

REGULATION OF THE NATIONAL CYBER AND CRYPTO AGENCY
OF THE REPUBLIC OF INDONESIA
NUMBER 4 OF 2024
ON IMPLEMENTATION OF INFORMATION SECURITY SELF-ASSESSMENT
TO MICRO, SMALL, AND MEDIUM ENTERPRISES

BY THE BLESSINGS OF ALMIGHTY GOD

THE HEAD OF THE NATIONAL CYBER AND CRYPTO AGENCY,

- Considering : a. that in order to prevent cyber threats and attacks in the use of electronic systems, business actors of micro, small, and medium enterprises in developing and running their businesses need to have information security awareness by performing information security self-assessments;
- b. that in the use of electronic systems by business actors of micro, small, and medium enterprises, the National Cyber and Crypto Agency carries out information security capacity building through self-assessments;
- c. that pursuant to the provisions of Article 20 of the Presidential Regulation Number 28 of 2021 on the National Cyber and Crypto Agency, the National Cyber and Crypto Agency has duties to formulate and implement technical policies in the field of increasing cybersecurity and cryptography capacity in the economic sector;
- d. that based on the considerations as referred to in point a, point b, and point c, it is necessary to issue a Regulation of the National Cyber and Crypto Agency on Implementation of Information Security Self-Assessment to Micro, Small, and Medium Enterprises;
- Observing : 1. Government Regulation Number 71 of 2019 on Organization of Electronic System and Transactions (State Gazette of the Republic of Indonesia of 2019 Number 185);
2. Presidential Regulation Number 28 of 2021 on National Cyber and Crypto Agency (State Gazette of the Republic of Indonesia of 2021 Number 101);
3. Regulation of National Cyber and Crypto Agency Number 6 of 2021 on Organization and Work Procedures of National Cyber and Crypto Agency (State Bulletin of the Republic of Indonesia of 2021 Number 803) as amended by Regulation of National Cyber and Crypto Agency Number 4 of 2023 on Amendment to Regulation of National Cyber and Crypto Agency Number 6 of 2021 on Organization and Work Procedures of National Cyber and Crypto Agency (State Bulletin of the Republic of Indonesia of 2023 Number 544);

HAS DECIDED:

To issue : REGULATION OF NATIONAL CYBER AND CRYPTO AGENCY ON IMPLEMENTATION OF INFORMATION SECURITY SELF-ASSESSMENT TO MICRO, SMALL, AND MEDIUM ENTERPRISES.

Article 1

In this Agency Regulation:

1. Electronic System means a set of electronic devices and procedures which function to prepare, collect, process, analyze, save, display, announce, send and/or disseminate electronic information.
2. Information Security means the maintenance of the confidentiality, integrity, availability, authenticity, authorization, and non-repudiation of information.
3. Micro Enterprise means a productive enterprise owned by individual and/or business entity which fulfils the criteria of the Micro Enterprise as regulated in the provisions of legislation.
4. Small Enterprise means an independent productive enterprise, which is run by individuals or a business entity which is not a branch company owned, controlled, or becoming direct or indirect part of the Medium or Large Enterprises fulfilling the criteria of the Small Enterprises as regulated in the provision of legislation.
5. Medium Enterprises means an independent productive economic enterprise, which is run by individuals or a business entity which is not a branch company owned, run, or becoming direct or indirect part of the Small or Large Enterprises fulfilling the criteria of the Small Enterprises as regulated in the provision of legislation.
6. Information Security Self-Assessment means an evaluation activity of the implementation of Information Security for business actors of Micro, Small, and Medium Enterprises.
7. Information Security Self-Assessment Instrument (*Penilaian Mandiri Keamanan Informasi*), hereinafter referred to as the Paman Kami Instrument, means an evaluation tool used in performing the Information Security Self-Assessment.
8. Assessor of Paman Kami Instrument means a person assigned and is responsible for verifying the Information Security Self-Assessment results.
9. National Cyber and Crypto Agency, hereinafter referred to as the Agency, means a government agency administering government duties in the field of cyber security and cryptography.
10. Central Agency means ministries, non-ministerial government agencies, state agency secretariats, non-structural agency secretariats, and other government agencies.
11. Local Government means Head of region as elements of regional government administration who leads the implementation of government affairs under the authority of autonomous regions.
12. Stakeholder means individuals, community groups, academics, professional organizations, business actors, business associations, non-governmental organizations, and other development partners related to National Entrepreneurship Development for Micro, Small, and Medium Enterprises.

