THE REGULATION OF THE INDONESIAN QUARANTINE AGENCY

NUMBER: xxxxx YEAR: xxxx

REGARDING

QUARANTINE DOCUMENTS AND SEALS

BY THE GRACE OF GOD, THE ALMIGHTY,

THE HEAD OF THE INDONESIAN QUARANTINE AGENCY

Number 9 of 2024, promulgated 6 August, 2024

Considers: that to implement the provisions of Article 93, Article 230 paragraph (9), Article 232 paragraph (3), and Article 319 of the Government Regulation Number 29 Year 2023 regarding the Implementing Regulation of the Law Number 21 Year 2019 regarding Animal, Fish, and Plant Quarantine, it is necessary to establish the Regulation of the Indonesian Quarantine Agency regarding Quarantine Documents and Seals;

Refers to:

1. Government Regulation Number 29 Year 2023 regarding the Implementing Regulation of the Law Number 21 Year 2019 regarding Animal, Fish, and Plant Quarantine (State Gazette of the Republic of Indonesia Year 2023 Number 73, Additional State Gazette of the Republic of Indonesia Number 6878);
2. Presidential Regulation Number 45 Year 2023 regarding Indonesian Quarantine Agency (State Gazette of the Republic of Indonesia Year 2023 Number 97);
3. Regulation of the Indonesian Quarantine Agency Number 1 Year 2023 regarding the Organization and Procedures of the Indonesian Quarantine Agency (State Gazette of the Republic of Indonesia Year 2023 Number 842);
4. Regulation of the Indonesian Quarantine Agency Number 2 Year 2023 regarding the Organization and Procedures of the Technical Implementation Units of the Indonesian Quarantine Agency (State Gazette of the Republic of Indonesia Year 2023 Number 843);

DECIDES

To Establish: THE REGULATION OF THE INDONESIAN QUARANTINE AGENCY REGARDING QUARANTINE DOCUMENTS AND SEALS

CHAPTER I
GENERAL PROVISIONS

Article 1

In this Agency Regulation, the following terms shall be construed as follow:

1. Animal, Fish, and Plant Quarantine, hereinafter shall be referred to as Quarantine, is a system for preventing the entry, exit and spread of Quarantine animal pests and diseases, Quarantine fish pests and diseases, and Quarantine plant pest organisms; as well as supervision and/or control of food safety and quality, feed safety and quality, genetically engineered products, genetic resources, biological agents, invasive foreign species, as well as wild plants and animals, rare plants and animals introduced into, distributed from one area to another area and/or removed from the territory of the Republic of Indonesia.
2. Quarantine Animal Pests and Diseases, hereinafter shall be abbreviated as HPHK, are pests, pests and diseases, and animal diseases in the form of organisms that can damage, disrupt the life or cause the death of animals, endanger human health, cause national and international trade socio-economic losses, which are determined by the central government that the entry into, spread within, and exit from the territory of the Republic of Indonesia shall be prevented.
3. Quarantine Fish Pests and Diseases, hereinafter shall be abbreviated as HPIK, are all fish pests and diseases that have not been existed and/or exist only in certain areas within the territory of the Republic of Indonesia that in a relatively short time can outbreak and cause socio-economic loss or can endanger public health, which are determined by the central government that the entry into, spread within, and/or exit from the territory of the Republic of Indonesia shall be prevented.
4. Quarantine Plant Pest Organisms, hereinafter shall be abbreviated as OPTK, are organisms that can damage, disrupt the life, or cause the death of plants, cause socio-economic losses and have not been existed and/or already exist in certain areas within the territory of the Republic of Indonesia, which is determined by the central government that the entry into and spread within of the Republic of Indonesia shall be prevented.
5. HPHK, HPIK, or OPTK Carrier Media, hereinafter shall be referred to as Carrier Media, are animals, animal products, fish, fish products, plants, plant products, food, feed, genetically engineered products, genetic resources, biological agents, invasive foreign species, plants and wild animals, rare plants and animals, and/or other carrier media that can carry HPHK, HPIK, or OPTK.
6. Quarantine Documents are documents issued within the framework of the orderly administration of the implementation of Quarantine Measures.
7. The Owner of the Carrier Media, hereinafter shall be referred to as the Owner, is any person who owns the Carrier Media and/or who is responsible for the entry, expenditure, or transit of the Carrier Media.
8. The Person in Charge of the Transport Equipment is the person or legal entity responsible for the arrival, departure, or transit of the transport means.

9. Quarantine Officials are State Civil Apparatuses who are tasked with carrying out Quarantine measures in accordance with the legislation.
10. Seal is security sign with Quarantine marking or symbol and control number with a certain shape, color, and size.
11. Sealing is the action of locking, sealing, and/or attaching security marks that are necessary to secure the Carrier Media.
12. Quarantine Installation is a building or room including equipment, land and other supporting facilities needed as a place to carry out Quarantine measures.
13. Other Places Outside the Quarantine Installation, hereinafter shall be referred to as Other Places, are facilities other than the Quarantine Installation in the form of buildings or rooms including equipment, land and other supporting facilities required as a place to carry out Quarantine, Supervision and/or control, and traceability measures.
14. Importation is the activity of importing HPHK, HPIK or OPTK Carrier Media from outside into the territory of the Republic of Indonesia or into an area from another area within the territory of the Republic of Indonesia.
15. Exportation is the activity of exporting HPHK, HPIK, or OPTK Carrier Media out of the territory of the Republic of Indonesia or from one area to another area within the territory of the Republic of Indonesia.
16. Transit is a temporary stopover of the means of transportation and/or HPHK, HPIK, or OPTK carrier media at a seaport or airport en route before arriving at the destination country or point of entry.
17. The Head of the Indonesian Quarantine Technical Implementation Unit, hereinafter shall be referred to as the Head of the UPT, is the Head of Technical Implementation Unit within the Indonesian Quarantine Agency, who is under and responsible to the Head of the Indonesian Quarantine Agency.
18. The Head of the Indonesian Quarantine Agency, hereinafter shall be referred to as the Head of the Agency, is the head of a government agency that performs the governmental duties in animal, fish, and plant quarantine sector.

CHAPTER II

QUARANTINE DOCUMENTS

First Part

Types and Forms of Quarantine Documents

Paragraph 1

Types of Quarantine Documents

Article 2

(1) Every Import, Export, and/or Transit of:

a. HPHK carrier media shall be subject to animal Quarantine and/or supervision measures in an integrated manner;

b. HPIK carrier media shall be subject to fish Quarantine and supervision and/or control measures in an integrated manner; or

c. OPTK carrier media shall be subject to plant Quarantine and/or supervision measures in an integrated manner;

(2) For every animal quarantine and/or supervision measures, fish quarantine and supervision and/or control measures, plant quarantine and/or supervision measures, as referred to in paragraph (1), a Quarantine document shall be issued.

(3) Types of Quarantine and/or Supervision measures documents, as referred to in paragraph (2), and Quarantine and supervision and/or control measures documents, as referred to in paragraph (3), include:

a. final and process documents for animal and fish Quarantine measures; and

b. main and supporting documents for plant Quarantine measures.

Article 3

Final or main documents, as referred to in Article 2 paragraph (4) letters a and b, shall consists of:

a. transport vehicle transit certificate;

b. Carrier Media transit certificate;

c. rejection letter;

d. minutes of rejection;

e. extermination letter;

f. extermination record;

g. other carrier media certificate;

h. release certificate;

i. quarantine certificate;

j. animal health certificate or animal products sanitary certificate, for animal quarantine measures;

k. export fish and fish product health certificates or inter-area fish and fish product health certificates, for fish quarantine measures; and/or

l. plant health certificate for export or plant health certificate for re-export or inter-area plant health certificate, or export certificate for plant products, for plant quarantine measures.

Article 4

Process or supporting documents, as referred to in Article 2 paragraph (4) letters a and b, include:

a. request for Quarantine and supervision and/or control measures, as well as minutes of Carrier Media handover at the point of entry, exit and/or transit;
b. prior notice;
c. transport vehicle arrival report;
d. transport vehicle load transfer report;
e. Carrier Media minutes of delivery;
f. Carrier Media import or export plan report;
g. Quarantine measures applications analysis results;
h. letter of assignment;
i. letter of approval/refusal to unload the Carrier Media from the transport vehicle;
j. letter of approval/refusal to load the Carrier Media onto the transport vehicle;
k. sample collecting record;
l. warrant to enter Quarantine Installation or Other Place;
m. carrier media escorting results report;
n. report on the Carrier Media inspection on board of the transport vehicle;
o. report on the documents administrative and conformity inspection;
p. report on the health inspection result;
q. Carrier Media transfer warrant (SP2MP);
r. isolation and observation results report;
s. treatment certificate;
t. fumigation certificate;
u. treatment result report;
v. containment warrant;
w. containment report;
x. containment result report;
y. requirements non-compliance notification letter;
z. certificate of supervision results;
aa. rejection result report; and
bb. extermination results report.

Article 5

(1) The final or main document, as referred to in Article 3 letter j, can be adjusted to the requirements of the destination country in terms of the Export of Carrier Media from the territory of the Republic of Indonesia.

(2) The final or main document, as referred to in paragraph (1), shall be outlined in the form of guidelines stipulated by the Decree of the Deputy for Animal Quarantine.

