MINISTRY OF ENVIRONMENT AND FORESTRY
REPUBLIC OF INDONESIA

MINISTER REGULATION OF ENVIRONMENT AND FORESTRY
REPUBLIC OF INDONESIA
NUMBER : P.21/Menlhk-II/2015

CONCERNING

ADMINISTRATION OF FOREST PRODUCTS ORIGINATING FROM PRIVATE FOREST

WITH THE BLESSING OF ONE ALMIGHTY GOD

MINISTRY OF ENVIRONMENT AND FORESTRY REPUBLIC OF INDONESIA,

Considering:

a. That to implement article 118 of Government Regulation Number 6 Year 2007 jo No. 3 of 2008, we have issued Regulation of the Ministry of Forestry Number P.30/Menhut-II/2012 concerning Administration of Forest Product Originating From Private Forest;

b. That based on the results of the evaluation of the implementation of the Regulation of the Ministry of Forestry Number P.30/Menhut-II/2012 as referred to in paragraph a and in order to improve productivity and economic

independence of the community, and the availability of data and information of private / community plantation forest products, resetting of the forest product administration provision originating from private forest is needed.;

c. That in connection with the consideration of the letter a and b, it is necessary to stipulate Regulation of the Ministry of Forestry regarding the Administration of Forest Products Originating from Private Forest;

In View Of:

1. Law No. 5 of 1990 on Conservation of Natural Resources and Ecosystems (State Gazette of the Republic of Indonesia Year 1990 Number 49, Supplement to the State Gazette of the Republic of Indonesia Number 3419);
2. Law No. 41 of 1999 on Forestry (State Gazette of the Republic of Indonesia Year 1999 Number 167, Supplement to the State Gazette of the Republic of Indonesia Number 3888) as amended by Law No. 19 of 2004 on Stipulation of Government Regulation in Lieu of Law No. 1 of 2004 on amendments of Law No. 41 Year 1999 on Forestry to enactment (State Gazette of the Republic of Indonesia Year 2004 Number 86, Supplement to the State Gazette of the Republic of Indonesia Number 4412);
3. Law No. 32 of 2009 on the Protection and Management of the Environment (State Gazette of the Republic of Indonesia Year 2009 Number 140, Supplement to the State Gazette of the Republic of Indonesia Number 5059);
4. Law Number 23 Year 2014 regarding Regional Government (State Gazette of the Republic of Indonesia Year 2014 No. 244);

5. Government Regulation Number 6 Year 2007 regarding Forest Management and Forest Management Planning and Utilization (State Gazette of the Republic of Indonesia Year 2007 Number 22, Supplement to the State Gazette of the Republic of Indonesia Number 4696) as amended by Government Regulation No. 3 of 2008 (State Gazette of Republic of Indonesia Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 4814);
6. Presidential Decree No. 16 Year 2015 concerning the Ministry of Environment and Forestry (State Gazette of the Republic of Indonesia Year 2015 Number 17); Presidential Decree No. 121/P of 2014 on the Establishment of the Ministry and the Appointment of the Labor Cabinet Minister the Period of 2014-2019;

DECIDED:

Stipulated : MINISTRY OF ENVIRONMENT AND FORESTRY REGULATION ON THE ADMINISTRATION OF FOREST PRODUCTS ORIGINATING FROM PRIVATE FOREST.

Chapter I
GENERAL PROVISIONS
Article 1

In this regulation the following means:

1. The management of forest products originating from private forests are activities which includes harvesting, measurement and type determination, transportation / circulation.
2. Private forest is a forest that is located on land given the rights of the land itself.