Article 2

- (1) The Information Security Self-Assessment is conducted by the Agency.
- (2) The Information Security Self-Assessment constitutes an information security self-assessment activity using the Paman Kami Instrument.

- (3) The Information Security Self-Assessment as referred to in section (2) applies to business actors of Micro, Small, and Medium Enterprises as users of Electronic Systems.
- (4) The Information Security Self-Assessment as referred to in section (1) is part of the Information Security capacity building to business actors of Micro, Small, and Medium Enterprises.

Article 3

- (1) In performing the Information Security Self-Assessment as referred to in Article 2, the Agency may collaborate with Central Agencies, Local Governments, and Stakeholders.
- (2) The Central Agencies and Local Governments as referred to in section (1) mean government institutions that provide guidance to business actors of Micro, Small, and Medium Enterprises.
- (3) The collaboration as referred to in section (1) consists of at least:
 - a. dissemination and assistance; and
 - b. verification.

Article 4

The implementation of the Information Security Self-Assessment as referred to in Article 3 consists of:

- a. dissemination of and assistance with the Paman Kami Instrument;
- b. self-input of information security implementation;
- c. request on verification of the Information Security Self-Assessment results;
- d. verification of the Information Security Self-Assessment results;
- e. submission of the Information Security Self-Assessment results; and
- f. monitoring and evaluation of the Information Security Self-Assessment.

Article 5

Dissemination and assistance of the Paman Kami Instrument as referred to in Article 4 point a may be carried out through:

- a. technical guidance;
- b. workshops;
- c. seminars; and/or
- d. training.

Article 6

- (1) Self-input of the information security implementation as referred to in Article 4 point b is carried out by business actors of Micro, Small, and Medium Enterprises using the Paman Kami Instrument.
- (2) Self-input of information security implementation as referred to in section (1) is carried out electronically or non-electronically.

Article 7

- (1) Paman Kami Instrument as referred to in Article 6 section (1) includes the following aspects of:
 - a. identification;
 - b. protection;
 - c. detection;
 - d. response; and
 - e. recovery.
- (2) The identification as referred to in section (1) point a is carried out by at least:
 - a. identifying assets and inherent risks; and

- b. evaluating the completeness of protection measures for information asset, including the entire lifecycle of asset usage cycle.
- (3) The protection as referred to in section (1) point b is carried out by evaluating the implementation of Information Security by at least through:
 - a. password management;
 - b. physical security;
 - c. destruction or deletion of information assets; and
 - d. use of secure software.
- (4) The detection as referred to in section (1) point c is carried out by at least:
 - a. evaluating the implementation of information security on devices used to access Electronic Systems; and
 - b. monitoring of account or transaction logs.
- (5) The response as referred to in section (1) point d is carried out by at least:
 - a. evaluating action plans for Information Security incidents; and
 - b. other implementations regarding the management of Information Security incidents.
- (6) The recovery as referred to in section (1) point e is carried out by at least:
 - a. evaluating information backup standards and procedures; and
 - b. information sharing mechanisms related to cyber attacks.
- (7) Paman Kami Instrument as referred to in section (1) and its updates can be accessed on the Agency's official website.

Article 8

- (1) In self-assessments using the Paman Kami Instrument aspects as referred to in Article 7, the available answer options are:
 - a. fully implemented;
 - b. partially implemented;
 - c. not implemented; and
 - d. not applicable.
- (2) Fully implemented as referred to in section (1) point a means that the assessment item is implemented comprehensively by all employees and the organization.
- (3) Partially implemented as referred to in section (1) point b means that the assessment item is implemented only by part of the employees and/or the organization.
- (4) Not implemented as referred to in section (1) point c means that the assessment item has not been implemented at all by the employees and the organization.
- (5) not applicable as referred to in section (1) point d means that the assessment item is not yet known by the employees and the organization.

