

REGULATION OF THE MINISTER OF SOCIAL AFFAIRS
OF THE REPUBLIC OF INDONESIA
NUMBER 2 OF 2021
ON
DISABILITY CARDS

BY THE BLESSINGS OF ALMIGHTY GOD

MINISTER OF SOCIAL AFFAIRS OF THE REPUBLIC OF INDONESIA,

- Considering: a. that in order to improve services for persons with disabilities, it is necessary to replace Regulation of the Minister of Social Affairs Number 21 of 2017 on Issuance of Disability Cards because they are no longer in accordance with the legal needs of society and persons with disabilities;
- b. that based on the consideration as referred to in point a, it is necessary to issue a Regulation of the Minister of Social Affairs on Disability Cards;

- Observing : 1. Article 17 section (3) of the 1945 Constitution of the Republic of Indonesia;
2. Law Number 23 of 2006 on Population Administration (State Gazette of the Republic of Indonesia of 2006 Number 124, Supplement to the State Gazette of the Republic of Indonesia Number 4674) as amended by Law Number 24 of 2013 on Amendment to Law Number 23 of 2006 on Population Administration (State Gazette of the Republic of Indonesia of 2013 Number 232, Supplement to the State Gazette of the Republic of Indonesia Number 5475);
3. Law Number 39 of 2008 on State Ministries (State Gazette of the Republic of Indonesia of 2008 Number 166, Supplement to the State Gazette of the Republic of Indonesia Number 4916);
4. Law Number 11 of 2009 on 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);
5. Law Number 13 of 2011 on Poverty Reduction Management (State Gazette of the Republic of Indonesia of 2011 Number 83, Supplement to the State Gazette of the Republic of Indonesia Number 5235);
6. 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);
7. Law Number 8 of 2016 on Persons with Disabilities (State Gazette of the Republic of Indonesia of 2015 Number 69, Supplement to the State Gazette of the Republic of Indonesia Number 5971);
 8. Government Regulation Number 39 of 2012 on Implementation of Social Welfare (State Gazette of the Republic of Indonesia of 2012 Number 68, Supplement to the State Gazette of the Republic of Indonesia Number 5294);
 9. Presidential Regulation Number 46 of 2015 on Ministry of Social Affairs (State Gazette of the Republic of Indonesia of 2015 Number 86);
 10. Presidential Regulation Number 96 of 2018 on Requirements and Procedures for Population Registration and Civil Registry (State Gazette of the Republic of Indonesia of 2018 Number 184);
 11. Regulation of the Minister of Social Affairs Number 20 of 2015 on Organization and Work Procedures of Ministry of Social Affairs (State Bulletin of the Republic of Indonesia of 2015 Number 1845) as amended several times, last by Regulation of the Minister of Social Affairs Number 22 of 2018 on the Second Amendment to Regulation of the Minister of Social Affairs Number 20 of 2015 on Organization and Work Procedures of Ministry of Social Affairs (State Bulletin of the Republic of Indonesia of 2018 Number 1517);

HAS DECIDED:

To issue : REGULATION OF THE MINISTER OF SOCIAL AFFAIRS ON
DISABILITY CARDS.

CHAPTER 1
GENERAL PROVISIONS

Article 1

In this Ministerial Regulation:

1. Disability Card (*Kartu Penyandang Disabilitas*), hereinafter abbreviated as KPD, means an identity card for persons with disabilities who are recorded in the national database of persons with disabilities to gain access to services in respecting, promoting, protecting, and fulfilling the rights of persons with disabilities.
2. Persons with Disabilities mean any person with long-term physical, intellectual, mental, and/or sensory limitations who may, in interacting with the environment, experience any barriers and difficulties to fully and effectively participate with other citizens on the basis of equal rights.
3. Population Identification Number (*Nomor Induk Kependudukan*), hereinafter abbreviated as NIK, means a resident identity number that is unique or distinctive,

- single, and attached to a person who is registered as a resident of Indonesia.
4. Local Governments mean the regional heads as an element of the Local Governance organizing the execution of government affairs which is the authority of the autonomous region.
 5. Minister means the minister administering the governance in the social affairs.