3. The forest product originating from private forest, hereinafter referred to as private forest products are forest products such as timber and non-timber that comes from a plant that is farmed on the area of private forest or community land rights.
4. Processed timber of private forest/ or community processed timber is a product from logs processed by using either mechanical saws and / or non-mechanical.
5. Form of Transport (Nota angkutan) is transport document that states the mastery, ownership and legality as well as proof of the right to transport of the forest products (logs or community processed wood) according to the type of wood that is assigned or further transport of all types of timber.
6. Letter of Origin hereinafter abbreviated as SKAU is a transport document stating the mastery, ownership as well as evidence of the legality to transport private forest products (logs and community processed wood).
7. Declaration of Supplier's Conformity hereinafter abbreviated DKP is a statement of compliance undertaken by the Supplier based on the proven fulfillment of requirements.
8. Industrial Business License of Primary Timber Forest Products hereinafter abbreviated IUIPHHK is a license to process logs / medium logs / small logs into one or serveral types of products at a particular location given to one licensee by a competent authority.
9. Community Industrial Timber Management hereinafter abbreviated as IPKR is an industry that process community plantation timber / private forest timber owned by individuals, cooperatives or BUMDes.
10. Integrated Timber Processing Industry hereinafter abbreviated as IPKT is a primary timber industry and further wood processing industry located in one industrial location under the same legal entity.
11. Registered Shelters hereinafter abbreviated as TPT is a place that locate logs and / or processed community timber originating from one or more

private forests, owned by business entities or individuals proven by the certificate of domicile or certificate issued by the Village Head / Headman.

12. Issuer of SKAU of the village is the Village Head / Headman that has joined the debriefing on measurement and recognition of wood types, appointed and determined by the Head of Agency.
13. Issuer of SKAU self assessment is the timber owner on the private forest that has obtained a certificate of sustainable forest management or the equivalent.
14. Provincial Office is the office entrusted with duties and responsibilities in the field of forestry in the provincial area.
15. Agency is Monitoring Agency of Utilization of *Production Forest* which is a Technical Implementation Unit of the Directorate General of Forest Utilization.
16. Forestry Extension Officer are individuals from the government office, private sector and members of society as well as forestry extension retirees who actively performing forestry extension in their respective sectors.

Article 2

(1) Administration of the private forest products is intended to control the cirrculation of forest products aimed at protecting the rights, private rights and legal certainty in the ownership / control and transportation of forest products from private forests.

(2) Utilization of forest product from private forest does not need logging permission.

CHAPTER II
PROCEDURES ON PRIVATE FOREST PRODUCTS TRANSPORTATION
Part One
General
Article 3

(1) The certificate of origin of forest products originating from private forests are either:
   a. Form of Transport; or
   b. SKAU (Letter of Origin).
(2) Every private forest products to be transported from the location of harvest or collection points around the logging area to the destination point, must have either Form of Transport or Letter of Origin (SKAU), which is a transport document for transporting private forests products that applies to the entire territory of the Republic of Indonesia.
(3) Use of Letter of Origin (SKAU) as referred to in paragraph (1) letter c, is used in the private forests outside Java, Bali and Lombok.

Article 4

(1) Form of Transport as referred to in Article 3 paragraph (1) letter a, is used for all kinds of community wood / derived wood cultivated from private forests that is within Java, Bali and Lombok.
(2) Letter of Origin (SKAU) as referred to in Article 3 paragraph (1) letter b, are used for all kinds of community wood / derived wood cultivated from private forest outside Java, Bali and Lombok.
(3) Exclusion of the use of Letter of Origin (SKAU) as referred to in paragraph (2) by using the Form of Transport outside Java, Bali and Lombok for wood types such as: Teak, Mahogany, Nyawai (*Ficus Vagiegate blume*), Gmelina, Leucaena, Kaliandra, Cempedak, Dadap, Duku, Guava, Bigfoot, Coconut,

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Santol, Walnuts, Mango, Mangosteen, Melinjo, Jackfruit, Rambutan, Randu, Palm, Sawo, Breadfruit, Trembesi, Waru, Rubber, Jabon Sengon and Petai.

