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Income and Asset Declaration Systems in Indonesia

Country analysis





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1. Introduction

Previous publications have dealt with the Indonesian declaration system, some in quite detail and as recent as 2015.¹ However, in 2016, the Corruption Eradication Commission (KPK) introduced an **e-system** for managing asset declarations and reorganised its **verification** procedure. These new developments as well as aspects not yet touched upon call for this updated report.

The **first round** of declarations under the auspices of the KPK took place in **2002**. Before this, there were different declaration systems already under an army order of 1957) and the Presidential Decree No. 52/1970. Until 2015, there were two lines of asset declarations:

- Asset declarations for roundabout 0.3 million **public officials** (political or senior functions, certain other functions such as judges, prosecutors, etc.), introduced in 1999;
- Asset declarations for **candidates** of certain **elective** positions (such as governors and mayors).

In 2015, a third line of asset declarations started for all roundabout 4.2 million **civil servants**. These are public employees whose status is covered by a different law than public officials. This line of declarations is still in the process of building up. This line of declarations is not under the responsibility of the KPK, but the Ministry of Administrative and Bureaucratic Reform.

Declarations of public officials provide a **full picture** on their financial situation. They are submitted **annually** in addition to coming into and leaving office. An **electronic** declaration system facilitates the process; about 90% of the declarants use it. A summary of the declaration is publicly available **online**. The KPK **verifies** the truthfulness of declared data. To this end, it has **access** to a number of state **databases**, including automated links. The KPK may also directly access **banking data** of the public official for the purpose of verifications.

Civil servants submit their declarations to the head of their public institution. Declarations are similar in structure to the KPK system, but are **not public**. The **internal audit** units are in charge of verifying submission and content of declarations. The internal audit units have still **less verification powers** than the KPK.

Sanctions are exclusively **disciplinary** (unless there is any other crime such as bribery connected to a declaration irregularity).

¹ World Bank/UNODC, Income and Asset Disclosure Case Study Illustrations (2013); World Bank, Indonesia country profile (2015).

2 Legal basis and history

The following laws govern declarations by **public officials**:

- Law No. 28 of 1999 on Clean Governance and Free from Corruption, Collusion and Nepotism: basic obligation of “State Officials” to disclose their wealth – Article 5;
- Law No. 43 of 1999 amending Law No. 8/1974 on Civil Service Ordinance: definition of “State Official” (key term for defining of who needs to declare) – Article 11;
- Law No. 20 of 2001, Amendment to Law No. 31/1999 on Corruption Eradication: incorporates offences of the Criminal Code into Law No. 31/1999;
- Law No. 30 of 2002 on the Corruption Eradication Commission (KPK): mandate of the KPK regarding asset declarations;
- KPK Regulation 7/2016 on the Procedure for Registration of the Announcement and Inspection of State Property Assets (“LHKPN”), abolishing KPK-Directive 2/2005 on Procedures for the Registration, Publication, and Examination of Asset Reports of Government Officials;
- Office Notes 51/10-12/02/207 by the KPK’s Prevention Deputy, on Organizational Structure, Team Composition and Working Area in Wealth Reporting Registration and Examination Directorate.

The Law on Civil Service does not contain any obligation for **civil servants** to submit asset declarations. However, by circular letter 1/2015, the Ministry of Administrative and Bureaucratic Reform (MABR) introduced this obligation for declarations of civil servants.

The declaration obligation of **candidates** of certain **elective** positions derives from electoral laws (Article 5 of Law 42/2008 – President and Vice President, Article 7 (2j) of Law 10/2016 and Article 4k of KPU [General Elections Commission] Regulation 15/2017 – heads of local governments). The laws make it a requirement for becoming a candidate to report his/her “assets to the authorities that are competent to examine the asset declaration of public officials”.

Regarding declarations of senior public officials, the KPK has adopted an **internal guidance** document of 17 pages with detailed flow charts on the entire declaration process. The KPK also defined certain risk criteria, which are not publicly available. This is in line with international good practices:² A shrewd declarant should not be enabled to use knowledge of internal procedures to work his/her way around them, for example by specifically bending information in his/her declaration to not trigger an audit under internal risk criteria.

² EU-ACI/Tilman Hoppe with input by Valts Kalniņš, [Review of business processes of verifying asset declarations in Ukraine](#) (2017), page 73.

The **first round** of declarations under the auspices of the KPK took place in **2002**. Before this, there were different declaration systems already under an army order of 1957 and under the Presidential Decree No. 52/1970. From 1999 until 2001, the predecessor of the KPK, the KPKPN was in charge of the declaration system. Under KPKPN, the first round of declarations was submitted in 2000, following adoption of Law 28/1999. The KPK has access to all declarations submitted from 2000 to 2001. Representatives of the KPK pointed out the fact that even already several hundred years ago, provincial governors were obliged to report on their wealth to the central caliph.

3 Purpose of declarations

The Law 31/1999, as well as all other regulations, do not explicitly define a specific **purpose** for declarations. However, the wording “report and declare his/her wealth” (Article 5) in itself focuses on **financial disclosure or asset disclosure**. Furthermore, the content of the declaration form focuses solely on financial data (leaving out for example unpaid activities or memberships, which could constitute a conflict of interest). However, certain data such as on stocks, business activities or family members could be used also for conflict of interest monitoring.

4 Oversight bodies

Organisation	KPK (centralised body)	Internal Audit Units (decentralised system)
Competence	Public officials (0.3 million)	Civil servants (4.5 million)
Staff (for declarations)	99	not known (633 state bodies)
Mandated since	2001	2015

(Data by KPK and MABR)

The following chapters 5-10 will focus on the asset declaration system as governed by the KPK, since it is the oldest and most matured. An excursus after chapter 10 will present the emerging declaration system for civil servants. The 99 staff of the KPK comprise of the following (data by KPK):

Director	1
Group heads (campaign, registration, examination)	3
Campaign and registration	8
Examiner	14
Administration (data verification and validation)	73
Total	99

5 Declaration process (public officials)

5.1 Coverage

Article 5 of Law 28/1999 obliges all “State officials” to declare their wealth. Article 11 of Law 43/1999 defines the term “State official” by listing certain categories and by referring to definitions of other laws. All in all, the declaration system covers a wide range of senior public officials. Furthermore, candidates for certain elective positions are required to declare their assets (see above at no. 2). Candidates for parliament are not part of this obligation anymore since a law revision in 2009.³ Previous publications contain further details on the categories of state officials obliged to declare.⁴ The total number of declarants (without elective candidates) has been increasing over the past four years (based on data by KPK):

Year	2014	2015	2016	2017
Number of Public Officials	179,873	218,662	270,273	315,561
Increase to previous year		22%	24%	17%

As of February 2018, the public sector comprises a total 4,563,647 officials/civil servants. Thus, the KPK’s declaration system covers 6.91% of the public sector.

In addition, a varying number of **candidates** need to be added, depending on the number of elections falling in any calendar year. There are 34 provinces and 514 districts with each an executive. If there are for example 3 candidates for the post of head of district government, there would be 1,542 candidates who need to submit a declaration.

Under Art. 1 para. 3 of KPK-Directive 2/2005, **family members** covered are the declarant’s “wife and dependent children”. There are instances where (male) public officials have more than one wife. This has led to some instances of public officials mistakenly only declaring one wife. The KPK defines “dependent” as having not enough income to support their living on their own, but to depend on the parents. Legally adopted children are included in the term “children”.

5.2 Frequency

Under Article 5 of Law 28/1999 and KPK Regulation No. 7/2016 declarations are due:

- Upon taking office or upon becoming a candidate for certain offices (entry declaration);

³ The information in above mentioned publication by the World Bank of 2015 is thus outdated.

⁴ World Bank, *ibid*.

- Annually (annual declaration);
- Upon leaving office (exit declaration).

In order to facilitate the asset declaration submission, KPK provides an internet-based electronic filing system for the public officials to submit the report.

The previous regulation (Decree No. 7 of 2005) required public officials to report (for new officials fill form A) and update their report using form B within two months based on particular circumstances, such as:

- New officers after being appointed in a new position as a public official,
- Officials who get a promotion or demotion,
- Officials who are in the same position for two years
- Retiring public officials
- Candidates for Parliament Members, President, Vice-President, Governors, Mayor, and Regent.
- Anytime as requested by KPK

However, the asset declaration reporting system in Decree No. 7 of 2005 was paper-based, which meant public official needed to fill the declaration form and submit the form in person or by mail. In order to facilitate the asset declaration submission, based on KPK regulation number 7 of 2016, KPK now provides an internet-based electronic filing system for the public officials to submit their reports.

5.3 Declaration period

Data is declared for the date of **entering office** (entry declaration), for the **fiscal year** (=calendar year) for annual declarations, and for the beginning of the calendar until leaving office for the exit declaration. Assets are not declared only for the period in which the declarant purchases them, but each period again all assets the declarant still holds. However, the e-system facilitates the declaration of previously declared items by automatically offering/filling in information from the previous period(s).

5.4 Deadlines

The deadline for submitting a declaration is two months after entering office, after becoming a candidate for an election, or after leaving office. For the annual declaration, the deadline is **31 March** of the following calendar year.

5.5 Guidance to declarants

The KPK roughly estimates that declarants contact the KPK about 2,000 times per month seeking advice. The KPK provides guidance on its website in written form, as a digital, interactive tutorial, through instructive videos, through its call centre, and via email. There are focal points for asset declarations in each state body. They are part of a social media network (“**Whatsapp**-group”). KPK representatives are part of this group. This has the advantage that all focal points can benefit from the answers given by KPK and can avoid duplications. The KPK feeds relevant questions and answers from time to time into the Q&A section of its website. It is mainly the task of the 73 administrators to answer the declarant’s questions.

The following is a snap shot from the KPK’s e-system website:

The screenshot shows the KPK's e-system website. The interface includes a sidebar menu with various sections like 'Beranda', 'Pilih Pelaporan Khusus', 'Data Pribadi', 'Jabatan', 'Data Keluarga', 'Harta', 'Penerimaan', 'Pengeluaran', 'Perjudian atau Pelepasan', 'Lampiran Fasilitas', 'Review Harta', and 'Pilih Pelaporan Periodik'. The main content area displays the 'Penerimaan' section with a table for 'Penerimaan dari Pekerjaan' and a 'PERHATIAN' (Attention) box with a warning icon and text: 'Masukkan data penerimaan dari pekerjaan pada form yang telah disediakan dengan cara mengklik langsung pada masing-masing field.' The right side of the interface features a large graphic with the text 'Digital Tutorial e-LHKPN' and an illustration of a woman standing next to a building.

5.6 Content

The declaration form asks for the following categories of information:

- Personal data;
- Family data;
- Immovable property: land, buildings; usage: living, renting, farming;
- Movable property: Means of transportation and machinery;
- Other precious movables: household furniture, electronic goods, jewellery & metal, precious stones, art, antiques, etc. above a threshold of 500,000 IDR (≈37 USD);
- Securities: traded securities, ownership/co-ownership in non-listed companies;

- Cash and bank accounts: 1. cash, 2. deposit, 3. current account, 4. savings account, 5. others; e-currencies are not yet included;
- Other assets: 1. accounts receivable, 2. non-legal person business cooperation, 3. intellectual property rights, 4. pension funds, 5. “Unitlink” [an insurance product], 6. long term paid rental, 7. individual ownership rights/management, 8. Others
- Loans: 1. Consumer Loan (home ownership, vehicle, credit card, multifunctional loan), 2. commercial/business/corporate debts, 3. other debt;
- Income:
 - Jobs: Salary and allowances, 2. fees as expert, 3. honorarium, 4. royalties, personal bonuses, corporative bonuses, 5. income from other work/side jobs.
 - Business: 1. Result of investment in securities, 2. Business results / Lease, 3. Interest on savings / deposits, and others, 4. Sale or disposal of property, 5. Other receipts.
 - Other: 1. Receiving repayments on a loan granted earlier, 2. inheritance, 3. grants received/gifts, 4. others.
- Expenditures:
 - Routine expenditure: 1. household costs (including transportation, education, health, recreation, credit card payment); 2. Social costs (religious, custom, “zakat”, “infaq” (both are donations under Islamic Law), other donations); 3. Payment of taxes (land and building, vehicle, local taxes, other tax); 4. other; taxes are only declared if they are paid “manually” by the declarant, not if they are already automatically deducted from such as income tax;
 - Non-routine expenditures: 1. Purchase/acquisition of new property; 2. Maintenance/modification/renovation of property; 3. Other non-routine expenditure.
 - Other expenditures: 1. The cost of inheritance/grant/gift, 2. Repayment/instalment on debt, 3. other expenses
- Attachment 1: Additional information on sale and disposal of property, or on receipt/or giving away of grants within a year;
- Attachment 2: Additional information on received annual benefits;
- Attachment 3: Power of attorney to KPK to publish the declaration, including of a summary online;
- Attachment 4: Power of attorney to KPK to verify the information including access to banking data.

All in all, the declaration form asks for **all** incoming and outgoing **financial flows** a declarant could have during a fiscal year. For example, where declarants have to declare larger items of expenditure, they still have to declare all other expenditures under a different category (if only under “other”). Thus, Indonesia is one of the few countries in the world asking declarants for a full picture of their financial situation. As a result, the declaration is only balanced, if the outgoing financial flows are not higher than the incoming financial flows. By comparison, in countries requiring declaration of only larger financial flows on the outgoing side, the declaration is usually not balanced, even if the incoming financial flows match the outgoing flows (since a more or less larger amount of outgoing financial flows remains undeclared).

Income and expenditures need to be declared no matter whether they occur in **cash** or via **bank transfer**, or whether they occurred in Indonesia or **abroad**. For each item, the **origin** of acquisition needs to be explained (own financial means, inheritance, loan with deed, loan without deed, gift, other). Where there is a mix of origins (e.g. partly income, partly loan), declarants can check several boxes. For all assets, declarants need to state who the **owner** is (declarant, spouse, children). Since the introduction of the e-system, the form is unified for entry and annual declarations, and for state officials and candidates as well. The KPK has repeatedly upgraded the form in order to integrate its experience on how declarants try to use gaps in the form to their benefit.