Article 2

- (1) The issuance of the KPD aims to provide an identity for Persons with Disabilities who have been recorded in the national data on Persons with Disabilities to gain access to services including concessions in respecting, promoting, protecting, and fulfilling the rights of Persons with Disabilities.
- (2) To obtain access to services including concessions as referred to in section (1) is carried out in accordance with the provisions of legislation.

CHAPTER II DETERMINATION, ISSUANCE, AND DISTRIBUTION OF KPD

Article 3

- (1) KPD recipients are Persons with Disabilities who have been recorded in the national data on Persons with Disabilities.
- (2) The national data on Persons with Disabilities as referred to in section (1) is data that has been verified and validated by the Minister.
- (3) The verification and validation of national data on Persons with Disabilities as referred to in section (2) is carried out periodically at least every 2 (two) years.
- (4) National data on Persons with Disabilities that have been verified and validated as referred to in section (1) must be based on information technology and serve as national data on Persons with Disabilities.
- (5) The national data on Persons with Disabilities as referred to in section (4) is determined by the Minister based on names and addresses.
- (6) The national data on Persons with Disabilities as referred to in section (4) and section (5) is used by ministries/institutions and/or Local Governments in fulfilling the rights of Persons with Disabilities and can be accessed by the public in accordance with the provisions of legislation.

Article 4

- (1) Persons with Disabilities who have been recorded in national data on Persons with Disabilities are entitled to receive KPD.
- (2) KPD as referred to in section (1) is issued by the Minister.
- (3) KPD issued by the Minister as referred to in section (2) is given a disability registry number.

- (4) Issuance of KPD as referred to in section (2) and the numbering of the disability registry as referred to in section (3) is carried out by the directorate that administers social rehabilitation affairs for Persons with Disabilities.

Article 5

- (1) Persons with Disabilities who have not been recorded in the national data on Persons with Disabilities or who have undergone data changes can register themselves directly with the head of rural or urban village or another name where they live.
- (2) The head of rural or urban village or another name submits the registration or changes to data as referred to in section (1) to the regent/mayor through the sub-district head.
- (3) The regent/mayor submits the registration or changes to data as referred to in section (2) to the governor to be forwarded to the Minister.
- (4) If necessary, the regent/mayor can verify and validate the registration or change of data as referred to in section (1).

Article 6

- (1) The Minister may provide access to population administration and civil registry services for Persons with Disabilities who do not yet have a NIK.
- (2) The granting of access as referred to in section (1) is carried out in accordance with the provisions of legislation.
- (3) In granting access as referred to in section (2) the Minister coordinates with the Minister administering population administration affairs.

Article 7

- (1) Registration procedures for Persons with Disabilities to be recorded in the national data on Persons with Disabilities are carried out:
 - a. online; and
 - b. offline.
- (2) The online registration procedure for Persons with Disabilities as referred to in section (1) point a is carried out by filling in data through the official website of Ministry of Social Affairs.
- (3) The offline registration procedure for Persons with Disabilities as referred to in section (1) point b is carried out by registering directly to the head of rural or urban village or another name by attaching:
 - a. Registration form;
 - b. Photocopy of resident identity card/family certificate;
 - c. Certificate of proof of disability signed by a local health officer or social worker; and
 - d. Recent self-portrait.
- (4) The registration form format as referred to in section (3) point a is listed in Annex 1 as an integral part of this Ministerial Regulation.

Article 8

- (1) In the event of data changes, Persons with Disabilities must report them to the head of rural or urban village or another name where they live.
- (2) In reporting data changes as referred to in section (1), persons with disabilities must attach:
 - a. Registration form;
 - b. Old KPD;
 - c. Recent self-portrait; and
 - d. Photocopy of resident identity card/family certificate.

Article 9

- (1) In the event that Persons with Disabilities are unable to register directly with the head of rural or urban village or another name as referred to in Article 7 section (3), social officers or other people can assist them accompanied by an assignment letter or power of attorney from Persons with Disabilities.
- (2) Other persons as referred to in section (1) include:
 - a. Family/guardian;
 - b. Rural or urban village officials or other names;
 - c. Social worker;
 - d. Social welfare workers; or
 - e. Organization of Persons with Disabilities.

