

REGULATION OF THE MAYOR OF BATU
NUMBER 4 OF 2023
ON
IMPLEMENTATION OF REGULATION OF THE MUNICIPALITY OF BATU
NUMBER 1 OF 2021 ON TOURISM VILLAGES

BY THE BLESSINGS OF ALMIGHTY GOD

MAYOR OF BATU,

- Considering : that in order to implement the provisions of Article 14 section (2), Article 18 section (3), Article 20, Article 22 section (6), Article 27 section (3), Article 40 section (4), Article 41 section (2), and Article 43 section (3) of Regulation of the Municipality of Batu Number 1 of 2021 on Tourism Villages, it is necessary to issue a Mayor Regulation on Implementation of Regulation of of the Municipality Batu Number 1 of 2021 on Tourism Villages;
- Observing : 1. Article 18 section (6) of the 1945 Constitution of the Republic of Indonesia;
2. Law Number 11 of 2001 on Establishment of the Municipality of Batu (State Gazette of the Republic of Indonesia of 2001 Number 91, Supplement to the State Gazette of the Republic of Indonesia Number 4118);
3. Law Number 10 of 2009 on Tourism (State Gazette of the Republic of Indonesia of 2009 Number 11, Supplement to the State Gazette of the Republic of Indonesia Number 4966);
4. Law Number 6 of 2014 on Villages (State Gazette of the Republic of Indonesia of 2014 Number 7, Supplement to the State Gazette of the Republic of Indonesia Number 5497);
5. Law Number 23 of 2014 on Local Governments (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, last by Law Number 9 of 2015 on the Second Amendment to Law Number 23 of 2014 on Local Governments (State Gazette of the Republic of Indonesia of 2015 Number 58, Supplement to the State Gazette of the Republic of Indonesia Number 5679);
6. Law Number 30 of 2014 on 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);
7. Law Number 5 of 2017 on Cultural Promotion (State Gazette of the Republic of Indonesia of 2017 Number 104, Supplement to the State Gazette of the Republic of Indonesia Number 6055);

8. Government Regulation Number 50 of 2011 on National Tourism Development Master Plan for 2010–2025 (State Gazette of the Republic of Indonesia of 2011 Number 125, Supplement to the State Gazette of the Republic of Indonesia Number 5262);
9. Government Regulation Number 43 of 2014 on Implementation of Law Number 6 of 2014 on 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, last by Government Regulation Number 11 of 2019 on the Second Amendment to Government Regulation Number 43 of 2014 on Implementation of Law Number 6 of 2014 on Villages (State Gazette of the Republic of Indonesia of 2019 Number 41, Supplement to the State Gazette of the Republic of Indonesia Number 6321);
10. Law Number 12 of 2011 on Legislation Making (State Gazette of the Republic of Indonesia of 2011 Number 12, Supplement to the State Gazette of the Republic of Indonesia Number 5234), as amended several times, last by Law Number 13 of 2022 on the Second Amendment to Law Number 12 of 2011 on Legislation Making (State Gazette of the Republic of Indonesia of 2022 Number 143, Supplement to the State Gazette of the Republic of Indonesia Number 6801);
11. Law Number 4 of 2023 on Development and Strengthening of the Financial Sector (State Gazette of the Republic of Indonesia of 2023 Number 4, Supplement to the State Gazette of the Republic of Indonesia Number 6845);
12. Government Regulation in Lieu of Law Number 2 of 2022 on Job Creation (State Gazette of the Republic of Indonesia of 2022 Number 238, Supplement to the State Gazette of the Republic of Indonesia Number 6841);
13. Government Regulation Number 12 of 2017 on Guidance and Supervision of Local Government Administration (State Gazette of the Republic of Indonesia of 2017 Number 73, Supplement to the State Gazette of the Republic of Indonesia Number 6041);
14. Government Regulation Number 5 of 2021 on Implementation of Risk-Based Business Licensing (State Gazette of the Republic of Indonesia of 2021 Number 15, Supplement to the State Gazette of the Republic of Indonesia Number 6617);
15. Government Regulation Number 11 of 2021 on Village-Owned Enterprises (State Gazette of the Republic of Indonesia of 2021 Number 21, Supplement to the State Gazette of the Republic of Indonesia Number 6623);
16. Regulation of the Minister of Villages, Development of Disadvantaged Regions, and Transmigration Number 5 of 2016 on Rural Area Development (State Bulletin of the Republic of Indonesia of 2016 Number 359);
17. Regulation of the Minister of Tourism Number 10 of 2016 on Guidelines for the Preparation of the Provincial and Regency/Municipal Tourism Development Master Plan (State Bulletin of the Republic of Indonesia of 2016 Number 1173);
18. Regulation of the Minister of Villages, Development of Disadvantaged Regions, and Transmigration Number 5 of 2016 on Rural Area Development (State Bulletin of the Republic of Indonesia of 2016 Number 359);

19. Regulation of the Minister of Tourism Number 10 of 2018 on Electronic Integrated Business Licensing Services in the Tourism Sector (State Bulletin of the Republic of Indonesia of 2018 Number 1235);
20. Regulation of the Province of East Java Number 6 of 2017 on Tourism Development Master Plan of the Province of East Java for 2017–2032 (Regional Gazette of the Province of East Java of 2017 Number 5 Series D);
21. Regulation of the Municipality of Batu Number 1 of 2013 on Implementation of Tourism (Regional Gazette of Batu City of 2013 Number 1/E);
22. Regional Regulation of Batu City Number 1 of 2021 concerning Tourism Villages (Regional Gazette of the Municipality of Batu of 2021 Number 1/E);
23. Regulation of the Mayor Batu Number 43 of 2021 on Village-Owned Enterprises (Regional Bulletin of the Municipality Batu of 2021 Number 43/E);

HAS DECIDED:

To issue : MAYOR REGULATION ON IMPLEMENTATION OF REGULATION OF THE MUNICIPALITY OF BATU NUMBER 1 OF 2021 ON TOURISM VILLAGES.

