

REGULATION OF THE SOCIAL SECURITY AGENCY FOR EMPLOYMENT  
NUMBER 1 OF 2022  
ON  
PAYMENTS OF CASH BENEFITS AND JOB TRAINING BENEFITS OF JOB  
LOSS SECURITY PROGRAM

BY THE BLESSINGS OF THE ALMIGHTY GOD

PRESIDENT DIRECTOR OF THE SOCIAL SECURITY AGENCY FOR  
EMPLOYMENT,

Considering : that to implement the provisions of Article 31 section (5) of Regulation of the Minister of Finance Number 148/PMK.02/2021 on Procedure for Provision, Disbursement, Use and Accountability of Initial Fund and Accumulation of Contribution for Job Loss Security Program, it is necessary to issue a Regulation of the Social Security Agency for Employment on Payments of Cash Benefits and Job Training Benefits of Job Loss Security Program;

Observing :

1. Law Number 24 of 2011 on Social Security Agency (State Gazette of the Republic of Indonesia of 2011 Number 116, Supplement to the State Gazette of the Republic of Indonesia Number 5256);
2. Law Number 11 of 2020 on Job Creation (State Gazette of the Republic of Indonesia of 2003 Number 245, Supplement to the State Gazette of the Republic of Indonesia Number 6573);
3. Government Regulation Number 37 of 2021 on Administration of Job Loss Security Program (State Gazette of The Republic of Indonesia of 2021 Number 47, Supplement to the State Gazette of the Republic of Indonesia Number 6649);
4. Regulation of the Minister of Finance Number 148/PMK.02/2021 on Procedure for Provision, Disbursement, Use and Accountability of Initial Fund and Accumulation of Contribution for Job Loss Security Program, it is necessary to issue a Regulation of the Social Security Agency for Employment on Payments of Cash Benefits and Job Training Benefits of Job Loss Security Program (State Bulletin of the Republic of Indonesia of 2021 Number 1196);

HAS DECIDED:

To Issue: REGULATION OF THE SOCIAL SECURITY AGENCY FOR EMPLOYMENT ON PAYMENTS OF CASH BENEFITS AND JOB TRAINING BENEFITS OF JOB LOSS SECURITY PROGRAM.

CHAPTER I  
GENERAL PROVISIONS

Article 1

In this Agency Regulation:

1. Job Loss Security (*Jaminan Kehilangan Pekerjaan*), hereinafter abbreviated as JKP, means a social security provided to Workers/Labourers who experience Termination of Employment Relation in the form of cash benefits, labour market information access, and Job Training.
2. JKP Program Member, hereinafter referred to as Member, means Worker/Labourer having an employment relation with an Employer and have registered and paid contributions.
3. JKP Beneficiary, hereinafter referred to as Beneficiary means the Members who have met the requirements to obtain JKP benefits.
4. Employer means:
  - a. an individual, a partnership, or a legal entity that runs its own company;
  - b. an individual, a partnership, or a legal entity that independently runs it's a non-self-owned company;
  - c. an individual, a partnership, or a legal entity located in Indonesia and representing a company as referred to in point a and point b that is domiciled outside the territory of Indonesia.
5. Social Security Agency for Employment (*Badan Penyelenggara Jaminan Sosial Ketenagakerjaan*), hereinafter referred to as BPJS Ketenagakerjaan, means a public legal entity established under Law Number 24 of 2011 on Social Security Agency.
6. Employment Information System means a digital ecosystem that becomes a platform for all types of public services and activities in the field of employment, both in central and regional levels.
7. Job Training means all activities to provide, obtain, improve, and develop work competence, productivity, discipline, attitudes and work ethic at a certain skill and expertise level in accordance with the level and qualification of a position or job.
8. Job Training Institution means a government institution and legal entities that meet the requirements to organize Job Training.
9. Ministry means the ministry administering government affairs in the field of manpower.
10. Statement of Responsibility (*Surat Pernyataan Tanggung Jawab Mutlak*) or hereinafter referred to as SPTJM means a statement issued/made by proxy of budget user containing a guarantee or statement that all expenditures

have been calculated correctly accompanied by the ability to return them to the state if there is an overpayment.

#### Article 2

JKP Benefits consist of:

- a. cash;
- b. labour market information access; and
- c. Job Training.