Paragraph 2

Forms of Quarantine Documents

Article 6

(1) Quarantine documents, as referred to in Article 2 paragraph (2), shall in the form of:

a. electronic documents; and/or

b. printed documents.

(2) Electronic documents, as referred to in paragraph (1) letter a., are electronic information that is created, forwarded, sent, received, or stored in analog and/or digital form.

(3) Printed documents, as referred to in paragraph (1) letter b., are information created, forwarded, sent, received, or stored in physical form.

Article 7

The types and forms of Quarantine documents, as referred to in in Articles 3, 4, and 6, are listed in Appendix I which is an inseparable part of this Agency Regulation.

Second Part

Procedures for Issuing Quarantine Documents

Paragraph 1

Procedures for Issuing Quarantine Measures Final or Main Documents

Article 8

(1) The transport vehicle transit certificate, as referred to in Article 3 letter a., shall be made and signed by the Quarantine Official at the transit point and delivered to the person in charge of the transport vehicle.

(2) The Carrier Media transit certificate, as referred to in Article 3 letter b., shall be made and signed by the Quarantine Official at the transit point and delivered to the owner.

(3) Rejection letter, Rejection Minutes, Destruction Minutes, Certificate of Other Carrier Media, Release Certificate, Quarantine Certificate, Animal Health Certificate, Animal Products Sanitary Certificate, Health Certificate of Exported Fish and Fish Products, Inter-Area Health Certificate of Fish and Fish Products, Plant health certificate for export, Plant health certificate for re-export, Inter-area plant health certificate, Export certificate for plant products, as referred to in Article 3 letters c, d, f, g, h, i, j, k, and l, shall be made and signed by the Quarantine Official to be submitted to the owner.

(4) The extermination letter, as referred to in Article 3 letter e., shall be prepared and signed by the Head of the local UPT to be delivered to the owner.

Article 9

(1) Final or main documents, as referred to in Article 3, shall be issued by Quarantine Official in accordance with their authority and assignment from the Head of the UPT.

(2) Quarantine measures final or main documents, as referred to in paragraph (1), must be delivered by the Quarantine Official to the Owner through the Quarantine information system or directly.

Paragraph 2

Procedures for Issuing Quarantine Measures Process or Supporting Documents

Article 10

(1) Application for Quarantine and supervision and/or control measures, as well as minutes of Carrier Media handover at the point of entry, exit and/or transit, as referred to in Article 4 letter a., shall be made and signed by the Quarantine Officer and Owner to be submitted to the Head of the local UPT.

(2) The prior notice, as referred to in Article 4 letter b., shall be made and signed by the sender in the country of origin to be submitted to the UPT of the Indonesian Quarantine Agency according to their authority.

(3) Transport vehicle arrival report and transport vehicle load transfer reports, as referred to in Article 4 letters c and d, shall be made and signed by the person in charge of the transport vehicle to be submitted to the Quarantine Official.

(4) Carrier Media Minutes of delivery, warrant to enter Quarantine Installation or Other Place, and carrier media escorting results report, as referred to in Article 4 letters e, l, and m, shall be made and signed by the Quarantine Official from the place of origin to be submitted to the Quarantine Official at destination.

(5) Carrier Media import or export plan report, as referred to in Article 4 letter f, shall be made and signed by the owner to be submitted to the local Head of UPT.

(6) Assignment letter, as referred to in Article 4 letter h, shall be made and signed by the Head of UPT or appointed official to submitted to the Quarantine Official.

(7) Quarantine measures applications analysis results, as referred to in Article 4 letter g, shall be made and signed by the report analysis official to be submitted to the local Head of UPT.

(8) Letter of approval/refusal to unload the Carrier Media from the transport vehicle and letter of approval/refusal to load the Carrier Media onto the transport vehicle; as referred to in Article 4 letters i and j, shall be made and signed by Quarantine official to be submitted to the transport vehicle person in charge.

(9) Sample collecting record, as referred to in Article 4 letter k, shall be made and signed by the sample collecting official and/or owner to be submitted to Quarantine official.

(10) Report on the Carrier Media inspection on board of the transport vehicle, as referred to in Article 4 letter n, shall be made and signed by the Quarantine official and the captain of the ship/owner person in charge of health to be submitted to Quarantine official.

(11) Report on the documents administrative and conformity inspection, report on the health inspection result, isolation and observation results report, treatment result report, and containment result report, as referred to in Article 4 letters o, p, r, u, and x, shall be made and signed by the Quarantine official to be submitted to the Head of UPT.

(12) Carrier Media transfer warrant (SP2MP), as referred to in Article 4 letter q, shall be made and signed by the manager of the Quarantine Implementation Site with the knowledge of the Quarantine official to be submitted to the Owner.

(13) Treatment certificate, fumigation certificate, containment warrant, requirements non-compliance notification letter, and certificate of supervision results, as referred to in Article 4 letters s, t, v, y, and z, shall be made and signed by the Quarantine official to be submitted to the Owner.

(14) Containment report, as referred to in Article 4 letter w, shall be made and signed by the Quarantine official and/or the Owner to be submitted to the Owner.

(15) Rejection result report and extermination results report, as referred to in Article 4 letters aa and bb, shall be made and signed by the Quarantine official to be submitted to the Head of UPT of the Indonesian Quarantine Agency in accordance with their authority.

Third Part

Procedures for Filling and Using Quarantine Documents

Article 11

Procedures for filling and using Quarantine documents, as referred to in Articles 3 and 4 is listed in Appendix II, which is an inseparable part of this Agency regulation.

CHAPTER III
QUARANTINE SEALS

First Part
General

Article 12

(1) Sealing shall be carried out in order to secure the Carrier Media during the implementation of Quarantine measures.

(2) The sealing, as referred to in paragraph (1) shall be carried out by the Quarantine Official by locking, installing, and/or attaching the Quarantine Seal.

(3) The Quarantine Seal, as referred to in paragraph (2) shall be attached/installed on the Carrier Media, transport vehicle, container/packaging, building, Quarantine Installation or Other Place.

(4) Sealing in the context of securing Carrier Media, as referred to in paragraph (1), is the authority of the Quarantine Official towards:

a. Carrier Media for which Quarantine measures are being carried out; and/or

b. transport vehicle, containers/packaging, buildings, Quarantine Installations or Other Places containing Carrier Media which is subject to Quarantine measures.

(5) Sealing, as referred to in paragraph (1), shall use a Quarantine Seal.

(6) Quarantine Seal, as referred to in paragraph (5), shall have a red base color.

Article 13

(1) For sealing, as referred to in Article 12 paragraph (2), a Minutes of Sealing must be made.

(2) The format for the Minutes of Sealing, as referred to in paragraph (1), is listed in Appendix III, which is an inseparable part of this Agency Regulation.

(3) The Minutes of Sealing, as referred to in paragraph (1), shall be signed by the Quarantine Official and the Owner and be given a serial number in the Minutes of Sealing Agenda Book.

(4) The format of the Sealing Minutes Agenda Book, as referred to in paragraph (3), is listed in Appendix IV, which is an inseparable part of this Agency Regulation.

(5) In the event that the Owner, as referred to in paragraph (3), is not willing to sign the Minutes of Sealing, the owner is obliged to make a statement that he is not willing to sign the Minutes of Sealing.

(6) In the event that the Owner is not willing to make a statement, as referred to in paragraph (5), the Quarantine Official shall make a Minutes of Sealing and witnessed by an official from the relevant agency.

(7) In the event that the Owner, as referred to in paragraph (3), is not found, the Quarantine Official shall prepare a Minutes of Sealing and witnessed by officials from the relevant agency.

(8) Owners who are not willing to sign the Minutes of Sealing, as referred to in paragraph (5), or the Owners are not found, as referred to in paragraph (7), shall be recorded in the Agenda Book for Minutes of Sealing.

Second Part

Types and Forms of Quarantine Seals

Article 14

(1) Quarantine seals, as referred to in Article 12 paragraph (5), shall be made of:
   a. paper;
   b. plastic;
   c. metal; and/or
   d. other materials determined by the Head of the Agency.

(2) Quarantine seals, as referred to in paragraph (1), shall be in the form of:
   a. sheet;
   b. duct tape;
   c. key;
   d. plastic strap;
   e. ribbon tape;
   f. button; and/or
   g. other forms.

Article 15

(1) The sheet-shaped Quarantine Seal, as referred to in Article 14 paragraph (2) letter a, shall be a rectangular sheet, made of thin self-adhesive plastic-coated paper with special specifications and markings.

(2) The Quarantine Seal in the form of duct tape, as referred to in Article 14 paragraph (2) letter b, shall be an adhesive tape on one side and in a roll, made from BOPP (Bi-axially Oriented Polypropylene film) plastic and coated with water based acrylic adhesive, with special specifications and markings.

(3) The key-shaped Quarantine Seal, as referred to in Article 14 paragraph (2) letter c, shall be a padlock made of metal, with special specifications and markings, and equipped with a certain security system.

(4) The Quarantine Seal in the form of a plastic rope, as referred to in Article 14 paragraph (2) letter d, shall be a double lock rope, made of plastic (polypropylene), with special specifications and markings.