CHAPTER I GENERAL PROVISIONS

Article 1

In this Regional Regulation:

1. Region means the Municipality of Batu.
2. Local Government means the Government of the Municipality of Batu.
3. Mayor means the Mayor of Batu.
4. Regional House of Representatives (*Dewan Perwakilan Rakyat Daerah*), hereinafter referred to as the DPRD, means the Regional House of Representatives of the Municipality of Batu.
5. Office means the regional apparatus administering government affairs in the field of tourism.
6. Village means a village and/or customary village, or any other name by which it may be referred, hereinafter referred to as a village, means a legal community unit with territorial boundaries authorized to regulate and manage government affairs, local community interests based on community initiatives, original rights, and/or traditional rights recognized and respected within the system of the Unitary State of the Republic of Indonesia.
7. Village Government means the Village Head, or by any other name, assisted by the Village apparatus, as the organizing element of Village Governance.
8. Village-Owned Enterprise (*Badan Usaha Milik Desa*), hereinafter referred to as the BUMDes, means an enterprise of which its shares are wholly or predominantly owned by the Village through direct equity participation derived from separated village assets, for the purpose of managing assets, services, and other enterprises to the maximum benefit of the welfare of the village community.
9. Village Budget (*Anggaran Pendapatan dan Belanja Desa*), hereinafter referred to as the APBDes, means the annual financial plan of the Village Government.

10. Tour means travelling activities exercised by an individual or group of people visiting a specific place for recreational purposes, personal development, or to learn about the uniqueness of tourist attractions within a temporary period.
11. Tourist means any person undertaking tourism activities.
12. Tourism means various kinds of tourism activities supported by various facilities and services provided by the community, business actors, the Government, and Local Governments.
13. Village Tourism means an alternative form of tourism comprising various village tourism activities, supported by facilities and services provided by the local community and/or tourism village business partners.
14. Tourism Village means a tourist destination area that integrates tourist attractions, public facilities, tourism facilities, and accessibility, presented within a community life structure that adheres to prevailing values, norms, customs, and institutionalized traditions.
15. Tourism Village Criteria means the standards used as a basis for assessing certain characteristics of a village to be designated as a Tourism Village.
16. Tourism Village Zone means an area consisting of 2 (two) or more villages that have potential and resources with opportunities for tourism area development.
17. Online Single Submission, hereinafter abbreviated as the OSS, means Licensing issued by the OSS institution for and on behalf of the Minister, head of agency, Governor, or Regent through an integrated electronic system.
18. Tourist Attraction means anything that has uniqueness, beauty, and value in the village, consisting of the diversity of natural, cultural, and man-made resources, which become the focus or destination of tourist visits.
19. Tourism Village Manager means a community group or local community institution/Business Entity/Third Party appointed by the Local Government to be responsible for managing the Tourism Village.
20. Tourism Business means any business that provides goods and/or services to meet the needs of tourists and organizes tourism activities.
21. Village Tourism Entrepreneur means an individual, group, or business entity conducting tourism business activities in a tourism village.

Article 2

- (1) The objectives of this Mayor Regulation are as follows:
 - a. as a guideline and procedure for the establishment of Tourism Villages and Tourism Village Zones;
 - b. as a guideline and procedure for the formation of Tourism Village institutions; and
 - c. as a guideline to foster collective awareness among Village Tourism stakeholders.
- (2) The purposes of this Mayor Regulation are as follows:
 - a. to encourage the formation of village identity;
 - b. to enhance the equitable distribution of Tourism into Villages; and
 - c. to intensify two-way communication between the Local Government and Village Government in the real and controlled management of tourism development in villages.

CHAPTER II SCOPE

Article 3

The scope of this Mayor Regulation includes:

- a. procedures for application, evaluation, and designation of Tourism Villages;
- b. regulation and procedure for the establishment of Tourism Village Zones;
- c. Tourism Village management institution;
- d. procedure and requirements for the registration of Village Tourism Enterprises;
- e. procedures for the allocation of a portion of Tourism Village management revenue;
- f. granting of awards of Tourism Village;
- g. working procedures and coordination mechanisms in the formulation of policies, programs, and activities related to Tourism Village development; and
- h. mechanisms for guidance and supervision over the implementation of Tourism Villages.

CHAPTER III PROCEDURES FOR APPLICATION, EVALUATION, AND DESIGNATION OF TOURISM VILLAGES

Part One Procedures for Tourism Village Application

Article 4

- (1) The procedures for applying as a Tourism Village are as follows:
 - a. proposed by individuals, tourism groups/activists, BUMDes, and through a written application by the Village Head/Urban Village Head (*Lurah*);
 - b. designated through Village Deliberation;
 - c. based on Tourism Village Zone criteria;
 - d. referring to tourism village planning and development documents; and
 - e. aligned with the regional spatial planning documents.
- (2) The stages of a Tourism Village application are as follows:
 - a. The Village Head/Urban Village Head fills out a form according to the predetermined criteria, which is then verified by the Office;
 - b. A Team is formed by the Head of the Office to conduct the verification as referred to in point a; and
 - c. The Team as referred to in point b examines the completeness of application documents to assign scores for each predetermined criterion.
- (3) Villages eligible for development as Tourism Villages are required to meet the following criteria:
 - a. possess uniqueness, authenticity of customs, and cultural diversity;
 - b. have natural potential suitable for development as a tourism area, and/or be located near a natural tourist destination area with potential or that is being or has been developed as a tourism area;
 - c. exhibit the development of unique community-based creative economic enterprises with continuous production; and

- d. demonstrate the willingness of the village community to develop a Tourism Village.

