



REGENT OF BOGOR
WEST JAVA PROVINCE

BOGOR REGENCY REGULATION
NUMBER 80 OF 2022

CONCERNING
MINIMUM SERVICE STANDARDS WITHIN THE LOCAL GOVERNMENT OF BOGOR
REGENCY

BY THE GRACE OF GOD ALMIGHTY
THE REGENT OF BOGOR,

Considering : a. that in order to implement the provisions of Article 2 paragraph (1) of the Minister of Home Affairs Regulation Number 59 of 2021 concerning the Implementation of Minimum Service Standards, it is necessary to apply Minimum Service Standards to fulfill the types and quality of basic services that every citizen is entitled to receive, at a minimum, within the Local Government of Bogor Regency;

b. that based on the considerations as referred to in letter a, it is necessary to stipulate a Regent Regulation concerning Minimum Service Standards within the Local Government of Bogor Regency;

In view of : 1. Law Number 14 of 1950 concerning the Establishment of Regencies within the Province of West Java (State Gazette of the Republic of Indonesia of 1950 Number 8) as amended by Law Number 4 of 1968 concerning the Establishment of Purwakarta Regency and Subang Regency by Amending Law Number 14 of 1950 concerning the Establishment of Regencies within the Province of West Java (State Gazette of the Republic of Indonesia of 1968 Number 31, Supplement to the State Gazette of the Republic of Indonesia Number 2851);

2. Law Number 28 of 1999 concerning the Administration of a State that is Clean and Free from Corruption, Collusion, and Nepotism (State Gazette of the Republic of Indonesia of 1999 Number 75, Supplement to the State Gazette of the Republic of Indonesia Number 3851) as amended by Law Number 30 of 2002 concerning the Corruption Eradication Commission (State Gazette of the Republic of Indonesia of 2002 Number 137, Supplement to the State Gazette of the Republic of Indonesia Number 4250);

3.Law.....

3. Law Number 17 of 2003 concerning State Finance (State Gazette of the Republic of Indonesia of 2003 Number 47, Supplement to the State Gazette of the Republic of Indonesia Number 4286) as amended by Law Number 2 of 2020 concerning the Stipulation of Government Regulation in Lieu of Law Number 1 of 2020 concerning State Financial Policy and Financial System Stability for Handling the 2019 Corona Virus Disease (COVID-19) Pandemic and/or in the Context of Facing Threats to the National Economy and/or Financial System Stability into Law (State Gazette of the Republic of Indonesia of 2020 Number 134, Supplement to the State Gazette of the Republic of Indonesia Number 6516);
4. Law Number 20 of 2003 concerning the National Education System (State Gazette of the Republic of Indonesia of 2003 Number 78, Supplement to the State Gazette of the Republic of Indonesia Number 4301);
5. Law Number 11 of 2009 concerning Social Welfare (State Gazette of the Republic of Indonesia of 2009 Number 12, Supplement to the State Gazette of the Republic of Indonesia Number 4967) as amended by Law Number 14 of 2019 concerning Social Work (State Gazette of the Republic of Indonesia of 2019 Number 182, Supplement to the State Gazette of the Republic of Indonesia Number 6397);
6. Law Number 25 of 2009 concerning Public Services (State Gazette of the Republic of Indonesia of 2009 Number 112, Supplement to the State Gazette of the Republic of Indonesia Number 5038);
7. Law Number 36 of 2009 concerning Health (State Gazette of the Republic of Indonesia of 2009 Number 144, Supplement to the State Gazette of the Republic of Indonesia Number 5063) as amended by Law Number 11 of 2020 concerning Job Creation (State Gazette of the Republic of Indonesia of 2020 Number 245, Supplement to the State Gazette of the Republic of Indonesia Number 6573);
8. Law Number 12 of 2011 concerning the Formation of Laws and Regulations (State Gazette of the Republic of Indonesia of 2011 Number 82, Supplement to the State Gazette of the Republic of Indonesia Number 5234) as amended several times, most recently by Law Number 13 of 2022 concerning the Second Amendment to Law Number 12 of 2011 concerning the Formation of Laws and Regulations (State Gazette of the Republic of Indonesia of 2022 Number 12, Supplement to the State Gazette of the Republic of Indonesia Number 6760);

