders Business Doer as intended in Article 57 and Article 58 letter a to conduct Goods withdrawal from circulation.
- (2) Minister mandates goods withdrawal as intended in paragraph (1) to Director General of Consumer Protection and Trade Compliance.

#### Article 60

Business Doer trading Goods that does not fulfill SNI and/or Technical Requirements applied obligatorily as intended in Article 7 paragraph (1) is imposed administrative sanction in the form of written reprimand, prohibition of trading Goods, and/or business permit revocation.

#### Article 61

Business Doer that does not know Goods supplier's identity as intended in Article 10 paragraph (1), is imposed administrative sanction in the form of written reprimand, prohibition of trading Goods, and/or business permit revocation.

#### Article 62

- (1) Business Doer that does not attach NRP or NPB as intended in Article 31 paragraph (1) or does not include NRP or NPB copy and SPPT SNI copy or other conformity certificates on Goods and/or packaging as intended in Article 31 paragraph (4), is imposed administrative sanction in the form of prohibition to trade Goods before being completed with the possessed NRP or NPB.
- (2) Administrative sanction as intended in paragraph (1) is conducted upon order of Director General of Consumer Protection and Trade Compliance on behalf of Minister.
- (3) Should within 1 (one) month deadline Business Doer does not conduct sanction as intended in paragraph (1), is imposed sanction in the form of NRP or NPB freezing.

#### Article 63



Business Doer violating provisions as intended in Article 32 is imposed administrative sanction in the form of Goods withdrawal from circulation and prohibition to trade Goods.

#### Article 64

In the case of Business Doer obtains NRP and NPB by giving incorrect information, is imposed NRP or NPB revocation sanction.

#### Article 65

- (1) Business Doer that does not fulfill obligation as intended in Article 11 and Article 34, is imposed administrative sanction in the form of written warning from Director of Standardization and Quality Control.
- (2) Written warning as intended in paragraph (1) is given maximum 10 (ten) times in a row with 10 (ten) working day time limit.
- (3) Should within deadline as intended in paragraph (2), Business Doer ignores written warning, is imposed administrative sanction in the form of NRP or NPB freezing.
- (4) Frozen NRP or NPB as intended in paragraph (3) can be reactivated if Business Doer has fulfilled obligation as intended in Article 11 and Article 34.
- (5) In the case of Business Doer does not fulfill obligation as intended in paragraph (4) within maximum 14 working days as from date of NRP or NPB freezing, Director of Standardization and Quality Control revokes NRP or NPB as intended in paragraph (3).
- (6) NRP or NPB freezing and revocation as intended in paragraph (3) and paragraph (5) is notified in written to Business Doer.

#### Article 66

- (1) LPK that does not fulfill obligation of technical document storage as intended in Article 42 paragraph (1), is imposed administrative sanction in the form of written warning.
- (2) Written warning as intended in paragraph (1) is given maximum 2 (two) times in a row with 30 (thirty) working day time limit.
- (3) Should within deadline as intended in paragraph (2), LPK ignores written warning, is imposed administrative sanction in the form of LPK



registration revocation in accordance with its scope, using format as attached in Appendix XIV of this Regulation of Minister.

#### Article 67

- (1) Should within 1 (one) month LPK does not deliver report as intended in Article 48, is imposed administrative sanction in the form of written reprimand.
- (2) LPK as intended in paragraph (1) that ignores written reprimand in 1 (one) month for two times in a row is imposed sanction in the form of LPK registration revocation.

#### Article 68

LPK that does not conduct obligation as intended in Article 52 paragraph (1) is imposed administrative sanction in the form of written warning from Directorate of Standardization and Quality Control.

#### Article 69

LPK that does not conduct:

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

is imposed administrative sanction in the form of LPK registration revocation in accordance with the scope that is violated.

#### Article 70

Directorate of Circulating Goods and Services and/or Provincial/Regency/City Department that having duty and responsibility in the field of trade conducts observation towards withdrawal implementation for Goods from circulation and can coordinate with related technical instance.

### CHAPTER VIII

### OTHER PROVISIONS



#### Article 71

NRP or NPB issued based on SPPT SNI and/or Conformity Certificate from LPK that its registration has been revoked is declared to remain in effect until SPPT SNI and/or its Conformity Certificate validity period terminates.

#### Article 72

In the case of needed, Director General of Customer Protection and Trade Compliance can stipulate Technical Instructions to conduct this Regulation of Minister.

