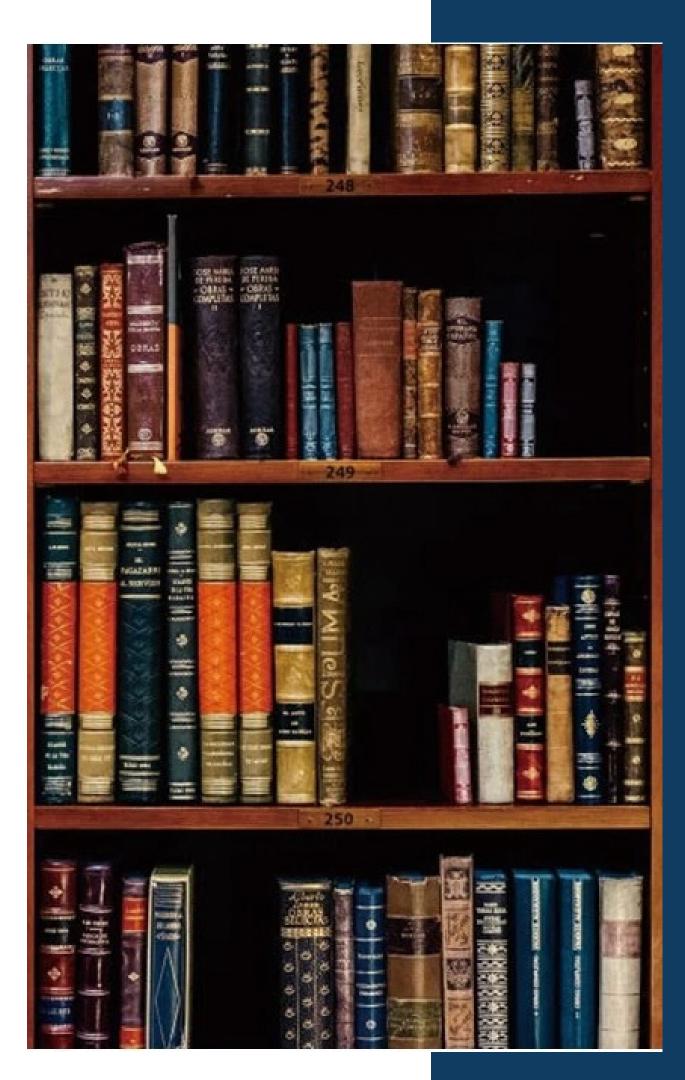
#### MURZAL AND PARTNERS LAW FIRM

# VESSEL STAY PERMIT

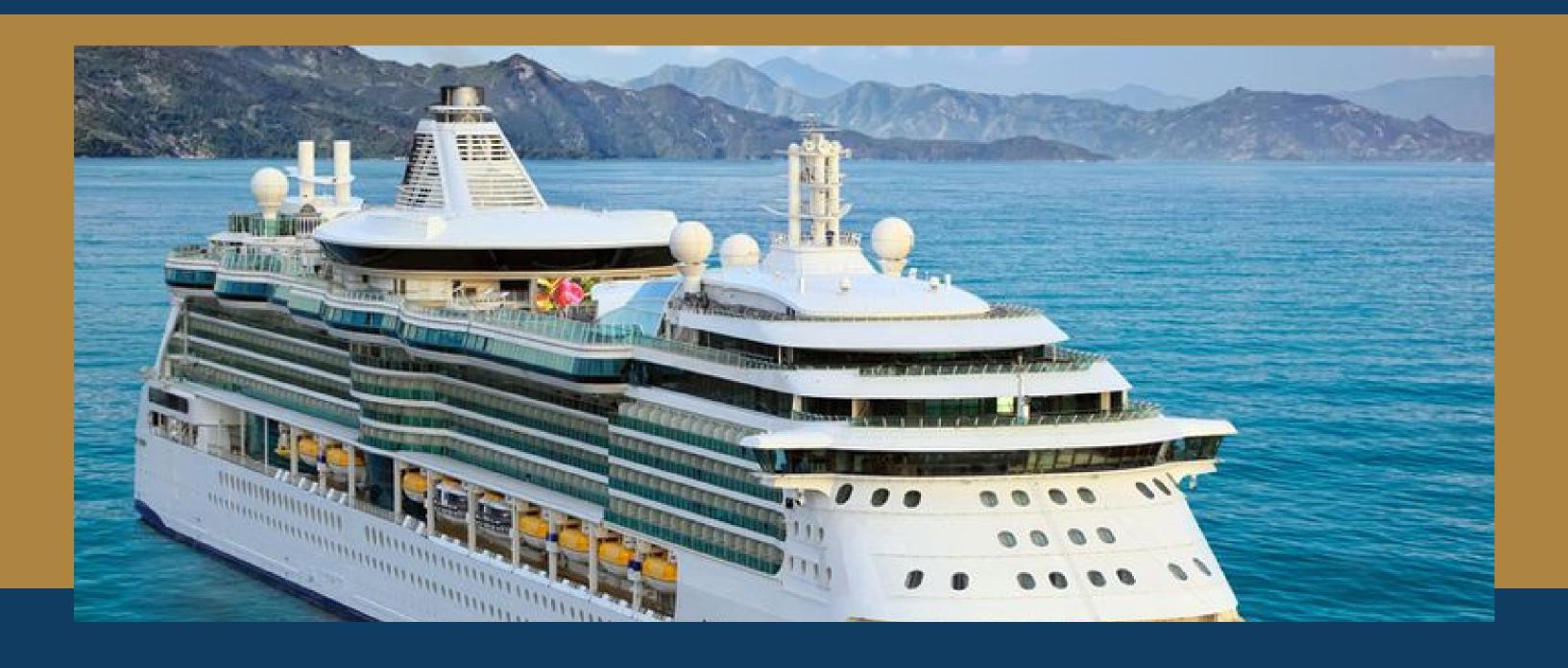
ITAS Dahsuskim





### Legal Basis

- LAW NO. 6 OF 2011 ON IMMIGRATION;
- REGULATION OF THE MINISTER OF LAW AND HUMAN RIGHTS NUMBER 27
  OF 2014 REGARDING TECHNICAL PROCEDURE FOR THE GRANTING,
  EXTENSION, REJECTION, CANCELLATION AND EXPIRATION OF VISIT STAY
  PERMIT, LIMITED STAY PERMIT AND PERMANENT STAY PERMIT AS WELL
  AS EXEMPTIONS FROM THE REQUIREMENT OF A STAY VISIT AS AMENDED
  BY REGULATION OF THE MINISTER OF LAW AND HUMAN RIGHTS NUMBER
  21 OF 2018 REGARDING AMENDMENT TO REGULATION OF THE MINISTER
  OF LAW AND HUMAN RIGHTS NUMBER 27 OF 2014 REGARDING
  TECHNICAL PROCEDURE FOR THE GRANTING, EXTENSION, REJECTION,
  CANCELLATION AND EXPIRATION OF VISIT STAY PERMIT, LIMITED STAY
  PERMIT AND PERMANENT STAY PERMIT AS WELL AS EXEMPTIONS FROM
  THE REQUIREMENT OF A STAY VISIT;
- REGULATION OF MINISTER OF MANPOWER NO. 8 REGARDING THE IMPLEMENTING REGULATION OF GOVERNMENT REGULATION 34 OF 2021 ON THE EMPLOYMENT OF FOREIGN WORKERS



Referring to Article 1 paragraph 21, the definition of ITAS DAHSUSKIM is:

Limited Stay Permit for Foreigners who working in Indonesian territorial waters, hereinafter referred to as Vessel Limited Stay Permit, is a Limited Stay Permit granted to the captain, crew, or foreign experts working on ships or floating equipment, installations operating in the territory of the Republic of Indonesia, Indonesian waters and Indonesian jurisdictions in accordance with the provisions of laws and regulations.

