

**REGIONAL REGULATION OF
YOGYAKARTA CITY
NUMBER 3 OF 2019
ON
PROVISION OF LEGAL AID**



SEKRETARIAT DPRD KOTA YOGYAKARTA

[Indonesia's National Emblem]

THE MAYOR OF YOGYAKARTA
SPECIAL REGION OF YOGYAKARTA
REGIONAL REGULATION OF YOGYAKARTA CITY
NUMBER 3 OF 2019
ON
PROVISION OF LEGAL AID

BY THE GRACE OF GOD THE ALMIGHTY

THE MAYOR OF YOGYAKARTA,

- Considering :
- a. that every person has the right to receive legal protection and equal treatment before the law;
 - b. that the poor and groups of the poor are socially vulnerable groups, including in facing legal problems; therefore, regional governments are required to provide assistance within its authority in accordance with the laws and regulations;
 - c. that to implement Article 19 paragraph (2) of Law Number 16 of 2011 on Legal Aid, it is deemed necessary to draft a Regional Regulation on Provision of Legal aid;
 - d. based on the considerations as referred to in letter a, letter b, and letter c, it is deemed necessary to establish the Regional Regulation on Provision of Legal Aid;
- Observing :
1. Article 18 paragraph (6) of the 1945 Constitution of the Republic of Indonesia;



2. Law Number 16 of 1950 on Formation of Regions of Large Cities within the Provinces of Central Java, East Java, West Java, and the Special Region of Yogyakarta (State Gazette of the Republic of Indonesia of 1955 Number 53, Supplement to State Gazette of the Republic of Indonesia Number 859);
3. Law Number 16 of 2011 on Legal Aid (State Gazette of the Republic of Indonesia of 2011 Number 82, Supplement to State Gazette of the Republic of Indonesia Number 5246);
4. Law Number 23 of 2014 on Regional Governments (State Gazette of the Republic of Indonesia of 2014 Number 244, Supplement to State Gazette of the Republic of Indonesia Number 5587), as has been amended several times and was last amended by Law Number 9 of 2015 on the Second Amendment to Law Number 23 of 2014 on Regional Governments (State Gazette of the Republic of Indonesia of 2015 Number 58, Supplement to State Gazette of the Republic of Indonesia Number 5679);
5. Regulation of the Government Number 42 of 2013 on Requirements and Procedures for Providing Cost-free Legal Aid (State Gazette of the Republic of Indonesia of 2003 Number 98, Supplement to State Gazette of the Republic of Indonesia Number 5421);
6. Regulation of the Minister of Law and Human Rights Number 63 of 2016 on Amendments to Regulation of the Minister of Law and Human Rights Number 10 of 2015 on Regulation of the Implementation of Government Regulation Number 42 of 2013 on Requirements and Procedures for Providing Legal Aid and Distributing Legal Aid Funds;



by Mutual Consent of
THE REGIONAL HOUSE OF REPRESENTATIVES OF YOGYAKARTA CITY
and
THE MAYOR OF YOGYAKARTA,
HAS DECIDED TO:

Establish : THE REGIONAL REGULATION ON PROVISION OF LEGAL AID.

CHAPTER I
GENERAL PROVISION
Article 1

Under this Regional Regulation, the following definitions are employed:

1. Legal Aid is legal services provided by a Legal Aid Provider free of charge to Legal Aid Recipients.
2. Legal Aid Recipients are poor individuals or groups of the poor.
3. Poor individuals or groups of the poor are residents of Yogyakarta City whose socio-economic conditions are below the poverty line as evidenced by a certificate from an authorized official in accordance with the laws and regulations.
4. Legal Aid Providers are Legal Aid Institutions or community organizations that provide Legal Aid in accordance with the laws and regulations.
5. Legal Aid Applicants are individuals, groups of the poor or their proxy who are not Legal Aid Providers, or their families who submit applications for Legal Aid.
6. A dispute is a legal problem that needs to be resolved.
7. Litigation is a process to resolve a legal dispute carried out before a court as the resolution thereof.



Prayudi W.

