

Circular Letter of Director General of Immigration Indonesia No. IMI-GR.01.01-1102 of 2020

a. General

With regards to public service delivery for foreign visitors, all immigration offices in Indonesia and Indonesian immigration attaché overseas shall adopt to following circumstances.

- 1) Heads of Regional Immigration Divisions and Heads of Immigration Offices must:
 - a. have responsibilities for doing rigorous supervision, control, and enforcement whenever any officer violates the code of conduct in the framework of WBK and WBBM programs.
 - b. increase the immigration operations and raids by performing the Immigration Joint-Operation Team.
 - c. continue the practices of law enforcement to foreign visitors in breach of the Indonesian immigration rules.
- 2) Foreign service counsellors or immigration attaché at Indonesian Embassy or Consulates overseas must announce this letter to stakeholders in public and private sectors.
- 3) The service delivery of Stay Permits in the new normal must observe the health protocols.

b. ITAS & ITAP Holders Overseas (outside Indonesia)

- 1) Holders of expired ITAS/ITAP/MREP staying overseas (outside Indonesia), who have been granted a required letter from relevant competent agencies/boards, and those who apply for the family reunion ITAS/ITAP, shall return to Indonesia and immediately extend your Stay Permits at local immigration offices from 13 July 2020, within 60 days of the grace period.
- 2) If you do not extend your visa during the grace period, you must apply for a new visa accordingly.

c. The Extension of Valid ITK, ITAS, and ITAP

Holders of valid Stay Permits (ITK, ITAS, ITAP) residing in Indonesia can extend your Stay Permits at immigration offices.

d. ITK, ITAS and ITAP Holders with an Emergency Stay Permit

- 1) ITK Holders
 - a. Holders of Visitor Permits (2B21, 2B11, D212) who have been granted an Emergency Stay Permit can extend their substantive permits unless the Covid-19 pandemic is declared over, and available transports are leaving Indonesia.
 - b. Holders of Visitor Permits can change their Visitor Permits to Stay Permits after the extension of permit is granted.

- c. Holders of Visitor Permits can extend their substantive permits within 30 days of grace period from the date of this circular letter is issued.
- d. If not complying with the provisions as prescribed in a, and c, the Immigration Administrative Sanctions will be imposed.

2) ITAS Holders

- a. Holders of Temporary Stay Permits (ITAS) who have been granted an Emergency Stay Permit can extend their substantive permits.
- b. Holders of ITAS can change their Temporary Stay Permits to Permanent Stay Permits after the extension of permit is granted.
- c. Holders of an Emergency Stay Permit in which its Temporary Stay Permit cannot be extended (no further extensions) must leave Indonesia in 30 days from the date of this circular letter is issued.
- d. If not complying with the provision as prescribed in point c, the Immigration Administrative Sanctions will be imposed.

3) ITAP Holders

- a. Holders of Permanent Stay Permits (ITAP) who have been granted an Emergency Stay Permit can extend their substantive permits.
- b. Holders of an Emergency Stay Permit in which its Permanent Stay Permit cannot be extended (no further extensions) must leave Indonesia in 30 days from the date of this circular letter is issued.
- c. If not complying with the provision as prescribed in point b, the Immigration Administrative Sanctions will be imposed.

e. Visa on Arrival (VOA) Holders

- 1) Holders of Visa on Arrival (B213) who have been granted an Emergency Stay Permit can extend their substantive permits unless the Covid-19 pandemic is declared over, and available transports are leaving Indonesia.
- 2) Holders of VOA must extend their permit within 30 days of grace period from the date of this circular letter is issued.
- 3) If not complying with the provisions as prescribed in point 1 and 2, the Immigration Administrative Sanctions will be imposed.

f. Free Visa Holders

- 1) Holders of Visa on Arrival (B213) who have been granted an Emergency Stay Permit must leave Indonesia in 30 days from the date of this circular letter is issued.

- 2) If not complying with the provision as prescribed in point 1, the Immigration Administrative Sanctions will be imposed.

g. ITK and ITAS Holders with the New Visa Telex

- 1) Holders of ITK or ITAS in Indonesia who have been granted a new visa telex can apply for a new ITK or ITAS at local immigration offices. They do not require to apply for an Indonesian visa at the Indonesian Embassy or Consulates overseas.
- 2) New ITK or ITAS as prescribed in point 1 will be granted after completing the payment of visa fee at local immigration offices based on the Indonesian Government Regulation No.28 of 2019 on the Government Fees as Non-Tax Incomes in the Ministry of Law and Human Rights.
- 3) The Visa payment as prescribed in point 2 must be attached with the “Billing Simfoni” as the proof of payment
- 4) The payment receipt of VOA and VITAS on Arrival as prescribed in point 3 is the proof of visa grant.

Information System

Stay Permits service delivery will adopt the current information system and technology.

Closing

- a. This circular letter comes into force from 13 July 2020 until further notice.
- b. Provisions in this circular letter must be implemented with responsibility, and official reports must be made for the Director General of Immigration and the Director of Immigration Stay Permits in the first week of every month.

Enacted 10 July 2020
Director General of Immigration

Signed
JHONI GINTING
NIP. 196106121989031003