

REGULATION OF THE NATIONAL CYBER AND CRYPTO AGENCY
NUMBER 6 OF 2018
ON
BUREAUCRATIC REFORM IN NATIONAL CYBER AND CRYPTO AGENCY

BY THE BLESSINGS OF ALMIGHTY GOD

HEAD OF THE NATIONAL CYBER AND CRYPTO AGENCY,

Considering : a. that the National Crypto Agency has transformed into the National Cyber and Crypto Agency;

b. that in order to actualize good governance in the National Cyber and Crypto Agency , it is necessary to adjust the existing management of Bureaucratic Reform;

c. that Regulation of the Head of the National Crypto Agency Number 2 of 2012 on Bureaucratic Reform of the National Crypto Agency has been irrelevant and, therefore, needs to be amended;

d. that based on the considerations in points a, point b, and point c, it is necessary to issue a Regulation of the National Cyber and Crypto Agency on Bureaucratic Reform in National Cyber and Crypto Agency;

Observing : 1. Law Number 28 of 1999 on Clean and Free Government Administration from Corruption, Collusion, and Nepotism (State Gazette of the Republic of Indonesia of 1999 Number 759, Supplement to the State Gazette of the Republic of Indonesia Number 3851);

2. Law Number 17 of 2007 on National Long-Term Development Plan 2005-2025 (State Gazette of the Republic of Indonesia of 2007 Number 33, Supplement to the State Gazette of the Republic of Indonesia Number 4700);
3. Law Number 5 of 2014 on State Civil Apparatus (State Gazette of the Republic of Indonesia of 2014 Number 6, Supplement to the State Gazette of the Republic of Indonesia Number 5494);
4. Presidential Regulation Number 81 of 2010 on Grand Design of Bureaucracy Reform 2010-2025;
5. Presidential Regulation Number 2 of 2015 on National Mid-Term Development Plan 2015-2019 (State Gazette of the Republic of Indonesia of 2015 Number 3);
6. Presidential Regulation Number 53 of 2017 on National Cyber and Crypto Agency (State Gazette of the Republic of Indonesia of 2017 Number 100) as amended by Presidential Regulation Number 133 of 2017 on Amendment to Presidential Regulation Number 53 of 2017 on National Cyber and Crypto Agency (State Gazette of the Republic of Indonesia of 2017 Number 277);
7. Regulation of the Minister of State Apparatus Empowerment and Bureaucratic Reform Number 11 of 2015 on Road Map of Bureaucratic Reform 2015-2019 (State Bulletin of the Republic of Indonesia of 2015 Number 985);
8. Regulation of the National Cyber and Crypto Agency Number 2 of 2018 on Organization and Work Procedures of National Cyber and Crypto Agency (State Bulletin of the Republic of Indonesia of 2017 Number 197);

HAS DECIDED:

To issue : REGULATION OF THE NATIONAL CYBER AND CRYPTO AGENCY ON BUREAUCRATIC REFORM IN NATIONAL CYBER AND CRYPTO AGENCY.

CHAPTER I
GENERAL PROVISIONS

Article 1

In this Regulation Agency:

1. Bureaucratic Reform means a continuous effort which in every stage is able to change or improve to the bureaucracy.
2. Road Map of Bureaucratic Reform means operationalization of the grand design of the Bureaucratic Reform which is prepared and carried out every five years and is a detailed plan of the implementation of the Bureaucratic Reform from one stage to the next stage for five years with clear annual targets.
3. Quick Wins of Bureaucratic Reform mean an easy and fast-reaching initiative steps that initiates a big and difficult program.
4. Agent of Change means individual or group involved in planning and implementing changes.
5. Role Model means top leader who is used as model for work performance, mindset and working culture in the process of change.

Article 2

Bureaucratic Reform in the National Cyber and Crypto Agency is aimed at creating a professional bureaucracy of the National Cyber and Crypto Agency with characteristics of adaptive, integrity, high performance, clean and free of Corruption, Collusion and Nepotism, capable of serving the public, neutral, prosperous, dedicated, and upholding the organization values and code of ethics for employees of the National Cyber and Crypto Agency.