8. Non-litigation is a process to resolve a legal dispute carried out outside a court as the resolution thereof.
9. Accreditation is recognition of a Legal Aid Provider given by the Verification and Accreditation Committee of the Ministry of Law and Human Rights upon an assessment proving that the Legal Aid Provider is eligible to provide Legal Aid.
10. Verification is examination of the veracity of reports, statements, and documents submitted by a Legal Aid Provider.
11. An advocate is an individual whose profession is providing legal services, both before and outside a court, who fulfills the requirements in accordance with the provisions of Law Number 18 of 2003 on Advocates.
12. A paralegal is an individual who has been trained and possesses the knowledge and skills in the legal field who helps resolve legal problems faced by other people or their community.
13. Legal Aid Provision Budget (*Anggaran Penyelenggaraan Bantuan Hukum*) is the allocation of the APBD of Yogyakarta City for the provision of Legal Aid.
14. Regional Revenue and Expenditure Budget (*Anggaran Pendapatan dan Belanja Daerah*), hereinafter shall be referred to as APBD, is the APBD of Yogyakarta City.
15. Legal Aid Funds are the funds provided annually by the Regional Government to fund the provision of Legal Aid.
16. Regional Apparatus is an element that assists the Mayor and the Regional House of Representatives in carrying out Government Affairs within the authority of the Region.
17. Region is Yogyakarta City.
18. Regional Government is the Mayor as an element of the Regional Government administration that oversees the implementation of government affairs within the authority of the autonomous region.
19. Mayor is the Mayor of Yogyakarta.



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Article 2

The Provision of Legal Aid is carried out based on the principles of:

- a. justice;
- b. equality before the law;
- c. transparency;
- d. efficiency;
- e. effectiveness; and
- f. accountability.

Article 3

The Provision of Legal Aid is intended to facilitate the provision, protection, and fulfillment of human rights for the poor or groups of the poor in resolving disputes.

Article 4

The objectives of the Provision of Legal Aid are to:

- a. guarantee and fulfill the rights of Legal Aid Recipients to access to justice;
- b. grant the constitutional rights of citizens in accordance with the principle of equality before the law;
- c. ensure that the provision of Legal Aid is carried out evenly in the region;
- d. promote effective, efficient, and accountable justice; and
- e. ensure that Legal Aid Providers are facilitated in providing Legal Aid to Legal Aid Recipients.

CHAPTER II

SCOPE

Article 5

- (1) Legal Aid is given to Legal Aid Recipients who are facing disputes.
- (2) The Legal Aid as referred to in paragraph (1) encompasses all disputes, both



litigation or non-litigation.

- (3) The Legal Aid as referred to in paragraph (1) encompasses exercising power, advocating, representing, defending, and/or instituting other legal actions in the legal interests of Legal Aid Recipients.

Article 6

- (1) The Legal Aid Recipients as referred to in Article 5 paragraph (1) encompasses any poor individuals or groups of the poor that are not able to fulfill their basic rights properly and independently.
- (2) The basic rights as referred to in paragraph (1) consist of the rights to food, clothing, health services, educational services, work and do business, and/or housing.

CHAPTER III

PROVISION OF LEGAL AID

Article 7

- (1) The Mayor, as the organizer of legal aid, organizes the provision of Legal Aid within its authority in accordance with the laws and regulations.
- (2) The Provision of Legal Aid as referred to in paragraph (1) is carried out by allocating the Legal Aid Provision Budget.

Article 8

- (1) The Provision of Legal Aid as referred to in Article 7 is carried out by the Regional Apparatus in charge of government affairs in the legal sector.
- (2) The Regional Apparatus as referred to in paragraph (1) undertake the following tasks:
 - a. formulate and establish Legal Aid policies in accordance with the relevant laws and regulations;
 - b. formulate and establish Legal Aid Standards in accordance with the principles



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of Legal Aid;

- c. prepare budget plans for Legal Aid;
- d. manage the Legal Aid budget effectively, efficiently, transparently, and accountably;
- e. supervise and ensure the organization of Legal Aid and the provision of Legal Aid are carried out in accordance with the principles and objectives established in this Regional Regulation; and
- f. prepare and submit a report on the provision of Legal Aid to the Regional House of Representatives of Yogyakarta City at the end of each budget year.