(5) The ribbon tape-shaped Quarantine Seal, as referred to in Article 14 paragraph (2) letter e, shall be a non-adhesive tape that is installed at the place of Quarantine measures implementation in order to smooth the implementation of Quarantine measures and secure the location or Carrier Media, and is packaged in a roll, made of BOPP (Bi-axially Oriented Polypropylene film) plastic material, with special specifications.

(6) The button-shaped Quarantine Seal, as referred to in Article 14 paragraph (2) letter f, shall be metal and/or plastic with the Quarantine mark or symbol, Quarantine registration number, consisting of male and female parts.

(7) Installation of the Quarantine Seal as intended in paragraphs (1), (2), (3), (4), (5), and (6) shall be accompanied by a Quarantine registration number.

(8) The Quarantine registration number, as referred to in paragraph (2), shall apply as a supervision number and included in the Minutes of Sealing.

(9) The type and technical specifications of the Quarantine Seal, as referred to in paragraph (1), are listed in Appendix V, which is an inseparable part of this Agency Regulation.

Article 16

(1) Opening of the Seal shall be carried out by the Quarantine Official after the Carrier Media no longer requires security.

(2) For the Opening of the Seal, as referred in paragraph (1), a Minutes of the Opening of the Seal must be produced.

(3) The format for the Seal Opening Minutes, as referred to in paragraph (2), is listed in Appendix VI, which is an inseparable part of this Agency Regulation.

(4) The Seal Opening Minutes, as referred to in paragraph (2), shall be signed by the Quarantine Official and the Owner and witnessed by the relevant agency officials.

(5) In the event that the Owner is not willing to sign the Minutes of Sealing, as referred to in Article 13 paragraph (5), the opening of the seal shall be witnessed by an official of the relevant agency.

(6) In the event that the Owner is not found, as referred to in Article 13 paragraph (7), the opening of the seal shall be witnessed by an official of the relevant agency.

(7) The Seal Opening Minutes, as referred to in paragraph (3), shall be given a serial number in the Seal Opening Minutes Agenda Book as stated in Attachment VII which is an inseparable part of this Agency Regulation.

Article 17

(1) Under certain conditions, the opening of the Seal, as referred to in Article 17, can be carried out by the Owner.

(2) Certain conditions, as referred to in paragraph (1), include:

a. force majeure; and/or

b. conditions that could pose a risk of damage to the transport vehicle, containers/packaging, buildings, Quarantine Installations or Other Places and affect the integrity of the sealed Carrier Media.

(3) The owner is obliged to report to the authorized Quarantine Official after opening the seal under certain conditions in the form of force majeure, as referred to in paragraph (2) letter a.

(4) The owner is required to obtain permission from the authorized Quarantine Official before opening the seal under certain conditions in the form of circumstances, as referred to in paragraph (2) letter b.

(5) After receiving the report, as referred to in paragraph (3), the Quarantine Official will clarify the truth of the report.

(6) The permit, as referred to in paragraph (4), shall be made in the form of a written agreement and is accompanied by instructions for opening the Seal and procedures for securing the Carrier Media.

Article 18

(1) The Owner shall immediately report the condition of the Carrier Media after opening the Seal to the Quarantine Official.

(2) Based on the report, as referred to in paragraph (1), the Quarantine Official immediately examines the Carrier Media which seal has been opened.

(3) After the inspection, as referred to in paragraph (2), if necessary, the Quarantine Official can reinstall the Seal.

CHAPTER IV
TRANSITIONAL PROVISIONS

Article 19

Documents or Quarantine Seals that existed before this Agency Regulation came into force, can still be used to no later than 6 (months) after this Agency Regulation came into force.

CHAPTER V
CLOSING PROVISIONS

Article 20

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

So that everyone is aware, orders this Agency Regulation promulgation by placing it in the State Gazette of the Republic of Indonesia.

Stipulated in Jakarta

on xxxxxx

HEAD OF THE INDONESIAN QUARANTINE AGENCY,

SAHAT MANAOR PANGGABEAN

Promulgated in Jakarta

on xxxxx

DIRECTOR GENERAL

LEGISLATION

MINISTRY OF LAW AND HUMAN RIGHTS

REPUBLIC OF INDONESIA

ASEP N. MULYANA

STATE GAZETTE OF THE REPUBLIC OF INDONESIA YEAR XXXX NUMBER XXX

APPENDIX I
REGULATION OF THE INDONESIAN QUARANTINE AGENCY
NUMBER:
REGARDING
QUARANTINE DOCUMENTS AND SEALS

TYPES AND FORMS OF THE QUARANTINE DOCUMENTS

NO	TYPES	FORM
1.	*PRIOR NOTICE* (PEMBERITAHUAN AWAL)	K-1.2
2.	*NOTIFICATION OF NON-COMPLIANCE* (SURAT PEMBERITAHUAN KETIDAKSESUAIAN PERSYARATAN)	K-7.4
3.	SERTIFIKAT KESEHATAN HEWAN (*ANIMAL HEALTH CERTIFICATE)*	KH-1
4.	SERTIFIKAT SANITASI PRODUK HEWAN *(SANITARY CERTIFICATE OF ANIMAL PRODUCT)*	KH-2
5.	*HEALTH CERTIFICATE FOR FISH AND FISH PRODUCTS* (SERTIFIKAT KESEHATAN IKAN DAN PRODUK IKAN (EKSPOR))	KI-1
6.	PLANT HEALTH CERTIFICATE FOR EXPORT	KT-1
7.	PLANT HEALTH CERTIFICATE FOR RE-EXPORT	KT-2
8.	EXPORT CERTIFICATE FOR PRODUCTS OF PLANT ORIGIN	KT-4

THE HEAD OF THE INDONESIAN QUARANTINE AGENCY

SAHAT MANAOR PANGGABEAN

Format K-1.2

BARCODE

PRIOR NOTICE (PEMBERITAHUAN AWAL)
Reference Number .....

COUNTRY/PLACE OF ORIGIN:

COUNTRY OF EXPORT:

Description of Exporter/ Representative*	Name		Company name	
	Address			
	Phone/Fax. Number			
	Email			

Registration/Premises/Establishment Number:

Description of Importer/ Representative*	Name		Company name	
	Address			
	Phone/Fax. Number			
	Email			

DESCRIPTION OF COMMODITY/CONSIGNMENT:

No	Common Name/ Botanical Name	HS Code	Quantity / Packing unit	Health/ Sanitary/ Phytosanitary Certificate*	Certificate of Analysis/Health Certificate**	Testing Laboratory/ NFSCA Body**
				Number: Place of issuance: Date of issuance:	Number: Place of issuance: Date of issuance:	

☐ Non-GMO ☐ GMO: certificate's reference number and date:

EXPORT PURPOSE	
DEGREE OF PROCESSING*	☐ Fresh ☐ Minimally processed ☐ Fully processed ☐ Other:

Means of conveyance		Voyage/Flight number:	
Port of loading		Date of loading:	
Place of destination		Date of estimated arrival	

Additional Information:

- Container's Identification Number:
- Other:

Place:

Date:

Applicant

Signature & stamp

(.....)

*) *choose accordingly*
**) *only if appicable*

FORMAT K-7.4

NOTIFICATION OF NON-COMPLIANCE

(SURAT PEMBERITAHUAN KETIDAKSESUAIAN PERSYARATAN)

To:	Reference number:

Under the provisions of Law Number 21 of 2019 regarding Animal, Fish, and Plant Quarantine, we hereby inform you that the following consignment does not comply with the sanitary and phytosanitary (SPS) import requirements of the Republic of Indonesia:

DESCRIPTION OF THE CONSIGNMENT		
English/Common Name:	Botanical name *):	HS Code:
Quantity declared:	Packing Unit:	Number and description of packages:
Distinguishing marks:	Country/Place of origin:	Consignor:
Consignee:	Number and date of the accompanying document(s):	Port of export:
Point of entry:	Declared means of conveyance:	

NATURE OF NON-COMPLIANCE*)

- ❑ Prohibited goods:
- ❑ Problem with documentation (specify):
- ❑ The goods were infected/infested/contaminated with the following regulated pests or prohibited articles (specify):
- ❑ The goods do not comply with Indonesia's food safety/quality requirements (specify):
- ❑ The goods do not comply with other Indonesia's SPS requirements (specify):

DISPOSITION OF THE CONSIGNMENT*)

The ☐ entire or ☐ partial lot of the consignment was:

☐ treated. ☐ destroyed. ☐ refused. ☐ released.