#### Article 73

Appendix I to Appendix XIV is inseparable part of this Regulation of Minister.

### CHAPTER IX TRANSITIONAL PROVISIONS

#### Article 74

NRP and NPB issued before this Regulation of Minister comes into effect remain in effect as of SPPT SNI or conformity certificate validity period terminates.

### CHAPTER X CLOSING PROVISIONS

#### Article 75

As this Regulation of Minister comes into effect, Regulation of the Minister of Trade Number 14/M-DAG/PER/2/2007 concerning Standardization of Trade Field Services and Obligation Indonesia National Standard (SNI) Supervision towards the Traded Goods and Services as amended lastly with Regulation of the Minister of Trade Number 72/M-DAG/PER/9/2015, shall be revoked and shall be declared null and void.



Article 76

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

For public cognizance, ordering the promulgation of this Ministerial Regulation in the Official Gazette of the Republic of Indonesia.

Stipulated in Jakarta

on 7 April 2016

THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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Secretariat General

The Ministry of Trade

Head of Legal Bureau,

LASMININGSIH



APPENDIX I  
REGULATION OF THE MINISTER OF TRADE OF RI  
NUMBER 24/M-DAG/PER/4/2016  
CONCERNING  
TRADE FIELD STANDARDIZATION

REQUEST FORMAT TO OBTAIN NRP

REQUEST FOR PRODUCT REGISTRATION NUMBER (NRP)

1. Name of Company : .....  
Address : .....  
.....  
.....  
Zip Code : .....  
Province : .....  
Phone/Fax : .....  
Email : .....
2. Name of Responsible person : .....  
Title : .....  
Phone/HP/Fax : .....  
Email : .....
3. Commodity : .....  
Type/kind : .....  
Trademark : .....  
Number and Title of SNI/  
Technical Requirements : .....  
Packaging Type : .....
4. Name of Factory : .....  
Address of Factory : .....  
.....
5. No. of SPPT SNI/  
Conformity Certificate : .....  
SPPT SNI/Conformity  
Certificate Validity Period : .....  
Name of LPK : .....



It is hereby delivered document completion as follows:

1.	Copy of Trade Business Permit;
2.	Copy of Company Registration Certificate;
3.	Copy of SPPT SNI or other conformity certificate legalized by issuing conformity evaluation institution;
4.	Statement letter to store technical document in accordance with time agreed in bilateral and/or regional agreement in the field of standardization in the form of softcopy and/or hardcopy for Goods regulated in the aforesaid agreement, as from the agreement is applied;
5.	Copy of Taxpayer Registration Number of company;
6.	Copy of Notary Act and corporate legalization for company in the form of corporate and deed of changing (if any) except individual company; and
7.	Design/photo of SNI sign, SNI Number and/or Technical Requirements as well as NRP placement on product and/or packaging.

Information of Marketing area:

No.	Province	Regency/City	Name of Distributor	Address (No. of Phone/HP)
1.				
2.				
...				
etc.				

The above documents are made truly, should it is proved incorrect we are willing to accept any sanction in accordance with provisions of laws and legislations.

Should our request is approved, we shall obey any obligation of Product Registration Number holder and applicable provisions related to Product Registration Number that we have among others:

1. To attach Product Registration Number on goods, packaging and/or label;
2. To report every changing to Directorate of Standardization and Quality Control;
3. To trade goods that fulfilling relevant SNI requirements;
4. To maintain Conformity Certificate status;
5. To obey all provisions and applicable regulations.

.....  
Applicant,

Name of  
Title

Note:

This registration request is delivered to Directorate of Standardization and Quality Control of the Trade Ministry, directly or through online if it has been applied.



THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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APPENDIX II  
 REGULATION OF THE MINISTER OF TRADE OF RI  
 NUMBER 24/M-DAG/PER/4/2016  
 CONCERNING  
 TRADE FIELD STANDARDIZATION

FORMAT OF PRODUCT REGISTRATION NUMBER

PRODUCT REGISTRATION NUMBER (NRP)

Product Registration Number below:  
 X X X - X X X - X X X X - X

Given to:

1. Name of Company : .....
- Address : .....
- Zip Code : .....
- Province : .....
- Phone/Fax : .....
- Email Address : .....

2. Commodity : .....
- Type/kind : .....
- Brand : .....
- Number and Title of SNI/ : .....
- Technical Requirements : .....
- No. of SPPT SNI/ : .....
- Conformity Certificate : .....
- SPPT SNI/Conformity : .....
- Certificate Validity Period : .....
- Name of LPK : .....