### CHAPTER II PAYMENT OF CASH BENEFITS

#### Article 3

- (1) Beneficiaries who claim for JKP benefits are entitled to cash benefits as referred to in Article 2 point a which are paid by BPJS Ketenagakerjaan.
- (2) The cash benefits as referred to in section (1) are provided to the Beneficiaries after fulfilling the Beneficiaries requirements in accordance with the provisions of legislation.
- (3) The claim date of cash benefits for the first month becomes the reference date for the claim of cash benefits for the second month to the fifth month.
- (4) Second to fifth month cash benefits are claimed not later than 5 (five) days after the reference date referred to in section (3).
- (5) Sixth month cash benefits are claimed not later than 5 (five) workdays before the end of the period for providing JKP benefits and not later than the end of the sixth month.

#### Article 4

In the event that the Beneficiaries do not fulfill the provisions as referred to in Article 3 section (2), section (4) and section (5), the cash benefit cannot be paid.

#### Article 5

- (1) BPJS Ketenagakerjaan pays cash benefits based on claims from Members.
- (2) Members claim for the first month's cash benefits payment by fulfilling the following requirements:
  - a. the Employers or Members have notified the termination of employment relation to BPJS Ketenagakerjaan through the Employment Information System; and
  - b. The Members have claimed cash benefits payment through the account obtained when accessing the Employment Information System by attaching a statement letter stating that they are willing to work again and a bank account number that are still active in the Members' name.
- (3) The Beneficiaries claim cash benefits payment from the second to the fifth month every month by fulfilling the following requirements:
  - a. have claimed payment of cash benefits for the

- second month up to the fifth month, through the account obtained when accessing the Employment Information System; and
- b. have conducted a self-assessment on labour market information access as contained in the Employment Information System as evidenced by the results of the self-assessment listed in the Employment Information System.
- (4) In addition to the requirements as referred to in section (3), the Beneficiaries must meet the requirements as follows:
    - a. have not found a job and are actively looking for job as evidenced by proof of job applications from at least 5 (five) companies in 1 (one) month or proof of invitation for a job selection test or interview with at least 1 (one) company in 1 (one) month; and/or
    - b. meet Job Training attendance in the previous month of at least 80% (eighty percent) attendance for the Beneficiaries who take Job Training benefits.
  - (5) The beneficiaries claim the sixth month's cash benefits payment by fulfilling the following requirements:
    - a. have applied for payment of the sixth month's cash benefits through the account obtained when accessing the Employment Information System; and
    - b. submit evidence that they have not found a job and are actively looking for job as referred to in section (4) point a and/or filling out the employment status form.

#### Article 6

- (1) BPJS Ketenagakerjaan verifies and validates the requirements as referred to in Article 5.
- (2) BPJS Ketenagakerjaan pays cash benefits for claim that have been verified and validated, through the Beneficiaries' account not later than 3 (three) workdays after the Beneficiaries claim for JKP benefits.
- (3) In the event that the results of the verification and validation as referred to in section (1) state that the requirements are incomplete and/or incorrect, BPJS Ketenagakerjaan notifies the Employers or Members online or offline.
- (4) Based on the notification as referred to in section (3), the Employers or Members complete and/or correct those in the requirements and submit them again to BPJS Ketenagakerjaan online or offline.

#### Article 7

- (1) Employers who are in arrears for employment injury security and death security contributions as a source of JKP program funding for up to 3 (three) consecutive months and termination of employment relation occurs, BPJS Ketenagakerjaan is obligated to pay the Members' cash benefits.
- (2) In the event that BPJS Ketenagakerjaan has paid cash benefits as referred to in section (1), the Employers are

- obligated to pay off the arrears of contributions.
- (3) Employers who are in arrears for employment injury security and death security contributions as a source of JKP program funding for more than 3 (three) consecutive months and termination of employment relation occurs, the Employers are obligated to pay cash benefits to Members in advance.
  - (4) In the event that the Employers have paid all of the arrears of contributions and fines that become their obligations, the Employers can request reimbursement of the cash benefits that have been paid as referred to in section (3) to BPJS Ketenagakerjaan.
  - (5) The Employers request for reimbursement of cash benefits to BPJS Ketenagakerjaan not later than 3 (three) months after the Employers pay the Members' rights.
  - (6) BPJS Ketenagakerjaan is obligated to pay reimbursement of cash benefits as referred to in section (4) not later than 7 (seven) workdays after the request letter and supporting documents are received completely and correctly by BPJS Ketenagakerjaan.

### CHAPTER III PAYMENT OF JOB TRAINING BENEFITS

#### Part One Mechanism of Job Training Benefits Payment

##### Article 8

- (1) The Job Trainings as referred to in Article 2 point c are held through Job Training Institutions, including:
  - a. Government-owned Job Training Institutions;
  - b. Private Job Training Institutions; and
  - c. Corporate Job Training Institutions
- (2) Provisions regarding procedures for appointing Job Training Institutions and cooperation agreements as implementing partners of the JKP program are implemented in accordance with the provisions of Legislation.