Details**):

(Stamp of Organization)	*Place of issue:* *Name of Authorized Officer:* *Date:* *(Signature)*

**) Insert tick (√) in appropriate box;*
***) Filled if necessary.*

KH-1

REPUBLIK INDONESIA
BADAN KARANTINA INDONESIA
REPUBLIC OF INDONESIA
INDONESIAN QUARANTINE AUTHORITY

SERTIFIKAT KESEHATAN HEWAN
ANIMAL HEALTH CERTIFICATE

(No. Seri Dokumen)

Nomor: .....
Number

Berdasarkan Permohonan Tindakan Karantina dan/atau Pengawasan terhadap Pemasukan/Pengeluaran/Transit*) Media Pembawa Nomor ..... Tanggal .....,

I. Rincian Keterangan
Detail of Description

1. Negara/Daerah*) *Country/Region*	:	Asal (*Origin*)	Tujuan (*Destination*)
2. Nama, Alamat dan NIB/NPWP/KTP/SIM/Passpor *Name and Address*	:	Pengirim (*Consignor*)	Penerima (*Consignee*)

3. Tempat Pengeluaran dan Tanggal Muat *Port of Exit and Date of Loading*	*4.* Tempat Pemasukan dan Tanggal Bongkar *Port of Entry and Date of Unloading*
5. Tempat Transit *Port of Transit*	6. Jenis dan Identitas Alat Angkut *Type and Identity of the Means of Conveyance*

*) Coret yang tidak perlu. *Streak if not necessary*
**) Beri tanda √ pada kotak yang sesuai. *Tick to the appropriate box (es)*

II. Uraian Media Pembawa
Description of Carrier

No. *No.*	Jenis Media Pembawa *Type of Carrier*	Jumlah *Quantity*	Satuan *Unit*	Keterangan***) *Description*

***) Untuk Hewan disebutkan bangsa, jenis kelamin, umur, dan keterangan lain.
For animal(s), the breed, gender, age, and other description shall be stated

Berdasarkan hasil tindakan karantina yang telah dilakukan, dengan ini menerangkan bahwa**) :
Based on quarantine measure result, hereby explains that:

- ❑ Hewan tersebut di atas telah dilakukan tindakan, tidak tertular dan bebas gejala HPHK serta bebas dari ektoparasit.
  The animal(s) as stated above has (have) been conducted with quaratine measures, is (are) not infected and show(s) no clinical signs of animal quarantine pets and diseases as well as free from ectoparasites.
- ❑ Hewan dalam keadaan sehat dan layak untuk diberangkatkan.
  The animal(s) is (are) heathly and feasible to be dispatched.
- ❑ Hewan sudah memenuhi persyaratan dokumen lain
  The animal(s) have met the requirements of other documents
- ❑ Lainnya: .....
  Others.

sehingga dapat di keluarkan ke area lain atau dari dalam*) wilayah Negara Kesatuan Republik Indonesia.
so that it can be released to or from other areas within the territory of the Unitary State of the Republic of Indonesia.

*) Coret yang tidak perlu
Streak if not necessary
**) Beri tanda √ pada kotak yang sesuai
Tick to the appropriate box(es)

Tanggal dikeluarkan: *Date of issuance*	Dokter Hewan Karantina *Quarantine Veterinarian*	Stempel *Stamp*

Di *At*	Nama NIP. Tandatangan *Name* *IQV* *Signature*	

Pernyataan lain dan hasil pemeriksaan laboratorium di halaman berikut.
Other declaration and laboratory results are in the next page.

REPUBLIK INDONESIA
BADAN KARANTINA INDONESIA
REPUBLIC OF INDONESIA
INDONESIAN QUARANTINE AUTHORITY

P E R N Y A T A A N
D E C L A R A T I O N

Hewan
Animal

☐ **Pemenuhan persyaratan teknis negara tujuan (Untuk Media Pembawa Ekspor)**
The fulfillment of technical requirements of the country of destination (for the export carrier)

☐ **Hasil Pemeriksaan Laboratorium (dilampirkan hasil pengujian)**
Result(s) of Laboratory Testing (the result (s) is/are attached)

☐ **Lainnya**
Others

	Dokter Hewan Karantina *Quarantine Veterinarian*	Stempel *Stamp*
Nama : *Name*		
NIP : IQV	Tandatangan *Signature*	
Tanggal dikeluarkan: *Date of issued*	Di: *At*	

FORMAT KH-2

REPUBLIK INDONESIA
BADAN KARANTINA INDONESIA
REPUBLIC OF INDONESIA
INDONESIAN QUARANTINE AUTHORITY

SERTIFIKAT SANITASI PRODUK HEWAN
SANITARY CERTIFICATE OF ANIMAL PRODUCT
(No. Seri Dokumen)

Nomor: .....
Number

Berdasarkan Permohonan Tindakan Karantina dan/atau Pengawasan terhadap Pemasukan/Pengeluaran/Transit*) Media Pembawa Nomor ..... Tanggal.....,

I. Rincian Keterangan
Detail of Description

1. Negara/Daerah*) *Country/Region*	:	Asal (*Origin*)	Tujuan (*Destination*)
2. Nama, Alamat dan NIB/NPWP/KTP/SIM/Passpor *Name and Address*	:	Pengirim (*Consignor*)	Penerima (*Consignee*)

3. Tempat Pengeluaran dan Tanggal Muat *Port of Exit and Date of Loading*	*4.* Tempat Pemasukan dan Tanggal Bongkar *Port of Entry and Date of Unloading*
5. Tempat Transit *Port of Transit*	6. Jenis dan Identitas Alat Angkut *Type and Identity of the Means of Conveyance*

*) Coret yang tidak perlu
Streak if not necessary

**) Beri tanda √ pada kotak yang sesuai.
Tick to the appropriate box (es)

II. Uraian Media Pembawa
Description of Carrier

No. *No.*	Jenis Media Pembawa *Type of Carrier*	Jumlah *Quantity*	Satuan *Unit*	Keterangan***) *Description*

***) - Jumlah ditulis berat netto dan berat brutto
Quantity shall be written in brutto weight and netto weight
-Untuk produk hewan disebutkan jenis kemasan, identitas kemasan, dan keterangan lain
For animal product shall be mentioned packaging type, packaging identity, and other description

Berdasarkan hasil tindakan karantina yang telah dilakukan, dengan ini menerangkan bahwa**) :
Based on quarantine measure result, hereby explains that:

- ❑ Produk hewan tersebut di atas telah dilakukan tindakan, tidak ditemukan HPHK.
  The animal product as stated above has (have) been conducted with quaratine measures, is (are) not infected of animal quarantine pets and diseases
- ❑ Produk Hewan tersebut di atas dalam keadaan sanitasi baik, kemasan utuh, tidak terjadi perubahan sifat, tidak terkontaminasi, dan dinilai tidak membahayakan kesehatan hewan dan/atau manusia.
  The animal product as stated above is (are) in good sanitation, intact in packaging, no change in characteristics, not contaminated, and is (are) considered not endangering animal and/or human health.
- ❑ Produk Hewan tersebut di atas telah memenuhi persyaratan dokumen lain.
  The animal products mentioned above have met the requirements of other documents
- ❑ Lainnya: .....
  Others.

sehingga dapat di keluarkan ke area lain atau dari dalam*) wilayah Negara Kesatuan Republik Indonesia
so that it can be released to or from other areas within the territory of the Unitary State of the Republic of Indonesia

*) Coret yang tidak perlu
Streak if not necessary
**) Beri tanda √ pada kotak yang sesuai
Tick to the appropriate box(es)

Tanggal dikeluarkan: *Date of issuance*	Dokter Hewan Karantina *Quarantine Veterinarian*	Stempel *Stamp*

Di *At*	Nama NIP. Tandatangan *Name* *IQV* *Signature*	

Pernyataan lain dan hasil pemeriksaan laboratorium di halaman berikut.
Other declaration and laboratory results are in the next page.
Halaman 1 dari 2 halaman /*age 1 of 2 pages*

REPUBLIK INDONESIA
BADAN KARANTINA INDONESIA
REPUBLIC OF INDONESIA
INDONESIAN QUARANTINE AUTHORITY

P E R N Y A T A A N
D E C L A R A T I O N

Produk Hewan
Animal Product

☐ **Pemenuhan persyaratan teknis negara tujuan (Untuk Media Pembawa Ekspor)**
The fulfillment of technical requirements of the country of destination (for the export carrier)

☐ **Hasil Pemeriksaan Laboratorium (dilampirkan hasil pengujian)**
Result(s) of Laboratory Testing (the result (s) is/are attached)

☐ **Lainnya**
Others

	Dokter Hewan Karantina *Quarantine Veterinarian*	Stempel *Stamp*
Nama : *Name*		
NIP : IQV	Tandatangan *Signature*	
Tanggal dikeluarkan: *Date of issued*	Di: *At*	

FORMAT KI-1

REPUBLIK INDONESIA
BADAN KARANTINA INDONESIA
REPUBLIC OF INDONESIA
INDONESIAN QUARANTINE AUTHORITY

HEALTH CERTIFICATE FOR FISH AND FISH PRODUCTS
SERTIFIKAT KESEHATAN IKAN DAN PRODUK IKAN

Ref. Number : .....