In the context of regulating beneficial ownership in asset declarations, Article 46, part 1 clause 5-1, part 3 of the Ukrainian Law on Prevention of Corruption 2014 is a good example: The declaration shall contain the following data: „legal entities, the ultimate beneficial owner (controller) of which is the declaration party or the members of his/her family". The term “ultimate beneficial owner (controller)” is used in the meaning as defined in the Law of Ukraine “On Prevention and counteraction against illegal laundering of money, received in a criminal way, terrorism financing and financing the dissemination of weapons of mass destruction”.

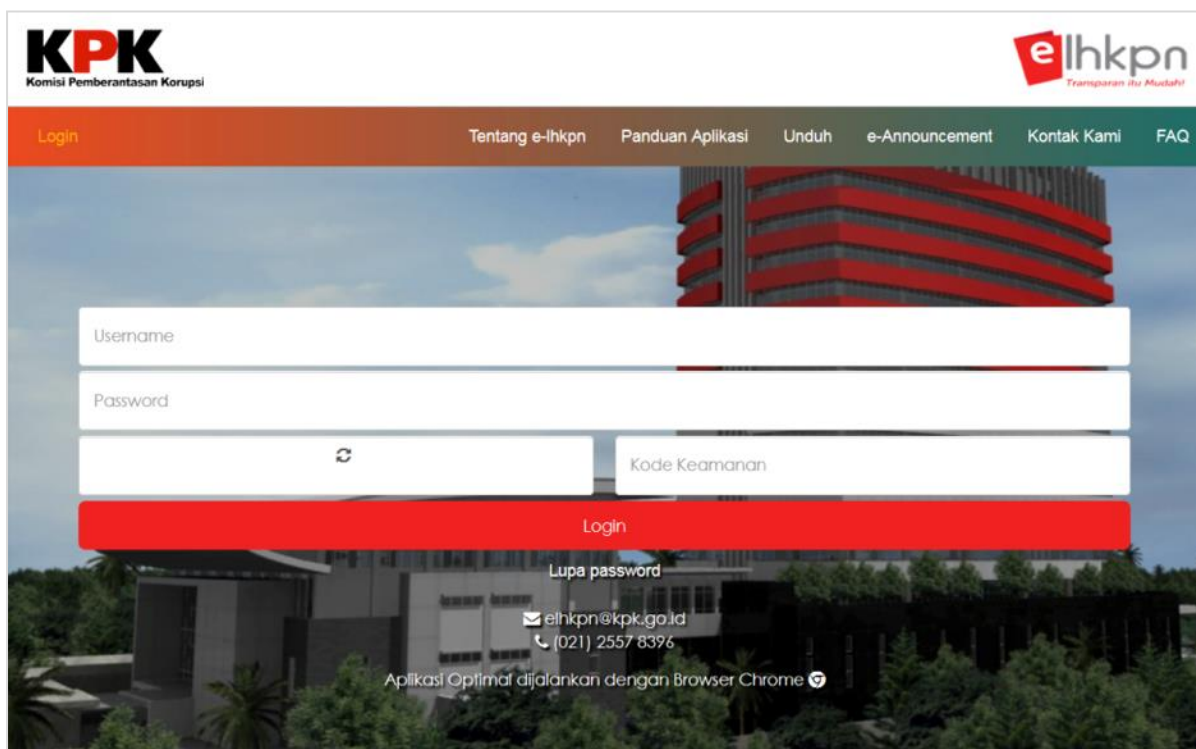
The concept of beneficial ownership and asset declaration are related in terms of declaring the ultimate beneficial owner of the legal entities. The Regulation of Beneficial Ownership was introduced in Indonesia in 2018. The Government of Indonesia enacted The Presidential Regulation No. 13 about Application of Principles Introduces Beneficial Ownership Of Corporation In The Framework Of Prevention and Eradication Of Criminal Act Money Laundering And Criminal Funding Terrorism.

Before this regulation had been enacted, the implementation of the principle of beneficial ownership in the asset declarations has been facilitated in 2016 through KPK Regulation No. 7 of 2016 about Procedures in Registration, Announcement and Examination of Asset Declaration. In Article 1 Part 3 of the regulation, it is stated that assets are property in the

form of movable or immovable objects, tangible or intangible, including other rights and obligations that can be assessed with money owned by the State Administrators and his/her spouse and children who are still under the responsibility of the State Administrator, ***either in the name of the State Administrator or other persons***, acquired before and during the State Administrator takes office.

5.7 Submission

Since 2002, the KPK provides the declaration form as an **excel sheet** containing 17 tabs with the headlines listed in the previous chapter. As of 2017, the KPK has introduced an **e-system** for all declarants (under elhkpn.kpk.go.id):



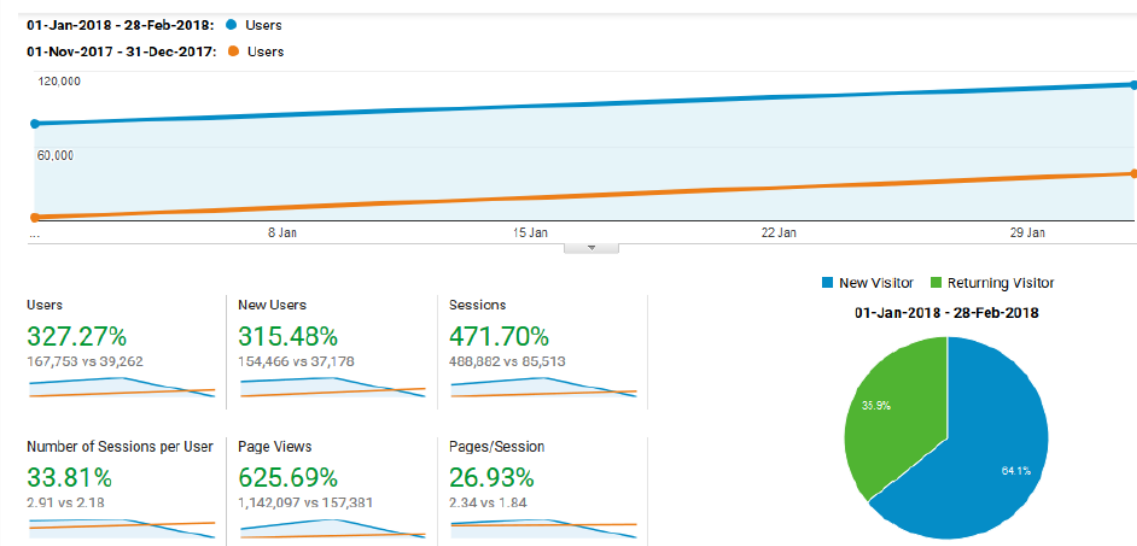
The e-system requires to submit only one attachment (ownership evidence of financial documents, such as for bank account, unit link/insurances, obligations, securities) – as opposed to the more burden-some previous paper-based system, where one had to attach 14 different categories of documents. Only two transactions are done in paper-form:

- The opening of the e-account, requiring a signature for allocating secure individual access codes for each official.
- The powers of attorney for publishing and verifying the declarations

90% of the declarants already use the e-system. In some remoter areas with little internet access, declarants use the excel form and transmit it via USB-stick or email. Submission in paper form is completely abolished since 2017. The following charts by KPK show the increase of **users** of the e-system between 2017 and 2018:

Number of Access Website e-LHKPN

(Source: analytics.google.com)



5.8 Self-correction

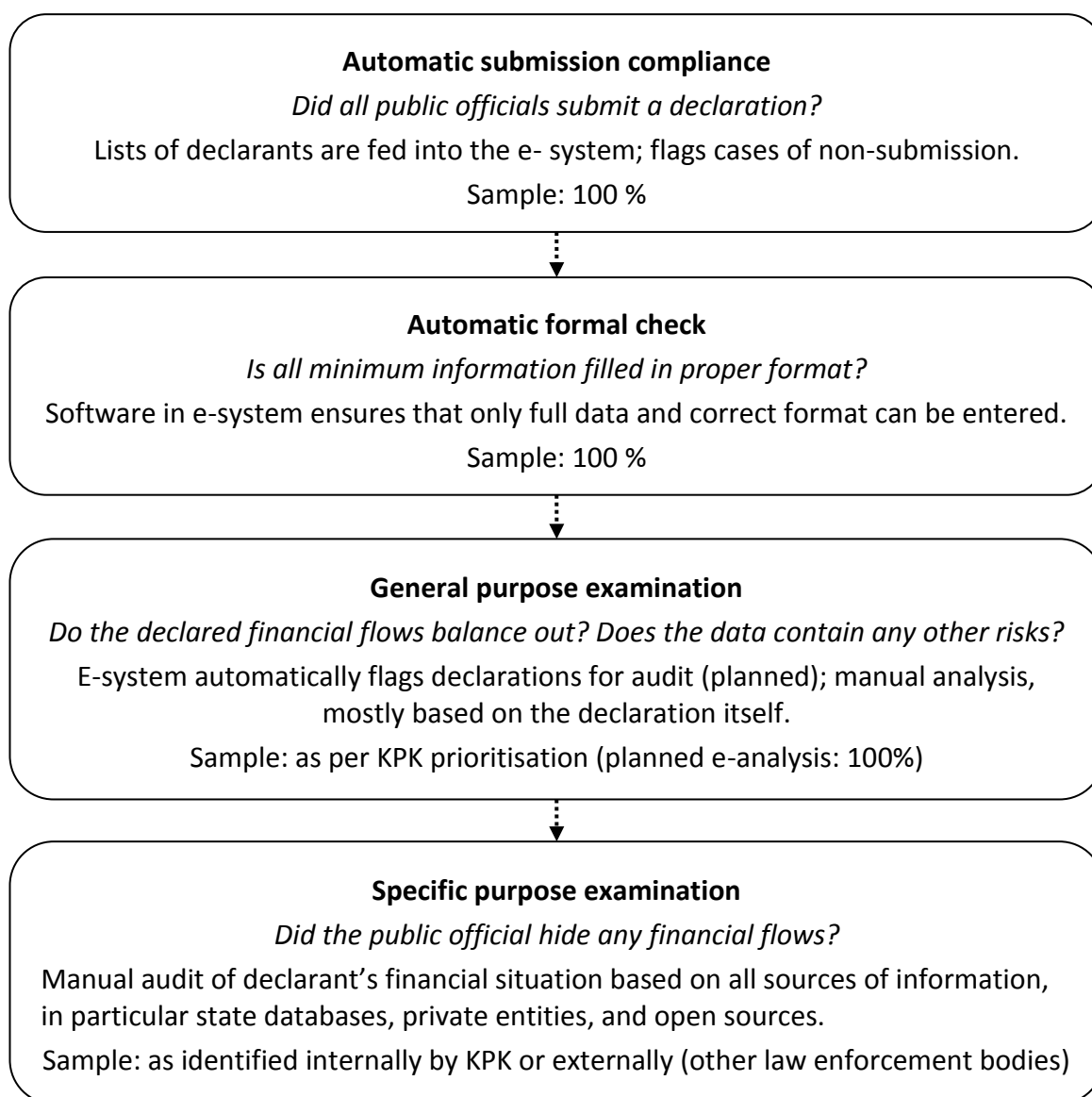
In case declarants want to correct their declaration, they can do so until they have only saved a draft of their declaration (before the submission deadline is passed). After sending off the declaration, declarants have to declare corrections during the **following reporting period**. The KPK is aware from its verifications that declarants sometimes forget to report certain items, but then add them during the one of the following periods (naturally often leading to a financial misbalance during that period, since the item was financed during a previous period, with these financial sources missing during the later period, as they have been already spent).

5.9 Cooperation of family members

It is rare that family members would refuse to cooperate on filling out an asset declaration. In the past, the KPK would request declarants to submit a written, **notary certified** confirmation by the declarant of such refusal. The e-system could add an option that declarants could click for such cases.

6 Verification (public officials)

6.1 Overview/flow chart



6.2 Automatic submission compliance

All state bodies have to submit to the KPK the lists of declarants working in their institution. Under the previous system, state bodies submitted the lists in paper form and/or through excel sheets. As of 2017, state bodies key in the list of declarants directly into the KPK's e-system online. In the future, the e-system might be able to connect with the various interfaces of HR departments, reading the different formats of data. In any case, the new e-system means already a big step forward in efficiency, given the high number of public institutions involved. The total number of institutions involved is more than 1.200:

Institutions	Total
Ministries	35
State institutions	>50
Province executives	34
Province legislatives	34
District executives	514
District legislatives	514
People's Consultative Assembly, People's Representative Council, Regional Representatives Council	3
State and regionally owned enterprises	>100
Sum	>1,200

(Data by KPK)

Compliance rates for submissions have developed as follows during the past four years:

	2014	2015	2016	2017
Number of Public Officials	179,873	218,662	270,273	315,561
Increase towards previous year		22%	24%	17%
Submitted declarations	125,655	149,072	190,557	245,815
Compliance percentage	70 %	68 %	71 %	78%
Increase towards previous year		-3	4	10

(Chart based on data by KPK)

The KPK conducts some **checks** on a small **sample** of these lists to see whether these lists are complete. In addition, civil society can access the declarations online and notify the KPK in case any public official is missing who should be declaring. This is an important aspect since lists of declarants will probably never be a 100% complete. This concerns in particular cases of “transfer, resignation, or death of officials not reflected in official registers” (yet) by the time of feeding the lists into the e-system.

It should be noted that the e-system allows also all **state bodies** to **monitor** the compliance of submissions by employees (each institution). Under the previous system, needed to request from KPK a list of declarants (or AD data compliance of institution) who did not submit.

6.3 Automatic formal check

The e-system is designed in a way that it requests a **minimum set** of data from declarants before allowing to send off the declaration. **Pull down menus** and predetermined formats of the system ensure that only relevant data and only in the correct format is entered.