9. Law Number 6 of 2014 concerning Villages (State Gazette of the Republic of Indonesia of 2014 Number 7, Supplement to the State Gazette of the Republic of Indonesia Number 5495) as amended by Law Number 11 of 2020 concerning Job Creation (State Gazette of the Republic of Indonesia of 2020 Number 245, Supplement to the State Gazette of the Republic of Indonesia Number 6573);
10. Law Number 23 of 2014 concerning Regional Government (State Gazette of the Republic of Indonesia of 2014 Number 244, Supplement to the State Gazette of the Republic of Indonesia Number 5587) as amended several times, most recently by Law Number 1 of 2022 concerning Financial Relations between the Central Government and Regional Governments (State Gazette of the Republic of Indonesia of 2022 Number 4, Supplement to the State Gazette of the Republic of Indonesia Number 6757);
11. Law Number 30 of 2014 concerning Government Administration (State Gazette of the Republic of Indonesia of 2014 Number 292, Supplement to the State Gazette of the Republic of Indonesia Number 5601) as amended by Law Number 11 of 2020 concerning Job Creation (State Gazette of the Republic of Indonesia of 2020 Number 245, Supplement to the State Gazette of the Republic of Indonesia Number 6573);
12. Government Regulation Number 96 of 2012 concerning the Implementation of Law Number 25 of 2009 concerning Public Services (State Gazette of the Republic of Indonesia of 2012 Number 215, Supplement to the State Gazette of the Republic of Indonesia Number 5357);
13. Government Regulation Number 43 of 2014 concerning the Implementation of Law Number 6 of 2014 concerning Villages (State Gazette of the Republic of Indonesia of 2014 Number 123, Supplement to the State Gazette of the Republic of Indonesia Number 5539) as amended several times, most recently by Government Regulation Number 11 of 2019 concerning the Second Amendment to Government Regulation Number 43 of 2014 concerning the Implementation of Law Number 6 of 2014 concerning Villages (State Gazette of the Republic of Indonesia of 2019 Number 41, Supplement to the State Gazette of the Republic of Indonesia Number 6321);
14. Government Regulation Number 18 of 2016 concerning Regional Apparatuses (State Gazette of the Republic of Indonesia of 2016 Number 114, Supplement to the State Gazette of the Republic of Indonesia Number 5887) as amended by Government Regulation Number 72 of 2019 (State Gazette of the Republic of Indonesia of 2019 Number 187, Supplement to the State Gazette of the Republic of Indonesia Number 6402);

15. Regulation.....

15. Government Regulation Number 12 of 2017 concerning Guidance and Supervision over the Administration of Regional Government (State Gazette of the Republic of Indonesia of 2017 Number 73, Supplement to the State Gazette of the Republic of Indonesia Number 6041);
16. Government Regulation Number 2 of 2018 concerning Minimum Service Standards (State Gazette of the Republic of Indonesia of 2018 Number 2, Supplement to the State Gazette of the Republic of Indonesia Number 6178);
17. Government Regulation Number 17 of 2018 concerning Sub-Districts (State Gazette of the Republic of Indonesia of 2018 Number 97, Supplement to the State Gazette of the Republic of Indonesia Number 6206);
18. Government Regulation Number 28 of 2018 concerning Regional Cooperation (State Gazette of the Republic of Indonesia of 2018 Number 73, Supplement to the State Gazette of the Republic of Indonesia Number 6219);
19. Government Regulation Number 12 of 2019 concerning Regional Financial Management (State Gazette of the Republic of Indonesia of 2019 Number 42, Supplement to the State Gazette of the Republic of Indonesia Number 6322);
20. Minister of Home Affairs Regulation Number 90 of 2019 concerning Classification, Codification, and Nomenclature of Regional Development and Financial Planning (State Gazette of the Republic of Indonesia of 2019 Number 1447);
21. Minister of Home Affairs Regulation Number 77 of 2020 concerning Technical Guidelines for Regional Financial Management (State Gazette of the Republic of Indonesia of 2020 Number 1781);
22. Minister of Home Affairs Regulation Number 59 of 2021 concerning the Implementation of Minimum Service Standards (State Gazette of the Republic of Indonesia of 2021 Number 1419);
23. Bogor Regency Regional Regulation Number 3 of 2003 concerning the Establishment of Sub-Districts (Bogor Regency Regional Gazette of 2003 Number 127, Supplement to the Bogor Regency Regional Gazette Number 8);
24. Bogor Regency Regional Regulation Number 6 of 2015 concerning Villages (Bogor Regency Regional Gazette of 2015 Number 6, Supplement to the Bogor Regency Regional Gazette Number 84) as amended by Bogor Regency Regional Regulation Number 6 of 2018 concerning the Amendment to Regional Regulation Number 6 of 2015 concerning Villages (Bogor Regency Regional Gazette of 2018 Number 6);