Article 5

(1) In case in transporting logs from private forest difficulties is experienced, then the logs can be processed into wood using mechanical saws and / or non-mechanical or mobile circular saw.
(2) Transportation of processed timber referred to in paragraph (1), shall use Form of Transport or Letter of Origin (SKAU) as referred to in Article 4.
(3) Transportation of processed timber as referred to in paragraph (2), in addition to the type of wood as referred to in Article 4 paragraph (3) shall use the Letter of Origin (SKAU) for outside Java, Bali and Lombok by mentioning the Letter of Origin (SKAU) number.

Part Two
Form of Transport
Article 6

(1) Procurement of forms and filling out Form of Transport is made by the purchaser or owner and signed by the owner of the private forest products. Form of Transport shall use the format as contained in Appendix I of this regulation and there is no need to set Serial Number.
(2) Issuer of Form of Transport does not need to be appointed, reporting to the Village Head is enough by showing proof of identity.
(3) Procurement of forms and filling out the Form of Transport as referred to in paragraph (1) can be rewritten by hand or photocopied by following the attached format.

Part Three

Letter of Origin (SKAU)

Article 7

(1) Letter of Origin (SKAU) is issued by the village head

(2) Issuer Letter of Origin (SKAU) officer as referred to in paragraph (1), is appointed by the Head of Agency.

(3) In case in the remote area / village where qualify worker as referred to in paragraph (2) is not yet available, meanwhile it can be replaced by the village head in no longer than 6 months.

(4) Private Forest that has received a certificate of Sustainable Forest Management (SFM) or the equivalent, after the owner / designated personnel has joined the debriefing of measurement and the introduction of wood types, is given the Issuer authority of Letter of Origin (SKAU) self assessment, and the concerned personnel shall report to the Agency head as the publisher.

(5) Issuer of Letter of Origin (SKAU) self assessment as referred to in paragraph (5), is obliged to report on the logged production done on his property to the village head.

(6) The procedure for the issuance of Letter of Origin (SKAU) is listed in Annex II of this regulation.

Article 8

(1) Issuance of Letter of Origin (SKAU) by the Village Head referred to in Article 7, is by either:

   a. Checking the type, number of log / bundle / bunch, volume / weight of the items to be transported; and

b. Physical inspection activities as referred to in paragraph (1), may be assisted by a personnel who understand how to measure forest products.

(2) Physical inspection activities as referred to in paragraph (1), may be assisted by a staff who understands how to measure forest products.

Article 9

(1) Procurement of Letter of Origin (SKAU) forms is made by the purchaser or owner, and fiilling out as well as the publication is done by the Letter of Origin (SKAU) publisher, using the format in Appendix III of this Regulation.

(2) Procurement and filling out the Letter of Origin (SKAU) forms as referred to in paragraph (1) can be rewritten by hand or photocopied using the Letter of Origin (SKAU) format.

Article 10

Issuer of Form of Transport or Letter of Origin (SKAU) is responsible for the administrative correctness and of the physical private forest products.

Article 11

The use Letter of Origin (SKAU) or Form of Transport as referred to in Article 3 paragraph (1) applies and is attached as DKP.

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CHAPTER III
MISCELLANEOUS
Article 12

(1) Administration of forest wood from trees grown naturally prior to the issuance of the land rights follows the provisions of natural forest product management.
(2) Administration of forest wood from trees grown naturally after the issuance of land rights follows the provisions of this Regulation.
(3) In order to monitor and evaluate the community forest / private forest product or non-timber forest products from private forest, every last processing industry who received the Letter of Origin (SKAU) or Form of Transport shall report to the Hall and the Provincial Office.
(4) Agency shall report to the Director General in every six months.

Article 13

(1) The validity of Form of Transport or Letter of Origin (SKAU) is determined by each publisher by considering the normal mileage.
(2) In the event of any obstacles during the journey and the period of Form of Transport or Letter of Origin (SKAU) expires, then a stammped statement leter is made by the driver / ship captain.

Article 14

(1) Use of Form of Transport or Letter of Origin (SKAU) document is only valid for 1 (one) time use or can only be used for 1 (one) time haulage with 1 (one) destination.
(2) Any means of transport may be used to transport private forest products with more than 1 (one) transport document.