Article 9

In order to carry out the tasks as referred to in Article 8 paragraph (2), the Regional Apparatus in charge of the government affairs in the legal sector shall coordinate with the Regional Office of the Ministry of Law and Human Rights.

CHAPTER IV

LEGAL AID

Article 10

- (1) Provision of Legal Aid is delivered by Legal Aid Providers to Legal Aid Recipients until the legal problem is resolved and/or the resolution of the dispute has permanent legal force, to the extent the Legal Aid Recipient does not revoke its special power of attorney.
- (2) The Provision of Legal Aid as referred to in paragraph (1) encompasses:
 - a. Litigation Legal Aid; and
 - b. Non-litigation Legal Aid.
- (3) The Litigation Legal Aid as referred to in paragraph (2) letter a is delivered by means of:
 - a. advocacy and/or exercise of power starting from the investigation stage and



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- prosecution;
- b. advocacy and/or exercise of power during the process of examination at court;
or
 - c. advocacy and/or exercise of power on behalf of Legal Aid Recipients before at a state administrative court.
- (4) Non-litigation Legal Aid as referred to in paragraph (2) letter b, is delivered in the forms of:
- a. Legal education;
 - b. legal consultation;
 - c. investigation into a Dispute, whether electronically or non-electronically;
 - d. legal research;
 - e. mediation;
 - f. negotiation;
 - g. community empowerment;
 - h. advocacy outside court; and/or
 - i. legal-document drafting.

CHAPTER V

LEGAL AID PROVIDER

Article 11

Legal Aid Providers must fulfill the requirements as follows:

- a. incorporated;
- b. accredited by the Ministry of Law and Human Rights;
- c. have a permanent office or secretariat;
- d. employ administrators; and
- e. establish Legal Aid Programs.



Article 12

Legal Aid Providers have the rights to:

- a. recruit advocates, paralegals, university lecturers, and law-faculty students;
- b. provide legal-aid services;
- c. provide legal education, legal consultation, and any other programs relevant to provision of Legal Aid;
- d. receive budget from the Regional Government to deliver Legal Aid;
- e. express opinions or statements in defense of a dispute they are responsible of before a court in accordance with the laws and regulations;
- f. retrieve other information and data from any other offices or institutions in defense of a dispute;
- g. receive guarantee of legal protection, security, and safety while delivering the provision of Legal Aid.

Article 13

(1) Legal Aid Providers are required to:

- a. report to the Regional Apparatus in charge of the provision of legal aid on the Legal Aid programs;
- b. report any use of the APBD of Yogyakarta City that is used for providing Legal Aid;
- c. provide legal education to the community;
- d. maintain confidentiality of data, information, and/or statements retrieved from Legal Aid Recipients in relation to the dispute being resolved, unless specified otherwise by the Laws;
- e. provide Legal Aid to Legal Aid Recipients in accordance with the requirements and procedures stipulated under this Regional Regulation until the dispute is resolved, except for any valid reasons.
- f. provide services to Legal Aid Recipients in accordance with the principles of



- public services; and
- g. report the progress of their tasks to the Mayor at the end of each budget year, which encompasses:
1. progress of the dispute;
 2. refusal of application and the reasons for refusal;
 3. use of budget.
- h. give equal treatment to Legal Aid Recipients without any discrimination by sex, ethnicity, religion, race, occupation, and political background of Legal Aid Recipients and act independently.
- (2) Any violation committed against the provisions as referred to in paragraph (1) letter a, letter b, letter d, letter e, and letter g shall be subject to administrative sanctions.
- (3) The administrative sanctions as referred to in paragraph (2) are:
- a. verbal warnings;
 - b. written warnings; and/or
 - c. termination of cooperation.
- (4) Further provisions on the procedures for imposing the administrative sanctions as referred to in paragraph (3) shall be stipulated in a Regulation of the Mayor.

CHAPTER VI

LEGAL AID RECIPIENTS

Article 14

Legal Aid Recipients have the rights to:

- a. receive Legal Aid until their dispute is resolved and/or the resolution thereof has permanent legal force, so long as the Legal Aid Recipient does not revoke their power of attorney;
- b. receive Legal Aid in accordance with the Legal Aid standards and/or advocate code of



Prayudi W.

ethics; and

- c. receive information and documents in relation to the provision of Legal Aid in accordance with the laws and regulations.

