



BMKG

The Procedure of Foreign Research Permit in Indonesia

**The 4th YMC Workshop
University of Philippines, Diliman, Quezon City
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Background

- In accordance with the Indonesian regulation (Govt. Regulation no. 41 / 2006), **all foreign researchers must obtain an official permit from the Indonesian authority** in advanced.
- **The Foreign Research Permit (FRP)** is published by **Ministry of Research, Technology and Higher Education (RistekDikti)**.
- Currently BMKG role as Indonesian Counterparts for Banda Sea Cruise, Terramaris and R/V Investigator.



Foreign Research Permit (FRP)

- Indonesian ministry of research and technology is providing online system for FRP application (<http://frp.kemenristek.go.id>)
- All procedures and communication have to be done online, including the application form, uploading all necessary documents and the later reports as well.



Procedure (Pre-Arrival)

1. Online Registration (Fulfill the application form) → UserID & Password
2. Upload the required document^{*)}
3. TKPIPA Virtual Meeting → Pre Approval

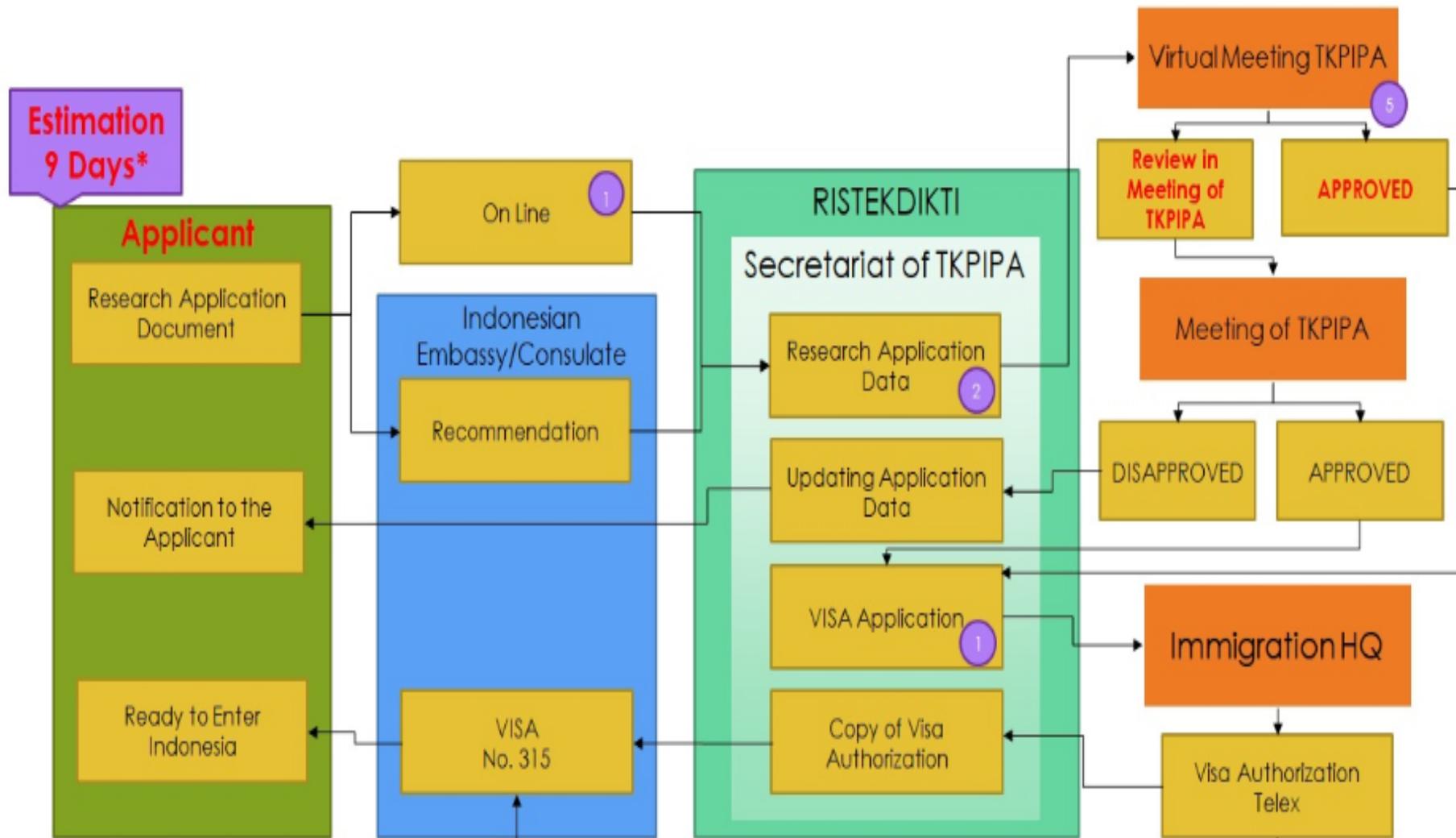
TKPIPA = Coordinating Team / Committee for FRP Approval.