Details of Consignment /*Rincian Kiriman*:

No.	Common Name/*Nama Umum*	Scientific Name/*Nama Ilmiah*	Quantity/*Jumlah*	Unit
		TOTAL :		

1. Consignor / *Pengirim barang*
   Name / *Nama* : Address / *Alamat* :

2. Consignee / *Penerima barang*
   Name / *Nama* : Address / *Alamat* :

3. ☐ Aquaculture Establishment / *Unit Pembudidayaan Ikan* ☐ Fish Processing Establishment/ *Unit Pengolahan Ikan* ☐ Other/*Lainnya*
   Name / *Nama* :
   Address (detailed) / *Alamat lengkap* :
   Establishment ID Number / *Nomor Registrasi* :

4. Captured area (only for wild-caught) / *Area tangkapan (khusus hasil tangkapan):*

5. Country and region of origin / *Negara dan daerah asal:*

6. Source / *Sumber:*
   ☐ farm-raised / *budidaya*
   ☐ wild-caught / *tangkap*

7. Place of shipment / *tempat pengeluaran:*

8. Port of destination/*Pelabuhan tujuan:*

9. Means of transport / *Alat transportasi:*
   ☐ Aeroplane / *Pesawat* ☐ Ship / *Kapal* ☐ Road vehicle / *Angkutan Darat*

10. Identification of transport / *identitas alat angkut*
    Name of vessel / *nama kapal :*
    Flight number / *nomor penerbangan :*

11. Description of commodity / *Deskripsi komoditas:*

12. Temperature of the commodity / *Temperatur:*
    ☐ ambient / *suhu ruang*
    ☐ frozen / *beku*
    ☐ chilled / *dingin*

13. Commodities intended for uses as / *Peruntukan komoditas:*
    ☐ Human consumption / *Konsumsi manusia*
    ☐ Culture/breeding / *Budidaya/pembenihan*
    ☐ Trade / *Diperdagangkan*
    ☐ Research & Investigation / *Penelitian & pemeriksaan*
    ☐ Aquatic animal feed/baits / *Pakan hewan akuatik/umpan*
    ☐ Exhibition / *Pameran*
    ☐ Other (*Lainnya*)
    If other, specify (*Jika lainnya, sebutkan*) :

14. Total number of package, associated batch number and number of packages per batch / *Jumlah kemasan total terkait nomor dan kemasan*
    *(information on batch see attachment if insufficient / *informasi tentang batch dapat dilihat pada lampiran jika kolom tidak cukup*)

15. Type of packaging / *Jenis kemasan:*

16. Identification of container/seal number / *Identifikasi kontainer / nomor segel:*

17. Date of departure / *Tanggal pengiriman:*

18. Testing laboratory / *Laboratorium penguji*
    Name / *Nama :*
    Address / *Alamat :*

19. Test result number / *Nomor hasil uji :*

Name of Certifying Official / *Nama Pejabat yang Berwenang*

Signature / *Tanda tangan*

Official stamp / *Stempel resmi*

Ref. Number :

Attestation

The undersigned Certifying Official certifies that the Carrier(s) on present consignment referred to in Box Details of Consignment, satisfy(s) the following requirements: / *Pejabat penandatangan sertifikat di bawah ini menyatakan bahwa Media Pembawa yang dikirim sebagaimana merujuk pada rincian pengiriman telah memenuhi persyaratan sebagai berikut :*

☐ a. **The Product from each batch / Commodity from population** *) described above have been processed, inspected and graded in (an) establishment(s) that has been approved by and under control of the Competent Authority / *Produk dari setiap batch / Komoditas dari populasi tersebut di atas telah diproses, diinspeksi dan dinilai dalam kondisi yang telah disetujui oleh dan di bawah kendali Otoritas Kompeten.*

☐ b. **The Product from each batch** have been handled, prepared or processed, identified, stored and transported under a competent HACCP and sanitary programme consistently implemented and in accordance with the requirements laid down in Codex Code of Practice for Fish and Fishery Products (CAC/RCP 52-2003) / *Produk dari setiap batch telah ditangani, disiapkan atau diproses, diidentifikasi, disimpan dan ditransportasikan sesuai persyaratan sanitasi dan HACCP yang diterapkan secara konsisten dan sesuai dengan persyaratan yang ditetapkan Codex Code of Practice for Fish and Fishery Products (CAC / RCP 52-2003).*

☐ c. **The Product from each batch** / **Commodity from population** *) has been found to be free of disease based on sampling and testing method recognized by the World Organisation for Animal Health (WOAH) for demonstrating absence of disease and inspected according to the appropiate procedures and subsequently found, at the time of inspection: / *Produk dari setiap batch / Komoditas dari populasi dinyatakan bebas dari penyakit berdasarkan pengambilan sampel dan metode pengujian yang diakui oleh World Organisation for Animal Health (WOAH) dan pada saat pemeriksaan:*

☐ to be free from diseases / *bebas dari penyakit* :

☐ to show no visible/clinical signs of diseases / *tidak menunjukkan gejala penyakit secara visual/klinis :*

☐ d. For non edible products have been handled, prepared or processed, stored, transported based on biosecurity principles / *produk non konsumsi telah ditangani, disiapkan atau diproses, disimpan, ditransportasikan berdasarkan prinsip biosekuriti*

☐ e. Other details / *keterangan lainnya*.....

Additional information / *Informasi tambahan:*

CERTIFIED DETAILS / *Detail penerbit sertifikat*		Issued at / *Dikeluarkan*
Name / *Nama*	:	Certifying body :
Position / *Jabatan*	:	
Issued at / *Lokasi*	:	
Phone / *Telepon*	:	Stamp / *Stempel*
Fax / *Faksimili*	:	
E-mail / *Surat elektronik*	:	
Address / *Alamat*	:	Signature / *Tanda tangan* (Name of Authorized Official/*Nama Petugas)*

FORMAT KT-1

REPUBLIC OF INDONESIA
INDONESIAN QUARANTINE AUTHORITY

No.:

PHYTOSANITARY CERTIFICATE No.:	**Plant Protection Organization of Indonesia** To Plant Protection Organization(s) of:	
I. DESCRIPTION OF CONSIGNMENT		
Name and address of exporter:	Declared name and address of consignee:	
Declared means of conveyance:	Declared point of entry:	
	HS code:	Place of origin:
Distinguishing marks:	Number and description of packages, name of produce, and botanical name of plants:	Quantity declared:
II. ADDITIONAL DECLARATION	**III. DISINFESTATION AND/OR DISINFECTION TREATMENT**	
	Treatment	Date
	Chemical (active ingredient)	Concentration
	Duration and temperature	
	Additional information	
This is to certify that the plants, plant products or other regulated articles described herein have been inspected and/or tested according to appropriate official procedures and are considered to be free from the quarantine pests specified by the importing contracting party and to conform with the current phytosanitary requirements of the importing contracting party, including those for regulated non-quarantine pests		
Name of authorized officer: Place of issue: Date of issue:	(Signature)	(Stamp of Organization)

FORMAT KT-2

REPUBLIC OF INDONESIA
INDONESIAN QUARANTINE AUTHORITY
No.

PHYTOSANITARY CERTIFICATE FOR RE-EXPORT No.:	**Plant Protection Organization of Indonesia** to: Plant Protection Organization(s) of ……

I. DESCRIPTION OF CONSIGNMENT			
Name and address of exporter:		Declared name and address of consignee:	
Declared means of conveyance:		Declared point of entry:	
		HS Code:	Place of origin:
Distinguishing marks:	Number and description of packages, name of produce, botanical name of plants:		Quantity Declared:

II. ADDITIONAL DECLARATION:	**III. DISINFESTATION AND/OR DISINFECTION TREATMENT**	
	Treatment	Date
	Chemical (active ingredient)	Concentration
	Duration and temperature	
	Additional information	

This is to certify that the plants, plant products, or other regulated articles described above were imported into Indonesia from …….. covered by Phytosanitary Certificate No. ……,*) original ☐ certified true copy ☐ of which is attached to this certificate; that they are,*) packed ☐ repacked ☐ in original ☐ new ☐ containers, that based on the original phytosanitary certificate ☐ and additional inspection ☐, they are considered to conform with the current phytosanitary requirements of the importing contracting party, and that during storage in Indonesia, the consignment has not been subjected to the risk of infestation or infection.
**) Insert tick (✓) in appropriate boxes.*

Name of authorized officer:		
Place of issue:		
Date of issue:	(Signature)	(Stamp of Organization)

FORMAT KT-4

REPUBLIC OF INDONESIA
INDONESIAN QUARANTINE AUTHORITY
No.:

<table>
<tr><td colspan="3">CERTIFICATE FOR EXPORT OF PROCESSED PRODUCT/NON-REGULATED ARTICLE
No.:</td><td colspan="3">To:</td></tr>
<tr><td colspan="3">Name and address of exporter:</td><td colspan="3">Declared name and address of consignee:</td></tr>
<tr><td colspan="6">DESCRIPTION OF CONSIGNMENT</td></tr>
<tr><td colspan="3" rowspan="2">Declared means of conveyance:</td><td colspan="3">Declared point of entry:</td></tr>
<tr><td>HS Code:</td><td colspan="2">Place of origin:</td></tr>
<tr><td>Distinguishing marks:</td><td colspan="2">Number and description of packages, name of produce, botanical name of plants:</td><td colspan="3">Quantity declared:</td></tr>
<tr><td colspan="6">This is to affirm that, under the Law of the Republic of Indonesia Number 21 of 2019 concerning Animal, Fish, and Plant Quarantine and the Government Regulation of the Republic of Indonesia Number 29 of 2023 and based upon inspection of submitted samples and/or by virtue of processing received, the plant products or non-regulated articles described above are believed to be free from harmful plant pests. Therefore, no phytosanitary certificate shall be issued for this product and/or article.</td></tr>
<tr><td colspan="2">Name of authorized officer:</td><td colspan="2" rowspan="3">(Signature)</td><td colspan="2" rowspan="3">(Stamp of Organization)</td></tr>
<tr><td colspan="2">Place of issue:</td></tr>
<tr><td colspan="2">Date of issue:</td></tr>
</table>