Article 15

- (1) Legal Aid Recipients are required to:
 - a. submit an application to a Legal Aid Provider to receive Legal Aid;
 - b. submit proper and complete evidence, information, and/or statements of a dispute to the Legal Aid Provider; and
 - c. facilitate the process of Legal Aid.
- (2) Any violation against the provisions as referred to in paragraph (1) letter b and letter c shall be subject to administrative sanctions;
- (3) The administrative sanctions as referred to in paragraph (1) are:
 - a. verbal warnings;
 - b. written warnings; and/or
 - c. termination of legal aid.
- (4) Further provisions on the procedures for imposing the administrative sanctions as referred to in paragraph (2) shall be stipulated in a Regulation of the Mayor.

CHAPTER VII

REQUIREMENTS AND PROCEDURES FOR LEGAL AID PROVISION

Division I

General

Article 16

- (1) Applicants of Legal Aid must submit an application in writing and signed by a Legal Aid Provider.
- (2) The application as referred to in paragraph (1) must at least include:



- a. the identity of the Legal Aid applicant; and
- b. a brief description on the subject matter requiring Legal Aid.

Division Two

Requirements for Legal Aid Provision

Article 17

- (1) To receive Legal Aid as referred to in Article 16, a Legal Aid Applicant must submit an application to the Mayor.
- (2) The application as referred to in paragraph (1) must include:
 - a. a copy of Resident Identification Card (KTP) or other documents issued by authorized institutions;
 - b. Certificate of Impoverishment from the head of village (*lurah*) or official of the same level according to the domicile of the Legal Aid Applicant;
 - c. documents related to the dispute; and
 - d. a power of attorney, if the application is submitted by their family or proxy.
- (3) In the event a Legal Aid Applicant does not have the certificate of impoverishment as referred to in paragraph (2) letter b, the Legal Aid Applicant may attach:
 - a. status/welfare card (*kartu menuju sejahtera*);
 - b. Indonesian smart card (*kartu indonesia pintar*);
 - c. Indonesian health card (*kartu indonesia sehat*);
 - d. social protection card (*kartu perlindungan sosial*);
 - e. special health Insurance card (*kartu Jaminan kesehatan khusus*);
 - f. documents of participation in other Government welfare programs; or
 - g. other documents in lieu of the certificate of impoverishment.
- (4) The other documents as referred to in paragraph (3) letter g may be in the form of a letter of statement made by a Legal Aid Provider and must be acknowledged by



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the Law Enforcement Officers as follows:

- a. the police chief or investigator who examines and investigates the dispute of the poor at the investigation stage;
 - b. the chief prosecutor or public prosecutor who conducts examination of and/or initiates prosecution against the poor at the investigation or prosecution stage;
 - c. the head of the state prison, if the Legal Aid Recipient is a poor detainee;
 - d. the head of the correctional institution, if the Legal Aid Recipient is a poor prisoner;
or
 - e. the chief justice or presiding judge who examines the dispute of the poor.
- (5) In the event a Legal Aid Provider providing litigation Legal Aid receives a Court Order of Judge Appointment to advocate a Legal Aid Recipient, the Legal Aid Recipient is not required to submit the Legal Aid application form and Certificate of Impoverishment.

Division Three

Procedures for Providing Legal Aid

Article 18

- (1) Legal Aid Applicants who are unable to submit an application in writing may submit the application verbally.
- (2) In the event an application for Legal Aid is submitted verbally, the Legal Aid Provider shall express such application in writing.
- (3) The application as referred to in paragraph (2) is signed or thumb printed by the Legal Aid applicant.

Article 19

- (1) Legal Aid Providers must verify the complete fulfillment of requirements within no later than 1 (one) business day upon receipt of the Legal Aid application documents.