Article 10

- (1) Issuance of KPD is based on national data of Persons with Disabilities as referred to in Article 4.
- (2) Issuance of KPD as referred to in section (1) is carried out by:
 - a. Issuing virtual KPD; and/or
 - b. Printing KPD.
- (3) The virtual KPD as referred to in section (2) point a has the same format and function as the printed KPD.
- (4) Issuance of virtual KPD and printing of KPD as referred to in section (2) is carried out by the directorate administering social rehabilitation affairs for Persons with Disabilities in accordance with the provisions of legislation.

Article 11

- (1) Ministry of Social Affairs distributes printed KPD.
- (2) The distribution of KPD as referred to in section (1) is carried out through the regency/municipal social offices to be forwarded to urban or rural villages or other names.
- (3) The urban or rural villages or other names as referred to in section (2) distribute KPD to Persons with Disabilities as the owners.

CHAPTER III KPD FORMAT

Article 12

- (1) KPD applies nationally throughout the territory of the Republic of Indonesia.

- (2) KPD as referred to in section (1) contains information including:
 - a. NIK ;
 - b. Disability registry number;
 - c. Full name;
 - d. Place/date of birth;
 - e. Gender;
 - f. Blood type;
 - g. Address;
 - h. Religion;
 - i. Marital status;
 - j. Occupation;
 - k. Citizenship;
 - l. Disability code/types;
 - m. KPD validity period; and
 - n. Recent self-portrait.
- (3) The code/ types of disabilities as referred to in section (2) point 1 with the code:
 - a. A is for Persons with physical Disabilities;
 - b. B is for Persons with intellectual Disabilities;
 - c. C for Persons with mental Disabilities; and
 - d. D is for Persons with sensory Disabilities.
- (4) In the event that Persons with Disabilities have double or multiple disabilities, the code/types of disabilities used is a combination of code/ types of disabilities as referred to in section (3).
- (5) KPD format as referred to in section (2) is listed in Annex II as an integral part of this Ministerial Regulation.

CHAPTER IV SUPERVISION

Article 13

- (1) Supervision of KPD issuance process is carried out by the Minister.
- (2) Supervision of KPD distribution process is carried out by:
 - a. the Minister for the national level;
 - b. Governor for the provincial level; and
 - c. Regent/mayor for regency/municipal level.
- (3) The supervision as referred to in section (1) and section (2) is carried out in accordance with the provisions of legislation.

CHAPTER V FINANCING

Article 14

- (1) Financing for KPD issuance comes from:
 - a. Budget Execution (Allotment) Document of Ministry of Social Affairs; or
 - b. Other sources of funding that are legal and non-binding.
- (2) Financing for KPD distribution comes from:

- a. Budget Execution (Allotment) Document of Ministry of Social Affairs;
- b. Provincial budget;
- c. Regency/municipal budget; or
- d. Other sources of funding that are legal and non-binding.

CHAPTER VI CLOSING PROVISIONS

Article 15

At the time this Ministerial Regulation comes into force, Regulation of the Minister of Social Affairs Number 21 of 2017 on Issuance of Disability Cards (State Bulletin of the Republic of Indonesia of 2017 Number 1730), is repealed and declared ineffective.

Article 16

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

ANNEX II

REGULATION OF THE MINISTER OF
SOCIAL AFFAIRS OF THE REPUBLIC OF
INDONESIA NUMBER 2 OF 2021 ON
DISABILITY CARDS

A. FORM I

Perhatian:

1. Harap diisi dengan huruf cetak dan menggunakan tinta hitam
- 2 Untuk kolom pilihan, harap memberi tanda silang (X) pada kotak pilihan.
- 3 Setelah formulir ini diisi dan ditandatangani, harap diserahkan kembali ke kantor desa/kelurahan/nama lain

KODE	
PEMERINTAH PROVINSI :	
PEMERINTAH KABUPATEN/KOTA :	
KECAMATAN :	
KELURAHAN/DESA/NAMA LAIN :	

A. Baru

B. Perubahan

[illegible]

5. Ragam Disabilitas	A. PD Fisik	B. PD Intelektual
	C. PD Mental	D. PD Sensorik

Pas Photo (2 x 3)	Cap Jempol	Specimen Tanda Tangan
	Atau →	
		Ket: Cap Jempol/Tanda Tangan

Pemohon,

Mengetahui,

Camat.....

Kepala Desa/Lurah.....

(.....)