APPENDIX II
REGULATION OF THE INDONESIAN QUARANTINE AGENCY
NUMBER:
REGARDING
QUARANTINE DOCUMENTS AND SEALS

PROCEDURES FOR COMPLETING AND USING QUARANTINE DOCUMENTS

1. *Prior Notice* (Pemberitahuan Awal) (K-1.2)

Type of Form	Pemberitahuan Awal (*Prior Notice).*
Usage	To provide the prior notice information of commodities and their derivatives import requirements documents before the commodities depart for Indonesia.
Addressed to	Quarantine official.
Reference Number	Fill in with the reference number
Country of Origin	Fill in with the name of the country of origin
Country of Export	Fill in with the name of the recipient country
Description of Exporter/Representative	
Name	Fill in with the name of the exporter/representative
Company Name	Fill in with the name of the exporting/representative company
Address	Fill in with the address of the exporting company/representative
Phone/Fax. Number	Fill in with the telephone/fax number of the Exporting company/representative
Email	Fill in with the email address of the Exporting company/ representative
Registration/Premises/ Establishment Number:	Fill in with the registration or premises or establishment number
Description of Importer/Representative	
Name	Fill in with the name of the importer/representative
Company Name	Fill in with the name of the importing/representative company
Address	Fill in with the address of the importing/representative company
Phone/Fax. Number	Fill in with the phone/fax number of the importing/ representative company
Email	Fill in with the email address of the importing/ representative company
Description of Commodity/Consignment	
No	Fill in with the commodity type serial number
Common Name/Botanical Name	Fill in with the trade name / common name of the commodity
HS Code	Fill in with the HS Code of the commodity
Quantity/packaging	Fill in with the quantity/packaging of the commodity
Health/Sanitary/Phytos anitary Ceritificate	Fill in with the number and place and date of issuance of the certificate
Certificate of Analysis/ Health Certificate	Fill in with the number and place and date of issuance of the certificate
Testing Laboratory/ NFSCA Body)*	Fill in with the laboratory tests results
Check (✓) and fill according with the *non* GMO or GMO commodity	
Export Purpose	Fill in with the purpose of the export
Degree of Processing	Check (✓) and fill according with the degree of processing whether fresh or processed or else
Means Of Conveyance	Fill in with the means of conveyance information
Voyage/Flight number	Fill in with sea voyage / flight number
Port Of Loading	Fill in with the name of the Port of Loading
Date Of Loading	Fill in with the date of loading *(dd/mm/yy)*
Place Of Destination	Fill in with the Place of Destination information
Date of estimated arrival	Fill in with the date of estimated arrival *(dd/mm/yy)*

Additional Information:	Fill in with any necessary additional information
Place:	Fill in with the place where the application is submitted
Date	Fill in with the date when the application is submitted *(dd/mm/yy)*
Applicant	Fill in with the name of the owner of the commodity
Signature & stamp	Signature and stamp of the applicant's company.

2. Surat Pemberitahuan Ketidaksesuaian Persyaratan/*Notification of Non Compliance (*K-7.4)

Type of form	SuratPemberitahuan Ketidaksesuaian Persyaratan/ *Notification Of Non-Compliance*
Usage	To notify the …(animals) authority, …(fish) authority, NPPO, Food Safety Competent Authority (FDA) or any relevant competent authorities in the country of origin, when upon the importation of carrier media into the territory of the Republic of Indonesia, a non-compliance with the Indonesian sanitary and phytosanitary requirements takes place.
Issuer	Local Indonesian Quarantine Technical Implementation Unit (UPT)
Addressed to	the …(animals) authority, …(fish) authority, NPPO, Food Safety Competent Authority (FDA) or any relevant competent authorities in the country of origin
Document Sheet	According to requirements, minimum 4 copies.
Attachment	In the form of import requirements documents accompanying the carrier media and proof of nonconformity such as laboratory test results (if any). A copy of the document shall be submitted to the Owner/proxy for information.

To		Fill in the name and address of the intended authority, e.g. the …(animals) authority, …(fish) authority, NPPO, Food Safety Competent Authority (FDA) or any relevant competent authorities in the country of origin
Reference Number		Fill in according with the numbering instructions and quarantine and/or supervision measures documents code.
I. INFORMATION REGARDING THE CARRIER MEDIA		
1	*English/Common Name*	Fill in with the English common/trade name of the carrier media.
2	*Botanical name*	Fill in with the scientific or Latin name of the carrier media (if possible).
3	*HS Code*	Fill in with the HS code of the carrier media
4	*Quantity declared*	Fill in completely according with the packaging weight and amount of the carrier media. E.g.: 1,000 heads 100 items 5,000 kg/ 50 sacks; 20 kg/ 5 boxes; 20 sticks/ 2 cartons; 100m3 / 2 containers.
5	*Packing unit*	Fill in with the number of packaging/wrapper of the carrier media.
6	*Number and description of packages*	Fill in with the number and material used as the packaging/wrapper.
7	*Distinguishing marks*	Fill in with the sign/mark on the packaging of the carrier media.
8	*Country/Place of origin*	Fill in with the name of the country/place of origin of the carrier media.
9.	*Consignor*	Fill in with the name and address of the consignor of the carrier media
10.	*Consignee*	Fill in with the name and address of the consignee of the carrier media
11.	*Number and date of accompanying document(s)*	Fill in with the number and date of the accompanying document(s), e.g., *Phytosanitary Certificate (PC), Prior notice, Certificate of Analysis (CoA),* or *Health Certificate (HC)* from the country of origin.
12	*Port of export*	Fill in with the name of the sea/air port in the country of origin of the carrier media.
13	*Poin of entry*	Fill in with the point of entry of the carrier media.
14	Declared means of conveyance	Fill in with the type of land, sea, and air means of transportation, completed with the name of the transport vehicle, and flight or sea voyage number.

Nature Of Non-Compliance		
Check (√) the left-hand box along with details of the nonconformity findings.		
1	*Prohibited goods*	Fill in the name of the prohibited carrier media, for example: soil
2	*Problem with documentation*	Fill in with administrative requirements and the validity of the required quarantine and/or supervision documents noncompliance, for example, not accompanied with the valid and legitimate required documents, the contents of the document do not comply with the requirements, etc.
3	*The goods were infected/infested/ contaminated with the following regulated pests or prohibited articles*	Fill in with plant health noncompliance findings, e.g. infected with OPTK, contaminated with soil, still having roots or bark, etc.
4	*The goods do not comply with Indonesian food safety/quality requirements*	Fill in with food safety noncompliance findings, e.g. contains heavy metal contamination exceeding the maximum limit set by Indonesia (name the type of contamination and the maximum limit)
5	*The goods do not comply with other Indonesian SPS import requirements*	Fill in with other noncompliance reasons, e.g., rotten or damaged carrier media, damaged packaging/wrapping, labeling not in accordance with requirements, etc.

Disposition Of The Consignment)*	
Check (√) the appropriate box on the left. *Details* fill with the treatment dose applied on the carrier media at the point of entry or if rejection and/or extermination is carried out on part of the Carrier Media.	
Place of issue	Fill in with the name of the place where the *Notification of Non-Compliance* is signed.
Name of Authorized Officer	Fill in the full name of the Head of the UPT or the official authorized by the Head of the UPT.
Date	Fill in with the date when the *Notification of Non-Compliance* signed.
Stamp of Organization	Filled in with the UPT or the relevant Indonesian Quarantine UPT Work Area stamp.
Signature	Signed by the Head of UPT or an official authorized by the Head of UPT, complete with the full name and IQV.

3. Sertifikat Kesehatan Hewan (*Animal Health Certificate)* (KH-1)

Type of Form		Animal Health Certificate
Usage		To declare the health of particular animal Carrier Media, that will be shipped from one area to another within, as well as to be exported from, the territory of the Republic of Indonesia.
Issuer		Local Indonesian Quarantine Technical Implementation Unit (UPT)
Addressed to		Consignor/ owner/consignee.
Number		Fill in according with the numbering instructions and quarantine measures documents code.
Number … Date …		Fill in according with the number and date of the application for Quarantine and/or Supervision measures against the Import/Export/Transit of Carrier Media.
Detailed Information		
1	Country/area of origin	Fill in the name of the country/area of origin of the Carrier Media.
2	Country/area of destination	Fill in the name of the country/area of destination of the Carrier Media.
3	Identity of the consignor	Fill in with the name, address, and Business Index Number/Taxpayer Identification Number/Identification/Driver's License/Passport of the consignor.
4	Identity of the consignee	Fill in with the name, address, and Business Index Number/Taxpayer Identification Number/Identification/Driver's License/Passport of the consignee.
5	Point of export and loading date	Fill in with the location of the UPT/Work Area of the Point of Export and the loading date of the Carrier Media.
6	Point of Entry and unloading date	Fill in with the location of the UPT/Work Area of the Point of Entry and the unloading date of the Carrier Media.
7	Type and identity of transport vehicle	Fill in with the type and identity of the land. sea, and air transport vehicle, completed with the name and number of the used transport vehicle (flight, sea voyage, and license plate numbers).
8	Point of transit	Fill in with the location of the temporary port of transit of the transport vehicle carrying Carrier Media prior to the arrival to the port of destination (Point of Entry).
Description of the Carrier Media		
1	Number (abbreviated as No.)	Fill in with the serial number of each Carrier Media.
2	Type of Carrier Media	Fill in with the name of the type of the Carrier Media
3	Amount	Fill in with the amount of the Carrier Media
4	Unit	Fill in with the unit of the Carrier Media
5	Remarks	Fill in with the animal's type, breed, sex, and age, type of packaging, packaging identity, and other information regarding the Carrier Media.
Description		
Check (✓) the box on the left according with the condition of the Carrier Media.		
1	Signer	Signed by Quarantine Veterinarian, including full name, IQV, and stamp of the relevant Technical Implementation Unit (UPT) of the Indonesian Quarantine.
2	Time and place of the signing	Fill in with the place or location of the UPT/Work Area and time (date, month, year) of the signing.