6.4 General purpose examination

6.4.1 Overview

KPK-inspectors analyse the declarations in particular regarding the following four questions:

- Is the amount of net income < the increase of assets in any given period?
- Is there a significant amount of assets obtained through grants/gifts/inheritances?
- Is the amount of debt > the amount of assets?
- Are there any other irregularities regarding assets, income, and the overall profile?

The e-system supports also the case-management. Any examination (general or special) starts with the assignment of an auditor. The progress of cases can be monitored through the e-system:

The screenshot displays the eLHKPN web application interface. On the left, a vertical menu lists various system functions, with 'e-AUDIT' highlighted by a red circle. The main panel, titled 'Daftar penugasan Audit PN', features a table for listing audit assignments. Above the table, there are radio buttons to select between 'Telaah' (Review) and 'Pemeriksaan' (Inspection), with 'Telaah' currently selected. Below this, there is a text input field for 'Pemeriksa *' (Auditor) and two buttons: 'Simpan' (Save) in red and 'Batal' (Cancel) in blue. The footer of the page contains copyright information for the Komisi Pemberantasan Korupsi (KPK) and the version number 'Version 1.0'.

By and large, one could say that the general-purpose examination is somewhat equivalent what other countries call an “arithmetic/logical check”.⁵

6.4.2 The formula for financial balance

The KPK has a defined formula for balancing incoming and outgoing financial flows. By doing so, Indonesia is one of the very few countries doing so in the about 30 transitioning

⁵ See for example EU-ACI, *ibid*, recommendation 83 (page 73).

countries, on which the author of this Study has worked in on asset declarations. The formula is **confidential** in order not to allow declarants to work their way around it. However, the formula follows the same philosophy of clearly defined periods, and of incoming and outgoing financial flows, as suggested in Part 1 and the other country chapters of this Study.

The following screen shot shows an example and excerpt from the **analytic tools** the KPK is using. The data from the e-system is displayed in excel format, calculated automatically, and allows for optional excel-based arithmetic analysis by the inspector:

	A	B	C	D	E	F	G	H	I
1	AUDIT WORKING PAPER								
2									
3	SUMMARY OF ASSETS								
4	No	TYPE OF ASSETS	BASED ON PUBLIC OFFICIAL REPORT				Increase / (Decrease)		
Periodic			Specific						
Qty			1-Jan-2017	Qty	1-Jan-2018	Qty	VALUE		
7	A	Immovable Property (Land or Building)							
8		A. 1 Land or Building							
9	B	Movable Property							
10		B. 1 Car							
11		B. 2 Motorcycle							
12		B. 3 Ship / Boat							
13		B. 4 Airplane							
14		B. 5 Others							
15	C	Other Movable Property							
16		C. 1 Home Furnishings							
17		C. 2 Electronic Goods							
18		C. 3 Jewellery (Gold or Diamond)							

6.4.3 Risk criteria

The KPK is in the process of defining a larger set of risk criteria. The risk criteria will feed into the e-system for automated flagging of irregular declarations.

6.5 “Special examination” (full audit)

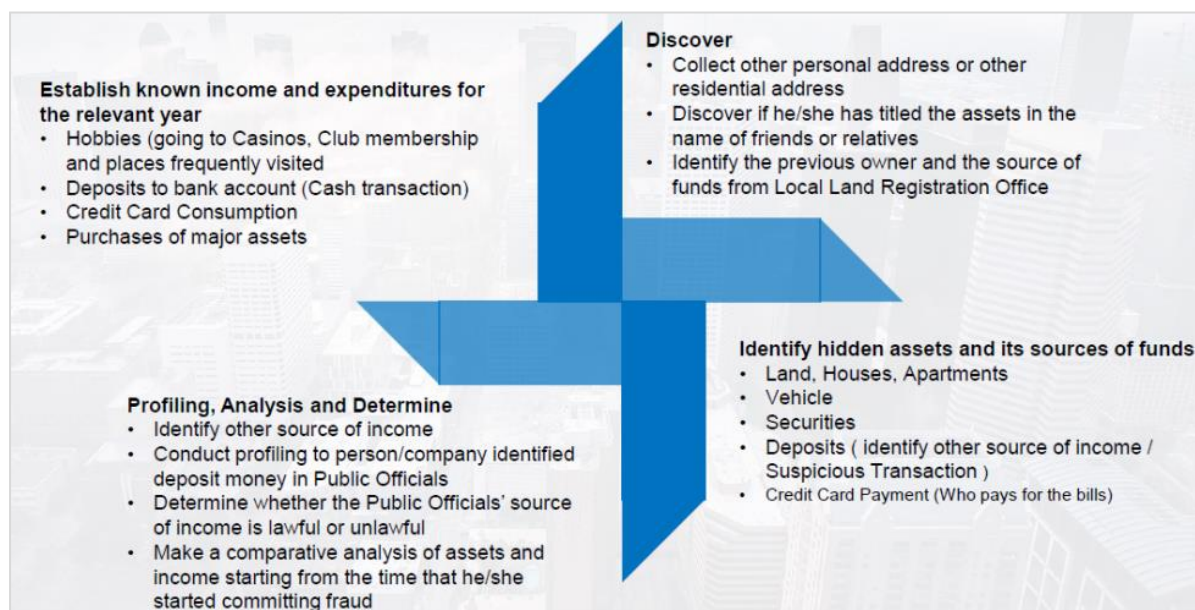
6.5.1 Overview

Most general-purpose examinations run into a special examination sooner or later: Where there is a financial misbalance, there usually are question marks around the completeness of the declaration. Therefore, inspectors need to check whether any **financial flows** were **hidden**. The **scope** of the special examination depends on the case – sometimes only a few selected assets are subject of scrutiny, e.g. if the true value of a piece of real estate is contest. However, where the overall financial balance is at stake, one usually needs to check for any hidden/undeclared financial flow.

The KPK does not reveal to the public the **number** of general and special **examinations** conducted: Declarants should not know this number. If this number was known, declarants could calculate their risk, no matter whether it is high or low. The average net working time for a special examination to be conducted is about **5 man-days**. However, most special examinations span over much longer time (weeks, months) as inspectors wait for information to come in, while they work in parallel on several cases. In particular the transposition of data received by letter (banking statements) into the database and analysis of data consumes most of the time. The following is an overview by KPK on analytical steps taken during the special examination:

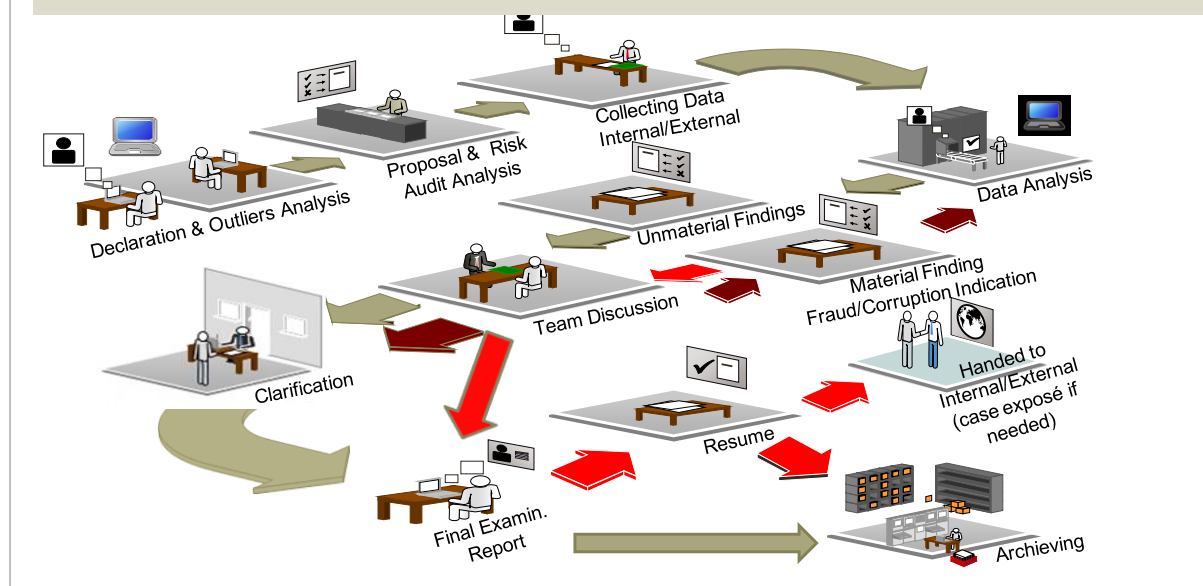


The following KPK-chart summarises the data analysis:



All in all, the workflow of examinations contains the following steps (graph by KPK):

The Workflow Examination Process



Under the new regulation of 2016, KPK does not notify declarants when the declarants being an object of examination. KPK does not want the declarant to eliminate any evidence or create a scenario in order to cover up the illicit enrichment act. Therefore, informing the declarant before the audit would risk the audit itself.

Assessments by two Council of Europe and European Union projects noted in this regard:

“The notification at the beginning of the audit should be abolished. [...] The European Convention on Human Rights requires only for a criminal trial a right to defence (Article 6 para. 3), but not for the investigation itself.⁶ There is no requirement in Moldova or elsewhere in Europe that the subject of a criminal investigation is to be informed immediately if an investigation has only just commenced. On the contrary, it would often endanger the success if the suspect knew of the investigation from its beginning. If there is no obligation to inform a suspect in a procedure as serious and far-reaching as a criminal investigation, there is even less reason to do so for audits of declarations.

Similarly, there is no obligation for the tax administration in the Republic of Moldova or elsewhere in Europe to inform the tax declarant when they check the data from a tax declaration. In fact, for example in Germany, the tax administration is only obliged to consult with the declarant right before it is about to issue a final finding:

⁶ See for further details: ECHR, [Guide on Article 6 of the European Convention on Human Rights](#) (2014).

“Before an administrative act affecting the rights of a participant may be issued, he should be given the opportunity to comment on the facts relevant to the decision. This shall apply particularly where there is to be a significant departure from the facts declared in the tax return to the detriment of the taxpayer.”⁷

There is only an obligation to hear the concerned party once a criminal investigation is finished, a tax authority produces a finding, or, in the case of an asset declaration, the Centre has performed the audit and wants to finalise its findings.

Informing the declarant would endanger the success of the audit: a bad faith declarant could use the notification to influence third parties; e.g., if he/she declared a fake loan from a friend in order to pretend as it was legal income (and thus to cover up for the same amount earned through bribes), he/she could immediately call the friend to prepare him for the audit (so the friend knows what to say and what not when the Centre would verify the loan) and falsify a loan contract and other documents.

Even worse, a declarant involved in criminal activities would know that there is a risk of a criminal investigation as a result of his/her implausible declaration. The declarant could tamper with evidence or dispose of assets. Thus, Article 23 para. 3 does not only endanger an audit, but even criminal procedures. For that reason, a tax authority would never inform the tax owe when it comes to suspect that a criminal offence from a tax declaration or other tax documents had occurred, but would only inform the prosecution office.”

Above points are probably the reasons why neither the OAS Model Law on Declarations nor the Western Balkan Recommendation provide an obligation to notify the declarant at the beginning of verification procedures.

6.5.2 Data collection

The KPK uses the following standard sources of information:

	Type of Data	Source	Data Collection
1	Land	Central Land Register	Online
		Local Land Register	Mail
2	Vehicle	Vehicle Registration Office	Online (some provinces)

⁷ Section 91 Fiscal Code of Germany ([English](#)).

3	Deposits, Insurance	FIU (“PPATK”)	Letter (data on financial accounts will be accessible online by November 2018)
4	Deposits, transactions	Banking institutions	Letter
5	Insurance	Insurance companies	Letter
6	Securities	Central Securities Custodian	Letter
		Securities Company	Letter
7	Personal address	Public Registration Office	Online, KPK database
8	Company Profile	Company Registration Office	Online, KPK database

There are plans to extend above list of databases by information from FIU on (undeclared) bank accounts used by declarants. Furthermore, KPK plans to extend its reach to information from money exchangers and wire transfer companies, which are often used for transferring money from one location to another, or for exchanging currencies.

One should keep in mind, though, that data collection is not limited to the above sources. In particular information from the declarant’s business partners or from **open sources** (google maps, social networks, etc.) can be relevant. In the future, data from the state-owned enterprise on **electricity services** can provide intelligence on the declarant’s mailing address or on the size of the property (“Does the declared size of property tally with average amounts of electricity used for properties of such size?”).

Furthermore, KPK realizes that the procedures in requesting data and collecting data by letter from Financial Institutions should be altered in order to efficient the time of examination. Currently, KPK is developing an application/platform to collect data electronically from financial institution such as Banks, Central Securities Custodian and Insurance companies. Therefore, in the future, the procedures of requesting and collecting data from those institutions will be paperless.

In single cases, KPK managed to obtain also data from **foreign sources**. However, these were cases where KPK could show a clear suspicion of wrong-doing of the declarant, so the foreign body would cooperate in the realm of mutual legal assistance of criminal matters.

6.5.3 Conflicts of interest

So far, in the KPK regulation, proactive audits of declarations for hidden conflicts of interest are not foreseen. The purposes of the audit is to measure the compliance in submitting the report, declaring the assets and assess the fairness of the assets. These purposes are to

measure the accountability and transparency in order to create public officials with high integrity. When KPK finds indications of a private interest conflicting with public duties, the inspector will look further into this case to check whether the public official gained benefit from the conflict of interest.

6.5.4 Closing the verification

Inspectors present the results of their examination to the **declarant**, who can provide additional explanations. Reactions by declarants vary depending on the case – some of them provide more information including conclusive explanations, others prefer to remain silent. Some of the declarants have reportedly displayed strong emotions, such as anger or crying, depending on the amount of hidden financial flows detected. The final result taking into account the explanations by the declarant feed into a **final report**.

In case there is a suspicion of a criminal offence, the case is transferred to the KPK's **investigation department**. If the declarant violated his/her declaration obligations, his/her **employer** is notified for possible application of sanctions.

The KPK equips the FIU annually with a list of all declarants for the FIU being able to monitor politically exposed persons (“**PEPs**”). The FIU notifies the KPK of any suspicious transactions.