Part Two

Procedures for the Assessment of Tourism Villages

Article 5

- (1) The assessment of Tourism Villages is carried out to evaluate the eligibility of a village's proposal to become a Tourism Village.
- (2) The assessment of Tourism Villages as referred to in section (1) is conducted by the Office.
- (3) The assessment of the eligibility of a village's proposal to become a Tourism Village as referred to in section (1) includes:
 - a. tourist attractions, geographical conditions, and tourism carrying capacity;
 - b. availability of transportation infrastructure, electricity facilities, clean water, drainage, waste management, and telecommunications facilities;
 - c. development in the number of Tourism Village visitors;
 - d. institutional management of the Tourism Village;
 - e. conformity with spatial planning; and
 - f. disaster mitigation feasibility.
- (4) The results of the assessment of the eligibility of a village's proposal to become a Tourism Village as referred to in section (3) are determined by a decision of the Head of the Office in accordance with the prevailing provisions.

Part Three

Procedures for the Designation of Tourism Villages

Article 6

- (1) The designation is made if the Tourism Village has completed the assessment procedure as referred to in Article 5.
- (2) The designation of the Tourism Village as referred to in section (1) is stipulated by a Mayor Decision.

CHAPTER IV REGULATION AND PROCEDURES FOR THE ESTABLISHMENT OF TOURISM VILLAGE ZONES

Part One

Regulation of Tourism Village Zones

Article 7

Tourism Village Zones are intended to:

- a. increase the awareness of the community and local residents of the importance of environmental arrangement and preservation as an effort to maintain the existing potential of natural, social, cultural, and Tourism resources;
- b. provide encouragement, motivation, and business opportunities to communities within and around the Tourism Village area as Tourism actors, workers, as well as business owners; and
- c. enhance cooperation between Tourism Villages based on the potential of natural, social, cultural, and Tourism resources.

Article 8

Tourism Village Zones aim to:

- a. improve the quality of the Village community's environment and the potential of natural, social, cultural, and Tourism resources in each Tourism Village;
- b. continuously maintain and foster the lifestyle, management of natural resources, and cultural arts of the local community; and
- c. utilize environmental potential for the benefit of cultural tourism, agro-tourism, water tourism, spiritual tourism, and sports tourism in the context of improving and empowering the people's economy.

Part Two

Criteria for Tourism Village Zones

Article 9

The criteria for Tourism Village Zones are Tourism Villages that are connected to one or more other Tourism Villages that possess mutually supportive tourism potentials.

Part Three

Procedures for the Establishment of Tourism Village Zones

Article 10

- (1) The proposal for the establishment of a Tourism Village Zone is submitted by the Tourism Village Manager to the Mayor through a letter of proposal from the Village Head/Urban Village Head.
- (2) The proposal for the Tourism Village Zone as referred to in section (1) is based on the planning and development documents of the Tourism Village and refer to the regional spatial planning document.
- (3) The proposal for the Tourism Village Zone as referred to in section (2) is verified by the Office.
- (4) The results of verification by the Office as referred to in section (3) serve as the basis for the determination of the Tourism Village Zone.
- (5) The designation of the Tourism Village Zone as referred to in section (4) is stipulated by a Mayor Decision in accordance with the provisions of the prevailing legislation.

Part Four

Development of Tourism Village Zones

Article 11

The development of Tourism Village Zones is based on:

- a. the diversity of potentials; and
- b. zones that cross administrative boundaries.

CHAPTER V

TOURISM VILLAGE MANAGEMENT INSTITUTION

Article 12

- (1) Management of Tourism Villages is carried out by 3 (three) types of management institutions based on community empowerment, comprising:
 - a. Tourism Awareness Groups (*Kelompok Sadar Wisata/Pokdarwis*);

- b. Cooperatives; and
 - c. Village-Owned Enterprises (BUMDes).
- (2) The Tourism Village Managers as referred to in section (1) are stipulated by a Mayor Decision in accordance with the provisions.

CHAPTER VI
PROCEDURE AND REQUIREMENTS FOR THE
REGISTRATION OF VILLAGE TOURISM ENTERPRISES

Article 13

- (1) The operation of Village Tourism Enterprises must obtain permits through risk-based licensing.
- (2) The procedure for registering Village Tourism Enterprises uses the OSS System.
- (3) The operation and registration procedures of Village Tourism Enterprises as referred to in section (1) and section (2) are based on the provisions of legislation.

CHAPTER VII
PROCEDURES FOR THE ALLOCATION OF A PORTION OF
TOURISM VILLAGE MANAGEMENT REVENUE

Article 14

- (1) The allocation of a portion of Tourism Village management revenue is determined based on the profit-sharing of the management income after tax deductions, which is to be utilized for improving the welfare of the village community.
- (2) The procedure for determining and allocating a portion of Tourism Village management revenue as referred to in section (1) is decided through Village deliberations with the amount determined according to local village conditions in accordance with the prevailing provisions.
- (3) The revenue of Tourism Village management as referred to in section (2) is reported by the Tourism Village Manager to the Village Government.
- (4) The allocation of a portion of Tourism Village management revenue as referred to in section (3) is carried out in accordance with the provisions of the prevailing legislation.

CHAPTER VIII
GRANTING OF AWARDS OF TOURISM VILLAGE

Article 15

- (1) In the development and advancement of Tourism Villages, the Local Government grants awards.
- (2) The awards as referred to in section (1) are granted through an assessment mechanism conducted by the Office.
- (3) The awards as referred to in section (2) may be organized periodically.
- (4) The awards as referred to in section (3) are granted with due regard to the financial capacity of the Region in accordance with the prevailing provisions.

CHAPTER IX
WORKING PROCEDURES AND COORDINATION
MECHANISMS IN THE FORMULATION OF POLICIES,
PROGRAMS, AND ACTIVITIES RELATED TO TOURISM
VILLAGE DEVELOPMENT

Part One

Working Procedures for Formulating Policies, Programs, and
Activities for Tourism Village Development

Article 16

- (1) The working procedures for formulating policies, programs, and activities for the development of Tourism Villages are based on the Village deliberations.
- (2) The working procedures as referred to in section (1) involve Village stakeholders, Tourism Village managers, and the Office.
- (3) The formulation of policies, programs, and activities as referred to in section (2) is oriented towards improving the welfare of Village communities.