25. Regulation.....

25. Bogor Regency Regional Regulation Number 12 of 2016 concerning the Establishment and Structure of Regional Apparatuses (Bogor Regency Regional Gazette of 2016 Number 12, Supplement to the Bogor Regency Regional Gazette Number 96) as amended by Bogor Regency Regional Regulation Number 2 of 2020 (Bogor Regency Regional Gazette of 2020 Number 2).

DECIDES:

Stipulates : BOGOR REGENCY REGULATION CONCERNING MINIMUM SERVICE STANDARDS WITHIN THE LOCAL GOVERNMENT OF BOGOR REGENCY

CHAPTER I
GENERAL PROVISIONS

Article 1

In this Regent Regulation, the following terms are defined as:

1. The Regency area, hereinafter referred to as the Region, is the Bogor Regency.
2. The Regency Government is the Regent as the regional government administrator responsible for leading the implementation of autonomous regional governmental affairs.
3. The Regent is the Regent of Bogor.
4. Regional Secretary shall mean the Regional Secretary of Bogor Regency.
5. Inspector shall mean the Inspector of Bogor Regency.
6. Inspectorate shall mean the Inspectorate of Bogor Regency.
7. Regional Development Planning, Research and Development Agency shall mean the Regional Development Planning, Research and Development Agency of Bogor Regency.
8. Regional Apparatus shall mean the assisting elements of the Regent and the Regional People's Representative Council in the implementation of Governmental Affairs under the authority of the Region.
9. Governance Division shall mean the Governance Division at the Regional Secretariat of Bogor Regency.
10. Sub-District shall mean a part of the Region led by a Sub-District Head.
11. Urban Village shall mean a part of the Sub-District as a sub-unit of the Sub-District.

12. Village.....

12. Village shall mean a legal community unit having territorial boundaries authorized to manage and administer governmental affairs, the interests of the local community based on community initiatives, origin rights, and/or traditional rights recognized and respected in the governance system of the Unitary State of the Republic of Indonesia.
13. Mandatory Government Affairs shall mean Government Affairs that must be carried out by all Regions.
14. Basic Services shall mean public services aimed at fulfilling the basic needs of citizens.
15. Minimum Service Standards, hereinafter abbreviated as *SPM*, shall mean provisions regarding the type and quality of Basic Services which are part of Mandatory Government Affairs that every citizen is entitled to receive at a minimum.
16. *SPM* Implementation shall mean the implementation of *SPM* starting from the stages of data collection, calculation of basic service fulfillment needs, preparation of a basic service fulfillment plan, and the implementation of such fulfillment.
17. Basic Needs of Citizens shall mean goods and/or services of a certain quality and quantity that every individual is entitled to receive in order to live decently.
18. Types of Basic Services shall mean types of services in the context of providing goods and/or services for basic needs that every citizen is entitled to receive at a minimum.
19. Basic Service Quality shall mean the quantitative and qualitative measure of goods and/or services for basic needs and their minimum fulfillment in accordance with technical standards for a decent life.
20. Citizen shall mean native Indonesian people and other nationalities who are legally recognized according to the provisions of laws and regulations.
21. Program shall mean the elaboration of Regional Apparatus policies in the form of efforts containing one or more activities using allocated resources to achieve measurable outcomes according to their tasks and functions.
22. Activity shall mean a series of development actions carried out by the Regional Apparatus to produce outputs in order to achieve program results.
23. Performance shall mean the output/result of an Activity/Program that is planned or has been achieved in relation to the use of budget with measurable quantity and quality.
24. Performance Indicator shall mean a sign that serves as a measurement tool for achieving the performance of an Activity or Program in the form of outputs or results.