The KPK does not notify the Directorate General of **Taxes** (“Direktorat Jenderal Pajak”) as it sees its mandate exclusively to prevent corruption. International recommendations favour the notification of tax authorities,⁸ not least because tax evasion by public officials raises questions about their overall ethics and integrity.

7 Internal organisation and decision power

Decisions on opening and conducting examinations do not depend on approval by a Commission member. Usually, it is sufficient if the head of Department or of the team approves the procedural step. Inspectors can take a number of measures independently, such as consulting state databases or presenting results of examinations to the declarant.

8 Sanctions

As under the previous regulation of 2005, violations of asset declaration obligations entail only disciplinary (“administrative”) sanctions. Art. 21 of KPK Regulation 7/2016 states:

“(1) In the event that a State Administrator fails to report to LHKPN or fails to fulfill the obligations as referred to in this Commission Regulation, then KPK submits a recommendation to the direct supervisor or the chairman of the

⁸ Western Balkan Recommendation F; Council of Europe Practitioner Manual, *ibid*, pages 41 and following.

institution where the State Administrator serves to impose administrative sanctions to the related State Administrator in accordance with the applicable provisions.

(2) State Administrators who provide inaccurate information regarding his/her assets may be subject to sanctions in accordance with the laws and regulations in effect.”

Since the application of KPK Regulation No. 7 of 2016, KPK requires each local government, Ministry, central government, and state-owned enterprise to create internal regulations that organize the positions obliged to declare the assets, applicable sanctions and procedures in announcing the declaration. However, employers do not report back to the KPK as to whether they applied sanctions. Therefore, the KPK has no statistics on this matter. Reportedly, the level of willingness to apply sanctions varies among the institutions and largely depends on the attitude of the state bodies head.

Illicit enrichment is addressed through confiscation of the respective inexplicable wealth. It applies if prosecutors can link the inexplicable wealth to a predicate offence. Art. 38B of Law 31/1999 as amended by Law 20/2001 states in this regard:

“(1) Anybody that is accused of committing one of the corruption offenses [...], shall in turn prove his/her wealth for which he/she has not been indicted but is believed to have originated from corruption offense.

(2) In the event that the defendant cannot prove that the wealth as referred to in paragraph (1) does not originate from corruption offense, the wealth shall be considered as originating from corruption offense either and the judge shall be authorized to decide that the wealth shall be partially or entirely confiscated for the state. “

9 Storage and access to declarations

Declarations are stored electronically with the usual precautionary measures taken (secure server rooms, regular back-ups, etc.). The KPK has migrated all **data from 2001** until today into the e-system (as it had transposed previous paper forms into electronic data already during past years). The database contains more than **one million** datasets. Previous paper versions are archived in storage cabinets at the KPK. An **internal version** of the database provides access to KPK inspectors including core private data.

Summaries of declarations are made **public online** to any citizen (or state body) through the webpage “e-Announcement” at <https://elhkpnp.kpk.go.id> or <http://acch.kpk.go.id>. Citizens can search for public officials by name, and additionally by **birth date** to filter out individuals with common names. One can also narrow search results by using the unique citizen number. However, results might not always be exact, since the current system of citizen

registration lacks full centralization; thus, cheating declarants could obtain more than one “unique” citizen number, obfuscating search results. When clicking on the respective official, a **pdf-file** with a summary opens listing all assets. **Core personal data** such as the citizen number, bank account numbers, or private address is not published. The following is an excerpt from a randomly selected summary (listing financial flows in this case over a total of 8 pages, with the overall balance shown at the end; the name and function of declarant is redacted for the purpose of this Study):

2014
B1

KOMISI PEMBERANTASAN KORUPSI
REPUBLIK INDONESIA

Tambahan Berita Negara RI Tanggal 17 April 2014 No. 31
Media Pengumuman ini maka Penyelenggara Negara akan menerima kewajiban mengumumkan harta kekayaan sesuai dengan ketentuan Undang-Undang Republik Indonesia Nomor 28 Tahun 1999 Tentang Penyelenggara Negara yang Bersih dan Bebas dari Korupsi, Koneksi, dan Nepotisme.

**PENGUMUMAN HARTA KEKAYAAN PENYELENGGARA NEGARA
(Perubahan atas Laporan Harta Kekayaan yang dilaporkan sebelumnya)**

BIDANG : EKSEKUTIF
LEMBAGA : KOMISI PEMBERANTASAN KORUPSI (KPK)

I. DATA PRIBADI

- Nama
- Jabatan
- NHK
- Alamat Kantor
- Tanggal Pelaporan

II. DATA HARTA

	Status Laporan	
	30 April 2010	20 Februari 2014
A. HARTA TIDAK BERGERAK (TANAH DAN BANGUNAN)	Rp. 340.000.000	Rp. 772.000.000
1. Tanah & Bangunan seluas 250 m2 & 180 m2, di Kota TANGERANG SELATAN, yang berasal dari HASIL SENDIRI DARI HIBAH, perolehan tahun 2009 (Perubahan Atas Data yang dilaporkan sebelumnya)	Rp. 340.000.000	Rp. 700.000.000

59110

2. Tanah seluas 120.000 m2, di Kabupaten TANAH BUMBU, yang berasal dari HASIL SENDIRI, perolehan tahun 2008 (Penambahan Data Baru)

Status Laporan	
30 April 2010	20 Februari 2014
---	Rp. 72.000.000

B. HARTA BERGERAK

a. ALAT TRANSPORTASI DAN MESIN LAINNYA

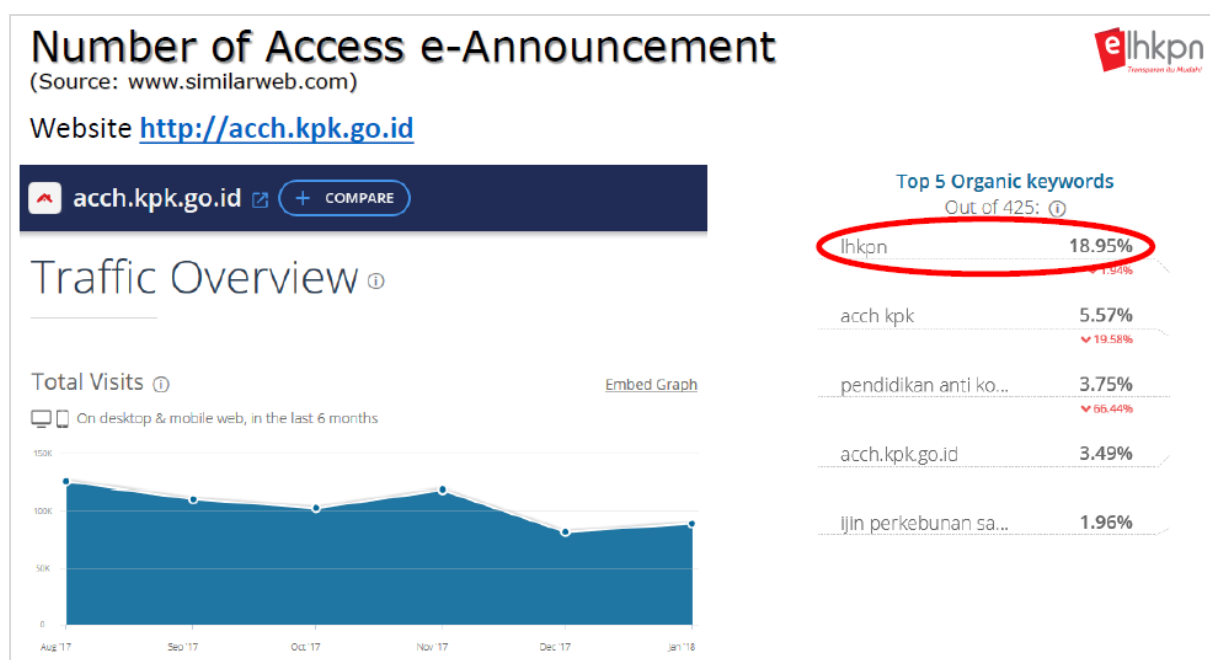
	30 April 2010	20 Februari 2014
1. Motor, merk YAMAHA V-DXION, tahun pembuatan 2008, yang berasal dari HASIL SENDIRI, perolehan tahun 2008 (Perubahan Atas Data yang dilaporkan sebelumnya)	Rp. 15.000.000	Rp. 200.000.000
2. Mobil, merk TOYOTA RUSH, tahun pembuatan 2012, yang berasal dari HASIL SENDIRI, perolehan tahun 2012 (Penambahan Data Baru)	Rp. 10.000.000	Rp. 10.000.000
b. PETERNAKAN, PERIKANAN, PERKEBUNAN, PERTANIAN, KEHUTANAN, PERTAMBANGAN DAN USAHA LAINNYA		
1. PERKEBUNAN, sejumlah 6 HA PERKEBUNAN, yang berasal dari HASIL SENDIRI, perolehan tahun 2012 (Penambahan Data Baru)	---	Rp. 70.000.000
2. PERKEBUNAN, sejumlah 1,5 HA PERKEBUNAN, yang berasal dari HASIL SENDIRI, perolehan tahun 2012 (Penambahan Data Baru)	---	Rp. 10.000.000
c. HARTA BERGERAK LAINNYA	Rp. 3.000.000	Rp. 39.000.000
1. LOGAM MULIA, yang berasal dari HIBAH, perolehan tahun 2013 (Penambahan Data Baru)	---	Rp. 6.000.000
2. BENDA BERGERAK LAINNYA, yang berasal dari HASIL SENDIRI, perolehan tahun 2008 (Penambahan Data Baru)	Rp. 3.000.000	Rp. 8.000.000

59110

	Status Laporan	
	30 April 2010	20 Februari 2014
3. BENDA BERGERAK LAINNYA, yang berasal dari HIBAH, perolehan tahun 2011 (Penambahan Data Baru)	---	Rp. 25.000.000
C. SURAT BERTAGAH	Rp. 0	Rp. 78.488.877
1. Tahun investasi 2013, yang berasal dari HASIL SENDIRI (Penambahan Data Baru)	---	Rp. 65.437.719
2. Tahun investasi 2013, yang berasal dari HASIL SENDIRI (Penambahan Data Baru)	---	Rp. 13.050.358
D. GIRO DAN SETARA KAS LAINNYA	Rp. 13.000.000	Rp. 166.844.877
1. Yang berasal dari HASIL SENDIRI (Penambahan Data Harta Kekayaan)	Rp. 13.000.000	Rp. 166.844.877
E. PIUTANG	Rp. 0	Rp. 0
TOTAL HARTA (II)	Rp. 375.000.000	Rp. 1.336.332.954
III. HUTANG	---	Rp. 165.000.000
1. Hutang dalam bentuk PINJAMAN UANG (Penambahan Hutang baru)	---	Rp. 165.000.000
IV. TOTAL HARTA KEKAYAAN (II - III)	Rp. 375.000.000	Rp. 1.171.332.954

As can be seen in the example, the summary shows data from the last declaration and **compares** it with data from two declarations before. The data can only be downloaded **case-by-case** for each declarant. A **pop-up window** comes up each time the user requests information on another declarant or declaration; the user needs to fill in his/her email address in order to proceed. The KPK has already initiated a reprogramming of the interface to have users register only once for the first information they ask for.

KPK monitors the level of usage of its e-publication system:



Other **state bodies**, such as police, prosecutors, courts, tax authorities, or FIU can access the **full version** of the declarations including attachments if they show good cause for their request (such as an ongoing investigation). So far, neither tax authorities nor the FIU have automated access to the declaration database for data-mining or electronic comparison with data contained in their own databases.

10 External monitoring and reporting

The KPK provides a wide range of **statistics** to the public on compliance with the declaration system and on its verification activities. As stated earlier, some information, such as the total number of verifications, is kept confidential as not to give cheating declarants too much insight into the KPK-system.

The public can access the compliance of each institution through the webpage <https://elhkpn.kpk.go.id/portal/user/petakepatuhan>:

Ikhtisar Kepatuhan Penyelenggara Negara

Penarikan Data per Tanggal : 01/10/2018 06:00:13

Pelaporan LHKPN Tahun	Tingkat	Bidang	Jenis Laporan	Status UIU	Eselon
2017	(All)	(All)	(All)	(All)	(All)

Ikhtisar Kepatuhan per Bidang

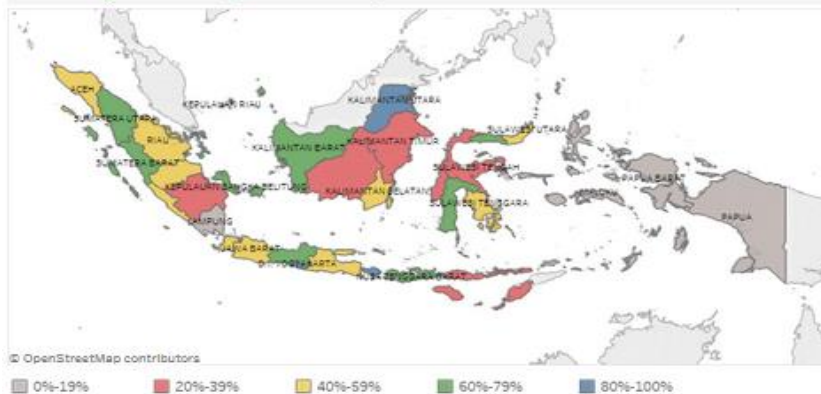
Bidang	Wajib Laporkan	Sudah Laporkan	Belum Laporkan	Kepatuhan (%)
Eksekutif	243,745	146,687	97,058	60.18%
Yudikatif	21,249	9,486	11,763	44.64%
Legislatif - MPR	2	1	1	50.00%
Legislatif - DPR	533	80	453	15.01%
Legislatif - DPD	64	34	30	53.13%
Legislatif - DPRD	15,177	3,582	11,595	23.60%
Pemilu Legislatif DPR RI	5	2	3	40.00%
Pemilu Legislatif DPD RI	108	72	36	66.67%
Pemilu Legislatif DPRD	94	21	73	22.34%
BUMN/BUMD	28,200	20,846	7,354	73.92%
Total	309,177	180,811	128,366	58.48%