NIP.

gunting disini

DIRECTION TO FILL FORM I

1. *Pemerintah Provinsi*: write the name of the province where the applicant resides including the provincial area code.
2. *Pemerintah Kabupaten/Kota*: write the name of the regency/municipality where the applicant resides, including the regency/municipal area code.
3. *Kecamatan*: write the name of the sub-district where the applicant resides including the sub-district code.
4. *Kelurahan/Desa/Nama lain*: write the name of the urban or rural village or other name where the applicant resides including the code for the urban or rural village or another name.
5. *Permohonan KPD*: fill in as needed, namely:
 - (A). new; or
 - (B). Changes.
6. *Nama Lengkap* : write the full name of the applicant according to the birth certificate or according to the name given by the parents, without an academic degree, nobility or religious title.
7. *No. KK*: write the applicant's family certificate number..
8. *NIK*: write the applicant's Population Identification Number (NIK).
9. *Alamat*: write the address of the applicant according to the resident identity card.
10. *Ragam Disabilitas*: Fill in by putting a cross (X) and there may be more than one.
11. Paste a 2 x 3 (two by three) photo in its place.
12. Know the sub-district head or rural/urban village head or other name, by affixing the signature and clear name of the sub-district head or urban/rural village head or other names.
13. Cut out this Application Form at the marked place, 1 (one) sheet for archive and 1 (one) more sheet as Applicant's Receipt.

B. FORM II

Perhatian :

1. Harap diisi dengan huruf cetak dan menggunakan tinta hitam
2. Setelah formulir ini diisi dan ditandatangani, harap diserahkan kembali ke kantor desa/kelurahan/nama lain

PEMERINTAH PROVINSI	:	<table border="1"><tr><td></td><td></td></tr></table>			<table border="1"><tr><td></td></tr></table>			
PEMERINTAH KABUPATEN/KOTA	:	<table border="1"><tr><td></td><td></td></tr></table>			<table border="1"><tr><td></td></tr></table>			
KECAMATAN	:	<table border="1"><tr><td></td><td></td></tr></table>			<table border="1"><tr><td></td></tr></table>			
KELURAHAN/DESA	:	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td></tr></table>	

1. Nama Lengkap Pemohon			
2. N I K Pemohon			
3. No. KK Semula	Diisi oleh petugas		
4. Alamat Pemohon	a. Desa/Keluarga c. Kabupaten/Kota Kode Pos b. Kecamatan d. Provinsi Telepon RT: RW:		
5. Alasan Permohonan	☐ 1. Karena Membentuk Rumah Tangga Baru 3. Lainnya ☐ 2. Karena Kartu Keluarga Hilang/Rusak		
6. Jumlah Anggota Keluarga	orang		
7. Ragam Disabilitas	☐ A. PD Fisik ☐ C. PD Mental		
	☐ B. PD Intelektual ☐ D. PD Sensorik		

**diisi boleh lebih dari satu*

8. DAFTAR ANGGOTA KELUARGA PEMOHON (hanya diisi anggota keluarga saja)

[illegible]

Mengetahui :

Camat

Kepala Desa/Lurah

Pemohon,

..... (.....)

NIP..... NIP.....

(.....)

Tanggal Pemasukan Data

Tgl.

 Bln.

 Thn.