25. Standards.....

25. Technical Standards shall mean standards regarding the quantity and quality of goods and/or services, human resources, and technical guidelines or procedures for fulfilling standards.
26. Bogor Regency Regional Medium-Term Development Plan, hereinafter referred to as RPJMD, shall mean the planning document for Bogor Regency's development for a period of five (5) years.
27. Annual Regional Development Plan, hereinafter referred to as RKPD, shall mean the planning document of the Region for a period of one (1) year.
28. Regional Apparatus Work Plan, hereinafter referred to as Renja PD, shall mean the planning document of the Regional Apparatus for a period of one (1) year.
29. Regional Apparatus Strategic Plan, hereinafter referred to as Renstra PD, shall mean the planning document of the Regional Apparatus for a period of five (5) years.
30. Regional Cooperation shall mean joint efforts between regions and other regions, between regions and third parties, and/or between regions and institutions or local governments abroad based on considerations of public service efficiency and effectiveness and mutual benefit.
31. Regional Revenue and Expenditure Budget, hereinafter abbreviated as APBD, shall mean the annual financial plan of the regional government discussed and approved jointly by the regional government and the Regional People's Representative Council and stipulated by regional regulation.

CHAPTER II

PURPOSE AND OBJECTIVES

Article 2

This Regent Regulation is intended to serve as a guideline for the Local Government in implementing Minimum Service Standards (*SPM*) for basic services within the scope of Mandatory Government Affairs in the Region.

Article 3

The objective of this Regent Regulation is to accelerate and improve the quality of implementation and achievement of Minimum Service Standards (*SPM*) in the Region.

CHAPTER III

IMPLEMENTATION OF MINIMUM SERVICE STANDARDS

Part One

General Provisions

Article 4

- (1) The Local Government shall implement the Minimum Service Standards (*SPM*) to fulfill the Types of Basic Services and the Quality of Basic Services that every Citizen in the Region is entitled to receive at a minimum.

(2) implementation.....

- (2) The implementation of SPM as referred to in paragraph (1) shall be prioritized for Citizens who are entitled to receive Basic Services at a minimum in accordance with the Types and Quality of Basic Services.

Part Two
Types and Quality of Basic Services
Article 5

- (1) The Types of Basic Services as referred to in Article 4 paragraph (2) include:
- a.** Government affairs in the field of education, consisting of:
 - 1. early childhood education;
 - 2. basic education; and
 - 3. equivalency education.
 - b.** Government affairs in the field of health, consisting of:
 - 1. maternal health services;
 - 2. childbirth health services;
 - 3. newborn health services;
 - 4. toddler health services;
 - 5. school-age children health services;
 - 6. productive-age health services;
 - 7. elderly health services;
 - 8. health services for individuals with hypertension;
 - 9. health services for individuals with diabetes mellitus;
 - 10. health services for individuals with severe mental disorders;
 - 11. health services for individuals suspected of tuberculosis; and
 - 12. health services for individuals at risk of infection with Human Immunodeficiency Virus (HIV).
 - c.** Government affairs in the field of public works and spatial planning, consisting of:
 - 1. fulfillment of basic daily drinking water needs; and
 - 2. provision of domestic wastewater treatment services.
 - d.** Government affairs in the field of public housing and settlement areas, consisting of:
 - 1. provision and rehabilitation of habitable housing for regional disaster victims; and

2. facilitation.....

2. facilitation of habitable housing for communities affected by relocation of Local Government programs
 - e. Government affairs in the field of public order, public peace, and community protection, consisting of:
 1. public order and peace services;
 2. disaster risk information services;
 3. disaster prevention and preparedness services;
 4. rescue and evacuation services for disaster victims; and
 5. rescue and evacuation services for fire victims.
 - f. Government affairs in the field of social affairs, consisting of:
 1. basic social rehabilitation for neglected persons with disabilities outside of institutions;
 2. basic social rehabilitation for neglected children outside of institutions;
 3. basic social rehabilitation for neglected elderly persons outside of institutions;
 4. basic social rehabilitation for socially disadvantaged persons, especially vagrants and beggars outside of institutions; and
 5. social protection and assistance during and after emergency disaster response for regional disaster victims.
- (2) The Regional Apparatuses responsible for implementing SPM for the Types of Basic Services as referred to in paragraph (1) shall be:
- a. Department of Education for education affairs;
 - b. Department of Health for health affairs;
 - c. Department of Public Works and Spatial Planning for public works and spatial planning affairs;
 - d. Department of Housing, Settlement Areas, and Land Affairs for public housing and settlement areas affairs;
 - e. Civil Service Police Unit for public order and peace sub-affairs;
 - f. Fire Department for fire sub-affairs under public order and community protection;

g. Disaster.....