3. Address of Factory : .....
- Phone/Fax : .....
- Zip Code : .....
- Province : .....

This NRP is applicable as of .....and can be lengthened/frozen/revoked in accordance with the applicable provisions.

Jakarta, .....  
 Director of Standardization and Quality Control  
 (.....)  
 NIP.

Copy:

1. Director General of Consumer Protection and Trade Compliance
2. Director of Circulating Goods and Services Supervision
3. Head of Provincial Department\*) .....

Note: \*) Department that having duty and responsibility in the field of trade in factory.



THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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APPENDIX III  
REGULATION OF THE MINISTER OF TRADE OF RI  
NUMBER 24/M-DAG/PER/4/2016  
CONCERNING  
TRADE FIELD STANDARDIZATION

FORMAT OF REQUEST REFUSAL LETTER TO OBTAIN NRP

Number : Jakarta  
Appendix :  
Subject : Request Refusal The Honorable  
Company responsible person

Based on evaluation result towards Your request:

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

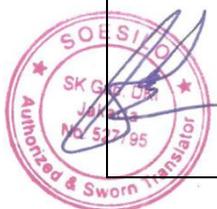
We hereby inform that Your request IS REJECTED by reasons as follows:

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

If You still intend to obtain NRP, You can propose new request by taking note of such refusal reasons.

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

(.....)  
NIP.



THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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APPENDIX IV  
REGULATION OF THE MINISTER OF TRADE OF RI  
NUMBER 24/M-DAG/PER/4/2016  
CONCERNING  
TRADE FIELD STANDARDIZATION

FORMAT OF REQUEST TO OBTAIN NPB

REQUEST FOR GOODS REGISTRATION NUMBER (NPB)

- I. 1. Name of Company/Importer: .....
2. Address : .....
- Zip Code : .....
3. No. of Phone/ No. of Fax : .....
4. E-mail : .....
5. API Number : .....
- II. 1. Name of Company : .....
- Responsible Person/  
    Importer : .....
2. Title of Responsible Person : .....
3. No. of Phone/No. of Fax : .....
4. E-mail : .....
- III. 1. Commodity : .....
2. Type/kind : .....
3. Trademark : .....
4. Number and Title of SNI/  
    Technical Requirements : .....
5. Packaging Type : .....
- IV. 1. Name of Factory : .....
2. Address of Factory : .....
3. Country : .....
- V. 1. No. of SPPT SNI/  
    Conformity Certificate : .....
2. SPPT SNI/Conformity  
    Certificate Validity Period : .....
3. Name of LPK : .....



Herewith delivered document completion as follows:

1.	Copy of Importer Identification Number (API);
2.	Copy of SPPT SNI or other Conformity Certificate in which its certification is maintained that proved with the newest valid sign date by leader of issuing Conformity Evaluation Institution;
3.	Design/photo of SNI sign, SNI Number and/or Technical Requirements as well as NRP placement on product and/or packaging.
4.	Statement letter to store technical document in accordance with time agreed in bilateral and/or regional agreement in the field of standardization in the form of softcopy and/or hardcopy for Goods regulated in the aforesaid agreement, as from the agreement is applied;

The above documents are made truly, should it is proved incorrect we are willing to accept any sanction in accordance with provisions of laws and legislations.

Should our request is approved, we shall obey any obligation of Product Registration Number holder and applicable provisions related to Goods Registration Number that we have among others:

1. To attach Goods Registration Number on goods, packaging and/or label;
2. To report every changing to Directorate of Standardization and Quality Control;
3. To trade goods that fulfilling relevant SNI requirements;
4. To maintain Conformity Certificate status;
5. To obey all provisions and applicable regulations.

.....  
Applicant,

sgd  
Name of  
Title

Note:

This registration request is delivered to Directorate of Standardization and Quality Control of the Trade Ministry, directly or through online if it has been applied.

THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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APPENDIX V  
 REGULATION OF THE MINISTER OF TRADE OF RI  
 NUMBER 24/M-DAG/PER/4/2016  
 CONCERNING  
 TRADE FIELD STANDARDIZATION

FORMAT OF GOODS REGISTRATION NUMBER (NPB)

GOODS REGISTRATION NUMBER (NPB)

Goods Registration Number for products with type 5 certification is below:

X    X    X - X    X    X - X    X    X    X    X    -    X

Given to:

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

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

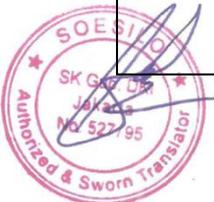
Jakarta, .....  
 Director of Standardization and Quality Control

(.....)  
 NIP.