Article 15

(1) Every transport of private forest product with destination to IUIPHHK, IPKT and TPT, transiting and unloading in public port, can immediately be transported to the Industry Recipient.
(2) Every transport of private forest products from the place of timber origin to a transit port with destination to IUIPHHK, IPKT, and TPT in public ports, can use the SAP (Substitute Transport Certificate) issued by the purchaser / owner of forest products.
(3) Further transporation documents used to transport private forest products from the public port to the destination or transit freight is Form of Transport or Letter of Origin (SKAU) using SAP issued by the purchaser / owner of forest products.
(4) SAP form as referred to in paragraph (4), is made by the owner of the private forest products by using the format in Appendix IV of this regulation.
(5) In the case of transporting private forest products using container with destination to IUIPHHK, and IPKT through the public port with changing means of transport, then the Form of Transport document or Letter of Origin (SKAU) remain in force until the final destination.
(6) SAP as referred to in paragraph (5), is part of the original document (Form of Transport or Letter of Origin SKAU).

CHAPTER IV
GUIDANCE AND CONTROL
Article 16

(1) The Agency conducts technical guidance for the publisher of Form of Transport and Letter e of Origin SKAU once a year.

(2) Forestry Extension Officer can perform community assistance in managing forest products from the private forest.

CHAPTER V
VIOLATIONS AND PENALTIES
Article 17

(1) Use of Form of Transport or Letter of Origin (SKAU) proven to be used as a transport document of timber taken from the state forests is subject to criminal sanctions in accordance with the provisions of the legislation.

(2) In case in the transport of private forest product is without any Form of Transport or Letter of Origin (SKAU) document, then the origin of the forest products will be traced.

(3) Tracing referred to in paragraph (2), is as long as the origin of forest products can be authenticated, they are subject to administrative sanctions in the form of guidance through reprimand / written warning from the Agency based on the report from the officer who received the Form of Transport or Letter of Origin (SKAU) at the destination point.

(4) Tracing referred to in paragraph (3) is performed by a forestry official appointed by the Agency.

(5) If based on tracing the results referred to in paragraph (2), is proven to be taken not from the land indicated by the owner / carrier of forest products, then it is subject for a sanction in accordance with the regulations.

(6) In the event of a breach in the transport of forest products from private forests using Form of Transport or Letter of Origin (SKAU) document, such as differences in the number of logs or the expiry of the document during the expedition, it can be administratively sanctioned in the form of guidance through reprimand / written warning by the head of Agency.

(7) Violation of publishing Letter of Origin (SKAU) for private forest products originating from outside the village area is subject for revocation of SKAU Publishing Determination Decree by the head of Agency.

CHAPTER VI
TRANSITIONAL PROVISIONS
Article 17

SKAU publishing decree that existed before the issuance of this regulation shall remain valid as long as it is not contrary to the provisions of this regulation until the expiry of the Decision Letter

CHAPTER VII
CLOSING
Article 18

At the time this Regulation comes into force, the Regulation of the Ministry of Forestry Number P.30/Menhut-II/2012 concerning Administration of Forest Product Originating From Private Forest, is revoked and declared invalid.

Article 19

This Regulation comes into force on the date of promulgation.

For public cognizance, this Ministerial Regulation shall be promulgated in the State Gazette of the Republic of Indonesia.

Enacted in Jakarta
On 1 June 2015

MINISTRY OF ENVIRONMENT AND FORESTRY REPUBLIC OF INDONESIA,

Signature

SITI NURBAYA

Promulgated in Jakarta
On 4 June 2015
MINISTRY OF LAW AND HUMAN RIGHTS REPUBLIC OF INDONESIA,
Signature
YASONNA H. LAOLY
STATE REPORT OF THE REPUBLIC OF INDONESIA YEAR 2015 NUMBER 830
Copies of the original

HEAD OF JUSTICE AND ORGANIZATION BUREAU,
KRISNA RYA

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APPENDIX I MINISTRY OF ENVIRONMENT AND FORESTRY REGULATION

NUMBER : P.21/Menlhk-II/2015

CONCERNING :

ADMINISTRATION OF FOREST PRODUCTS ORIGINATING FROM PRIVATE FOREST

FORM OF TRANSPORT

Village : .....
Sub-district : .....
District / Town : .....