- h. Regional Disaster Management Agency for disaster sub-affairs under public order and community protection;
 - i. Department of Social Affairs for social affairs.
- (3) In addition to the Regional Apparatuses referred to in paragraph (2), the implementation of SPM shall be supported by other Regional Apparatuses, Sub-Districts, Village Governments, Urban Villages, Vertical Agencies, and other relevant parties according to their respective roles as outlined in Annex I, which is an integral part of this Regent Regulation.

Article 6

- (1) The Quality of Basic Services as referred to in Article 5 paragraph (2) shall be adjusted according to Technical Standards as regulated under prevailing laws and regulations.
- (2) The provisions on Technical Standards as referred to in paragraph (1) may be further regulated in a separate Regent Regulation.

Part Three

Stages of Minimum Service Standards Implementation

Paragraph 1

General

Article 7

The implementation of SPM shall be carried out through the following stages:

- a. data collection;
- b. calculation of the needs for basic service fulfillment;
- c. preparation of the basic service fulfillment plan; and
- d. implementation of basic service fulfillment.

Paragraph 2

Data Collection

Article 8

- (1) Data collection as referred to in Article 7 letter a shall be carried out by the Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2), supported by other Regional Apparatuses, Sub-Districts, Village Governments, Urban Villages, Vertical Agencies, and other relevant parties.
- (2) The data collection referred to in paragraph (1) shall include:
 - a. the number and complete identity of Citizens entitled to receive goods and/or services of basic needs at a minimum level in accordance with the Types and Quality of Basic Services; and

b.quantity.....

- b. the quantity and quality of available goods and/or services, including the number of available facilities and infrastructure.
- (3) Data collection as referred to in paragraph (2) in the fields of education, health, public order, public peace and community protection, and social affairs shall also include the quantity and quality of available human resources.
- (4) Data collection as referred to in paragraph (2) shall be in accordance with the Technical Standards of SPM and aimed at achieving 100% of the targets and performance indicators for SPM achievement each year.
- (5) The results of data collection as referred to in paragraphs (2) and (3) shall be integrated into the Regional Development Information System in accordance with the provisions of laws and regulations.
- (6) The provisions regarding the annual SPM achievement targets and performance indicators as referred to in paragraph (4) are listed in **Annex II**, which is an integral part of this Regent Regulation.

Paragraph 3

Calculation of Basic Service Fulfillment Needs

Article 9

- (1) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall calculate the difference between the amount of goods and/or services, facilities and infrastructure, and human resources needed to fulfill Basic Services and those currently available.
- (2) The availability of the required goods and/or services, facilities and infrastructure, and human resources as referred to in paragraph (1) may be sourced from State-Owned Enterprises/Regional-Owned Enterprises, non-governmental institutions, the community, and/or the Local Government.
- (3) The results of the calculation as referred to in paragraph (1) shall be used to prepare the needs for Basic Service fulfillment with reference to the Standard Cost as regulated by prevailing laws and regulations.

Article 10

- (1) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall calculate the number of Citizens entitled to receive Basic Services who are unable to access the goods and/or services of Basic Needs at a minimum level according to the Types and Quality of Basic Services.

(2) calculation.....

- (2) The calculation as referred to in paragraph (1) shall be carried out in order to meet SPM priorities.
- (3) Citizens entitled to receive Basic Services but unable to do so as referred to in paragraph (1) shall include those who:
 - a. are poor or underprivileged in accordance with the provisions of laws and regulations;
 - b. cannot independently access or reach the required goods and/or services;
 - c. are in disaster situations; and/or
 - d. are in other conditions that prevent independent fulfillment.