Copy:

1. Director General of Consumer Protection and Trade Compliance
2. Director of Circulating Goods and Services Supervision
3. Head of Provincial Department\*) .....

Note: \*) Department that having duty and responsibility in the field of trade in importer's location.



GOODS REGISTRATION NUMBER (NPB)

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

X X X - X X X - X X X X - X

Given to:

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

This NPB is only applicable for the attached number of SPPT SNI/ Conformity Certificate.

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

(.....)  
NIP.

Copy:

1. Director General of Consumer Protection and Trade Compliance
2. Director of Circulating Goods and Services Supervision
3. Head of Provincial Department\*) .....

Note: \*) Department that having duty and responsibility in the field of trade in importer's location.

THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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The Ministry of Trade

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APPENDIX VI  
 REGULATION OF THE MINISTER OF TRADE OF RI  
 NUMBER 24/M-DAG/PER/4/2016  
 CONCERNING  
 TRADE FIELD STANDARDIZATION

FORMAT OF NPB REQUEST REFUSAL LETTER

Number : Jakarta  
 Appendix :  
 Subject : NPB Request Refusal The Honorable  
 Company responsible person/  
 Importer

Based on evaluation result towards Your request:

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

We hereby inform that Your request IS REJECTED by reasons as follows:

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

If You still intend to obtain NPB, You can propose new request by taking note of such refusal reasons.

Jakarta, .....  
 Director of Standardization and Quality Control  
 (.....)  
 NIP.



THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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The Ministry of Trade

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APPENDIX VII  
REGULATION OF THE MINISTER OF TRADE OF RI  
NUMBER 24/M-DAG/PER/4/2016  
CONCERNING  
TRADE FIELD STANDARDIZATION

PRODUCT REGISTRATION NUMBER ATTACHMENT PROCEDURES

**SNI \*)**

SNI number      x      x    -   x x x x - x x x x \*\*)  
NRP              x x x - x x x -   x x x x x x - x

Notes:

\*) Can be changed with Conformity Certificate in accordance with provisions of laws and legislations

\*\*\*) SNI Number for related products

Can also be written with SNI format "XXXX:XXXX"

THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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The Ministry of Trade

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APPENDIX VIII  
REGULATION OF THE MINISTER OF TRADE OF RI  
NUMBER 24/M-DAG/PER/4/2016  
CONCERNING  
TRADE FIELD STANDARDIZATION

GOODS REGISTRATION NUMBER ATTACHMENT PROCEDURES

**SNI \*)**

SNI number      x      x      -      x      x      x      x      -      x      x      x      x      \*\*)  
NPB              x      x      x      -      x      x      x      -      x      x      x      x      x      x      -      x

Notes:

- \*) Can be changed with Conformity Certificate in accordance with provisions of laws and legislations
- \*\*\*) SNI Number for related products  
Can also be written with SNI format "XXXX:XXXX"

THE MINISTER OF TRADE OF RI,

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APPENDIX IX  
 REGULATION OF THE MINISTER OF TRADE OF RI  
 NUMBER 24/M-DAG/PER/4/2016  
 CONCERNING  
 TRADE FIELD STANDARDIZATION

FORMAT OF LPK REGISTRATION REQUEST

REGISTRATION/RE-REGISTRATION REQUEST FORM  
 CONFORMITY EVALUATION INSTITUTION (LPK)/  
 PRODUCT CERTIFICATION INSTITUTION (LSPro)

Registration/re-registration request of Conformity Evaluation Institution (LPK)/Domestic/Foreign  
 Product Certification Institution (LSPro) \*) to conduct product certification in the event of Goods  
 supervision that has been applied with SNI and/or Technical Requirements obligatorily