Bidang	Jumlah Instansi	Kepatuhan (%)
EKSEKUTIF	652	60.18%
YUDIKATIF	2	44.64%
LEGISLATIF	482	23.73%
BUMN/BUMD	379	73.92%

Kepatuhan

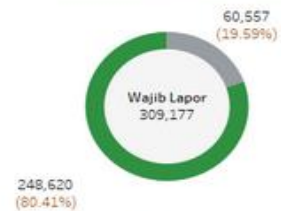


Peta Kepatuhan (Jumlah Instansi)



Belum Laporkan Sudah Laporkan

Status Akun WL



Nama Instansi

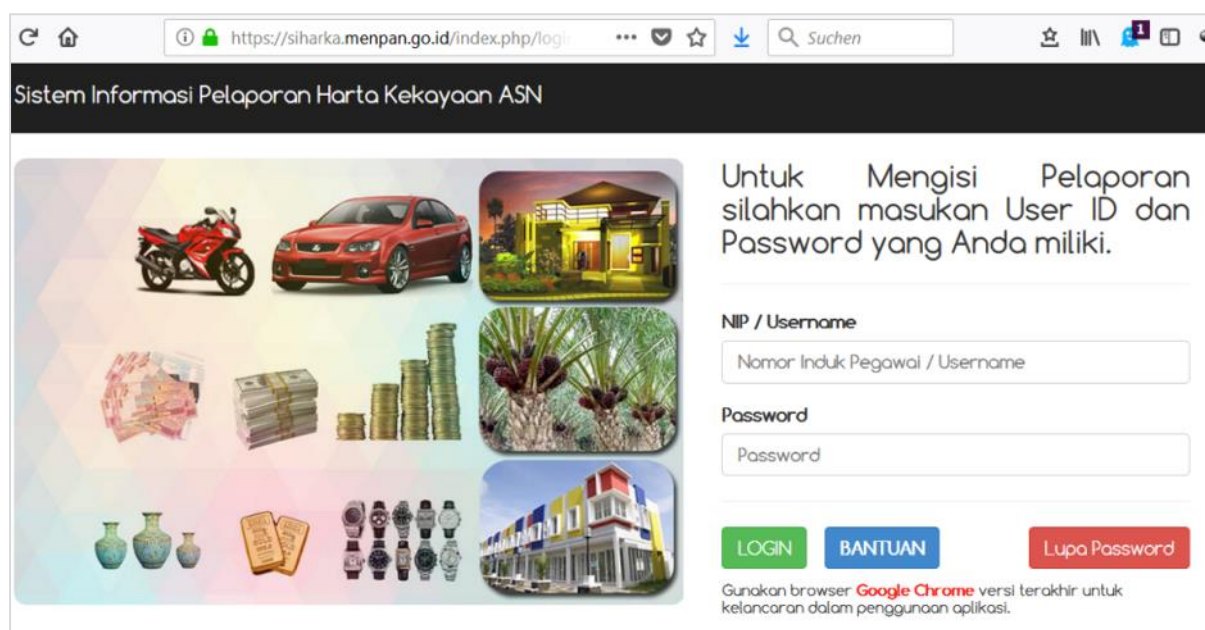
NamaInstansi	Wajib Laporkan	PN/WL Online	PN/WL Offline	Sudah Laporkan	Belum Laporkan	Tepat Waktu	Terlambat	Kepatuhan (%)
ARSIP NASIONAL REPUBLIK INDONESIA (ANRI)	60	53	7	44	16	37	7	73.33%
BADAN EKONOMI KREATIF	29	19	10	5	24	4	1	17.24%
BADAN INFORMASI GEOSPASIAL (BIG)	83	82	1	80	3	67	13	96.39%

Excursus: Declaration system for civil servants

Since 2015, a third line of asset declarations started for all around 4.2 million **civil servants** (in addition to the existing systems for public officials and elective candidates and for those not covered yet by the KPK-system “LHKPN”). Civil servants are public employees whose status is covered by a different law than public officials. The Ministry of Public Officials Empowerment and Bureaucracy (hereafter: the Ministry) introduced the system by circular letter 1/2015 (on the Obligation of Civil Servants to Report Asset Declaration). In Indonesian, the civil servants’ system is abbreviated LHKASN (as opposed to the KPK’s system LHKPN).

So far, civil servants submit a declaration 1 month after **appointment** with data as of their first day in office and 1 month after **termination** with data as of their last day in office. In addition, all civil servants already in office have to submit a declaration 3 months after the new policy (circular letter 1/2015) comes into force. The Ministry does not intend to increase the frequency as the increase of paperwork for all stakeholders involved would become hard to bear. However, the Ministry can ask for updated declarations during the time in office when they conduct an audit on the respective civil servant.

The **declaration form** is by and large similar to the LHKPN system. However, it is kept somewhat simpler as it deals with a large amount of civil servants who can be much less educated than public officials. Civil servants submit the declarations to the head of the organisation, usually represented by the internal audit unit. A copy of the summary is sent to the Ministry. So far, submission is done in paper form as well as online on <https://siharka.menpan.go.id> (depending on the usage of internet by the respective civil servant). While there are no exact numbers, practitioners interviewed for this Study estimated that more than **half** of the declarations are still submitted in **paper form**.



The screenshot shows the web interface of the 'Sistem Informasi Pelaporan Harta Kekayaan ASN' (Asset Declaration System for Civil Servants). The browser address bar shows the URL <https://siharka.menpan.go.id/index.php/login>. The page title is 'Sistem Informasi Pelaporan Harta Kekayaan ASN'. On the left, there is a collage of images representing various assets: a red motorcycle, a red car, a house, stacks of Indonesian Rupiah banknotes, gold bars, gold coins, vases, gold certificates, watches, and a modern apartment building. On the right, the text reads: 'Untuk Mengisi Pelaporan silahkan masukan User ID dan Password yang Anda miliki.' Below this, there are two input fields: 'NIP / Username' with the placeholder 'Nomor Induk Pegawai / Username' and 'Password' with the placeholder 'Password'. At the bottom right, there are three buttons: 'LOGIN' (green), 'BANTUAN' (blue), and 'Lupa Password' (red). A small note at the bottom right states: 'Gunakan browser Google Chrome versi terakhir untuk kelancaran dalam penggunaan aplikasi.'

The data is **not public**. The KPK has access to it as do tax authorities. However, so far, tax authorities do not seem to make use of the declarations for the purpose of verifying tax declarations.

Declarations submitted in paper form are stored with the **human resource file** of that particular civil servant. The challenge in this approach lies with the file management: While in theory, a civil servant's file should follow along his/her career path as a growing body of record, it is reportedly not (always) in practice. For example, civil servants might become public officials or private sector employees and then civil servants again; or they might switch posts between different central and local entities. In such cases, new HR files might be opened after the transition to the new post, if only because the old HR file is lost or is not sent to the new employer.

The Ministry cannot introduce new sanctions via a circular letter (such as petty offences or similar) – this would require a legal change. However, the Ministry managed to establish two **indirect sanctions**:

- It is obligatory for civil servants who want to move up to a certain seniority level to comply with the declaration system; civil servants who do not submit declarations or whose declarations contain false data will **not be promoted**.
- Civil servants receive a large proportion of their salary based on the performance of the institution they work for (institutional **bonus**). The bonus can be 4 or 5 times as high as the basic salary depending on the level of seniority. The bonus is calculated inter alia by taking into account the rate of submissions for asset declarations. Therefore, senior managers in all state institutions employing civil servants are very keen on ensuring a high submission compliance rate.

Given the high number of new declarants and the high number of public entities involved, the Ministry has managed already to achieve a rather high compliance rate:

List of declarants submitted	Yes	No
Ministry/agency	61	24
Provinces	10	24
Regency	244	270

Institution	Employees	Identified as declarants	Declaration submitted		%
			Yes	No	
Ministry/agency	1,004,731	488,290	360,680	127,610	73.87
Provinces	301,763	32,335	26,150	6,185	80.87
Regency	3,257,153	166,910	95,568	71,342	57.26
Total	4,563,647	687,535	482,398	205,137	70.16

(Data by the Ministry as of February 2018)

As for **verifications**, the internal audit units so far check the submission compliance of declarations. This aside, they review the veracity of data only in cases of complaints against the public official or similar apparent irregularities. The powers of internal audit units are rather limited and do not comprise the wide access of data the KPK has to state databases. The internal audit units can request civil servants to produce proof of data or they can access databases which are open to the public. The internal audit units may also cooperate with the police in case there are suspicions of a crime. The capacity of internal audit units is still quite expandable. An internal assessment of capacities graded 90% of internal audit units to rank on level 1 out of 5, with 5 representing the best score.

As next steps, the Ministry plans to integrate its online system into the KPK's e-system. Furthermore, it plans to link the e-system to databases containing information from tax declarations to allow for comparison of both. In addition, the Ministry plans to integrate into the **bonus** system the level of compliance of submission under the KPK-system (currently only the compliance level under the LHKPAN is taken into account).

Annex I: KPK Regulation 7/2016 (incl. declaration form)



**THE CORRUPTION ERADICATION COMMISSION
OF THE REPUBLIC OF INDONESIA**

**REGULATION OF
THE CORRUPTION ERADICATION COMMISSION
OF THE REPUBLIC OF INDONESIA
NUMBER 07 YEAR 2016
REGARDING
THE PROCEDURE OF REGISTRATIONS, ANNOUNCEMENTS AND INSPECTIONS
OF STATE ADMINISTRATORS ASSETS
BY THE GRACE OF GOD ALMIGHTY
THE CHAIRMAN OF THE CORRUPTION ERADICATION COMMISSION
OF THE REPUBLIC OF INDONESIA,**

- Considering:
- a. whereas, the need for the management process of the registration, announcement, and inspection of State Administrators assets is developing, it should be managed more efficiently and effectively;
 - b. whereas, Decision Number KEP-07/KPK/02/2005 regarding the Procedure of the Registration, Announcement and Inspection of the State Administrators Asset Report should be adjusted to the development and demand of the registration, announcement and inspection of State Administrators assets needs to be replaced;
 - c. whereas, that based on the considerations as referred to in letter a and letter b, it is necessary to stipulate a Regulation of the Corruption Eradication Commission regarding the Procedures of the Registration, Announcement and Inspection of the State Administrators Assets Report;
- Recalling:
1. Law Number 28 of 1999 regarding State Administrators who are clean and free of corruption, collusion and nepotism (State Gazette of the Republic of Indonesia of 1999 Number 75, Additional State Gazette of the Republic of Indonesia Number 3851);

2. Law Number 30 Year 2002 regarding the Criminal Corruption Eradication Commission (State Gazette of the Republic of Indonesia Year 2002 Number 137, Additional State Gazette of the Republic of Indonesia Number 4250), as amended by Law Number 10 Year 2015 regarding the Stipulation of Government Regulations as replacement of Law Number 1 Year 2015 regarding the Amendment to Law Number 30 Year 2002 regarding the Corruption Eradication Commission to become Law (State Gazette of the Republic of Indonesia Year 2015 Number 31, Additional State Gazette of the Republic of Indonesia Number 5661);
3. Regulation of the Corruption Eradication Commission Number 01 Year 2015 regarding the Organization and Working Procedure of the Corruption Eradication Commission;

DECIDES:

Determines : REGULATION OF THE CORRUPTION ERADICATION COMMISSION REGARDING THE PROCEDURES OF THE REGISTRATION, ANNOUNCEMENT, AND INSPECTION OF THE STATE ADMINISTRATORS ASSETS REPORT.

CHAPTER I GENERAL PROVISION

Article 1

In this Commission Regulation, referred to as:

1. The Corruption Eradication Commission hereinafter referred to as KPK as referred to in Law Number 30 Year 2002 regarding the Criminal Corruption Eradication Commission.
2. State Administrators are Officials of the State exercising the executive, legislative or judicial functions, and other officers whose principal functions and duties are related to the State administration or other public officials in accordance with the laws and regulations in effect.
3. Assets are property in the form of movable or immovable objects, tangible or intangible, including other rights and obligations that can be assessed with money owned by the State Administrators and his / her spouse and children who are still under the responsibility of the State Administrator, either in the name of the State Administrator or other persons, acquired before and during the State Administrator takes office.
4. The State Administrator Asset Report hereinafter referred to as LHKPN is a report in print and/or other forms regarding the description and details of information on assets, personal data, including incomes, expenses and other data of the State Administrator assets.
5. Registration is the submission of the LHKPN by the State Administrator to the KPK.

6. Announcements are the LHKPN announcements by the State Administrators to the public.
7. Inspection is a series of activities to examine compliance, completeness, existence, and reasonableness of the assets stated in the LHKPN.

Article 2

This KPK Regulation is intended as a guideline for the implementation of the Registration, Announcements and Inspections of LHKPN.

LHKPNs that have been announced cannot be used either by the State Administrators or any party to declare that the State Administrator Assets are not related to criminal offences.

CHAPTER II REGISTRATION OF THE LHKPN

Part One Submission of the LHKPN

Article 4

- (1) State Administrators shall submit the LHKPN to KPK at the time when:
the first time appointed as a State Administrator to take office;
re-appointed as a State Administrator after the expiration of the term of office or retirement; or
expiration of term of office or retirement as State Administrator.
- (2) The submission of LHKPN as referred to in paragraph 1 shall be implemented no later than 3 (three) months from the date of the first appointment / re-appointment / term of office expiry as a State Administrator.

Article 5

- (1) The submission of the LHKPN during the State Administrator is in office shall be conducted periodically once in every 1 (one) year regarding the assets obtained from 1 January up till 31 December.
- (2) The submission of the LHKPN as referred to in paragraph (1) shall be conducted within the period of no later than the 31 March of the subsequent year.

Article 6

- (1) The submission of the LHKPN as referred to in Article 4 and Article 5 may be submitted directly or through other media as determined by the KPK.