Paragraph 4

Preparation of Basic Service Fulfillment Plan

Article 11

- (1) The Local Government shall prepare a plan for Basic Service fulfillment based on the needs calculation as referred to in Article 9 paragraph (3) and Article 10 paragraph (1), as included in the following documents:
 - a. RPJMD;
 - b. RKPD; *and*
 - c. Regional SPM Implementation Action Plan.
- (2) Based on the documents referred to in paragraph (1), the Local Government shall determine the annual Regional SPM achievement targets, to be stipulated through a Regent Decree at the end of each fiscal year for implementation in the following year.
- (3) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall prepare a Basic Service fulfillment plan based on the needs calculation as referred to in Article 9 paragraph (3) and Article 10 paragraph (1), as included in the following documents:
 - a. Renstra PD;
 - b. Renja PD; and
 - c. SPM Implementation Action Plan of the Regional Apparatus.
- (4) The Basic Service fulfillment plan as referred to in paragraph (1) shall be one of the performance benchmarks for the administration of Regional Government.

Article 12

- (1) The preparation of the Basic Service fulfillment plan included in the RPJMD document as referred to in Article 11 paragraph (1) letter a shall be conducted during the formulation of the RPJMD, and shall include:

a.overview.....

- a. general overview of the region's condition, particularly in relation to the provision and achievement of basic needs fulfillment by the Local Government;
 - b. overview of regional financial management and funding framework, especially concerning the amount of budget allocated for fulfilling Citizens' basic needs;
 - c. regional problems and strategic issues, particularly related to the fulfillment of basic needs for each Mandatory Government Affair related to Basic Services;
 - d. strategies, policy directions, and regional development programs, especially those related to the Local Government's strategies in formulating policies and programs for fulfilling Citizens' basic needs;
 - e. development funding framework and Regional Apparatus programs, especially those related to programs and funding allocated for the fulfillment of Citizens' basic needs; and
 - f. the performance of Regional Government administration, particularly in relation to performance indicators in achieving the fulfillment of Citizens' basic needs.
- (2) The preparation of the Basic Service fulfillment plan included in the RKPD document as referred to in Article 11 paragraph (1) letter b shall be conducted during the formulation of the RKPD, and shall include:
- a. a general overview of the region's condition, especially in relation to the implementation and achievement of Regional Apparatus programs, activities, and sub-activities in fulfilling Citizens' basic needs;
 - b. the regional economic and financial framework, particularly concerning the amount of budget allocated for fulfilling Citizens' basic needs;
 - c. development goals and priorities, especially to ensure the achievement of basic needs fulfillment in the annual work plan;
 - d. regional work plan and funding, particularly related to programs, activities, sub-activities, indicative funding allocations, and sources of funding compiled for achieving the fulfillment of Citizens' basic needs; and
 - e. the performance of Regional Government administration, particularly in relation to performance indicators in achieving the fulfillment of Citizens' basic needs.

(3) preparation.....

- (3) The preparation of the Basic Service fulfillment plan included in the Regional SPM Implementation Action Plan document as referred to in Article 11 paragraph (1) letter c shall be carried out in accordance with the RPJMD period, guided by the RPJMD, and further regulated by a separate Regent Regulation.

Article 13

- (1) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall prepare the Basic Service fulfillment plan included in the Strategic Plan of the Regional Apparatus (*Renstra PD*) as referred to in Article 11 paragraph (3) letter a during the formulation of *Renstra PD*, which shall include:
- a. an overview of services provided by the Regional Apparatus, particularly in relation to the achievements and fulfillment of Citizens' basic needs;
 - b. b. problems and strategic issues faced by the Regional Apparatus, especially regarding the main challenges in achieving the fulfillment of Citizens' basic needs;
 - c. c. objectives and targets, particularly concerning the elaboration of policies of the Regional Apparatus in fulfilling Citizens' basic needs;
 - d. d. strategies and policy directions, especially with regard to addressing problems and strategic issues in achieving the fulfillment of Citizens' basic needs;
 - e. e. plans for programs, activities, sub-activities, and funding, particularly related to the indicative allocation of funds and sources of funding for programs, activities, and sub-activities aimed at fulfilling Citizens' basic needs; and
 - f. f. performance of the respective governmental affairs, especially related to regional performance indicators in achieving the fulfillment of Citizens' basic needs.
- (2) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall prepare the Basic Service fulfillment plan included in the Work Plan of the Regional Apparatus (*Renja PD*) as referred to in Article 11 paragraph (3) letter b during the formulation of *Renja PD*, which shall include:
- a. the results of the evaluation of the previous year's *Renja PD*, especially in relation to efforts to optimize the achievement of Citizens' basic needs fulfillment;
 - b. the objectives and targets of the Regional Apparatus, particularly in elaborating policies in the fulfillment of Citizens' basic needs; and

c.plan.....