NAME & ADDRESS OF APPLICANT:		NAME & TITLE OF CONTACT PERSON:	
PHONE NO.	FAX NO.	E-MAIL ADDRESS:	
NAME & ADDRESS OF CONFORMITY EVALUATION INSTITUTION:			
STANDARD & SPECIFICATION WITH ITS REGISTRATION WHICH IS REQUESTED: (If this column is not sufficient, please attached in additional sheets)			
Number and Title of SNI/Technical Requirements		Parameter/Specification	
SUPPORTING DOCUMENT APPENDIX:			
1.	Copy of LPK establishment legality documents;		
2.	Copy of accreditation certificate or appointment letter along with its scope;		
3.	Laboratory list in accordance with its scope;		
4.	Copy of cooperation agreement between LSPro and Laboratory;		
5.	Organizational structure and LPK personnel list;		
6.	Copy of product certificate sample; and		
7.	Statement letter to store technical documents in accordance with time agreed in bilateral and/or regional agreement in the field of standardization, in the form of softcopy and/or hardcopy for Goods regulated in the aforesaid agreement, as from the agreement has been applied.		
8.	LPK must ensure that its client attaches NRP or NPB on goods and/or packaging that applied with SNI and/or Technical Requirements obligatorily by attaching statement letter from the aforesaid client.		
AGREEMENT			
The applicant agreed to:			
i) Fulfill all appropriate conditions and requirements to conduct product certification based on technical regulation concerning the application of SNI and/or Technical Requirements obligatorily; and			
ii) Declare that Directorate of Standardization and Quality Control of the Trade Ministry is not responsible for all liabilities, damage, claim, cost and expenses arising as result of actions taken by Directorate of Standardization and Quality Control of the Trade Ministry in connection to registration			
Applicant's Signature & Date		Name and Title	Company Stamp

\* delete as applicable

Please deliver this form to:

**Directorate of Standardization and Quality Control, the Ministry of Trade**



THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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Secretariat General  
The Ministry of Trade  
Head of Legal Bureau,

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APPENDIX X  
REGULATION OF THE MINISTER OF TRADE OF RI  
NUMBER 24/M-DAG/PER/4/2016  
CONCERNING  
TRADE FIELD STANDARDIZATION

FORMAT OF LPK REGISTRATION DECREE

REGISTRATION DECREE  
DOMESTIC/FOREIGN CONFORMITY EVALUATION INSTITUTION (LPK)\*  
Number: .....

Given to :  
Name : (name of Conformity Evaluation Institution/LPK)  
Address : (name of Conformity Evaluation Institution/LPK)  
Responsible person :  
Title :

Has fulfilled registration requirements for Conformity Evaluation Institution stipulated in accordance with Regulation of the Minister of Trade No..... concerning .....

Directorate of Standardization and Quality Control of the Trade Ministry states that the above Conformity Evaluation Institution/Product Certification Institution, is registered with scope attached in Appendix A as well as fulfilled provisions and obligations poured in LPK Competence Guarantee Letter/Domestic/Foreign LSPro\*.

This Registration Decree Letter is in effect as of.....and can be lengthened/cancelled in accordance with the applicable provisions and regulations.

Jakarta,.....  
Director of Standardization and Quality Control  
  
(.....)  
NIP.

\* delete as applicable



Appendix A of Registration Decree for LPK/Domestic/Foreign LSPro\*

Number:

Registration Scope

Product	Technical Regulation (SNI Number/Technical Requirements)	Institution and Accreditation Number/Appointment Decree Letter Number	Accreditation/Appointment Letter Date

Jakarta, .....

Director of Standardization and Quality Control

(.....)

NIP.

\* delete as applicable

THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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APPENDIX XI  
REGULATION OF THE MINISTER OF TRADE OF RI  
NUMBER 24/M-DAG/PER/4/2016  
CONCERNING  
TRADE FIELD STANDARDIZATION

FORMAT OF LPK REGISTRATION REFUSAL LETTER

Number :	Jakarta, .....
Appendix :	
Subject : <u>Registration Refusal</u>	The Honorable Responsible Person Title Name of Conformity Evaluation Institution (LPK) Address Zip Code

Referring to your letter number.....date.....subject.....that we received on....., we hereby inform that your LPK/LSPro registration **is rejected**, by reasons as follows:  
.....  
.....

Thus we inform, thank you very much for your attention.

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

(.....)  
NIP.