- (2) In the event a Legal Aid application has fulfilled the requirements, the Legal Aid Provider must express in writing its acceptance or refusal of the application as referred to in (1) within no later than 3 (three) business days as of the date the application is deemed complete.
- (3) In the event a Legal Aid Provider expresses its acceptance as referred to in paragraph (2), the Legal Aid Provider then provides Legal Aid pursuant to the power of attorney from the Legal Aid Recipient.
- (4) In the event a Legal Aid application is refused, the Legal Aid Provider must provide the reason for refusal in writing within no later than 3 (three) business days as of the date the application is deemed complete.

Article 20

- (1) Legal Aid Provision is provided by advocates who have the status of administrators of a Legal Aid Provider and/or advocates recruited by a Legal Aid Provider.
- (2) In the event the number of advocates in a Legal Aid Provider is inadequate for the large number of Legal Aid Recipients, the Legal Aid Provider may recruit paralegals, university lecturers, and law-faculty students.
- (3) In delivering Legal Aid provision, the paralegals, university lecturers, and law-faculty students as referred to in paragraph (2) must submit proof of advocacy in writing from the advocates as referred to in paragraph (1).
- (4) The law-faculty students as referred to in paragraph (2) must have passed the courses in procedural law and paralegal training.
- (5) The recruitment of Paralegals, University Lecturers, and Law-faculty Students as referred to in paragraph (2), is not intended to provide litigation Legal Aid.

Article 21

The Legal Aid provision by advocates as referred to in Article 20 paragraph (1), does not eliminate the obligations of the advocates to provide cost-free Legal Aid in accordance with the laws and regulations.



CHAPTER VIII

PROCEDURES FOR DISTRIBUTING LEGAL AID FUNDS

Division One

Legal Aid Provision Funds

Article 22

The funding sources for the Provision of Legal Aid are allocated in the APBD.

Article 23

- (1) Legal Aid Provision per dispute or per case can only be funded from the APBD.
- (2) Disputes which have used any allocation of funds from the state budget (APBN) cannot be funded from the APBD.
- (3) The procedures for allocating and implementing the Budget for Legal Aid Provision are carried out in accordance with the laws and regulations.

Division Two

Provision of Legal Aid Funds

Article 24

- (1) The regional government allocates the funds for Legal Aid provision in the APBD within the regional financial capacity;
- (2) The funding for the provision of Legal Aid as referred to in paragraph (1) is allocated in the social assistance budget.
- (3) The funding for Legal Aid by the organizer of Legal Aid to Legal Aid Providers is carried out by a mutual cooperation agreement.

Division Three

Procedures for Submitting Funds Application



Article 25

The Regional Apparatus in charge of the government affairs in the legal sector shall report the results of examination of documents on Legal Aid budget application within no later than 14 (fourteen) business days as of the date of receipt of the documents.

Article 26

- (1) Distribution of funds for Litigation Legal Aid is carried out after a Legal Aid Provider has resolved the dispute at each stage of the legal process and the Legal Aid Provider has submitted a report accompanied by supporting evidence.
- (2) The distribution of Legal Aid funds at each stage of the legal process as referred to in paragraph (1) does not eliminate the obligations of the Legal Aid Provider to provide Legal Aid until the dispute is resolved or the resolution thereof has permanent legal force.

Division Four

Payment Procedures

Article 27

- (1) Payment is made by reimbursement.
- (2) Further provisions on funds distribution and payment Procedures shall be stipulated in a Regulation of the Mayor.

Division Five

Accountability

Article 28

Legal Aid Providers must report the realization of the use of Legal Aid funds to the organizer of Legal Aid after a court decision is reached.



Article 29

- (1) For Litigation Disputes, the realization report as referred to in 28 must at least include:
 - a. a copy of the court decision; and
 - b. the progress of the dispute in the resolution process.
- (2) For Non-litigation disputes, the realization report as referred to in Article 28 must include a report on activities that have been carried out.
- (3) Further provisions on the procedures for reporting the use of legal-aid funds shall be stipulated in a Regulation of the Mayor.