- c. the work plan and funding of the Regional Apparatus, particularly related to programs, activities, sub-activities, indicative funding allocations, and sources of funding compiled to achieve the fulfillment of Citizens' basic needs.
- (3) The preparation of the Basic Service fulfillment plan included in the Regional Apparatus SPM Implementation Action Plan as referred to in Article 11 paragraph (3) letter c shall be carried out in accordance with the *Renstra PD* period and guided by the Renstra PD.
- (4) The SPM Implementation Action Plan document of the Regional Apparatus shall be submitted to the Regional Secretary through the Governance Division.

Article 14

The provisions regarding the structure and format of the Regional SPM Implementation Action Plan and the SPM Implementation Action Plan of the Regional Apparatus as referred to in Article 11 paragraph (1) letter c and paragraph (3) letter c are listed in **Annex III**, which is an integral part of this Regent Regulation.

Article 15

- (1) The Regional Development Planning, Research, and Development Agency shall ensure that the programs, activities, and sub-activities related to Basic Service fulfillment are included in the RPJMD, Renstra PD, RKPD, and Renja PD documents.
- (2) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall prioritize the budget for programs, activities, and sub-activities related to Basic Service fulfillment once they are included in the RPJMD, Renstra PD, RKPD, and Renja PD documents.
- (3) The Regional Government Budget Team shall ensure that the budget for programs, activities, and sub-activities related to Basic Service fulfillment is included in the General Budget Policy and Provisional Budget Ceiling Priorities (KUA-PPAS) and the Regional Revenue and Expenditure Budget (APBD).
- (4) The budgeting for programs, activities, and sub-activities shall be based on the Basic Service fulfillment plan as referred to in Article 11 paragraph (1).

Paragraph 5

Implementation of Basic Service Fulfillment

Article 16

- (1) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall carry out programs, activities, and sub-activities for Basic Service fulfillment in accordance with the Basic Service fulfillment plan as referred to in Article 11 paragraph (1).
- (2) Apparatuses.....

- (2) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall set achievement targets for programs, activities, and sub-activities based on the annual data on the number of Basic Service recipients.

Article 17

- (1) The implementation of Basic Service fulfillment as referred to in Article 16 shall be conducted through the provision of necessary goods and/or services, facilities and/or infrastructure, human resources, and/or through regional cooperation, in accordance with the provisions of laws and regulations.
- (2) In implementing Basic Service fulfillment for Citizens as referred to in Article 16, the Local Government may undertake the following actions:
 - a. waive fees for fulfilling basic needs for Citizens entitled to receive Basic Services at a minimum, prioritizing poor or underprivileged communities in accordance with the provisions of laws and regulations; and/or
 - b. provide assistance in the form of cash aid, goods and/or services, coupons, subsidies, or other forms of support.
- (3) The provision of the required goods and/or services as referred to in paragraph (1) shall be carried out in accordance with the Technical Standards of SPM.
- (4) The regional cooperation as referred to in paragraph (1) shall be conducted by the Local Government to implement the fulfillment of Basic Services in accordance with the provisions of laws and regulations.

Part Four

Calculation of Minimum Service Standards Achievement

Article 18

- (1) The calculation of SPM achievement shall be carried out using the SPM Achievement Index.
- (2) The SPM Achievement Index as referred to in paragraph (1) includes:
 - a. achievement of Basic Service Quality; and
 - b. achievement of Basic Service recipients.
- (3) The achievement of Basic Service Quality as referred to in paragraph (2) letter a shall be the minimum service quality achievement obtained from the average of sub-indicators of performance related to the minimum quality of goods, services, and human resources in accordance with the Technical Standards.
- (4) The achievement of Basic Service recipients as referred to in paragraph (2) letter b shall be the achievement measured through target and performance indicators.

Article 19.....

Article 19

The provisions regarding the calculation of SPM achievement as referred to in Article 18 are listed in Annex IV, which is an integral part of this Regent Regulation.