Copy:

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

\* delete as applicable

THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

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The Ministry of Trade

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LASMININGSIH



APPENDIX XII  
REGULATION OF THE MINISTER OF TRADE OF RI  
NUMBER 24/M-DAG/PER/4/2016  
CONCERNING  
TRADE FIELD STANDARDIZATION

LPK COMPETENCE GUARANTEE STATEMENT LETTER

Statement Letter of Competence Guarantee for LPK/Domestic/Foreign LSPro\*

The undersigned declared that, we:

- a. Guarantee LPK/LSPro accreditation status maintenance (for the accredited); or Will propose accreditation request to KAN maximum 6 (six) months after registration (for the appointed LPK)
- b. Guarantee that product certification means is in accordance with procedures and provisions of laws and legislations.
- c. Willing to report to Directorate of Standardization and Quality Control towards each changing:
  - status of legal, commercial, organization or its accreditation;
  - key personnel;
  - address;;
  - things that affect conformity maintenance with criteria or requirements stipulated by Directorate of Standardization and Quality Control of the Trade Ministry.
- d. Obey any form of obligation and provision attached in laws and legislations.
- e. Understand any form of consequence upon violation towards competence guarantee statement that has been signed.

Signature:

Name :

Title :

\*Delete as applicable

THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

Copy conforms to the original

Secretariat General

The Ministry of Trade

Head of Legal Bureau,

LASMININGSIH



APPENDIX XIII  
 REGULATION OF THE MINISTER OF TRADE OF RI  
 NUMBER 24/M-DAG/PER/4/2016  
 CONCERNING  
 TRADE FIELD STANDARDIZATION

FORM OF SCOPE CHANGING/ADDITION REQUEST

FORM OF REQUEST FOR SCOPE CHANGING/ADDITION CONFORMITY EVALUATION INSTITUTION (LPK)		
Scope Changing/Addition Request for Conformity Evaluation Institution/Domestic/Foreign Product Certification Institution*		
NAME & ADDRESS OF APPLICANT:		NAME & TITLE OF CONTACT PERSON:
PHONE NO.	FAX NO.	E-MAIL ADDRESS:
NAME & ADDRESS OF PRODUCT CERTIFICATION INSTITUTION (LSPro):		
No. of REGISTRATION DECREE:		
INFORMATION PROPOSED FOR SCOPE CHANGING/ADDITION: (If this column is not sufficient, please attached in additional sheets)		
AGREEMENT The applicant agreed to: <ol style="list-style-type: none"> <li>i. Fulfill all appropriate conditions and requirements to conduct product certification based on technical regulation of SNI and/or Technical Requirement application obligatorily; and</li> <li>ii. Declare that Directorate of Standardization and Quality Control of the Trade Ministry is not responsible for all liabilities, damage, claim, cost and expenses arising as result of actions taken by Directorate of Standardization and Quality Control of the Trade Ministry in connection to registration.</li> </ol>		
SUPPORTING DOCUMENT ATTACHMENT		
1.	Copy of accreditation certificate or appointment letter along with its scope.	
2.	Laboratory list in accordance with its scope.	
3.	Copy of cooperation agreement between LSPro and Laboratory.	
4.	Statement letter to store technical documents in accordance with time agreed in bilateral and/or regional agreement in the field of standardization, in the form of softcopy and/or hardcopy for Goods regulated in the aforesaid agreement, as from the agreement has been applied. (if it is applied)	
Applicant's Signature & Date		Name and Title
		Company Stamp

\* delete as applicable

Please deliver this form to: **Directorate of Standardization and Quality Control, the Ministry of Trade** enclosed with other documents if any information changing that has been delivered in the early registration as Conformity Evaluation Institution/LSPro.

THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

Copy conforms to the original

Secretariat General

The Ministry of Trade

Head of Legal Bureau,

LASMININGSIH



APPENDIX XIV  
REGULATION OF THE MINISTER OF TRADE OF RI  
NUMBER 24/M-DAG/PER/4/2016  
CONCERNING  
TRADE FIELD STANDARDIZATION

FORMAT OF LPK REGISTRATION REVOCATION

Number	:	Jakarta, .....
Appendix	:	
Subject	:	<u>LPK Registration Revocation</u>
		The Honorable Responsible Person Title Name of Conformity Evaluation Institution (LPK) Address Zip Code

In connection to....., and in accordance with provisions of Regulation of the  
Minister of Trade Number.....concerning .....

.....  
.....  
it is hereby informed that your LPK/LSPro **is revoked**.

Thus we inform, thank you for your attention.

Jakarta, .....

Director of Standardization and Quality Control

(.....)

NIP.

Copy:

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

\* delete as applicable

THE MINISTER OF TRADE OF RI,

sgd.

THOMAS TRIKASIH LEMBONG

Copy conforms to the original

Secretariat General

The Ministry of Trade

Head of Legal Bureau,

LASMININGSIH