Part Two

Mechanisms for Formulating Policies, Programs, and Activities
for Tourism Village Development

Article 17

- (1) The mechanisms for formulating policies, programs, and activities for the development of Tourism Villages are determined through Village deliberations.
- (2) The policies, programs, and activities as referred to in section (1) are established as part of the planning and development guidelines for Tourism Villages, which include short-term, medium-term, and long-term programs.
- (3) The implementation of the policies, programs, and activities as referred to in section (2) is carried out by the Tourism Village managers.

CHAPTER X
MECHANISMS FOR GUIDANCE AND SUPERVISION OVER
THE IMPLEMENTATION OF TOURISM VILLAGES

Article 18

- (1) The guidance and supervision of Tourism Villages are carried out functionally by the Office and related agencies within the Local Government and coordinated with the Regional Secretary, and held accountable to the Mayor.
- (2) The guidance and supervision of Tourism Villages as referred to in section (1) are developed and utilized to the fullest extent for improving the welfare of communities, especially those around Tourism Village Zones.
- (3) The guidance and supervision as referred to in section (1) are conducted by the Office and related agencies within the Local Government by considering inputs from stakeholders.
- (4) The guidance and supervision as referred to in section (1) include monitoring and evaluation of every Tourism Village development initiative.

- (5) The results of monitoring and evaluation as referred to in section (4) serve as a basis for future guidance and supervision activities.
- (6) The guidance and supervision as referred to in section (1) are conducted every three (3) months.

CHAPTER XI
CLOSING PROVISIONS

Article 19

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

In order that every person may know hereof, it is ordered to promulgate this Mayor Regulation by its placement in the Regional Bulletin of the Municipality of Batu.

Issued in Batu
on 31 March 2023

ACTING MAYOR OF BATU,

signed

ARIES AGUNG PAEWAI

Promulgated in Batu
on 31 March 2023

REGIONAL SECRETARY
OF THE MUNICIPALITY OF BATU,

signed

ZADIM EFFISIENSI

REGIONAL BULLETIN OF THE MUNICIPALITY OF BATU OF 2023 NUMBER 4/E

Jakarta, 25 February 2026
Has been translated as an Official Translation
on behalf of the Minister of Law
of the Republic of Indonesia
DIRECTOR GENERAL OF LEGISLATION,



DHAHANA PUTRA

Annex to the Regulation
of the Mayor of Batu
Number : 4 of 2023
Date : 31 March 2023

**DESCRIPTION OF TECHNICAL GUIDANCE FOR DESIGNATION OF
TOURISM VILLAGES**

1. INTRODUCTION

A. BACKGROUNDS

The most renowned tourist destination in East Java is Batu City. Batu City possesses a diverse range of natural, cultural, and man-made tourism potentials. The Municipality of Batu is determined to develop these tourism potentials as a driver of economic growth at the village government level. One form of tourism development is through the establishment of tourism villages.

The presence of tourism villages is considered capable of providing direct economic impact to the community while simultaneously generating multiple effects.

The significant and sporadic growth of tourism villages requires a set of guidelines for their establishment and development to prevent unhealthy competition and environmental, social, and cultural degradation.

To this end, the Government of the Municipality of Batu has provided guidelines for the designation of tourism villages to ensure their implementation aligns with good governance principles.

B. IMPLEMENTING GUIDELINES FOR THE DESIGNATION OF TOURISM VILLAGES

1. DECLARATION PHASE

a. TECHNICAL REQUIREMENTS ASSESSMENT FORM

No.	TECHNICAL REQUIREMENTS	ASSESSMENT		REMARKS
		YES	NO	
1	Delineation of the area to be proposed as a tourism village			
2	Area profile data			
3	Tourism potentials to be developed			
4	Tourism village visitor data			
5	Prospective management institution			
6	Consistency with regional spatial planning (spatial structure and layout)			
7	Disaster mitigation plan			
8	Tourism village development plan			
9	Letter of application for the declaration of the tourism village addressed to the Mayor through the Tourism Office			

C. APPLICATION LETTER FOR THE PROPOSAL OF TOURISM VILLAGE

A declaration for the establishment of a tourism village is issued if all technical and administrative requirements have been fulfilled. The format of the letter is as follows:



VILLAGE/URBAN VILLAGE LETTERHEAD

Number : Batu, 20...
Classification : Important To:
Attachments :
Subject : **Application for the Designation of a Tourism Village** Head of the Tourism Office of the Municipality of Batu at **BATU**

The undersigned:

Name :.....(Name with academic title)

Position :(Title of the head of the government unit)

Hereby declares that:

- a. Name of Village :
- b. Address of Village :
- c. Purpose : To be declared as a Tourism Village with the attached supporting documents

This statement is hereby made to be used accordingly.

Place, date, month, and year
(Title of the head of the government unit in charge of Tourism affairs)

Signature
Name of the official
Rank
Employee Identification Number (NIP)

COPIES TO: (if any)

- 1.
- 2.
- 3. etc.

(Include lines according to the number of copy recipients)

D. COVER LETTER FOR THE APPROVAL OF DECLARATION OF A TOURISM VILLAGE

A declaration for the establishment of a tourism village is issued if all technical and administrative requirements have been fulfilled. The format of the letter is as follows:



**GOVERNMENT OF THE MUNICIPALITY OF BATU
TOURISM OFFICE**

Among Tani City Hall, Building A, 2nd Floor
Jl Panglima Sudirman Number 507, Batu City, Postal Code
65313

Email: pariwisata@batukota.go.id

Number : 556/ /442/103/20/.. Batu, 20...
Classification : Important To:
Attachments : 1 (one) sheet
Subject : **Designation of Tourism
Village**

at
BATU

The undersigned:

Name :(Name with academic title)

Position :(Title of the head of the government unit)

Hereby declares that:

- a. Name of Village :
- b. Address of Village :
- c. Purpose : To be declared as a Tourism Village

This statement is hereby made to be used accordingly.