CHAPTER II
AREAS OF CHANGES IN BUREAUCRACY REFORM

Article 3

Bureaucratic reform in the National Cyber and Crypto Agency includes 8 (eight) areas of changes consisting of:

- a. organization;
- b. governance;
- c. legislation;
- d. apparatus human resource;
- e. supervision;
- f. accountability;
- g. public service; and
- h. mindset and working culture of apparatus.

Article 4

- (1) Area of organizational changes as referred to in Article 3 point a is expected to develop a right-function and right-size organization.
- (2) Area of governance changes as referred to in Article 3 point b is expected to develop a clear, effective, efficient, measurable, and suitable in accordance with the principles of good governance system, process, and work procedures.
- (3) Area of legislation changes as referred to in Article 3 point c is expected to produce regulations that are more orderly, non-overlapping and conducive.
- (4) Area of changes in apparatus human resources as referred to in Article 3 point d is expected to produce human resources with integrity, neutral, competent, professional, and prosperity with high-performance.
- (5) Area of changes in supervision as referred to in Article 3 point e is expected to produce improvements in administration of government which is clean and free of corruption, collusion and nepotism.
- (6) Area of changes in accountability as referred to in Article 3 point f is expected to produce improvements in capacity and accountability for bureaucratic performance.
- (7) Area of change in public services as referred to in Article 3 point g is expected to produce excellent services in line with the needs and expectations of the communities.
- (8) Area of changes in mindset and work culture of the apparatus as referred to in Article 3 point h is expected to produce bureaucracy with high integrity and performance.

CHAPTER III
IMPLEMENTATION OF BUREAUCRATIC REFORM

Part One
Bureaucratic Reform Program

Article 5

The Bureaucratic Reform in the National Cyber and Crypto Agency is implemented through results-oriented programs.

Article 6

Results-oriented programs as referred to in Article 5 include:

- a. management of changes;
- b. legislation management;
- c. organizational restructuring and strengthening;
- d. governance management;
- e. management system of apparatus human resources;
- f. performance accountability strengthening;
- g. supervision strengthening;
- h. quality improvements of public services; and
- i. monitoring, evaluation and reporting.

Article 7

- (1) The management of change program as referred to in Article 6 point a is aimed at changing systematically and consistently the system and work mechanism of the organization as well as the mindset and work culture of individuals or work unit to be better in accordance with the objectives of the Bureaucracy Reform in the National Cyber and Crypto Agency.
- (2) Legislation management programs as referred to in Article 6 point b is aimed at improving the effectiveness of management of legislation issued by the National Cyber and Crypto Agency.
- (3) Organizational restructuring and strengthening programs as referred to in Article 6 point c is aimed at improving the efficiency and effectiveness of the organization proportionally

in line with the needs of the task performance, so that the organization of the National Cyber and Crypto Agency becomes right function and right size.

- (4) Governance management programs as referred to in Article 6 point d is aimed at improving the efficiency and effectiveness of systems, processes, and work procedures which are clear, effective, efficient, and measurable.
- (5) Programs for management system of apparatus human resources as apparatus as referred to in Article 6 point e is aimed at improving the professionalism of apparatus human resources of the National Cyber and Crypto Agency supported by transparent competence-based recruitment and promotion system and fair remuneration and allowances.
- (6) Performance accountability strengthening programs as referred to in Article 6 point f is aimed at improving performance capacity and accountability of the National Cyber and Crypto Agency.
- (7) Supervision strengthening programs as referred to in Article 6 point g is aimed at improving the administration of a clean government free from corruption, collusion and nepotism.
- (8) Programs for quality improvements of public services as referred to in Article 6 point h is aimed at improving quality of public services of the National Cyber and Crypto according to customers' needs and expectations.
- (9) Monitoring, evaluation, and reporting programs as referred to in Article 6 point i is aimed at ensuring that the implementation of Bureaucratic Reform of the National Cyber and Crypto Agency is carried out in accordance with the provisions and targets set out in the Bureaucratic Reform Road Map.