(2) The LHKPN format as referred to in paragraph (1) is determined by the KPK that at least contains:

- a. name;
- b. position;
- c. institution;
- d. place and date of birth;
- e. address
- f. identity of wife or husband;
- g. identity of children;
- h. type, value and origin of the acquisition of assets possessed;
- i. amount of income and expenditure;
- j. a power of attorney to obtain financial data;
- k. a power of attorney announcing the assets; and
1. a statement.

(3) The LHKPN format as referred to in paragraph (2) is contained in Attachment I that is an integral part of this KPK Regulation.

(4) The LHKPN is a State owned document.

Part Two

LHKPN Acceptance

Article 7

(1) The KPK shall implement an administrative verification of the submitted LHKPN as referred to in Article 6.

(2) The administrative verification shall be conducted by examining the accuracy of the LHKPN filling out as well as supporting evidence attached in accordance with the guidance on the filling out of the LHKPN form.

(3) The supporting evidences attached by the State Administrator shall at least contain a copy of the document describing the ownership of the assets to the financial institution.

Article 8

(1) If the administrative verification outcomes indicate that the submission of LHKPN is incomplete then KPK shall notify the State Administrator of the parts of the LHKPN Form and its supporting evidences that need to be corrected and/or completed by the State Administrator.

(2) The State Administrator shall submit the corrections or completeness of the LHKPN no later than 14 (fourteen) work days from the date the notification is received as referred to in paragraph (1).

(3) In the event that the State Administrator fails to fulfill the obligations as referred to in Article 8 paragraph (2), then the State Administrator shall be considered to have submitted an incomplete LHKPN.

Article 9

In the event that the administrative verification outcomes indicate that the submission of LHKPN is complete, then the KPK shall provide a receipt to the State Administrator.

CHAPTER III

LHKPN ANNOUNCEMENT

Article 10

- (1) The Announcement shall be implemented by the State Administrator within a period of no later than 2 (two) months after the State Administrator submits the LHKPN to the KPK.
- (2) The announcement as referred to in paragraph (1) shall be conducted by using the format stipulated by KPK through the electronic and non-electronic media as follows:
 - a. KPK announcement media;
 - b. the official institution announcement media; and/or
 - c. a nationally circulated newspaper.
- (3) The format of the Asset Announcement Document as referred to in paragraph (2) is contained in Attachment II which is an integral part of this KPK Regulation.

Article 11

State Administrators may authorize in writing to the KPK to make the announcement of their assets as referred to in Article 10.

CHAPTER IV

LHKPN INSPECTION

Article 12

- (1) The LHKPN inspection shall be conducted by the KPK before, during and after the State Administrator takes office.
- (2) LHKPN inspection of the State Administrator whose term in office is expired or is retired shall be implemented up to a maximum period of 5 (five) years from the expiration of the term of office or the retirement of the State Administrator.
- (3) The LHKPN inspection shall be conducted on self-initiative based on the analysis outcomes or at the request of particular parties.
- (4) Inspections implemented based on self-initiatives are based on:
the addition of more or less assets compared to the reported net income;
any addition or discharge of assets which source of acquisition originate from grants/ gifts/ inheritance in significant amounts compared to the total reported wealth;
any amount of assets that are smaller compared to debts; and / or
other analyzes related to the profiles of office, assets and income.

(5) LHKPN inspection that is implemented at the request of particular parties as referred to in paragraph (3) in the framework of law enforcement, internal control and prevention of corruption crimes.

(6) The particular parties as referred to in paragraph (3) may not use the LHKPN inspection outcomes for purposes other than the reasons of the Inspection request.

Article 13

KPK conducts inspections on the value, amount, type, and origin of State Administrator assets that is obtained before, during, and after the State Administrator takes office.

Article 14

Inspections are implemented by among others collecting, identifying, analyzing, confirming, clarifying, evaluating data and information as well as conducting field checking.

Article 15

- (1) In conducting inspections, KPK may request data / information or explanations from:
 - a. the related State Administrator;
 - b. ministries / institutions / government agencies, state or private institutions;
 - c. providers of financial services, including banks, finance companies, insurance companies, securities companies, foreign exchange traders;
 - d. providers of other goods and services, among others property companies, motorcycle vehicle traders, traders of jewels / jewellery / precious metals, art / antiques dealers and auction houses;
 - e. notaries / land title registrars; and
 - f. other parties.
- (2) Requests for data / information or explanations of the financial service providers as referred to in paragraph (1) letter c shall be made on the basis of a special authorization letter of the related customer of the financial services provider.
- (3) In the framework of the inspection, the parties referred to in paragraph (1) shall provide data / information or explanations as requested by KPK.

Article 16

- (1) Inspection by KPK employees shall be conducted on the basis of a duty warrant signed by the Chairman of the KPK or other designated officials.
- (2) In conducting the inspection, KPK may request the assistance of experts / professionals.

Article 17

- (1) Every inspection outcome shall be set forth in an LHKPN Inspection Outcome Report.
- (2) The Inspection Procedure shall be implemented based on the LHKPN inspection procedure established by the KPK.

(3) The LHKPN Inspection Outcome Report shall be confidential and may only be used as initial data for the purposes as referred to in Article 12 paragraph (3).

Article 18

In the event of any indication of corruption or other criminal offenses, KPK shall follow up in accordance with the authority of KPK or coordinate with authorized institutions in accordance with the provisions of the laws and regulations in effect.

CHAPTER V

COOPERATION BETWEEN KPK AND INSTITUTIONS / AGENCIES

Article 19

(1) KPK may cooperate with institutions / agencies related to the implementation of the Commission Regulation.

(2) KPK shall provide access and receive public information related to the State Administrators assets that have been announced in accordance with the procedure of requesting data established by the KPK.

(3) In implementing the duties and functions of registration and announcements of LHKPN, KPK may request related institutions / agencies to establish an LHKPN Management Unit.

CHAPTER VI

COMMUNITY PARTICIPATION

Article 20

(1) The community may provide data / information or explanations to KPK in relation to the State Administrators assets.

(2) The data / information or explanations submitted to the KPK as referred to in paragraph (1) shall be data / information or explanations that can be accounted for.

(3) The community may access data / information related to the State Administrators assets that have been announced in accordance with the data request procedure established by the KPK.

(4) KPK is not responsible for the misuse of information by providing the access to the community as referred to in paragraph (3).

CHAPTER VII OTHER PROVISIONS

Article 21

- (1) In the event that a State Administrator fails to report to LHKPN or fails to fulfill the obligations as referred to in this Commission Regulation, then KPK submits a recommendation to the direct supervisor or the chairman of the institution where the State Administrator serves to impose administrative sanctions to the related State Administrator in accordance with the applicable provisions.
- (2) State Administrators who provide inaccurate information regarding his / her assets may be subject to sanctions in accordance with the laws and regulations in effect.
- (3) This Regulation of the Commission shall also apply to candidates State Administrators who based on the laws and regulations are required to report assets prior to become a State Administrator.

CHAPTER VIII TRANSITIONAL PROVISIONS

Article 22

- (1) KPK shall perform its duties and authorities based on this Regulation of the Commission no later than 1 (one) year after the enactment of this KPK Regulation.
- (2) When KPK is capable to perform the duties and authorities as referred to in Chapter I up to Chapter III of this KPK Regulation, then Chapter I up to Chapter III of the Decision of the Chairman of the Corruption Eradication Commission Number KEP-07/KPK/02/2005 regarding the Procedure of the Registration, Announcements and Inspection of the State Administrators Asset Report, are revoked and declared null and void.

CHAPTER IX CLOSING PROVISIONS

Article 23

At the time this KPK Regulation comes into effect, Chapter IV up to Chapter IX of the Decision of the Chairman of the Corruption Eradication Commission Number KEP-07/KPK/02/2005 regarding the Procedures for the Registration, Announcements and Inspection of State Administrators Assets Report is revoked and declared null and void.

Article 24

This KPK Regulation comes into effect at the date enacted.

For public cognizance, it is instructed that the enactment of this KPK Regulation is placed in the State Gazette of the Republic of Indonesia.

Stipulated in Jakarta
on the date of 31 May 2016

CHAIRMAN OF THE CORRUPTION ERADICATION COMMISSION

AGUS RAHARDJO

Enacted in Jakarta
on the date of 1/7/16

OF THE LAWS AND REGULATIONS
THE MINISTRY OF LAW AND HUMAN RIGHTS
OF THE REPUBLIC OF INDONESIA,

WIDODO EKATJAHJANA

STATE GAZETTE OF THE REPUBLIC OF INDONESIA YEAR 2016 NUMBER 985

ATTACHMENT I
REGULATION OF THE CORRUPTION ERADICATION COMMISSION
OF THE REPUBLIC OF INDONESIA NUMBER 7 YEAR 2016
REGARDING THE PROCEDURES OF REGISTRATION, ANNOUNCEMENTS, AND
INSPECTION OF STATE ADMINISTRATORS ASSETS

FORMAT OF THE LHKPN DOCUMENT

KPK Sheet CORRUPTION ERADICATION COMMISSION OF THE REPUBLIC OF INDONESIA Jl. H.R.Rasuna Said Kav. C1, Kuningan Jakarta 12920		Sheet for the State Administrator CORRUPTION ERADICATION COMMISSION OF THE REPUBLIC OF INDONESIA Jl. H.R.Rasuna Said Kav. C1, Kuningan Jakarta 12920	
RECEIPT OF FORM SUBMISSION REPORT OF STATE ADMINISTRATORS ASSETS		RECEIPT OF FORM SUBMISSION REPORT OF STATE ADMINISTRATORS ASSETS	
In the name of : <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		In the name of : <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
Position : <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		Position : <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
Sector : <div style="border: 1px solid black; padding: 2px;">Executive / Legislative / Judiciary /BUMN-D *)</div>		Sector : <div style="border: 1px solid black; padding: 2px;">Executive / Legislative / Judiciary /BUMN-D *)</div>	
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REPORT OF STATE ADMINISTRATORS ASSETS

<u>TYPE OF REPORT</u>	:	Special Report <input type="checkbox"/> Candidate State Administrator (PN) <input type="checkbox"/> Start of Office <input type="checkbox"/> End of Office Date of Reporting : <input type="text"/> - <input type="text"/> - <input type="text"/>	Periodic Report <input type="checkbox"/> Still in Office Year of Reporting: <input type="text"/>
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1. Name in Full / Degree	:	<input style="width: 50%;" type="text"/> / <input style="width: 50%;" type="text"/>
2. Institution	:	<input style="width: 100%;" type="text"/>
3. Position	:	<input style="width: 100%;" type="text"/>
4. Office Address	:	<input style="width: 100%;" type="text"/>

I. SUMMARY OF ASSETS REPORT OF STATE ADMINISTRATORS

1. IMMOVABLE PROPERTY (LAND AND/OR BUILDINGS)	Rp
2. MOVABLE PROPERTY (TRANSPORTATION MEANS AND MACHINES)	Rp
3. OTHER MOVABLE PROPERTY	Rp
4. SECURITIES	Rp
5. CASH AND CASH EQUIVALENTS	Rp
6. OTHER PROPERTIES	Rp
TOTAL ASSETS	Rp
7. DEBTS	Rp
TOTAL ASSETS	Rp

I, the undersigned declare that

a. This Report of the State Administrators Assets (LHKPN) is truly made by me consciously, without pressure or coercion in any form and by anyone. If in the future, changes occur (either additions or deductions) of mine or my families' assets, then I am obliged to report such changes in accordance with the applicable law. And if in the future there are assets of me and my family who are my dependents that I have not reported, then I am willing to be responsible conform the laws and regulations in effect.

b. To fulfill the principle of accountability and transparency, I am prepared that this Summary of Assets Report of State Administrators is placed in the KPK announcement media and/or institution as initial information for the public.

.....
The Person Reporting,

()

"This assets report is in accordance with the report of the State Administrator and cannot be the basis of the State Administrator or any other person to declare that the concerned asset is not related to criminal offenses."

II. PERSONAL DATA	
1. Name in Full / Degree	: <input type="text"/> / <input type="text"/>
2. NIK	: <input type="text"/>
3. TIN	: <input type="text"/>
4. Active Email Address	: <input type="text"/>
5. Home Telephone No.	: <input type="text"/>
6. Active Handphone No.	: <input type="text"/>
7. Other Position/ Multiple Positions*)	: <input type="text"/>
a. Echelon **)	: <input type="text" value="1. I 2. II 3.III 4.IV 5. Non-echelon"/>
b. Echelon I Work Unit/ Equivalent	: <input type="text"/>
c. Institution	: <input type="text"/>
Description: *) If any **) Encircle one	

Photograph of PN

III. OTHER FAMILY DATA *)

No	NAME	RELATIONSHIP WITH PN	PLACE AND DATE OF BIRTH/ GENDER	OCCUPATION	HOME ADDRESS
(1)	(2)	(3)	(4)	(5)	(6)
..... <div> <div> <div></div> <div></div> </div> <div>-</div> <div> <div></div> <div></div> </div> <div>-</div> <div> <div></div> <div></div> <div></div> <div></div> </div> </div> *) <input type="checkbox"/> Male <input type="checkbox"/> Female
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.... <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> *) <input type="checkbox"/> Male <input type="checkbox"/> Female

Description:
*) Core family members not enlisted in the PN Family Card **) Select one by crossing / ticking