Article 9

- (1) A request for verification of the Information Security Self-Assessment results as referred to in Article 4 point c is submitted to the Head of Agency by Business Actors of Micro, Small, and Medium Enterprises that have conducted self-input of the information security implementation.
- (2) A request for verification of the Information Security Self-Assessment results as referred to in section (1) is submitted in writing, accompanied by the following documents:
 - a. contact information of business actors of the Micro, Small, and Medium Enterprises;
 - b. supporting documents for the submission of verification of the Information Security Self-Assessment result;

- c. document availability list; and
 - d. results of Paman Kami Instrument input.
- (3) The format of the submission letter as referred to in section (1) and the documents as referred to in section (2) point a, point b, and point c are set forth in Annex I as an integral part of this Agency Regulation.

Article 10

- (1) Verification of the self-assessment results as referred to in Article 4 point d is conducted through an examination of the aspects of Paman Kami Instrument.
- (2) The verification as referred to in section (1) produces a final score indicating the level of Information Security implementation for Micro, Small, and Medium Enterprises.
- (3) Status of level of Information Security implementation as referred to in section (3) consists of:
 - a. excellent, if the final result of the Information Security Self-Assessment has a score of 100 (one hundred), indicating that basic Information Security measures have been implemented and evaluated periodically;
 - b. good, if the final result of the Information Security Self-Assessment has a score of 90 (ninety) to 99 (ninety-nine), indicating that Information Security measures have been implemented, but not yet comprehensively and no periodic evaluation has been conducted;
 - c. fair, if the final result of the Information Security Self-Assessment has a score of 70 (seventy) to 89 (eighty-nine), indicating that Information Security measures have been partially implemented and corrective actions are needed to improve information security;
 - d. inadequate, if the final result of the Information Security Self-Assessment has a score of 50 (fifty) to 69 (sixty-nine), indicating that adequate Information Security measures have not been implemented; and
 - e. poor, if the final result of the Information Security Self-Assessment has a score of less than 50 (fifty), indicating a lack of awareness in the implementation of Information Security measures.

Article 11

- (1) Verification as referred to in Article 10 is conducted by Assessors of Paman Kami Instrument.
- (2) Assessors of Paman Kami Instrument as referred to in section (1) originate from the Agency, Central Agencies, Local Governments, and Stakeholders.
- (3) Assessors of Paman Kami Instrument as referred to in section (1) are appointed by the Head of Agency.
- (4) Assessors of Paman Kami Instrument as referred to in section (1) have the following duties:
 - a. reviewing the results of the self-assessment;
 - b. assessing the level of Information Security implementation; and
 - c. providing recommendations regarding the assessment of the level of Information Security implementation.
- (5) Assessors of Paman Kami Instrument report the results of the self-assessment verification as referred to in section (4) to the Head of Agency.
- (6) The report on the of the self-assessment verification results as referred to in section (5) contains:
 - a. Introduction, consisting of:
 - 1. Objectives of Activity;

2. Implementation Time; and
 3. Assessors' identity.
 - b. Results of the Self-assessment, consisting of:
 1. Score and status on level of implementation of Information Security;
 2. Description of strength; and
 3. Description of weakness.
 - c. Closing, containing recommendation.
- (7) The format for report on the Information Security Self-Assessment results as referred to in section (6) is listed in the Annex II as an integral part of this Agency Regulation.

Article 12

- (1) Submission of the Information Security Self-Assessment results as referred to in Article 4 point e is carried out based on the report on the self-assessment verification results.
- (2) In the event that the Information Security Self-Assessment results as referred to in section (1) indicate excellent, good, or fair results, the submission of the Information Security Self-Assessment results is accompanied by an Information Security Self-Assessment certificate.

Article 13

- (1) The Information Security Self-Assessment certificate as referred to in Article 12 section (2) shall be valid for 2 (two) years from the date of issuance.
- (2) The Information Security Self-Assessment certificate as referred to in section (1) may serve as a reference for Central Agencies, Local Governments, and other Stakeholders for the empowerment of Micro, Small, and Medium Enterprises in accordance with the provisions of legislation.
- (3) The format of the Information Security Self-Assessment certificate as referred to in section (2) is listed in the Annex III as an integral part of this Agency Regulation.

Article 14

- (1) Monitoring and evaluation of the Information Security Self-Assessment as referred to in Article 4 point f shall be conducted by the Agency.
- (2) In performing the monitoring and evaluation as referred to in section (1), the Agency may coordinate with Central Agencies, Local Governments, and other Stakeholders.
- (3) The results of the monitoring and evaluation as referred to in section (1) are used to increase the Information Security capacity of business actors of Micro, Small, and Medium Enterprises.