Part Two

Road Map of Bureaucratic Reform

Article 8

The Bureaucratic Reform Program as referred to in Article 6 is stated in the Road Map of the Bureaucratic Reform in the National Cyber and Crypto Agency as action plans.

Article 9

- (1) Road Map of the Bureaucratic Reform in the National Cyber and Crypto Agency as referred to in Article 8 is aimed at to providing guidelines for effective, efficient, consistent, integrated, institutional and sustainable implementation of Bureaucratic Reform in the National Cyber and Crypto Agency.
- (2) The preparation of the Road Map of Bureaucratic Reform of the National Cyber and Crypto Agency as referred to in section (1) must include the Quick Wins of the Bureaucratic Reform in National Cyber and Crypto Agency.

Article 10

Road Map of Bureaucratic Reform as referred to in Article 8 is formulated by the Bureaucratic Reform Team and issued by Head of the National Cyber and Crypto Agency.

Part Three

Quick Wins of Bureaucratic Reform

Article 11

Quick Wins of the National Cyber and Crypto Agency are beneficial to gain positive momentum and confidence of the National Cyber and Crypto Agency in carrying out the Bureaucratic Reform.

Article 12

Quick Wins of the Bureaucratic Reform as referred to in Article 11 are formulated by the Bureaucratic Reform Team and issued by Head of the National Cyber and Crypto Agency.

Article 13

The formulation and determination of Quick Wins of Bureaucratic Reform as referred to in Article 12 meet the following criteria:

- a. visible and stakeholders can immediately enjoy the benefits;
- b. triggering the areas of changes being the objective of the Bureaucratic Reform;

- c. providing significant impacts in improving the quality of the main products of the National Cyber and Crypto Agency; and
- d. realizable and measurable results in a certain period of time both monthly and yearly.

CHAPTER IV
MANAGEMENT OF BUREAUCRATIC REFORM

Article 14

The Bureaucratic Reform in the National Cyber and Crypto Agency is carried out by the Bureaucratic Reform Team, the Agent of Change Team, and the Role Model Team established by the Head of the National Cyber and Crypto Agency.

Part One

Bureaucratic Reform Team

Article 15

- (1) Bureaucracy Reform Team as referred to in Article 14 consists of a Steering Team and an Implementing Team.
- (2) The Steering Team and the Implementing Team as referred to in section (1) are leaders and/or executives in the National Cyber and Crypto Agency.

Article 16

- (1) The Steering Team as referred to in Article 15 consists of:
 - a. chairperson;
 - b. secretary; and
 - c. members.
- (2) The Chairperson as referred to in point a of section (1) who is the person responsible for the implementation of the Bureaucratic Reform is held by the Head of the National Cyber and Crypto Agency.
- (3) The Secretary as referred to in point b of section (1) who is the Chairperson of the Implementing Team is held by the Main Secretary.

- (4) Members as referred to in point c of section (1) consist of Deputy I, Deputy II, Deputy III, and Deputy IV.

Article 17

The Steering Team as referred to in Article 15 has the following duties:

- a. to provide instructions in preparing a Road Map and Quick Wins of Bureaucratic Reform and to determine them;
- b. to ensure that implementation of the Bureaucratic Reform is in line with the objectives of the National Bureaucratic Reform which gives impacts on improvement of internal bureaucracy and impacts to stakeholders; and
- c. to monitor and to evaluate the implementation of Bureaucratic Reform on a regular basis, including the implementation of the Quick Wins of the Bureaucratic Reform, and to provide instructions so that the implementation of the Bureaucratic Reformation is consistent with the Road Map of the Bureaucratic Reform and sustainable.