This sheet can be multiplied as needed

IV.1. IMMOVABLE PROPERTY (LAND AND/OR BUILDINGS)																					
NO	LOCATION	AREA	OWNERSHIP	ACQUISITION VALUE	ESTIMATED VALUE WHEN REPORTING																
(1)	(2)	(3)	(4)	(5)	(6)																
	Road/No Sub-district/ Village District Regency/City Province/ State	LandM2/ BuildingM2	Type of Evidence ¹⁾ <table border="1"><tr><td>1</td><td>2</td></tr></table> Number of Evidence In the Name of ²⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td></tr></table> Origin of Asset ³⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr></table> Utilization ⁴⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td></tr></table>	1	2	1	2	3	1	2	3	4	5	6	1	2	3	4	Rp.	Rp.	
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	Road/No Sub-district/ Village District Regency/City Province/ State	LandM2/ BuildingM2	Type of Evidence ¹⁾ <table border="1"><tr><td>1</td><td>2</td></tr></table> Number of Evidence In the Name of ²⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td></tr></table> Origin of Asset ³⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr></table> Utilization ⁴⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td></tr></table>	1	2	1	2	3	1	2	3	4	5	6	1	2	3	4	Rp.	Rp.
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	Road/No Sub-district/ Village District Regency/City Province/ State	LandM2/ BuildingM2	Type of Evidence ¹⁾ <table border="1"><tr><td>1</td><td>2</td></tr></table> Number of Evidence In the Name of ²⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td></tr></table> Origin of Asset ³⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr></table> Utilization ⁴⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td></tr></table>	1	2	1	2	3	1	2	3	4	5	6	1	2	3	4	Rp.	Rp.
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Sub Total/Total					Rp.....															
Description ¹⁾ Type of Ownership Evidence: 1. Certificate 2. Others ²⁾ In the name of: 1. Related PN 2. Spouse/children 3. Others ³⁾ Origin of Assets: 1. Own Effort 2. Inheritance 3. Grant by Deed 5. Gift 6. Others ⁴⁾ Utilization: 1. Residence 2. Leased 3. Agriculture/Plantation /Fishery / Mining 4. Others This sheet can be multiplied as needed																				

IV.2.1 MOVABLE PROPERTY (TRANSPORTATION MEANS AND ENGINE)

NO	DESCRIPTION	OWNERSHIP	ACQUISITION VALUE	ESTIMATED VALUE WHEN REPORTING																								
(1)	(2)	(3)	(4)	(5)																								
	Type ¹⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr></table> Brand Type Production year <table border="1"><tr><td></td><td></td><td></td><td></td></tr></table> Pol.No/ Registration	1	2	3	4	5					Type of evidence ²⁾ <table border="1"><tr><td>1</td><td>2</td></tr></table> Origin of assets ³⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr></table> In the name of ⁴⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td></tr></table> Utilization ⁵⁾ <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td></tr></table> Other Information	1	2	1	2	3	4	5	6	1	2	3	1	2	3	4	Rp.	Rp.
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Description:

1) Type of Transportation Means/ Machine: 1.Car 2. Motorcycle 3.Ships/boats 4. Aircraft 5. Others

2) Type of Evidence: 1. BPKB/STNK 2.Others

3) Origin of assets:1. Own effort 2.Inheritance 3.Grant by Deed 4. Grant without Deeds 5.Gift 6.

4) In the name of: 1. Related PN 2. Spouse/ Children 3. Others

5) Utilization: 1. Self-used 2. Not Self-used & Producing 3. Not self-used & not producing 4. Others

This sheet can be multiplied as needed

IV.2.2. OTHER MOVABLE PROPERTY

NO	DESCRIPTION	ORIGIN OF ASSETS 2)	ACQUISITION VALUE	ESTIMATED VALUE WHEN REPORTING												
(1)	(2)	(3)	(4)	(5)												
	Type 1) <table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr></table> Total Unit Other info	1	2	3	4	5	6	<table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr></table> 	1	2	3	4	5	6	Rp.	Rp.
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1	2	3	4	5	6											
1	2	3	4	5	6											
Sub Total / Total				Rp.												

Description:

1) Other Types of Movable Property: 1. Household Furniture 2. Electronic Goods 3. Jewelry & Metal/ Precious Stones 4. Arts/ Antiques 5. Inventory 6. Other Movable Property

2) Origin of Assets: 1. Own Effort 2. Inheritance 3. Grant by Deed 5. Gift 6. Others

This sheet can be multiplied as needed

IV.3. SECURITIES

N O	DESCRIPTION	ACCOUNT NR/CUSTOMER ID	ORIGIN OF ASSETS	ACQUISITION VALUE	ESTIMATED VALUE WHEN REPORTING												
(1)	(2)	(3)	(4)	(5)	(6)												
	Type ¹⁾ <table border="1"><tr><td>1</td><td>2</td><td></td></tr><tr><td>1</td><td>2</td><td>3</td></tr></table> In the name of ²⁾ Issuer/Company Custodian/Securiti es	1	2		1	2	3	<table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr></table> 	1	2	3	4	5	6	Rp.	Rp.
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1	2	3															
1	2	3	4	5	6												
	Type ¹⁾ <table border="1"><tr><td>1</td><td>2</td><td></td></tr><tr><td>1</td><td>2</td><td>3</td></tr></table> In the name of ²⁾	1	2		1	2	3	<table border="1"><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr></table> 	1	2	3	4	5	6	Rp.	Rp.
1	2																
1	2	3															
1	2	3	4	5	6												

Issuer/Company
Custodian/Securities
Sub Total/Total				Rp.

Description:

1) Type of securities: 1. Securities traded in the Exchange (Listing) 2. Ownership/ Participation in Non-Listing Companies

2) In the name of: 1. related PN 2. Spouse / Children 3. Others

3) Origin of assets: 1. Self-effort, 2. Heritage, 3. Grant by Deed, 4. Grant without Deed, 5. Gifts, 6. Others

This sheet can be multiplied as needed

IV.4. CASH AND CASH EQUIVALENT

NO	DESCRIPTION	ACCOUNT INFORMATION	ORIGIN OF ASSETS	BALANCE VALUE
(1)	(2)	(3)	(4)	(5)
	Type Description Name of Bank/ Institution:	Number In the name of ²⁾ Description	Rp.
	Type Description Name of Bank/ Institution:	Number In the name of ²⁾ Description	Rp.
	Type Description	Number	Rp.

 Name of Bank/ Institution:	In the name of ²⁾ 1 2 3 Description
	Type 1 2 3 4 5 Description Name of Bank/ Institution:	Number In the name of ²⁾ 1 2 3 Description	1 2 3 4 5 6	Rp.
Sub Total/Total				Rp.

Description: Income of business/ leases
 1) Types of Cash and Cash Equivalents 2. Deposit 3. Current Account 4.Savings 5. Others
 2) In the name of: 1.Related PN 2. Spouse/ Children 3. Others
 3) Origin of assets: 1.Self-effort 2.Heritage 3.Grant without Deed 5.Gifts 6.Others
This sheet can be multiplied as needed

IV.5. OTHER ASSETS				
NO	DESCRIPTION	ORIGIN OF ASSETS ²⁾	ACQUISITION VALUE	ESTIMATED VALUE WHEN REPORTING
(1)	(2)	(3)	(4)	(5)
	Type ¹⁾ 1 2 3 4 5 6 7 8 Description	1 2 3 4 5 6	Rp.	Rp.
	Type ¹⁾ 1 2 3 4 5 6 7 8 Description	1 2 3 4 5 6	Rp.	Rp.

																
	Type ¹⁾	1	2	3	4	5	6	7	8	1	2	3	4	5	6	Rp.	Rp.
	Description																
																
																
	Type ¹⁾	1	2	3	4	5	6	7	8	1	2	3	4	5	6	Rp.	Rp.
	Description																
																
																
Sub Total/Total																Rp.	

Description:
1) Type of Other Assets: 1.Accounts Receivable, 2. Non-legal Business Cooperation, 3. Intellectual Property Rights, 4. Pension Funds/ Old Age Savings, 5. Unit link, 6. Prepaid Long Term Rental, 7. Individual Owned Management/ Business Rights 8. Others
2) Origin of Assets: 1.Self-effort, 2.Heritage, 3.Grant by Deed, 4.Grant without Deed, 5.Gifts, 6. Others
This sheet can be multiplied as needed

IV.6. DEBTS											
NO	DESCRIPTION	NAME OF CREDITOR			FORM OF COLLATERAL			INITIAL DEBT VALUE	BALANCE OF DEBT VALUE		
(1)	(2)	(3)			(4)			(5)	(6)		
	Type ¹⁾	1	2	3			Rp.....			Rp.....
	In the name of ²⁾	1	2	3
	Type ¹⁾	1	2	3			Rp.....			Rp.....
	In the name of ²⁾	1	2	3

	Type ¹⁾ In the name of ²⁾	1 1	2 2	3 3	Rp.....	Rp.....
	Type ¹⁾ In the name of ²⁾	1 1	2 2	3 3	Rp.....	Rp.....
	Type ¹⁾ In the name of ²⁾	1 1	2 2	3 3	Rp.....	Rp.....
Sub Total / Total								Rp.

Description:
1) Type of Debt: 1. Consumptive Debts (KPR, Vehicles, Credit Cards, Multipurpose) 2. Commercial / Business / Corporate Debts 3. Other Debts
2) In the name of: 1. Related PN 2. Spouse/ Children 3. Others

This sheet can be multiplied as needed

V. INFORMATION ON CASH ACCEPTANCE				
January to December Year....				
NO	TYPE OF ACCEPTANCE			TOTAL ACCEPTANCE
(1)	(2)			(3)
A. ACCEPTANCE FROM OCCUPATION		State (PN)	Administrators	Spouse of PN
1.	Salary and allowances			
2.	Income from profession / expertise			
3.	Honorarium			
4.	Tantiem, bonus, production service, THR			
5.	Income from other occupations			
SUBTOTAL				
B. INCOME FROM BUSINESS AND ASSETS				

1.	Income from securities investments			
2.	Income from business / leases			
3.	Interest of savings / deposits, etc.			
4.	Sale or disposal of property			
5.	Other incomes			
SUBTOTAL				
C. OTHER ACCEPTANCE				
1.	Acceptance of debts			
2.	Acceptance of heritage			
3.	Acceptance of grants /gifts			
4.	Others			
SUB TOTAL				
TOTAL ACCEPTANCE (A+B+C)				

IV. INFORMATION ON CASH EXPENDITURE		
January to December Year.....		
NO	TYPE EXPENDITURE	TOTAL EXPENDITURE
(1)	(2)	(3)
A. ROUTINE EXPENDITURE		
1.	Household expenses (including transportation, education, health, recreation, credit card payments)	
2.	Social expenses (religious, traditional, tithe, <i>infaq</i> , other donations)	
3.	Payment of Taxes (PBB, vehicles, regional taxes, other taxes)	
4.	Other routine expenditures	
SUBTOTAL		
B. NON-ROUTINE EXPENDITURE		
1.	Purchase / acquisition of new property	
2.	Maintenance / modification / rehabilitation of property	

3.	Other non-routine expenditures	
SUBTOTAL		
C. OTHER EXPENDITURES		
1.	Cost of handling inheritance / grants / gifts	
2.	Repayments / installments of debts	
3.	Other Expenses	
SUBTOTAL		
TOTAL EXPENDITURES (A + B + C)		

ATTACHMENT 1 – INFORMATION ON SALE / DISCHARGE OF ASSETS AND ACCEPTANCE / PROVIDING GRANTS IN ONE YEAR								
NO	DESCRIPTION	NAME OF ASSETS	VALUE	INFORMATION OF SECOND PARTY				
(1)	(2)	(3)	(4)	(5)				
	Type ¹⁾ <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> </table> Description	1	2	3	4	Rp.	Name Address.....
1	2	3	4					
	Type ¹⁾ <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> </table> Description	1	2	3	4	Rp.	Name Address.....
1	2	3	4					
	Type ¹⁾ <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> </table> Description	1	2	3	4	Rp.	Name Address.....
1	2	3	4					
	Type ¹⁾ <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> </table> Description	1	2	3	4	Rp.	Name Address.....
1	2	3	4					

	Description			Address.....				
	Type ¹⁾ <table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> </table> Description	1	2	3	4	Rp.	Name Address.....
1	2	3	4					

Description:

1) Type: 1. Sale of Assets 2. Discharge of Assets 3. Acceptance of Inheritance 4. Providing Grants

This sheet can be multiplied as needed

ATTACHMENT 2 – INFORMATION ON ACCEPTANCE OF FACILITIES / BENEFITS IN ONE YEAR

N O	DESCRIPTION	NAME OF THE PARTY PROVIDING FACILITIES	DESCRIPTION						
(1)	(2)	(3)	(4)						
	Type ¹⁾ <table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> </table> Description	1	2	3	4	5	6
1	2	3	4	5	6				
	Type ¹⁾ <table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> </table> Description	1	2	3	4	5	6
1	2	3	4	5	6				

	<table border="1"> <tr> <td>Type¹⁾</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> </table> Description	Type ¹⁾	1	2	3	4	5	6	
Type ¹⁾	1	2	3	4	5	6					
	<table border="1"> <tr> <td>Type¹⁾</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> </table> Description	Type ¹⁾	1	2	3	4	5	6
Type ¹⁾	1	2	3	4	5	6					
	<table border="1"> <tr> <td>Type¹⁾</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> </table> Description	Type ¹⁾	1	2	3	4	5	6
Type ¹⁾	1	2	3	4	5	6					

Description:
 1) Type of Facility: 1. Official Residence 2. Living Cost 3. Health Insurance 4. Official Car 5. Option to buy shares / securities, 6. Others

This sheet can be multiplied as needed

The undersigned:

Name :
Place / Date of Birth :
Number of ID / NIK :
Address :

(hereinafter referred to as the "Authorizer")

Hereby authorize with the right of substitution to:

The Head of the Corruption Eradication Commission ("KPK"), addressed at Jl.HR.Rasuna Said Kav. C-1, Jakarta Selatan, 12920, Indonesia, acting jointly or individually (hereinafter referred to as "Endorsee").

For and on behalf of the Authorizer announce all assets of the Authorizer reported to the Endorsee in the State Gazette and the Additional State Gazette of the Republic of Indonesia and/or other media as stipulated by the Endorsee.

In relation thereto, the Endorsee is authorized to appear before and/or contact institutions either at the central or regional level and/or the authorized officials as well as other related parties, to implement any actions considered necessary and important and useful to the Endorsee in accordance with the laws and regulations in effect.

This Power of Attorney comes into effect since signed except if the Authorizer passes away or after 5 (five) years no longer serves as a State Administrator from the date of office term expiration or being under custody or after obtaining written approval of a revocation from the Endorsee.