##### Article 9

- (1) Job Training Institutions that have been appointed as JKP program implementing partners by the Ministry as referred to in Article 8 section (2) have the right to organize Job Trainings.
- (2) The Job Training as referred to in section (1) is organized in accordance with the provisions of legislation.

##### Article 10

- (1) The Job Training Institutions report the implementation of Job Training activities to the Employment Information System not later than 2 (two) days after the Job Trainings are completed.
- (2) The reporting of Job Training activities as referred to in section (1) consists of:
  - a. list of Members receiving training;

- b. details of time and transaction records of training activities;
  - c. fulfillment of attendance of trainees; and
  - d. proofs of last month payment of BPJS Ketenagakerjaan contributions.
- (3) In addition to the report as referred to in section (2), the Job Training Institutions also submit invoice receipt.
  - (4) The proofs of payment of contributions as referred to in section (2) point d are excluded for Government-owned Job Training Institutions.
  - (5) The invoice receipt as referred to in section (3) are made according to the format as stated in the Annex as an integral part of this Agency Regulation.
  - (6) The documents as referred to in section (2) and section (3) are in the form of electronic document.

#### Article 11

- (1) BPJS Ketenagakerjaan receives complete and correct reports on the implementation of activities and invoices for Job Training costs that have been consolidated and verified by the Ministry.
- (2) Reports on the implementation of activities and invoices for Job Training costs as referred to in section (1) are reports and invoices that meet the following criteria:
  - a. training conducted based on the recommendation of Employment Placement Service Officers and/or employment Placement Service Officers; and
  - b. Beneficiaries of Job Training that fulfill at least 80% (eighty percent) of attendance.
- (3) The Reports on the implementation of activities and invoices for Job Training costs as referred to in section (1) are accompanied by:
  - a. payment request letter of Job Training benefits; and
  - b. SPTJM.
- (4) The Reporting on the implementation of activities and billing of Job Training costs as referred to in section (1) are submitted every 1st (the first) day and 15th (the fifteenth) day of each month.
- (5) Payment request letters of Job Training benefits and SPTJM as referred to in section (3) are made according to the format as listed in the Annex as an integral part of this Agency Regulation.
- (6) Job Training cost billing documents as referred to section (3) are in the form of an electronic document.

#### Article 12

- (1) BPJS Ketenagakerjaan verifies the completeness of the reporting documents for the implementation of activities and billing for Job Training costs as referred to in Article 11.
- (2) BPJS Ketenagakerjaan pays the billing of Job Training costs to the Job Training Institutions based on the invoice not later than 5 (five) workdays after the invoice for training costs as referred to in section (1) is received.
- (3) In the event that the results of verification of the

reporting documents on the implementation of activities and billing of Job Training costs as referred to in section (1) are incomplete, BPJS Ketenagakerjaan informs them to the Ministry online or offline.

- (4) Based on the information as referred to in section (3), the Ministry completes and returns reporting documents on the implementation of activities and billing of Job Training costs to BPJS Ketenagakerjaan pursuant to the date of reporting on the implementation of activities and billing of the costs of the next Job Training.

#### Article 13

- (1) BPJS Ketenagakerjaan pays Job Training benefits according to the unit cost and the number of Members.
- (2) The unit cost as referred to in section (1) are determined for a maximum of Rp1,000,000.00 (one million rupiah) per Member.
- (3) Job Training costs are stipulated by the Ministry in accordance with the provisions of legislation.

#### Article 14

- (1) The Job Training costs as referred to in Article 13 section (3) include the calculation of tax obligations.
- (2) The tax obligations as referred to in section (1) are in accordance with the provisions of legislation.

### CHAPTER IV

#### EVALUATION OF PAYMENTS OF CASH AND JOB TRAINING BENEFITS

#### Article 15

- (1) BPJS Ketenagakerjaan evaluates the payment of cash and Job Training benefits.
- (2) The evaluation as referred to in section (1) are carried out through a sampling test of payment documents, which at least includes:
  - a. self-assessment results of the Beneficiaries;
  - b. suitability of the Job Training recommended by the Employment Placement Service Officers and/or employment Placement Service Officers with the types of Job Training being carried out;
  - c. timeliness of payment;
  - d. accuracy of the number of benefits;
  - e. accuracy of Beneficiaries; and
  - f. fulfillment of the requirements for receiving benefits.
- (3) The evaluation as referred to in section (1) are carried out at least 1 (one) time in 1 (one) year or at any time if necessary.