Article 18

- (1) The Implementing Team as referred to in Article 15 consists of:
 - a. chairperson;
 - b. secretary; and
 - c. members.
- (2) The Chairperson as referred to in point a of section (1) is held by the Main Secretary.
- (3) The Secretary as referred to in point be of section (1) is held by the head of the bureau in charge of organization and human resources.
- (4) Members as referred to in point c of section (1) are determined in consistence with the capacity and ability to implement the Bureaucratic Reform programs.

Article 19

The Implementing Team as referred to in Article 15 has the following duties:

- a. to formulate policies and strategies for implementing the Bureaucratic Reform in the National Cyber and Crypto Agency;
- b. to formulate the Road Maps and Quick Wins for Bureaucratic Reform in the National Cyber and Crypto Agency;
- c. to design change management plans;
- d. to implement the Quick Wins for Bureaucratic Reform together with relevant work units;
- e. to implement the focus of change in consistence with the plan set forth in the Road Map of the Bureaucratic Reform;
- f. to maintain areas already in advanced; and
- g. to carry out periodical monitoring and evaluation and to make necessary adjustments so that the produced targets can adjust the needs of stakeholders.

Part Two

Agent of Change Team

Article 20

- (1) Agent of Change Team as referred to in Article 14 consists of representatives of each work unit.
- (2) Representatives of each work unit as referred to in section (1) are leaders and/or executives in the National Cyber and Crypto Agency.

Article 21

Representatives of each work unit as referred to in Article 20 consist of:

- a. echelon III structural officials;
- b. echelon IV structural officials; and/or
- c. staffs.

Article 22

The Team for Agent of Change as referred to in Article 20 has the following duties:

- a. as a catalyst, tasked to give confidence to all employees in their respective work units about the importance of changes for better work units;

- b. as a change driver, tasked to encourage and to mobilize employees to participate in changes for better work units;
- c. as a solution provider, tasked to provide alternative solutions to employees or leaders in work units facing obstacles in the changing process for better work unit;
- d. as a mediator, tasked to help facilitate the process of change, especially to solve problems that arise in the implementation of bureaucratic reform and to foster relationships between parties within and outside the work unit related to the change process; and
- e. as liaison, tasked to be officers for two-way communication between employees in the work unit and decision makers.

Part Three
Role Model Team

Article 23

The Role Model Team as referred to in Article 14 consists of high-level leaders in all work units in the National Cyber and Crypto Agency.

Article 24

The Role Model Team as referred to in Article 23 has the following duties:

- a. to drive each work unit to make changes;
- b. to give motivation to each individual in each work unit to show maximum work performance;
- c. to develop a mindset of each individual in each of its work units to fit the values of the organization; and
- d. to act as role models for each individual in each work unit in behaving in consistence with the work cultures of the organization;

CHAPTER VI
CLOSING PROVISIONS

Article 25

At the time this Agency Regulation comes into force, Regulation of the Head of the State Cryptography Agency Number 2 of 2012 on

Bureaucratic Reform in National Crypto Agency (State Bulletin of the Republic of Indonesia of 2012 Number 221) is repealed and declared ineffective.

Article 26

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 regulation by its placement in State Bulletin of the Republic of Indonesia.

Issued in Jakarta
on 13 July 2018

HEAD OF THE NATIONAL CYBER
AND CRYPTO AGENCY,

signed

DJOKO SETIADI

Promulgated in Jakarta
on 8 August 2018

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

signed

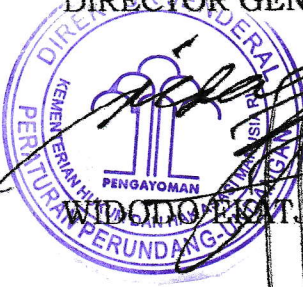
WIDODO EKATJAHJANA

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Jakarta, 24 May 2019

Has been translated as an Official Translation
on behalf of Minister of Law and Human Rights
of the Republic of Indonesia

DIRECTOR GENERAL OF LEGISLATION,


WIDODO EKATJAHJANA