Place, date, month, and year
(Title of the head of the
government unit in charge of
Tourism affairs)

Signature
Name of the official
Rank
Employee Identification
Number (NIP)

- COPIES TO: (if any)
- 1. ...
 - 2. ...
 - 3. etc.

E. FORMAT OF TOURISM VILLAGE DECISION LETTER



VILLAGE/URBAN VILLAGE LETTERHEAD

**DECISION OF THE HEAD OF VILLAGE/URBAN VILLAGE (.....) OF
THE MUNICIPALITY OF BATU**

Number: / / /20...

ON

**ESTABLISHMENT OF THE TOURISM VILLAGE/URBAN VILLAGE
MANAGEMENT INSTITUTION IN VILLAGE/URBAN VILLAGE OF
(.....), THE MUNICIPALITY OF BATU, FISCAL YEAR 20...**

**HEAD OF VILLAGE/URBAN VILLAGE (.....) OF THE MUNICIPALITY
OF BATU,**

Considering : a. that as an effort to provide opportunities for employment expansion, increase public participation in the development of tourist destinations, and support community-based Tourism Village institutions, it is deemed necessary to establish an institution and a managers for the Tourism Village/Tourism Urban Village;

b. that based on the considerations as referred to in point a, it is necessary to stipulate a Decision of the Head of Village/Urban Village on Establishment of the Tourism Village/Urban Village Management Institution in Village/Urban Village (.....), the Municipality of Batu, Fiscal Year 20...;

Observing : 1. Law Number 11 of 2001 on Establishment of the Municipality of Batu (State Gazette of the Republic of Indonesia of 2001 Number 91, Supplement to the State Gazette of the Republic of Indonesia Number 4118);

2. Law Number 10 of 2009 on Tourism (State Gazette of the Republic of Indonesia of 2009 Number 11, Supplement to the State Gazette of the Republic of Indonesia Number 4966);

3. Law Number 6 of 2014 on Villages (State Gazette of the Republic of Indonesia of 2014 Number 7, Supplement to the State Gazette of the Republic of Indonesia Number 5497);

4. Law Number 23 of 2014 on Local Governments (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, last by Law Number 9 of 2015 on the Second Amendment to Law Number 23 of 2014 on Local Governments (State Gazette of the Republic of Indonesia of 2015 Number 58, Supplement to the State Gazette of the Republic of Indonesia Number 5679);

5. Law Number 30 of 2014 on 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);
6. Law Number 5 of 2017 on Cultural Promotion (State Gazette of the Republic of Indonesia of 2017 Number 104, Supplement to the State Gazette of the Republic of Indonesia Number 6055);
7. Government Regulation Number 50 of 2011 on National Tourism Development Master Plan for 2010–2025 (State Gazette of the Republic of Indonesia of 2011 Number 125, Supplement to the State Gazette of the Republic of Indonesia Number 5262);
8. Government Regulation Number 43 of 2014 on Implementation of Law Number 6 of 2014 on 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, last by Government Regulation Number 11 of 2019 on the Second Amendment to Government Regulation Number 43 of 2014 on Implementation of Law Number 6 of 2014 on Villages (State Gazette of the Republic of Indonesia of 2019 Number 41, Supplement to the State Gazette of the Republic of Indonesia Number 6321);
9. Government Regulation Number 12 of 2017 on Guidance and Supervision of Local Government Administration (State Gazette of the Republic of Indonesia of 2017 Number 73, Supplement to the State Gazette of the Republic of Indonesia Number 6041);
10. Government Regulation Number 5 of 2021 on Implementation of Risk-Based Business Licensing (State Gazette of the Republic of Indonesia of 2021 Number 15, Supplement to the State Gazette of the Republic of Indonesia Number 6617);
11. Government Regulation Number 11 of 2021 on Village-Owned Enterprises (State Gazette of the Republic of Indonesia of 2021 Number 21, Supplement to the State Gazette of the Republic of Indonesia Number 6623);
12. Regulation of the Minister of Tourism Number 10 of 2016 on Guidelines for the Preparation of the Provincial and Regency/Municipal Tourism Development Master Plan (State Bulletin of the Republic of Indonesia of 2016 Number 1173);
13. Regulation of the Minister of Villages, Development of Disadvantaged Regions, and Transmigration Number 5 of 2016 on Rural Area Development (State Bulletin of the Republic of Indonesia of 2016 Number 359);
14. Regulation of the Minister of Environment and Forestry Number P.39/MENLHK/SETJEN/KUM.1/6/2017 on Social Forestry in the Working Area of State Forestry Corporation (Perhutani) (State Bulletin of the Republic of Indonesia of 2017 Number 899);
15. Regulation of the Minister of Tourism Number 10 of 2018 on Electronic Integrated Business Licensing Services in the Tourism Sector (State Bulletin of the Republic of Indonesia of 2018 Number 1235);
16. Regulation of the Director General of Social Forestry and Environmental Partnership Number 16 of 2016 on Guidelines for Preparation of Village Forest

Management Plans, Business Work Plans, Utilization Permits of Community Forests, and Work Plans of Timber Forest Product Utilization Permits in People's Plantation Forests;

17. Regulation of the Province of East Java Number 6 of 2017 on Tourism Development Master Plan of the Province of East Java for 2017–2032 (Regional Gazette of the Province of East Java of 2017 Number 5 Series D);
18. Regulation of the Municipality of Batu Number 1 of 2013 on Implementation of Tourism (Regional Gazette of Batu City of 2013 Number 1/E);
19. Regional Regulation of Batu City Number 1 of 2021 concerning Tourism Villages (Regional Gazette of the Municipality of Batu of 2021 Number 1/E);
20. Regulation of the Mayor Batu Number 43 of 2021 on Village-Owned Enterprises (Regional Bulletin of the Municipality Batu of 2021 Number 43/E);
21. Regulation of the Mayor of Batu City Number ... of 2023 on the Implementation of Regulation of the Municipality of Batu Number 1 of 2021 on Tourism Villages;

HAS DECIDED:

To stipulate

FIRST

: To establish the Management Institution of the Tourism Village/Urban Village in the Village/Urban Village of (.....) of the Municipality of Batu for Fiscal Year 20..., with the composition of members as set forth in the Annex as an integral part of this Decision.