ORIGIN OF FOREST PRODUCTS
Prove of Ownership : .....
Number : .....
Name of Owner : .....
Address of Owner : .....
Loading site : .....
Type of Transportation : .....

TRANSPORTATION DESTINATION
Name of Recepient: .....
Address of Recepient: .....
.....
.....
.....
.....

Number	Type of Forest Product	Quantity (Log/Pcs)	Volume/Weight (m3/kg)	Information
1	2	3	4	5
TOTAL				

Note: - Column 3 is filled on sortimen KB/KBS/KBK/community processed wood/non-timber forest products
- Column 4 is filled in accordance with the volume or weight unit of measure used (cubic meter or kg)
- Column 5 in terms of further transportation of freight, fill in the origin of Form of Transport or the Letter of Origin (SKAU) and numbered.
- Proof of ownership: SHM / Girik / Letter C / HGU / Right to Use recognized by BPN.

In terms KB and KBS is sent to IUIPHHK/IPKT/TPT,
This column is required to be filled by GANIS-PHPL / P3KB
Name of GANIS-PHPL / P3KB :
Registered Number :
Form of Transport received date:
Form of Transport termination date:
Stamp : "TERMINATED"
KB physical examination : from to
Signature :

.....
Owner

.....
Page number: ...

Page 1 : Recepient Archive
Page 2 : Head of Regency / City
Page 3 : Owner of Forest Product
Page 4 : Head of Provincial Office
Page 5 : Head of Agency
Page 6 : Issuer Archive

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HEAD OF JUSTICE AND ORGANIZATION BUREAU,

KRISNA RYA

MINISTRY OF ENVIORNMENT AND FORESTRY
REPUBLIC OF INDONESIA,

SITI NURBAYA

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APPENDIX II MINISTRY OF ENVIRONMENT AND FORESTRY REGULATION

NUMBER : P.21/Menlhk-II/2015

CONCERNING:

ADMINISTRATION OF FOREST PRODUCTS ORIGINATING FROM PRIVATE FOREST

APPLICATION FORMAT FOE PUBLISHING SKAU

Dear :
SKAU Publishing Officer

Complying with the Regulation of the Ministry of Forestry Number: ..., in Article ... otherwise, that the owner of private forest products, shall apply for the issuance of SKAU document. In connection with this, below are the completed requirements:

1. Name of owner: .....
2. Identity number : KTP/ .....
3. Proof of land legality: Certificate / Leter C / Girik .....
4. Logging of my own timber products consisting of the following has been done:
   a. Type of wood : .....
   b. Amount of logs: .....
   c. Volume : .....
5. Will be transported / sold with below specification:
   a. Type of wood : .....
   b. Amount of logs: ..... Logs
   c. Volume : m3
   d. Transport Destination: .....

If the origin of these forest products, are not in accordance with the results of the logging site, then the contents of the SKAU document becomes our responsibility as the owner of the forest products.

This request letter is made for your consideration.

....., ..., 20
Applicant,

.....

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HEAD OF JUSTICE AND ORGANIZATION BUREAU,

KRISNA RYA

MINISTRY OF ENVIORNMENT AND
FORESTRY REPUBLIC OF INDONESIA,
Signature

SITI NURBAYA

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APPENDIX III MINISTRY OF ENVIRONMENT AND FORESTRY REGULATION

NUMBER : P.21/Menlhk-II/2015

CONCERNING :

ADMINISTRATION OF FOREST PRODUCTS ORIGINATING FROM PRIVATE FOREST

Serial Number: .....

LETTER OF ORIGIN (SKAU)
(ONLY FOR TRANSPORTING FOREST PRODUCT ORIGINATED FROM PRIVATE FOREST)

Valid for ..... days, from..... to.....