Declaration		
Fill in with the applied animal quarantine measures, compliance of the technical requirement of the country of destination, laboratory test results, statement that the transport vehicle used complies with animal health requirements and suitable to transport the carrier media and/or others.		
1	Signer	Signed by Quarantine Veterinarian, including full name, IQV, and stamp of the relevant Technical Implementation Unit (UPT) of the Indonesian Quarantine.

2	Time and place of the signing	Fill in with the place or location of the UPT/Work Area and time (date, month, year) of the signing.

4. Sertifikat Sanitasi Produk Hewan *(Sanitary Certificate Of Animal Product)* (KH-2)

Type of Form		Sanitary Certificate of Animal Product.
Usage		Used to declare the health of particular Animal Product Carrier Media that will be shipped from one area to another within, as well as to be exported from, the territory of the Republic of Indonesia.
Issuer		Local Indonesian Quarantine UPT
Addressed to		Consignor/ owner/consignee.
1	KH - … No.:	Fill in with print serial number of the document .
2	Number	Fill in according with the numbering and coding instructions of quarantine measures documents.
3	Number … Date …	Fill in according with the application for Quarantine and/or Supervision measures against the Import/ Export/Transit*) of Carrier Media.
Detailed Information		
1	Country/area of origin	Fill in the name of the country/area of origin of the Carrier Media.
2	Country/area of destination	Fill in the name of the country/area of destination of the Carrier Media.
3	Name and address of the consignor	Fill in with the name and address of the consignor.
4	Name and address of the consignee	Fill in with the name and address of the consignee.
5	Point of export and loading date	Fill in with the location of the UPT/Work Area of the Point of Export and the loading date of the Carrier Media.
6	Point of Entry and unloading date	Fill in with the location of the UPT/Work Area of the Point of Entry and the unloading date of the Carrier Media.
7	Type and identity of transport vehicle	Fill in with the type and identity of the land. sea, and air transport vehicle, completed with the name and number of the used transport vehicle (flight, sea voyage, and license plate numbers).
8	Point of transit	Fill in with the location of the temporary port of transit of the transport vehicle carrying Carrier Media prior to the arrival to the port of destination (Point of Entry).
Description of the Carrier Media		
1	Number (abbreviated as No.)	Fill in with the serial number of each Carrier Media type.
2	Type of Carrier Media	Fill in with the name of Carrier Media type.
3	Amount	Fill in with the amount of Carrier Media.
4	Units	Fill in with the unit of the Carrier Media.
5	Remarks	Fill in with the type of the animal product, type of packaging, packaging identity, container number, and other information regarding the Carrier Media.
Based on quarantine measure applied, hereby declare that:		
Check (✓) on the left box according with the condition of the Carrier Media.		
	Signer	Signed by Quarantine Veterinarian, including full name, IQV, and stamp of the relevant UPT of the Indonesian Quarantine.
	Time and place of signing	Fill in with the place or location of the UPT/Work Area and time (date, month, year) of the signing.

Animal Products
Fill in with the applied animal product quarantine measures, compliance of the technical requirement of the country of destination, laboratory test results, statement that the transport vehicle used complies with animal health

requirements and suitable to transport the carrier media and/or others.		
1	Signer	Signed by Quarantine Veterinarian, including full name, IQV, and stamp of the relevant UPT of the Indonesian Quarantine..
2	Time and place of signing	Fill in with the place or location of the UPT/Work Area and time (date, month, year) of the signing.

5. Sertifikat Kesehatan Ikan dan Produk Ikan Ekspor (*Health Certificate for fish and fish products*) (KI-1)

Ref.Number:		Fill in the document number following the applicable rules.
Product Description:		
Common name:		Fill in with the common/trade name of the carrier media/fishery product. Example: Live Crab
Scientific name:		Fill in with the complete scientific name of the carrier media/fishery product. Example: *Scylla serrata*
Amount:		Fill in the number of carrier media/fishery products per each type, if more than one type. Example: 1,000
Unit:		Fill in units of quantity of carrier media/fishery products. Example: Kg
Total:		Fill in the total number of carrier media/fishery products along with the units. Example: 1000 Kg
1.	Consignor:	Fill in with full name and complete address of the consignor.
2.	Consignee:	Fill in with full name and complete address of the consignee.
3.	Processing plant/farm:	Fill in the complete name, address and HACCP certificate number for the Fish Processing Unit or the complete name, address and CKIB certificate number for the Fish Farm Business Unit.
4.	Catch area	Fill in the catch area for the carrier media/fishery product, if the carrier media/fishery product is a catch.
5.	Country and area of origin:	Fill in the location of the area of origin of the carrier media/ fishery products. Example: The Republic of Indonesia, Jakarta
6.	Source:	Check ☑ in the appropriate box according with the source of the carrier media/fishery product. (farmed or catch).
7.	Point of export:	Fill in with the port of embarkation. Example: Tanjung Priok Jakarta, Indonesia.
8.	Port of destination	Fill in with the Port of Destination
9.	Transport vehicle:	Check on the appropriate box according with the transport vehicle used.
10.	Identity of the Transport Vehicle	Fill in with the identity of the carrier media transport vehicle.
11.	Description of the Commodity	Fill in with the description of the shipped carrier media / fishery product.
12.	Temperature of the commodity:	Check on the appropriate box ☑ according with the temperature of the shipped carrier media/fishery product.
13.	Commodity allotment:	Check on the appropriate box ☑ according with the shipped carrier media/fishery product allotment.
14.	Total packaging quantity related with number and packaging:	Fill in with the total number of the shipped carrier media/fishery products packaging. Example: 234 cartons
15.	Type of packaging:	Fill in with the type of packaging used to pack carrier media/fishery products. Example: carton
16.	Container identification/seal number:	Fill in with the container and seal numbers, if shipped in container. Example: TCLU123456 (EMCRRZ1234)
17.	Shipment date:	Fill in with the shipment date of the carrier media/ fishery products.
18.	Testing Laboratory:	Fill in with the name of testing laboratory. Example: Laboratorium BBKHIT Jakarta
19.	Test result number	Fill in with the test result number
Name of authorized official		Fill in with the name of the authorized official.

Signature:	Signed by the document signatory official in accordance with applicable regulations.
Official stamp	Affixed with official stamp
Ref. Number:	Fill in the certificate number same as the first sheet.
Attestation:	Check on the appropriate box ☑ according with the description and attestation of the carrier media/ fishery product condition.
Additional information	Fill in with additional information to further describe the condition of the carrier media/fishery productthat will be shipped, e.g., CITES certificate number or other (if needed).
Detailed information of the certificate issuer	Fill in with the name, position, location, telephone/fax number, email address, and address of the certificate issuer/signer.
Issued at:	Fill in with the place and date of certificate issuance. Example: Jakarta, June 17, 2020
Certifiying Body:	Fill in with the name of the Indonesian Quarantine UPT that issued the certificate.
Signature of the official:	Signed by the signatory quarantine official appointed and assigned by the Head of the Indonesian Quarantine Agency.

6. Sertifikat Kesehatan Tumbuhan Untuk Ekspor (*Phytosanitary Certificate for Export*) (KT-1))

Type of form	Sertifikat Kesehatan Tumbuhan Untuk Ekspor *(PHYTOSANITARY CERTIFICATE FOR EXPORT*).
Usage	Used to declare the health of the health of carrier media that will be shipped to other country, after plant quarantine measures have been applied.
Issuer	Indonesian Quarantine UPT applying plant quarantine measures against the carrier media that will be shipped to other country in the context of phytosanitary certification of the carrier media.
Authorized signatory official	Plant quarantine official at an Indonesian Quarantine UPT applying or responsible of the application of plant quarantine measures against the carrier media that will be shipped to other country in the context of phytosanitary certification of the carrier media.
Document sheet	As needed.
Attachment	Documents required by the country of destination of the carrier media.