Article 15

- (1) Funding required for the Information Security Self-Assessment is sourced from:
 - a. the state budget;
 - b. the local budget; and/or
 - c. other lawful and non-binding source of funding in accordance with the provisions of legislation.

Article 16

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

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

Issued in Jakarta
on 29 May 2024

HEAD OF NATIONAL CYBER AND
CRYPTO AGENCY,

signed

HINSA SIBURIAN

Promulgated in Jakarta
on 30 May 2024

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

signed

ASEP N. MULYANA

STATE BULLETIN OF THE REPUBLIC OF INDONESIA OF 2024 NUMBER 283

Jakarta, 24 November 2025
Has been translated as an Official Translation
on behalf of the Ministry of Law
of the Republic of Indonesia
DIRECTOR GENERAL OF LEGISLATION,



DHAHANA PUTRA

ANNEX I
REGULATION OF THE NATIONAL CYBER
AND CRYPTO AGENCY
NUMBER 4 OF 2024
ON
IMPLEMENTATION OF INFORMATION
SECURITY SELF-ASSESSMENT FOR
MICRO, SMALL, AND MEDIUM
ENTERPRISE

DOCUMENT FORMAT FOR THE REQUEST ON VERIFICATION OF SELF-
ASSESSMENT RESULTS

A. APPLICATION LETTER FOR VERIFICATION OF INFORMATION SECURITY
SELF-ASSESSMENT RESULTS

[NAME OF MSMEs ACTORS]	
[MSMEs ADDRESS]	
[PHONE NUMBER AND MSME EMAIL]	
<hr/>	
	[City, Date]
Number :	
Classification :	
Attachment :	
Head of National Cyber and Crypto Agency In Place	
Dear Sir/Madam,	
We hereby submit an application for verification of Paman Kami results for micro, small and medium enterprises with the details as follows:	
Business' Name :	
Branding :	
Business Scale :	
In order to complete this application, we attach documents as follows:	
1. Contact information of micro, small and medium enterprise actors	
2. Supporting Documents for the Submission of Paman Kami	
3. Document Availability List, and	
4. Result of Paman Kami Instrument.	
5.	
In witness whereof, you may contact Mr/Mrs /(Hp/WA) for further coordination. Thank you for your attention and coordination.	

<p>Business Actor</p> <p>Signed</p> <p>(Full Name)</p>
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B. CONTACT INFORMATION BUSINESS ACTORS OF THE MICRO, SMALL AND MEDIUM ENTERPRISES.

IDENTITY OF CONTACT INFORMATION OF BUSINESS ACTOR	
Name	:.....
Title	:
Mobile Number	:
Email	:
Sex	: <input type="checkbox"/> Male <input type="checkbox"/> Female
Education	: <input type="checkbox"/> Elementary school <input type="checkbox"/> Junior High School <input type="checkbox"/> Senior High School <input type="checkbox"/> Associate's Degree <input type="checkbox"/> Applied Bachelor's Degree/ Bachelor's Degree <input type="checkbox"/> Master's Degree <input type="checkbox"/> Doctoral Degree
Age	: <input type="checkbox"/> <20 years old <input type="checkbox"/> 20-30 years old <input type="checkbox"/> 30-40 years old <input type="checkbox"/> 40-50 years old <input type="checkbox"/> >50 years old

C. SUPPORTING DOCUMENTS FOR SUBMISSION OF VERIFICATION OF
INFORMATION SECURITY SELF-ASSESSMENT

**SUPPORTING DOCUMENTS FOR SUBMISSION OF VERIFICATION
OF PAMAN KAMI**

1. GENERAL OVERVIEW

Business Name :

Branding :

Business Scale : ☐ Micro ☐ Small
☐ Medium

Business Type : ☐ Firm ☐ CV ☐ PT
☐ Cooperative
☐ Personal
☐ Other mention

Business's Assets : ☐ < 50 M ☐ 50 – 500 M
☐ 50 M – 10 B
☐ > 50 B

Business Turnover : ☐ < 300 M
☐ 300 M -2.5 B
☐ 2.5 B – 50 B
☐ > 50 B

Employees : ☐ < 10 persons
☐ 11 – 30 persons
☐ 30 -300 persons
☐ > 300 persons

Address :

2. BUSINESS DIGITAL MEDIA

Social Media : ☐ Facebook ☐ Instagram
☐ Line ☐ Other

Marketplace : ☐ Bukalapak ☐ Shopee
☐ Blibli ☐ Bhineka
☐ Tokopedia ☐ Lazada
☐ JD.ID ☐ Zalora
☐ Other :

Individual website :

Mobile Apps :

3. BRIEF DESCRIPTION OF BUSINESS PROCESS

.....
.....
.....