Village : .....
Sub district : .....
District / town : .....
Province : .....

ORIGIN OR FOREST PRODUCT
Proof of ownership : .....
Number : .....
Name of owner : .....
Address of owner : .....
Loading site : .....
Transportation type : .....

TRANSPORATION DESTINATION
Name of Recepient: .....
Address of Recepient: .....
.....
.....
.....
.....

Number	Wood Type	Quantity (Log/Pcs)	Volume/Weight (m3/kg)	Information
1	2	3	4	5
TOTAL				

Note : - Column 3 is filled on sortimen of logs / community processed wood
- Proff of ownership: SHM/Girik/Leter C/HGU/ Right to use recognized by BPN

In terms KB and KBS is sent to IUIPHHK/IPKT/TPT, this column is required to be filled by GANIS-PHPL / P3KB.

1. Name of GANIS-PHPL / P3KB:
2. Registered number:
3. SKAU received date:
4. SKAU termination date:
5. Stampped: "TERMINATED"
6. KB Physical Inspection: from to
7. Signature:

.....

Issuer,

.....

Page number: ...

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Page 1 : Recepient Archive
Page 2 : Head of Regency / City
Page 3 : Owner of Forest Product
Page 4 : Head of Provincial Office
Page 5 : Head of Agency
Page 6 : Issuer Archive

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HEAD OF JUSTICE AND ORGANIZATION BEREAU,

KRISNA RYA

MINISTRY OF ENVIORNMENT AND FORESTRY
REPUBLIC OF INDONESIA,

SITI NURBAYA

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APPENDIX IV MINISTRY OF ENVIRONMENT AND FORESTRY REGULATION

NUMBER : P.21/Menlhk-II/2015

CONCERNING :

ADMINISTRATION OF FOREST PRODUCTS ORIGINATING FROM PRIVATE FOREST

MINISTRY OF ENVIRONMENT AND FORESTRY
DIRECTORATE GENERAL OF FOREST UTILIZATION

REPLACEMENT CARRIER LETTER (SAP)

PUBLISHING SERIAL NUMBER	

ONLY VALID ONCE (ONE TIME TRANSPORT)

I. DOCUMENT OF ORIGIN

1. Name of origin document: .....
   a. Serial Number: .....
   b. Date : .....
   c. Company : .....
   d. Type of transport: .....
   e. Province: .....
   f. District / Town :.....

2. Destination: .....
   a. Company: .....
   b. Address: .....

3. Transported Forest Product
   a. Type of Forest Product: .....
   b. Amount of logs/pcs/bundle/bunch: .....

II. CHANGE OF TRANSPORT

1. Name : .....
2. Identity of transport replacement:.....
3. Name of driver : .....
4. Forest Product transported is as follow:

No	No of Logs	Type of Forest Product	Quantity	Quantity	Measurement			Information
			Logs/Pcs	Bdl/Bunch	Lenght	Diameter	M3/ton	
1	2	3	4	5	6	7	8	9
TOTAL								

5. Accumulative result of the forest product upto the issuance of Letter of Transport Replacement Serial Number .....
   a. Quantity of log / pcs: .....
   b. Quantity of bundle / bunch : .....
   c. Volume / Weight : m3/ton

III. THE REMAINS IN PORT IN LIEU OF THE ISSUANCE OF LETTER OF TRANSPORT

1. Quantity of log / Pcs : .....
2. Quantity of bundle / bunch : .....
3. Volume / Weight : m3/ton

Received by
PT / CV / UD .....
On: .....
.....
Position

....., ... 20....
Publisher
.....
Reg. No, ...

Note:
Column 2, 6, and 7 is to be filled if KB/KBS is transported
Column 5 is filled only if processed wood is transported

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HEAD OF JUSTICE AND ORGANIZATION BUREAU,

KRISNA RYA

MINISTRY OF ENVIORNMENT AND FORESTRY
REPUBLIC OF INDONESIA,

SITI NURBAYA

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