Paraf Petugas

TATACARA PENGISIAN FORMULIR II						
1. Pemerintah Provinsi: write the name of the applicant's province accompanied by the provincial code						
2. Pemerintah Kabupaten/Kota : inwrite the name of the applicant Regency/Municipality along with the regency/municipal code						
3. Kecamatan : write the name of the applicant's Sub-district accompanied by the sub-district code						
4. Kelurahan/Desa>Nama lain : write the name of Urban /Rural Village accompanied by the code for urban /rural village/other name						
1. Nama Lengkap Pemohon: Write the full name of the applicant according to the birth certificate or according to the name given by the parents, without an academic degree, nobility or religious title.						
2. Nomor Induk Kependudukan (NIK) pemohon . Fill in the NIK of the KK (Family Certificate) applicant (as the new Family Head)						
3. No. KK semula : write the old family Certificate number						
4. Alamat : Written the address according to the resident identity card.. Diisi Nama Jalan atau Kampung atau Dusun atau Dukuh dilengkapi dengan nomor rumah (jika ada) serta nomor RT dan RW, Kelurahan/Desa, Kabupaten.Kota dan provinsi						
Example: Jl. Potlot No. 35 Kelurahan Duren Tiga, Kec. Pancoran, Jakarta Selatan RT.003 RW.003. Then it is written: JL. Potlot NO. 35 KEL. DUREN TIGA, KEC. PANCORAN, JAKARTA SELATAN RT. 003 RW. 003						
Postal Code: Write the postal code of the Applicant's address. For example : Kode Pos Kelurahan Duren Tiga 17250, so write: 1 7 2 5 0						
5. Reason for Application : Put a number code in the box according to the reason for the request .						
6. Jumlah Anggota Keluarga Penyandang Disabilitas : write the number of family members who are persons with disabilities.						
7. Ragam Disabilitas A. PD Physical B. PD Intellectual C. PD Mental D. PD Visual Sensory E. PD Hearing F. PD Hearing by giving a check list and allowed to choose more than one						
Daftar Anggota Keluarga Pemohon : write the family members who live with the applicant * * Filled with writing the Family Relationship Status Composition (SHDK/Susunan Status Hubungan Dalam Keluarga) number: namely the family status of the applicant in relation to the Head of the Family						
01	Head of Family	05	Son/Daughter-in-law	09	Other Kins	Example : If the applicant is a husband but also the head of the family, then write 01 and his wife 03
02	Husband	06	Grandson/Granddaughter	10	Domestic Helpers	If the head of the family is the wife, then the husband is written 02 and the wife 01.
03	Wife	07	Parent	11	Others	So that the benchmark is who is the Head of the Family, other family members adjust.
04	Child	08	Parents in-law			

MINISTER OF SOCIAL AFFAIRS OF THE
REPUBLIC OF INDONESIA,

signed

TRI RISMAHARINI

ANNEX II
REGULATION OF THE MINISTER OF
SOCIAL AFFAIRS OF THE REPUBLIC
OF INDONESIA NUMBER 2 OF 2021
ON DISABILITY CARDS

FORMAT OF DISSABILITY CARDS

PROVINSI
KABUPATEN/KOTA

NIK :
No. Reg. Disabilitas :
Nama :
Tempat/ Tgl Lahir :
Jenis Kelamin :
Alamat :
RT/RW :
Kel/Desa :
Kecamatan :
Agama :
Status Perkawinan :
Pekerjaan :
Kewarganegaraan :
Kode Ragam Disabilitas :
Berlaku Hingga : Seumur hidup

Gol. Darah :

KPD example format seen in the picture .

Specification format of disability cards includes:

1. Material made of PET/PETF/PETG. (PET= *Polyethylene terephthalate*, PETF= *Polyethylene Terephthalate Film*, PETG= *Polyethylene Terephthalate Glycol*).
2. KPD blank background printing technology uses thermal printing.
3. Personalized printing technology using thermal printing .
4. Color printing is used to print blank backgrounds and passport photo .
5. Physical characteristics, measuring 85.60 x 53.98 mm (eighty five point sixty times fifty three point ninety eight millimeters), gradient blue color, thickness from 0.76 mm (zero point seventy six millimeters) to 1 waterproof (based on ISO 7810:2003).
6. The composition of the layers consists of :
 - a. the title area at the top contains the words "PERSONS WITH DISABILITIES"; and
 - b. Logo/Image area.
 - 1) on the upper left front there is a picture of the symbol of the Unitary State of the Republic of Indonesia "Garuda Pancasila"; and
 - 2) there is a Map of the Indonesian Archipelago .
 - c. The chip placement area is on the left in the KPD blank .

MINISTER OF SOCIAL AFFAIRS OF THE
REPUBLIC OF INDONESIA,

signed

TRI RISMAHARINI

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

Issued in Jakarta
on 15 April 2021

MINISTER OF SOCIAL AFFAIRS OF
THE REPUBLIC OF INDONESIA,

signed

TRI RISMAHARINI

Promulgated in Jakarta
on 22 April 2021

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

signed

WIDODO EKATJAHJANA

Jakarta, 3 January 2024
Has been translated as an Official Translation
on behalf of the Minister of Law and Human Rights
of the Republic of Indonesia

DIRECTOR GENERAL OF LEGISLATION,



ASEP N MULYANA