**4. TECHNOLOGY AND INFORMATION ASSETS
(USED/PROCESSED)**

.....
.....
.....

D. DOCUMENT AVAILABILITY LIST OF INFORMATION SECURITY SELF-ASSESSMENT.

DOCUMENT AVAILABILITY LIST OF PAMAN KAMI (INFORMATION SECURITY PROCEDURES/POLICY)		
NO	REGULATIONS/PROCEDURES NAME	DESCRIPTION
1		
2		
3		
4		
5		

HEAD OF NATIONAL CYBER AND CRYPTO AGENCY,

signed

HINSA SIBURIAN

ANNEX II
REGULATION OF THE NATIONAL
CYBER AND CRYPTO AGENCY
NUMBER 4 OF 2024
ON
IMPLEMENTATION FOR INFORMATION
SECURITY SELF-ASSESSMENT FOR
MICRO, SMALL, AND MEDIUM
ENTERPRISE

REPORT OF INFORMATION SECURITY SELF-ASSESSMENT RESULT

Directorate of Cybersecurity and Cryptography for Finance, Trade, and
Tourism

LOGO

**EVALUATION OF INFORMATION SECURITY SELF-ASSESSMENT FOR
SMALL AND MEDIUM ENTERPRISES**

CHAPTER I BACKGROUND

1. Objectives of Activity
2. Implementation Time
3. Assessor's identity

CHAPTER II SELF-ASSESSMENT RESULTS

Based on **Self-Assessment Result [Paman Kami] for Small and Medium
Enterprise** conducted by:

Business Name : Owner :
Branding : Phone No :
Business Scale : Email :
Business Type : Address :

NO	RES ULT	NO	RES ULT	NO	RES ULT	NO	RES ULT	NO	RES ULT
1		6		11		16		21	
2		7		12		17		22	
3		8		13		18		23	
4		9		14		19		24	
5		10		15		20		25	
SCORE: [score]					STATUS OF IMPLEMENTATION: [predicate]				

Notes:

The assessment results above still require verification from the BSSN TEAM

1. Description of Strength
2. Description of Weakness

CHAPTER III CLOSING

1. Recommendation

[place, date]	
[BSSN Official]	[Assessor of Paman Kami]
[Official's Name]	[Assessor's Name]

HEAD OF NATIONAL CYBER AND CRYPTO AGENCY,

signed

HINSA SIBURIAN

ANNEX III
REGULATION OF THE NATIONAL CYBER
AND CRYPTO AGENCY
NUMBER 4 OF 2024
ON
IMPLEMENTATION FOR INFORMATION
SECURITY SELF-ASSESSMENT FOR
MICRO, SMALL, AND MEDIUM
ENTERPRISE

CERTIFICATE OF INFORMATION SECURITY SELF-ASSESSMENT



**BADAN SIBER
DAN SANDI
NEGARA**

CERTIFICATE

NUMBER: SERT / BSSN

UPON THE VERIFICATION OF INFORMATION SECURITY SELF-ASSESSMENT RESULT, IT IS HEREBY STATED THAT:

NAME OF MSME ACTOR :
VERIFICATION DATE :
ASSESSMENT PREDICATE :

THIS CERTIFICATE IS VALID FOR 2 (TWO) YEARS SINCE THE STIPULATION DATE



THIS DOCUMENT HAS BEEN SIGNED ELECTRONICALLY USING ELECTRONIC CERTIFICATE ISSUED BY
GENERAL OFFICE OF CERTIFICATION AUTHORITY, NATIONAL CYBER AND CRYPTO AGENCY

HEAD OF NATIONAL CYBER AND CRYPTO AGENCY,

signed

HINSA SIBURIAN