CHAPTER IV

COORDINATION OF MINIMUM SERVICE STANDARDS IMPLEMENTATION

Article 20

- (1) The Regent shall coordinate the implementation of SPM in the Region.
- (2) The coordination as referred to in paragraph (1) shall include:
 - a. implementation, monitoring, and evaluation of SPM; and
 - b. handling of issues and problems in the implementation of SPM.
- (3) To carry out the coordination as referred to in paragraph (1), a Regional SPM Implementation Team shall be established.
- (4) The composition and duties of the Regional SPM Implementation Team as referred to in paragraph (3) shall be stipulated by a Regent Decree.
- (5) he Regional SPM Implementation Team, in carrying out its duties, shall coordinate with the West Java Provincial Government's SPM Implementation Team.

Article 21

- (1) To support the duties of the Regional SPM Implementation Team as referred to in Article 20, a secretariat for the team shall be formed through a Regent Decree.
- (2) The secretariat as referred to in paragraph (1) shall be administratively placed within the Governance Division.

CHAPTER V

MONITORING, EVALUATION, AND REPORTING

Part One

Monitoring and Evaluation

Article 22

- (1) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall conduct internal and periodic monitoring and evaluation of SPM implementation on a quarterly basis.
- (2) The monitoring and evaluation referred to in paragraph (1) shall be conducted on programs, activities, and sub-activities for Basic Service fulfillment in accordance with the established plans and targets.

(3) The results.....

- (3) The results of monitoring and evaluation as referred to in paragraph (2) shall be submitted to the Regent through the Governance Division.

Part Two
Reporting
Article 23

- (1) The Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2) shall report the implementation of SPM to the Regent through the Regional Secretary.
- (2) The SPM Implementation Report as referred to in paragraph (1) shall be submitted no later than 2 (two) months after the end of the fiscal year.
- (3) In addition to the reporting referred to in paragraph (1), the Regional Apparatuses responsible for SPM implementation shall also submit SPM Implementation Reports via the reporting application of the Ministry of Home Affairs every 3 (three) months.
- (4) The SPM Implementation Report as referred to in paragraph (2) shall be coordinated by the Governance Division as a basis for preparing the Local Government SPM Implementation Report.
- (5) The Local Government SPM Implementation Report as referred to in paragraph (4) shall be submitted by the Regent to the Governor of West Java with a copy to the Minister of Home Affairs through the Director General of Regional Development, no later than 3 (three) months after the end of the fiscal year.
- (6) The provisions regarding the structure and format of the SPM Implementation Report as referred to in paragraph (1) are listed in Annex V, which is an integral part of this Regent Regulation.

CHAPTER VI
GUIDANCE AND SUPERVISION
Article 24

- (1) The Regent shall conduct guidance and supervision over the implementation of SPM in the Region.
- (2) The guidance as referred to in paragraph (1) shall be carried out in the form of:
 - a. provision of facilities and infrastructure;
 - b. provision and enhancement of human resource capacity;
and
 - c. institutional and procedural strengthening.

(3) The forms.....

- (3) The forms of guidance activities as referred to in paragraph (2) shall be carried out by the Regional Apparatuses responsible for SPM implementation as referred to in Article 5 paragraph (2)
- (4) The supervision as referred to in paragraph (1) shall be carried out by the Inspectorate through regular inspections.

CHAPTER VII

FUNDING

Article 25

funding for the implementation of SPM in the Region by the Local Government shall be sourced from:

- a. the Regional Revenue and Expenditure Budget (APBD); and
- b. other lawful and non-binding sources in accordance with the provisions of laws and regulations.

CHAPTER VIII

CLOSING PROVISIONS

Article 26

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

In order for everyone to be informed of it, it is hereby ordered that this Regent Regulation be promulgated by placing it in the Regional Gazette of Bogor Regency.

Enacted in Cibinong
on December 22, 2022
Acting REGENT OF BOGOR,

signed

IWAN SETIAWAN

Promulgated in Cibinong
on December 22, 2022

REGIONAL SECRETARY OF BOGOR REGENCY,

signed

BURHANUDIN

REGIONAL GAZETTE OF BOGOR REGENCY
YEAR 2022 NUMBER 80

True Copy Conforming to the Original
REGIONAL SECRETARIAT OF BOGOR REGENCY
HEAD OF LEGAL AFFAIRS DIVISION,

signed

HORISON