Consist of multi government institutions

4. Pre Approval → Visa C315 Publication (Indonesian Embassy / Consulate general / Representative Abroad)

^{*)} Details in the <http://frp.kemenristek.go.id>

Pre-Arrival Procedures of Foreign Research Permit



*) Internal process in Kemenristekdikti only



RISTEKDIKTI

Post Arrival Permit Procedures

POST ARRIVAL PROCEDURES									
No	STAKEHOLDERS							QUALITY STANDARD	
	APPLICANT	RISTEKDIKTI	POLICE HQ	MINISTRY OF HOME AFFAIRS	IMMIGRATION OFFICE	MOEF	OTHER AGENCIES	TIME	PRODUCTS
	1	2	3	4	5	6	7	8	9
1.								24 hours	1. Research Permit (SIP) 2. Covering Letters
2.								24 hours	Travelling Permit (SKJ)
3.								4 working days a	Research Notification Letter (SPP)
4.								4 working days 3 working days	1. Limited Stay Permit (KITAS) 2. Multiple Exit Re-entry Permit (MERP) 3. Exit Permit Only (EPO)

Immigration Office

8.			 Ministry of Defence	7 working days	1. Security Clearance (SC) 2. Security Officer (SO)
9.			 Immigration HQ	4 working days	Limited Stay Permit for doing research in Indonesian waters (Izin Tinggal Terbatas Perairan/ITAS PERAIRAN)
10			 DG of Custom and Excise	5 working days	Letter of Import Duties Liberation (Surat Pembebasan Bea Masuk Peralatan Penelitian)

- All the equipment will be brought to Indonesia (luggage or hand carry) should be listed in the IA including the price.
- If the total price reach **500 USD**. The Immigration office will give **the import duties liberation letter** to free the custom cost.



Research Proposal Should Contains at Least:

1. **Title**
2. **Research Objectives** which should give mutual benefits for both counterparts.
3. **Methodology** (Explain how the research will be conducted and **All the equipment details**: type, brand, function and price should be mentioned clearly, and the international airport/port where the equipment will be imported to).
4. **Locations** (Name of the places, buildings or cities where the research will be conducted).
5. **The name of all researcher involved** (Position in the team, Date of Arrival to and Return from Indonesia)
6. **Duration** (Research time table)



Implementation Agreement (IA) Should Explain at Least:

1. Objectives
2. Scope of Activities
3. Implementation
4. Financial Arrangement
5. Civil Liability
6. Equipment
7. Publications
8. Limitation Of The Personnels
9. Settlement Of Dispute
10. Entry into Force, Durations and Termination

*)It will help the process if the IA or MoU are made in the G2G level.



The Points of Main Consideration

1. Bilateral/ Multilateral Relationship
2. Benefits → Supporting the National Sustainability
3. Environmental Reservation
4. Politics
5. Defense & Security → There's no restricted area
6. Social
7. Cultural
8. Religion
9. Economic
10. Equal Partnership



Current FRP Progress

- Banda Sea Cruise → Postponed / Rescheduled
- Terramaris & R/V Investigator → The proposal need to be completed (All the researcher name and equipment details including the price should be mentioned clearly).

The Documents should have been submitted by
March, 2019



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**Indonesian Agency For Meteorology, Climatology and
Geophysics**

THANK YOU





General requirements :

1. **A formal letter of request** addressed to The Ministry of Research, Technology and Higher Education.
2. Copy of **Research Proposal**.
3. Copy of **Abstract** of the research proposal.
4. Scanned copy of **Applicant's passport**.
5. Copy of the **applicant's curriculum vitae (CV)** including a list of publications.
6. Copy of **local counterpart's Curriculum Vitae** including a list of publications
7. Copy of **applicant's recent close up photograph**



General requirements (Continue)

8. **Signed MOU, IA and Letter Of Agreement with Indonesian Counterparts^{*)}**
9. **Letters of recommendation**
10. **A letter of acceptance** from Indonesian Counterparts.
11. **A letter of guaranteeing sufficient fund**
12. **Health certificate**
13. **A list of research equipments** that will be brought or imported to Indonesia