SECOND

: The Management Institution of the Tourism Village/Urban Village as referred to in the **FIRST** Dictum of this Decision operates based on the principles of deliberation and consensus, and is not in contradiction with the customary traditions of the local community and the prevailing legislation.

THIRD

The Management Institution of the Tourism Village/Urban Village as referred to in the **FIRST** Dictum of this Decision carry out the following duties:

1. to analyze the potential of the village for development as a tourist destination;
2. to maintain and improve the available facilities and infrastructure;
3. to conduct market analysis;
4. to consider the carrying capacity related to the physical and non-physical quality of attractions as well as the level of visitor satisfaction that can be provided by such attractions;
5. to evaluate the condition of available human resources;
6. to estimate the investment required for the development of the tourism village;
7. to implement the "*Sapta Pesona*" (Seven Charms of Tourism) principles within the local community surrounding the tourist destination;
8. to implement structured and synergistic destination governance including coordination, planning, implementation, and control functions of the destination organization in an innovative and systematic manner

through the utilization of networks, information, and technology under integrated leadership with all tourism stakeholders;

9. to carry out tourism product development;
10. to conduct research and development of tourism potentials;
11. to implement community empowerment around the destination;
12. to establish cooperation with fellow tourism stakeholders;
13. to carry out tourism marketing and promotion; and
14. to undertake innovations in the development of tourist objects and attractions, with due regard to the principles of participation, collaboration, integration, and sustainability.

- FOURTH** : The composition of the Tourism Village/Urban Village Managers as referred to in the **FIRST** Dictum of this Decision is expected to involve all elements of the community within the Tourism Village/Urban Village.
- FIFTH** : The cost for implementing this Decision is borne through public participation, the performance of the Tourism Village Managers, and other lawful and non-binding sources.
- SIXTH** : This Decision comes into force on the date of its stipulation, with the provision that should any errors be found in the future, necessary corrections are to be made accordingly.

Stipulated in the Village/Urban Village of.....
On: 20...

HEAD OF VILLAGE/URBAN VILLAGE OF,

NAME (WITHOUT ACADEMIC TITLE)

Copies forwarded to:

1. The Mayor of Batu (as report);
2. The Vice Mayor of Batu;
3. The Regional Secretary of the Municipality of Batu; and
4. The Head of the Tourism Office of the Municipality of Batu.



VILLAGE/URBAN VILLAGE LETTERHEAD

Annex to the Decision of the Head of Village/Urban Village

Number : / / 20...

Date : / / 20

**COMPOSITION OF THE TOURISM VILLAGE/URBAN VILLAGE
MANAGEMENT INSTITUTION**

**IN THE VILLAGE/URBAN VILLAGE OF (.....), THE MUNICIPALITY OF
BATU**

FOR FISCAL YEAR 20...

NO.	POSITION IN THE MANAGEMENT INSTITUTION	HELD BY
1.	ADVISOR	Head of Tourism Office, the Municipality of Batu
2	COUNSELOR	Head of Village/Urban Village (.....)
3	CHAIRPERSON	
4	VICE CHAIRPERSON	
5	SECRETARY	
6	TREASURER	
7	DIVISIONS / SECTIONS: a. PUBLIC RELATIONS, MARKETING, AND HUMAN RESOURCES	Coordinator: Members:
	b. FACILITIES AND INFRASTRUCTURE	Coordinator: Members:
	c. ENVIRONMENT	Coordinator: Members:
	d. BUSINESS DEVELOPMENT	Coordinator: Members:
	e. HOMESTAY, TOURIST ATTRactions, AND POINTS OF INTEREST	Coordinator: Members:
	f. TOUR GUIDES FOR CULINARY AND SOUVENIRS	Coordinator: Members:

HEAD OF VILLAGE/URBAN VILLAGE OF,

NAME (WITHOUT ACADEMIC TITLE)

F. REVISION LETTER FOR THE DECLARATION OF A TOURISM VILLAGE
The revision letter for the tourism village declaration is issued if one of the administrative and technical requirements is failed to meet. The format of the letter is as follows:



**GOVERNMENT OF THE MUNICIPALITY OF BATU
TOURISM OFFICE**

Among Tani City Hall, Building A, 2nd Floor
Jl Panglima Sudirman Number 507, Batu City, Postal Code
65313

Email: pariwisata@batukota.go.id

Number	:	Batu,	20...
Classification	:	Important	To:
Attachments	:	1 (one) sheet
Subject	:	Revision of Declaration	
		At	
		

Dear Sir/Madam,

Based on the results of the evaluation regarding the administrative and technical requirements for the proposal to designate a Tourism Village, with the following details

Village name :.....

Address :.....

We hereby inform you that the proposal needs to be supplemented with the following technical requirements:

- a. Delineation of the area proposed to become a tourism village;
- b. Area profile data;
- c. Tourism potential to be developed;
- d. Data on tourism village visitors;
- e. Prospective management institution;
- f. Alignment with the regional spatial plan;
- g. Disaster mitigation plan;
- h. Tourism village development plan; and
- i. Letter of application for the designation of a tourism village addressed to the Mayor through the Tourism Office.

Thus, we kindly request that you resubmit the application by completing the missing administrative and technical requirements.

Thank you for your attention and cooperation.

(Title of the Head of the
Regional Work Unit (SKPD)
responsible for Tourism)

Signature
Name of the official
Rank
Employee Identification
Number (NIP)

Copies to: (if any)

- 1.
- 2.
- 3. etc.