Phytosanitary Certificate No.	Fill in according with the numbering and coding instructions of plant quarantine and/or supervision measures documents.
To Plant Protection Organization (s) of	Fill in with the name of the country of destination in English, if the carrier media is shipped directly to the country of destination. Fill in with the name of the countries of destination and transit in English, if the carrier media will transit in a country prior to its arrival to the country of destination.
I. *DESCRIPTION OF CONSIGNMENT*	
Name and address of exporter	Fill in with the full name and complete address of the carrier media consignor (exporter) in Indonesia.
Declared name and address of consignee	Fill in with the full name and complete address of the carrier media consignee in the country of destination of the carrier media shipment. If the consignee is unknown, this can be filled with "To Order" if allowed by the carrier media country of recipient (importer).
Declared means of conveyance	Fill in with the land, sea, or air transportation type, including the name of the transport vehicle, flight or sea voyage number, or license plate number.
Declared point of entry	Fill in with the name of the Port of Entry of the Carrier Media at the Country of Destination.
HS code	Fill in with the HS code of the carrier media.
Place of origin	Fill in with the name of the area of origin of the carrier media in Indonesia if planted or produced in Indonesia. Fill in with the name of the country of origin of the carrier media if originated from other country.
Distinguishing marks	Fill in according to the marking on the wrapper/ packaging of the carrier media (e.g., lot number, serial number, or trade mark) and on the transport vehicle of the carrier media (e.g., container and car identification number, or name of the vessel).
Number and description of packages	Fill in with the number and type of the packaging of the carrier media in English (e.g., 4 bags, 10 cartons).
Name of produce	Fill in with the common/trade name of the carrier media in English.
Botanical name of plants	Fill in with the scientific or Latin name of the carrier media in English. If unknown, can be filled with"*Not Applicable*" or "N/A".

Quantity declared	Fill in with the quantity of the carrier media.
II. Additional Declaration	
Fill in with the information required by the country of destination. If the *Phytosanitary Certificate* is issued after the carrier media has been shipped, the date of the quarantine examination must be listed in this column.	
III. Disinfestation And/Or Disinfection Treatment	
Treatment	Fill in with the type of application performed upon the carrier media. (e.g.,: fumigation).
Date	Fill in with the completion date of the application.
Chemical (active ingredient)	Fill in with the active ingredients used during the application that use chemical compound (e.g.,: phosphine).
Concentration	Fill in with the chemical compound concentration used during application (e.g.,: *2 grams/m*^{3}).
Duration and Temperature	Fill in with the time period length and temperature of the application (e.g.,: *7 days above 21°C*).
Additional information	Fill in with other needed information.
Name of authorized officer	Fill in with the name of the Plant Quarantine Official who issues the certificate.
Place of issue	Fill in with the name of the city where the Indonesian Quarantine UPT that issues the certificate is located.
Date of issue	Fill in with the date of the certificate issuance.
Signature	Filled in the full name without title and signed by the certificate signatory Plant Quarantine Officer.
Stamp of organization	Stamp with the Indonesian Quarantine UPT stamp that issues the certificate.

7. Sertifikat Kesehatan Tumbuhan Untuk Re-Ekspor *(Phytosanitary Certificate for Re-Export)* (KT-2))

Type of form	Sertifikat Kesehatan Tumbuhan Untuk Reekspor (*PHYTOSANITARY CERTIFICATE FOR RE-EXPORT*).
Usage	Used to declare the health of imported carrier media that will be shipped to other country, after upon which plant quarantine measures has been applied.
Issuer	Indonesian Quarantine UPT applying plant quarantine measures against the imported carrier media that will be shipped to other country in the context of phytosanitary certification of the carrier media.
Authorized signatory official	Plant quarantine official at an Indonesian Quarantine UPT applying or responsible of the application of plant quarantine measures against the imported carrier media that will be shipped to other country in the context of phytosanitary certification of the carrier media.
Document sheet	As needed.
Attachment	Documents required by the country of carrier media shipment destination.

Phytosanitary Certificate For Re-Export No.	Fill in according with the numbering and coding instructions of plant quarantine and/or supervision measures documents.
To Plant Protection Organization (s) of	Fill in with the name of the country of destination in English, if the carrier media is shipped directly to the country of destination. Fill in with the name of the countries of destination and transit in English, if the carrier media will transit in a country prior to its arrival to the country of destination.
I. *Description Of Consignment*	
Name and address of exporter	Fill in with the full name and complete address of the consignor (exporter) in Indonesia.
Declared name and address of consignee	Fill in with the full name and complete address of the consignee in the country of carrier media shipment destination. If the consignee is unknown, can be filled with "To Order" if allowed by the carrier media recipient country (importer).
Declared means of conveyance	Fill in with the type of land, sea, or air transport, including the name of the transport vehicle, flight number, sea voyage number, or license plate number.
Declared point of entry	Fill in with the name of the Port of Entry of the carrier media at the country of destination.
HS code	Fill in with the HS code of the carrier media
Place of origin	Fill in with the name of the country of origin of the carrier media.
Distinguishing marks	Fill in according to the marking on the wrapper/ packaging of the carrier media (e.g., lot number, serial number, or trade mark) and on the transport vehicle of the carrier media (e.g., container and car identification number, or name of the vessel).
Number and description of packages	Fill in with the number and type of the packaging of the carrier media in English (e.g., 4 bags, 10 cartons).
Name of produce	Fill in with the common/trade name of the carrier media in English.
Botanical name of plants	Fill in with the scientific or Latin name of the carrier media in English. If unknown, can be filled with“Not Applicable” or “N/A”.
Quantity declared	Fill in with the quantity of the carrier media.

II. Additional Declaration	
Fill in with the information required by the country of destination. If the *Phytosanitary Certificate for Re-Export* is issued after the carrier media has been shipped, the date of the quarantine examination must be listed in this column.	
III. Disinfestation And/Or Disinfection Treatment	
Treatment	Fill in with the type of application performed upon the carrier media. (e.g.,: fumigation).
Date	Fill in with the completion date of the application.
Chemical (active ingredient)	Fill in with the active ingredients used during the application that use chemical compound (e.g.,: phosphine).
Concentration	Fill in with the chemical compound concentration used during application (e.g.,: 2 grams/m^3).
Duration and Temperature	Fill in with the time period length and temperature of the measures application (e.g.,: 7 days above 21°C).
Additional information	Fill in with other needed information.
Imported into Indonesia from	Fill in with the name of the country of origin of the carrier media.
Covered by Phytosanitary Certificate No.	Fill in with the *Phytosanitary Certificate* number from the country of origin.
original ☐	Check ☑ if the *Phytosanitary Certificate* from the country of origin is authentic.
certified true copy ☐	Check ☑ if the copy of *Phytosanitary Certificate* from the country of origin is original.
that they are packed ☐	Check ☑ if the commodity is packaged.
repacked ☐	Check ☑ if the commodity is re-packaged.
in original ☐	Check ☑ if the packaging is original without changing the container.
new ☐	Check ☑ if the packaging is new and the container is changed.
based on the original phytosanitary certificate ☐	Check ☑ if the health declaration of the carrier media is only based on the *phytosanitary certificate* from the country of origin.
and additional inspection ☐	Check ☑ if the health declaration of the carrier media is based on re-examination.
Name of authorized officer	Fill in with the name of the Plant Quarantine Official who issues the certificate.
Place of issue	Fill in with the name of the city where the Indonesian Quarantine UPT that issues the certificate is located.
Date of issue	Fill in with the date of the certificate issuance.
Signature	Filled in the full name without title and signed by the certificate signatory Plant Quarantine Officer.
Stamp of organization	Stamp with the Indonesian Quarantine UPT stamp that issues the certificate.

8. Sertifikat Ekspor Untuk Produk Tumbuhan (*Certificate for Export of Processed Plant Product*) (KT-4))

Number	Fill in according with the numbering and coding instructions of plant quarantine measures documents.
To:	Fill in with the name of the NPPO of the country of destination, if the NPPO of the country of destination requires *Phytosanitary Certificate* against the processed carrier media or should be filled in with the name of other authority of the country of origin if there is another requiring authority, e.g., the competent food safety authority of the country of origin. If the NPPO or other authority of the country of origin do not require it, can be filled with the name of the owner.
Name and address of exporter	Fill in with the name and address of the consignor (exporter) of the carrier media.
Declared name and address of consignee	Fill in with the name and address of the consignee of the carrier media in the country of destination.
DESCRIPTION OF CONSIGMENT	
Declared mean of conveyance	Fill in with the type of land, sea, or air transport, including the name of the transport vehicle, flight number, sea voyage number, or license plate number..
Declared point of entry	Fill in with the name of the port of destination.
HS Code	Fill in with the HS Code, if possible.
Place of Origin	Fill in with the name of the area of origin of the carrier media.
Distinguishing marks	Fill in with the marking on the wrapping of the carrier media.
Number and description of packages, name of produce, botanical name of plants	Fill in with the quantity and type of the carrier media packaging, type of carrier media in English (internationally known common name), scientific name of the carrier media.
Quantity declared	Fill in with the quantity.
Name of authorized officer	Fill in with the name of the Plant Quarantine Official who issues the certificate.
Place of issue	Fill in with the name of the city where the Indonesian Quarantine UPT that issues the certificate is located.
Date of issue	Fill in with the date of the certificate issuance.
Signature	Filled in the full name without title and signed by the certificate signatory Plant Quarantine Officer with the relevant UPT stamp affixed.
Stamp of Organization	Stamp with the Indonesian Quarantine UPT stamp issuing the certificate.

THE HEAD OF THE INDONESIAN QUARANTINE AGENCY,

SAHAT MANAOR PANGGABEAN