### Who Can Receive This Type of Visa?

BASED ON THE ARTICLE 41 PARAGRAPH (1)



Skipper/Ship Captain



Ship Crew



Experts who are working on the Ship



Foreigners who are working on the Ship

### Purposes of ITAS Dahsuskim

ARTICLE 43 PARAGRAPH (2)

SUPERVISE THE QUALITY OF GOODS OR PRODUCTION;

TO DO INSPECTION OR AUDIT

TO DO AFTER-SALES SERVICE;

INSTALLING AND REPAIRING MACHINES;

PERFORM NON-PERMANENT WORK IN THE CONTEXT OF CONSTRUCTION; OR

CARRY OUT EMERGENCY AND URGENT WORK IN THE TERRITORIAL WATERS AND JURISDICTION OF INDONESIA.

### The process to get the visa

#### STEP 1

Recommendation of ITAS Dahsuskim.

The recommendation will be obtained from the Directorate General Immigration.

The process will take around 5 working days.

#### STEP 2

**Enter Indonesia** 

The ship members
enter Indonesia,
whether from the sea
(Seaport) or from Land
(Airport).

#### STEP 3

Pra-Immigration Checkpoint

The Members are required to do the Pra-Immigration
Checkpoint at the airport or seaport.

#### STEP 4

ITAS Dahsuskim

Once the Pra-Immigration Checkpoint process is completed.

The members are required to process the ITAS Dahsuskim at the Local Immigration where the ship docks.

### The Process To Get the Visa

#### STEP 5

RPTKA
(Expatriate Manpower
Utilization Plan)

The Members are required to obtain the RPTKA.

#### STEP 6

Notifikasi (Work Permit)

Once the RPTKA
process is completed.
the members are
required to process the
Work Permit.

#### STEP 7

STM (Police Report)

the members are
required to process
and report their status
in Indonesia to
Indonesian Police Head

#### STEP 8

SKTT
(Residence/Domicile
Permit)

The last, process the Residence/Domicile Permit to Registration Office

## Document Requirements for ITAS Dahsuskim

#### ARTICLE 45 PARAGRAPH (5)

- Sponsorship from the ship company;
- Letter of agency for ship, floating equipment, or installation;
- The list of foreign crew members or a list of foreign experts who issued by government agencies;
- The Passport or Travel Document which is still valid.
- Letter of recommendation from the relevant agency in accordance with its authority; and
- Power of attorney (POA)



# Company Document Requirements for WORK PERMIT DAHSUSKIM

- Company's deed (Deed of Establishment) and its last amendment (if any);
- Decree of Minister of Law and Human Rights and its last amendment (if any);
- Company Domicile Certificate issued by the Local Village;
- Tax Identification Number (Tax ID);
- Company Registration Certificate or Single Business Number (NIB) issued by OSS;
- Business license issued by BKPM or Business license issued by OSS;
- Location Permit/Licemse issued bt OSS;
- Mandatory Manpower Report;
- Company organization chart indicating expatriate name and position which will be applied in the company;
- ID Card / KTP, Family Card, Tax ID, and Company Badge of the authorized person of the Company who is authorized to sign any related immigration matters, e.g. Director; and
- Visa Online and Work Permit Account.



## Personal Document Requirements for WORK PERMIT DAHSUSKIM

- Passport of the expatriate
- Digital Photograph of the expatriate (4 cm x 6 cm)
- Proof of Health Insurance of the expatriate
- Curriculum Vitae or Resume
- Reference Letter from Previous Company
- Bank Statements last 3 months
- Highest education degree (ie. Bachelor's degree, Master's degree) of the expatriate
- Work Contract of the expatriate
- Job Description (150 800 characters)



TERM OF VESSEL LIMITED STAY PERMIT **ARTICLE 44 PARAGRAPH (1)** 

THE VESSEL LIMITED STAY PERMIT VALID FOR:

- 12 MONTHS (1 YEAR); OR6 MONTHS.

RENEWABLE





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# MURZAL & PARTNERS INDONESIAN LEGAL AND IMMIGRATION CONSULTANTS

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