(Include lines according to the number of copy recipients)

2. TOURISM VILLAGE ASSESSMENT STAGE

The assessment stage is carried out after the Tourism Village has been officially declared. The assessment criteria used are as follows:

a. Tourism Village Scoring:

The indicators used to assess proposals for tourism village designation are:

- 1) The most interesting and attractive tourist attractions in the Village
 - a) Availability of unique tourism packages representing the village's local identity (socio-cultural arts, heritage, traditional accessories, historical value, environment, culture, culinary, traditional clothing/batik, ecotourism):
 - (1) (0 points) No tourism package available
 - (2) (1 point) Has 1–3 tourism packages
 - (3) (2 points) Has 4–6 tourism packages
 - (4) (3 points) Has 7–9 tourism packages
 - (5) (4 points) Has more than 9 tourism packages
 - b) Availability of local village culinary specialties:
 - (1) (0 points) No local culinary product available
 - (2) (1 point) Has 1 local culinary item
 - (3) (2 points) Has 2 local culinary items
 - (4) (3 points) Has 3 local culinary items
 - (5) (4 points) Has more than 4 local culinary items
 - c) Availability of local handicrafts:
 - (1) (0 points) No local handicrafts
 - (2) (1 point) Has 1 type of local craft
 - (3) (2 points) Has 2 types of local crafts
 - (4) (3 points) Has 3 types of local crafts
 - (5) (4 points) Has more than 4 types of local crafts
 - d) Presence of Tourist Attractions that appeal to visitors:
 - (1) (0 points) No tourist attractions
 - (2) (1 point) Has 1–3 attractions
 - (3) (2 points) Has 3–6 attractions
 - (4) (3 points) Has 7–9 attractions
 - (5) (4 points) Has more than 9 attractions
 - e) Hosting of Tourist Village events:
 - (1) (0 points) No events held
 - (2) (1 point) Hosts Sub-district level events
 - (3) (2 points) Hosts Regional/Municipal-level events
 - (4) (3 points) Hosts Provincial-level events
 - (5) (4 points) Hosts National-level events
 - f) Availability of Local Arts in the Tourism Village:
 - (1) (0 points) No local arts available
 - (2) (1 point) Has 1 type of local art
 - (3) (2 points) Has 2 types of local arts
 - (4) (3 points) Has 3 types of local arts
 - (5) (4 points) Has more than 3 types of local arts
- 2) Geographic conditions of the Village related to the number of houses, population, characteristics, and village area size relevant to tourism support
 - a) Availability of village profile data:
 - (1) (0 points) Does not have village monograph data

- (2) (1 point) Has village monograph data
 - (3) (2 points) Has village monograph data and Medium-Term Development Plan
 - (4) (3 points) Has village monograph data and Medium-Term Development Plan including general tourism development
 - (5) (4 points) Has village monograph data and Medium-Term Development Plan including special tourism development to support the tourism village
 - b) Tourism Carrying Capacity:
 - (1) (0 points) Does not have tourism carrying capacity data
 - (2) (1 point) Has data and mapping of tourism potential
 - (3) (2 points) Has data and mapping of tourism potential, and regional development plan
 - (4) (3 points) Has data and mapping of tourism potential, regional development plan, and action plan
 - (5) (4 points) Has data and mapping of tourism potential, regional development plan, action plan, and sustainability concept
- 3) Belief system and community aspect as a special element in the village community
- a) Utilization of cultural resources as Village Tourist Attractions (arts, historical heritage, traditional architectural art unique to the local community):
 - (1) (0 points) No cultural resources used as attractions
 - (2) (1 point) Has 1 cultural resource used as an attraction
 - (3) (2 points) Has 2 cultural resources used as attractions
 - (4) (3 points) Has 3 cultural resources used as attractions
 - (5) (4 points) Has 4 cultural resources used as attractions
 - b) Public participation:
 - (1) (0 points) Residents have no role
 - (2) (1 point) Residents have tourism awareness
 - (3) (2 points) Residents are open to tourists
 - (4) (3 points) Residents are involved in developing the tourism village
 - (5) (4 points) Residents are involved in the sustainable development of the tourism village
- 4) Availability of infrastructure including transportation facilities and services, electricity, clean water, drainage, waste management, telephone, and others.
- a) Accessibility:
 - (1) (0 points) No adequate public roads
 - (2) (1 point) Adequate public roads to the Tourism Village/Tourist Attractions
 - (3) (2 points) Adequate public roads with directional signs to the Tourism Village/Tourist Attractions
 - (4) (3 points) Adequate public roads with directional signs and tourism village markers
 - (5) (4 points) Adequate public roads, directional signs, tourism village markers, and village maps
 - b) Public Facilities:
 - (1) (0 points) No public facilities at the tourist attraction area

- (2) (1 point) Toilets available at the tourist attraction area
 - (3) (2 points) Toilets and parking area available
 - (4) (3 points) Toilets, prayer rooms (*Musholla*), and parking area available
 - (5) (4 points) Toilets, prayer rooms, parking area, and facilities for persons with disabilities available
- c) Sanitation:
- (1) (0 points) Insufficient sanitation
 - (2) (1 point) Clean water available for tourists
 - (3) (2 points) Clean water and trash bins available
 - (4) (3 points) Clean water, trash bins, and drainage system available
 - (5) (4 points) Clean water, trash management, drainage system, and environmental cleanliness signage available
- d) Information Services:
- (1) (0 points) No information services
 - (2) (1 point) Secretariat office and Tourist Village Information Center available
 - (3) (2 points) Secretariat office, Information Center, and brochures available
 - (4) (3 points) Secretariat office, Information Center, brochures, and contact persons available
 - (5) (4 points) Secretariat office, Information Center, brochures, contact persons, and online media available
- e) Amenities (Accommodation, food & beverage, retails, souvenirs):
- (1) (0 points) No amenities available
 - (2) (1 point) 1 type of amenity available
 - (3) (2 points) 2 types of amenities available
 - (4) (3 points) 3 types of amenities available
 - (5) (4 points) 4 types of amenities available
- f) MICE Facilities (Meetings, Incentives, Conferences, Exhibitions):
- (1) (0 points) No MICE facilities
 - (2) (1 point) Meeting place available
 - (3) (2 points) Meeting place for capacity less than 30 people
 - (4) (3 points) Meeting place for capacity 30-50 people
 - (5) (4 points) Meeting place for capacity over 50 people
- 5) Growth in number of visitors to the Tourism Village
Ability to regularly attract tourists (both international and domestic):
- (1) (0 points) No visits
 - (2) (1 point) Average visits less than 100 tourists per month
 - (3) (2 points) 100–200 tourists per month
 - (4) (3 points) 200–300 tourists per month
 - (5) (4 points) More than 300 tourists per month
- 6) Institutional Management
Existence of an active and effective tourist village management body:
- (1) (0 points) No institution yet
 - (2) (1 point) Institution embryonic stage
 - (3) (2 points) Institution exists but not yet active
 - (4) (3 points) Institution active
 - (5) (4 points) Institution active and officially licensed (has official decision)