#### Article 16

- (1) BPJS Ketenagakerjaan can receive complaints regarding the payment of cash benefits and the implementation of Job Training by Beneficiaries through the BPJS Ketenagakerjaan complaint service.
- (2) The complaint report as referred to in section (1) is used

as material for evaluating the payment of cash benefits and the implementation of Job Training by Job Training Institutions.

Article 17

- (1) The evaluation results as referred to in Article 15 and Article 16 are used as material for implementing policies of BPJS Ketenagakerjaan.
- (2) Evaluation results are submitted to the Ministry, the Ministry of Finance, and the National Social Security Council.

CHAPTER V  
CLOSING PROVISIONS

Article 18

This Agency Regulation comes into force on the date of its promulgation.



In order that every person may know hereof, it is ordered to promulgate this Agency Regulation by its placement in the State Bulletin of the Republic of Indonesia.

Issued in Jakarta  
on 26 January 2022

PRESIDENT DIRECTOR  
OF SOCIAL SECURITY AGENCY FOR  
EMPLOYMENT,

signed

ANGGORO EKO CAHYO

Promulgated in Jakarta  
on 26 January 2022

DIRECTOR GENERAL OF LEGISLATION  
OF THE MINISTRY OF LAW AND HUMAN RIGHTS  
OF THE REPUBLIC OF INDONESIA,

signed

BENNY RIYANTO

STATE BULLETIN OF THE REPUBLIC OF INDONESIA OF 2022 NUMBER 102

Jakarta, 14 September 2023  
Has been translated as an Official Translation  
on behalf of Minister of Law and Human Rights  
of the Republic of Indonesia

DIRECTOR GENERAL OF LEGISLATION,



ANNEX TO  
REGULATION OF THE SOCIAL  
SECURITY AGENCY FOR  
EMPLOYMENT  
NUMBER 1 OF 2022  
ON  
PAYMENTS OF CASH BENEFITS  
AND JOB TRAINING BENEFITS OF  
JOB LOSS SECURITY PROGRAM

A. FORM OF INVOICE RECEIPT BY THE JOB TRAINING INSTITUTIONS

(LETTER HEAD OF JOB TRAINING INSTITUTION LETTER)

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Invoice to BPJS Ketenagakerjaan

Date:

RECEIPT

Received from : BPJS Ketenagakerjaan

Total Amount : Rp ...

In words :

For the payment :

... (place) ..., (Date of Receipt)...

(Name of Job Training Institution)

SIGNATURE

(Name of the Head of Job Training  
Institution)

(Position)

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Agree to be paid :

In the amount of :

Rp...

In words :

SIGNATURE

(Full Name of the Signatory who agrees to pay)

(Signatory's Position)

B. FORM OF PAYMENT REQUEST LETTER OF OF JOB TRAINING BENEFITS

LETTERHEAD OF THE MINISTRY

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Number :...  
Attachment:

...(date) ...

Dear  
BPJS Ketenagakerjaan  
at  
... (address) ...

Subject : Payment Request Letter of Job Training Cost of Job Loss Security (JKP)

Based on Regulation of the Government of the Republic of Indonesia Number 37 of 2021 on Administration of Job Loss Security Program and Regulation of the Social Security Agency Number ... of ... on Payments of Cash Benefits and Job Training Benefits of Job Loss Security Program, we hereby convey the matters as follows:

1. The Job Training Institution sends it to the Ministry by attaching a receipt.
2. The Ministry sends invoice for job training costs to BPJS Ketenagakerjaan by completing a Payment Request Letter, SPTJM, and Receipt.
3. Based on verification of invoices of JKP cost by the Ministry, the following details of invoices JKP cost:

No	Period	Invoice Total
1	.....	.....
2	.....	.....

4. We hope that invoice payments can be completed according to applicable provisions.
5. For further information, please contact the PIC of the ministry.

Thus conveyed, thank you.

... (name) ...  
... (position) ...

C. FORM OF STATEMENT OF RESPONSIBILITY (SPTJM)

LETTERHEAD OF THE MINISTRY

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**STATEMENT OF RESPONSIBILITY**

NUMBER: .....

The undersigned:

Name : .....

Position : .....

NIK) : .....

(Resident Identification Number)

Declares solemnly to:

1. Guarantee that all invoices of job training cost have been verified correctly
2. If in the future there is an error in verifying the invoices of JKP job training cost, we are willing to be responsible for the impact arising from the error in verifying the invoice of the job training cost.

Hereby, this statement is made truthfully.

... (place) ..., ... (date) ...  
... (ministry) ...  
... (position) ...

... (name) ...

PRESIDENT DIRECTOR  
OF SOCIAL SECURITY AGENCY  
FOR EMPLOYMENT,

signed

ANGGORO EKO CAHYO