The Authorizer,

(_____)

*) Cross out if not applicable

The editorial of this Power of Attorney may not be changed

ATTACHMENT 4 – POWER OF ATTORNEY

The undersigned:

Name (conform ID Card)

Place / Date of Birth

Number of ID / NIK

Address

(hereinafter referred to as the "Authorizer")

Hereby authorize with the right of substitution to:

The Head of the Corruption Eradication Commission ("KPK"), addressed at Jl.HR.Rasuna Said Kav. C-1, Jakarta Selatan, 12920, Indonesia, acting jointly or individually (hereinafter referred to as "Endorsee").

IN PARTICULAR

To and on behalf of the Authorizer:

1. Identify, obtain, inspect and clarify including but not limited to the existence and validity of data and/or financial information of the Authorizer at:

- a. Banks or non-bank financial institutions;
- b. Institutions / parties / professions / government agencies related to securities;
- c. Business entities and/or companies.

2. Identifying and obtaining reports on the financial data of the Authorizer at but not limited to:

- a. Banks or non-bank financial institutions;
- b. Institutions / parties / professions / government agencies related to securities;
- c. Business entities and/or companies.

In relation thereto, the Endorsee is authorized to appear before all banks or non-bank financial institutions and/or other authorized officials as well as related parties to obtain descriptions, documents and/or reports at the end of each year (either originals or photocopies) of the Authorizer, perform any legal actions considered necessary and important as well as useful for the Authorizer in accordance with the laws and regulations in effect.

This Power of Attorney comes into effect since signed except if the Authorizer passes away or after 5 (five) years no longer serves as a State Administrator from the date of the office term expiration or being under custody or after obtaining a written approval of revocation from the Endorsee.

.....
The Authorizer,
(_____)

*) This sheet may be copied and multiplied as needed
**) Cross out if not applicable

HEAD OF THE CORRUPTION ERADICATION COMMISSION

AGUS RAHARDJO

ATTACHMENT II
REGULATION OF THE CORRUPTION ERADICATION COMMISSION OF THE REPUBLIC OF
INDONESIA NUMBER 7 YEAR 2016 REGARDING THE PROCEDURES OF REGISTRATION,
ANNOUNCEMENTS AND INSPECTION OF THE STATE ADMINISTRATORS ASSETS

FORMAT OF ANNOUCEMENT DOCUMENTS OF STATE ADMINISTRATORS ASSETS



ANNOUCEMENT OF STATE ADMINISTRATORS ASSETS

Jakarta, XX/XX/XXXX

SECTOR : XXXXXXXXXXXXXXXX

INSTITUTION : XXXXXXXXXXXXXXXX

I. PERSONAL DATA

1. Name : XXXXXXXXXXXXXXXX

2. Position : XXXXXXXXXXXXXXXX

3. NHK : XXXXXXXXXXXXXXXX

4. Year of Reporting : XXXXXXXXXXXXXXXX

II. DATA OF ASSETS

A. IMMOVABLE ASSETS (LAND AND BUILDINGS) Rp. XXXXXXXXXXXXXXXX

1. XXXXXXXXXXXXXXXX

2. XXXXXXXXXXXXXXXX

B. MOVABLE ASSETS (TRANSPORTATION MEANS AND ENGINES) Rp.
XXXXXXXXXXXXX

1. XXXXXXXXXXXXXXXX

2. XXXXXXXXXXXXXXXX

C. OTHER MOVABLE ASSETS Rp. XXXXXXXXXXXXXXXX

D. SECURITIES Rp. XXXXXXXXXXXXXXXX

E. CASH AND CASH EQUIVALENTS Rp. XXXXXXXXXXXXXXXX

F. OTHER ASSETS Rp. XXXXXXXXXXXXXXXX

TOTAL ASSETS (II) Rp. XXXXXXXXXXXXXXXX

III. DEBTS

IV. TOTAL ASSETS (II-III) Rp. XXXXXXXXXXXXXXXX

Note:

1. Details of assets in this announcement are conform the assets reported by the State Administrators and cannot be the basis of the State Administrators or any other person to declare that the concerned data is not related to criminal offenses.

2. This announcement has been placed in the KPK official announcement media in the framework to facilitate the fulfillment of the State Administrators obligations to announce the assets in accordance with Law Number 28 Year 1999 regarding State Administrators who are Clean and Free of Corruption, Collusion and Nepotism.

3. This announcement does not require a signature as it is computerized printed.

HEAD OF THE CORRUPTION ERADICATION COMMISSION

AGUS RAHARDJO

Annex II: Circular letter 1/2016

THE CORRUPTION ERADICATION COMMISSION OF THE REPUBLIC OF INDONESIA

To:

State Officials and Other Officials/Officers Required to Submit LHKPN
The Leaders of Agencies

CIRCULAR LETTER

Number: SE- 08 /01/10/2016

CONCERNING

**THE TECHNICAL GUIDE FOR SUBMITTING AND MANAGING
THE REPORT OF STATE OFFICIAL ASSETS AFTER
THE ENACTMENT OF THE REGULATION OF THE CORRUPTION ERADICATION COMMISSION
NO. 07 YEAR 2016 CONCERNING THE PROCEDURES FOR REGISTERING,
ANNOUNCING, AND EXAMINING THE STATE OFFICIAL
ASSETS**

Whereas in order to strengthen the role of the Report of State Official Assets (LHKPN) as one of the instruments designated to prevent corruption, the Corruption Eradication Commission (KPK) has issued a Regulation of KPK No. 07 Year 2016 on the Procedure for Registering, Announcing and Examining the State Official Assets on July, 7 2016 and will entirely be valid within one year upon the promulgation, Considering that such regulation is subject to transition period of one year, therefore KEP-07/KPK/02/2005 concerning the Procedure for Registering, Announcing, and Examining the Report of State Official Assets shall be revoked and declared invalid as of July 8, 2017.

The regulation has significantly restructured the mechanism of LHKPN in particular due to the emergence of obligation to submit LHKPN, the period of asset position, the deadline of LHKPN submission and the media of submission in use.

In addition, KPK is aware that the submission of LHKPN will not optimally succeed without the support of the relevant Institution/Agency. Therefore, the participation of the related Institution/Agency in the management of LHKPN becomes very crucial.

Considering that there are significant changes in the mechanism of LHKPN submission as well as the transitional period of the replacement of the LHKPN basic provisions, from KEP-07/KPK702/2005 on the Procedure for Registering, Announcing and Examining the Report of State Official Assets to KPK Regulation No. 07 Year 2016 concerning the Procedure for Registering, Announcing, and Examining the State Official Assets, it is deemed necessary to issue a Circular Letter of the Chairman of KPK. Such Circular Letter is addressed to State Officials as well as other Officials/Officers who are required to submit LHKPN (hereinafter referred to as LHKPN Reporting Entity) and related institutions/agencies. The Circular Letter contains guidelines on the technical submission of LHKPN and the scope of participation of agencies when cooperating with KPK to manage LHKPN.

Based on the foregoing reasons it is deemed necessary to convey the following matters

REPORTING ASSETS BY LHKPN REPORTING ENTITY

The submission of LHKPN since January 1, 2017 is implemented as follows

For recently appointed LHKPN Reporting Entity or retired LHKPN Reporting Entity, the reporting of assets shall be made in a new format of LHKPN Form which is to be submitted to KPK no later than 3 (three) months since the appointment or retirement.

As to LHKPN Reporting Entity who has already submitted LHKPN in KPK-A Model or KPK-B Model and has been transferred into different offices or has been exposed to the obligation of biennial update then the asset to be reported is the position as of December 31, 2017 and it shall be submitted to KPK no later than March 31, 2018,

The submission of LHKPN as referred to in number 1 is implemented in the following manner:

By means of e-LHKPN Application at www.elhkpn.kpk.go.id; or

By Filling LHKPN in excel form and submitting it by email to elhkpn@kpk.go.id or submitted to the Directorate of LHKPN Registration and Examination (either directly in the KPK Office or by post) in the form of excel file which has been stored in the data storage media. The Form LHKPN is available to be downloaded at www.kpk.go.id/layanan-publik/lhkpn.

The technical instructions for reporting assets as referred to in Number 1 may be viewed and downloaded on www.elhkpn.kpk.go.id.

KPK shall not process LHKPN in the LHKPN Form of KPK-A Model or KPK-B Model with reporting date of January 1, 2017 and afterwards.

Against the acceptance of LHKPN as referred to in Number 4, KPK shall notify the LHKPN Reporting Entity to re-submit LHKPN within the period of submission as referred to in Number 1.

The submission of LHKPN by the candidate of the State Officials shall be carried out in accordance with the prevailing provisions by considering points in Number 2.

THE PARTISIPATION OF RELEVANT INSTITUTIONS/AGENCIES AND KPK IN THE MANAGEMENT OF LHKPN

The relevant Institution/Agency issues or amends the Rules of Chairman of Institution/Agencies regarding LHKPN with the following material scope:

to adjust the provisions concerning LHKPN by referring to KPK Regulation No. 07 Year 2016 primarily concerning the determination of officials/officers within the agencies who are required to report assets and reporting period of the assets.

to establish the LHKPN Management Unit and appoint Structural Officers as the Unit Coordinator responsible for LHKPN's management activities in their agencies. The LHKPN Management Unit shall:

coordinate with KPK in terms of monitoring and evaluating the compliance of LHKPN Reporting Entity in reporting and announcing its assets and the utilization of e-LHKPN Application through [ww.elhkpn.kpk.go.id](http://www.elhkpn.kpk.go.id).

deliver employee data and data regarding different offices of LHKPN Reporting Entity to KPK no later than December 15 annually.

update the data referred to in number 2) into the e-LHKPN Application.

remind LHKPN Reporting Entity in their agency to comply with the obligations to submit and announce LHKPN.

To arrange the form and type of Administrative Sanctions to be imposed on LHKPN Reporting Entity due to their unwillingness to report or announce its LHKPN and to have it examined in accordance with the prevailing provisions.

To extend the public access to LHKPN announcement, the agency may provide media announcement of assets by connecting the announcement link and Anti Corruption Clearing House KPK at www.acch.kpk.go.id to their respective site's page.

KPK provides assistance to all activities as referred to in Number 1 and 2 above as well as other LHKPN Management activities deemed necessary to support the role of LHKPN as a tool to prevent corruption in the Agency.

OTHERS

If LHKPN Reporting Party and/or the relevant Institution/Agency require more information, please contact KPK c.q. Directorate of Registration and Examination of LHKPN by means of:

TELEPHONE	EMAIL
021 - 25578300 ext. 8396	1. elhkpn@kpk.go.id , or 2. informasi.lhkpn@kpk.go.id

Due the issuance of this Circular Letter, the Circular Letter of the Chairman of KPK:

The Circular Letter No.: SE-06/01/05/2012 on the Guidelines to Manage the Report of Asset of Officials in the State Owned Enterprises;

The Circular Letter No.: SE-07/01/05/2012 on the Guidelines to Manage the Report of Asset of Officials in the Region Owned Enterprises; and

The Circular Letter No.: SE-08/01/05/2012 on the Guidelines to Manage the Report of Asset of Officials in the Regional Government; and

The Circular Letter No.: SE-09/01/05/2012 on the Guidelines to Manage the Report of Asset of Officials in the Central Government Agencies and Government Institution,
are revoked and declared invalid.

Thank you for attention and cooperation.

Stipulated in Jakarta
dated, October 26, 2016

THE CHAIRMAN OF THE CORRUPTION ERADICATION COMMISSION

AGUS RAHARDJO
The Chairman

Forwarded to:

1. The President of the Republic of Indonesia.
2. The Minister of State Apparatus Empowerment and Bureaucratic Reform.

OFFICIAL MASTER
 <NAME OF AGENCIES>
 Status Update Data: <dd/mm/yyyy>

NO .	NAME OF AGENCIES	THE NAME OF DIRECTORATE	THE NAME OF SUB- DIRECTORATE	THE NAME OF THE FUNCTION	ECHELONIZATION

Note:

- 1 Name of Agency : Write the appropriate Agency
 2 Name of Directorate : Write the name of Directorate
 3 Name of Sub-Directorate : Write the name of Sub-Directorate
 4 Name of the Function : Write the name of the function
 5 Echelon/Equivalent : Choose one

1. The highest leader
2. Echelon I
3. Echelon II
4. Echelon III
5. Echelon IV
6. Non Echelon
7. Functional

LIST OF STATE OFFICIALS AS LHKPN REPORTING ENTITIES

<NAME OF AGENCIES>
 Status Update Data: <dd/mm/yyyy>

No.	ID Number	Employment Number	Name	Sex	Place Of Birth	Date Of Birth	Active Email	Cell Phone	Name Of Agencies	The Name Of Directorate	The Name Of Sub- Directorate	The Name Of The Function	Echelo- nization

Note:

- 1 Format in
 2 ID Number : Write the ID number (16 digits)
 3 Employment Number : Write the employment number
 4 Name : Write the name of the State Officials or LHKPN Reporting Entities
 5 Sex : Write the sex PN/WL. Options
 1. Male
 2. Female
 6 Place of Birth : Write the regency/municipality where the PN/WL was born
 7 Date of Birth : Write the date of birth
 8 Active Email : Write the personal email address of PN/WL
 9 Cell Phone : Write the personal cell phone number of PN/WL
 10 Name of Agency : Write the appropriate Agency due to the nomenclature
 11 Name of Directorate : Write the name of Directorate
 12 Name of Sub-Directorate : Write the name of Sub-Directorate
 13 Name of the Function : Write the name of the function
 14 Echelon/Equivalent : Choose one

1. The Highest Leader
2. Echelon I
3. Echelon II
4. Echelon III
5. Echelon IV
6. Non Echelon
7. Functional



UNODC

United Nations Office on Drugs and Crime

United Nations Office on Drugs and Crime
Regional Office for Southeast-Asia and the Pacific
United Nations Building, 3rd floor, Rajadamnern Nok Avenue, Bangkok 10200, Thailand
Tel. (66-2) 288-2100 Fax. (66-2) 281-2129
<http://www.unodc.org/southeastasiaandpacific>