- 7) Financial Management Report of the Tourism Village
 - (1) (0 points) No financial report
 - (2) (1 point) Has a cash book for the tourism village
 - (3) (2 points) Cash book supported by records of cash inflow and outflow
 - (4) (3 points) Cash book supported by cash flow records and monthly business income calculations
 - (5) (4 points) Cash book supported by cash flow records, monthly income calculations, balance sheet, and bank account statements
- 8) Environmental Preservation and Conservation
 - (1) (0 points) No concept yet
 - (2) (1 point) Concept exists but not documented
 - (3) (2 points) Concept documented
 - (4) (3 points) Documented concepts involving the community
 - (5) (4 points) Documented concepts involving both the community and tourists
- 9) Analysis of compliance with regional spatial planning
 - (1) (0 points) No regional spatial plan available
 - (2) (1 point) Village spatial plan available
 - (3) (2 points) Village spatial plan with tourism zoning concept
 - (4) (3 points) Village spatial plan, tourism zoning, and land use study for tourism development
 - (5) (4 points) Compliance with village spatial plan, tourism zoning, and land use study supporting tourism development
- 10) Tourism Village Promotion (advertising, sales force, sales promotion, direct sales, public relations)
 - (1) (0 points) No promotional media
 - (2) (1 point) Has 1 type of promotion
 - (3) (2 points) Has 2 types of promotion
 - (4) (3 points) Has 3 types of promotion
 - (5) (4 points) Has 4 types of promotion
- 11) Networking and partnerships of Tourism Village
 - (1) (0 points) No networks or partnerships
 - (2) (1 point) Networks and partnerships with fewer than 2 institutions
 - (3) (2 points) Networks and partnerships with 3–4 institutions
 - (4) (3 points) Networks and partnerships with 5–6 institutions
 - (5) (4 points) Networks and partnerships with more than 6 institutions
- 12) Disaster mitigation analysis
 - (1) (0 points) No disaster mitigation plan
 - (2) (1 point) Has disaster potential data
 - (3) (2 points) Has disaster potential data and mitigation plan
 - (4) (3 points) Has disaster potential data, mitigation plan, and provides tourist risk info
 - (5) (4 points) Has tourism crisis management plan

b. Classification of tourism villages:

The Head of the Office responsible for tourism governance issues a Decision on the Classification of Tourism Villages. The classification is based on the Tourism Village Assessment Scoring as described in point a above

Tourism Village Score = Total score sum

Tourism Village Classification:

- (1) Initiated Tourism Village with a score of 24–48
- (2) Developing Tourism Village with a score of 49–73
- (3) Advanced Tourism Village with a score of 74–80
- (4) Independent Tourism Village with a score of 81–98

3. TOURISM VILLAGE DESIGNATION STAGE

The designation stage is carried out once the Tourism Village has passed the assessment stage. The designation of the Tourism Village is made according to the assessment results through:

- a. Governor Decision on the Designation of a Tourist Village for Tourism Villages spanning multiple Regencies/Cities;
- b. Mayor Decision on the Designation of a Tourism Village for Tourism Villages spanning multiple Subdistricts; and
- c. Subdistrict Head Decision on the Designation of a Tourism Village within a single Subdistrict.

TOURISM VILLAGE ASSESSMENT

NO	INDICATORS	DESCRIPTION	SCORE				
			0	1	2	3	4
1.	The most interesting and attractive tourist attractions in the Village	a. Availability of unique tourism packages representing the village's local identity (socio-cultural arts, heritage, traditional accessories, historical value, environment, culture, culinary, traditional clothing/batik, ecotourism)					
		b. Availability of local village culinary specialties					
		c. Availability of local handicrafts					
		d. Presence of Tourist Attractions that appeal to visitors					
		e. Hosting of Tourist Village events					
		f. Availability of Local Arts in the Tourism Village					
2.	Geographic conditions of the Village related to the number of houses, population, characteristics, and village area size relevant to tourism support	a. Availability of village profile data					
		b. Tourism Carrying Capacity					
3.	Belief system and community aspect as a special element in the village community	a. Utilization of cultural resources as Village Tourist Attractions (arts, historical heritage, traditional architectural art unique to the local community)					
		b. Public participation					
4.	Availability of infrastructure including transportation facilities and services, electricity, clean water, drainage, waste management, telephone, and others	a. Accessibility					
		b. Public facilities					
		c. Sanitation					
		d. Information services					
		e. Amenities (Accommodation, food & beverage, retails, souvenirs)					
		f. MICE Facilities (Meetings, Incentives, Conferences, Exhibitions)					

5.	Growth in number of visitors to the Tourism Village	Ability to regularly attract tourists (both international and domestic)					
6.	Institution	The existence of an active and effective management body for the tourism village.					
7.	Financial Management Report of the Tourism Village						
8.	Environmental preservation and conservation						
9.	Analysis of compliance with spatial planning						
10.	Promotion of tourism village (advertising, sales force, sales promotion, direct sales, public relations)						
11.	Networking and partnerships of tourism village						
12.	Disaster mitigation analysis						
TOTAL SCORE							

ACTING MAYOR OF BATU,

signed

ARIES AGUNG PAEWAI