CHAPTER IX

SUPERVISION

Article 30

Supervision is carried out by the Regional Apparatus in charge of the government affairs in the legal sector by:

- a. conducting supervision of provision of Legal Aid and distribution of Legal Aid funds;
- b. receiving reports from the community on any alleged irregularities in provision of Legal Aid and distribution of Legal Aid funds;
- c. conducting verification of any alleged irregularities in provision of Legal Aid and distribution of Legal Aid funds reported by the community;
- d. propose imposition of sanctions to the Mayor for any irregularities in provision of Legal Aid and/or distribution of Legal Aid funds; and
- e. preparing a report on the implementation of supervision to the Mayor.



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CHAPTER X

CLOSING PROVISIONS

Article 31

The implementing regulation of this Regional Regulation shall be established at the latest 1 (one) year as of the date of the promulgation of this Regional Regulation.

Article 32

This Regional Regulation comes into effect 1 (one) year as of the date of its promulgation. For public cognizance, it is hereby ordered that it be promulgated in the Regional Gazette of Yogyakarta City.

Established in Yogyakarta
on 28 February 2019

THE MAYOR OF YOGYAKARTA,

[signed]

HARYADI SUYUTI

Promulgated di Yogyakarta
on 28 February 2019

REGIONAL SECRETARY OF YOGYAKARTA CITY,

[signed]

TITIK SULASTRI

REGIONAL GAZETTE OF YOGYAKARTA CITY OF 2019 NUMBER 3

REGISTRATION NUMBER OF REGIONAL REGULATION OF YOGYAKARTA CITY, SPECIAL
REGION OF YOGYAKARTA (3,3/2019)



ELUCIDATION
OF
REGIONAL REGULATION OF YOGYAKARTA CITY NUMBER 3 OF 2019
ON PROVISION OF LEGAL AID

I. GENERAL

The Preamble to the 1945 Constitution of the Republic of Indonesia mandates that the national goals are to protect the entire nation and the entire homeland of Indonesia, to improve public welfare, to educate the life of the nation, and to participate in the execution of world order by virtue of freedom, perpetual peace, and social justice. In order to perform the mandate of the 1945 Constitution of the Republic of Indonesia, it requires collective efforts of the entire nation of Indonesia. This collective effort is manifested in the roles, functions, and duties of each component of the nation carried out diligently. Legal Aid is an effort to eliminate or at least reduce obstacles to achieving the national goals.

Legal Aid is a form of protection and responsibility of the State in the fulfillment of the right to Legal Aid. Those in need are those who are unable to gain their basic rights properly and independently. Article 5 paragraph (2) of Law No. 16 of 2011 sets out that basic rights consist of the right to clothing, food, health services, Educational services, work and do business, and/or housing. The government further defines it with the term "the poor".

This Regional Regulation in the embodiment of Law No. 16 of 2011 on Legal Aid. In greater depth and considering the local conditions in Yogyakarta City, this Regional Regulation attempts to outline the needs of the community in relation to the fulfillment of the said basic rights. Therefore, this Regional Regulation seeks to facilitate access for poor individuals or groups of the poor, who face significant inequalities, to their human rights, both in the civil and political, as well as economic, social, and cultural dimensions.



In addition to these provisions, this Regional Regulation also outlines broader administrative requirements as stipulated in Regulation of the Minister of Law and Human Rights No. 43 of 2016. Therefore, the administrative requirements are not as restrictive as previously implemented. It is expected that this *a quo* Regional Regulation will provide greater convenience and benefit to those in need.

The organization of Legal Aid is based on the principles of justice, equality before the law, transparency, efficiency, effectiveness, and accountability. Some of the subject matters stipulated in this Regional Regulation include: the provision of Legal Aid, the rights and obligations of Legal Aid Recipients, the rights and obligations of Legal Aid Providers, the requirements and procedures for applying for Legal Aid, the procedures for distributing Legal Aid funds, accountability, and supervision.

II. ARTICLE BY ARTICLE

Article 1

Self-explanatory

Article 2

Letter a

The “principle of justice” means placing the rights and obligations of each person proportionally, properly, correctly, well, and orderly.

Letter b

The “principle of equality before the law” means that every individual receives equal rights and treatment before the law and the obligation to uphold the law.

Letter c

The “principle of transparency” means providing access to public to gain information that is complete, true, honest, and impartial in obtaining guarantee of justice in accordance with constitutional rights.

Letter d

The “principle of efficiency” means maximizing legal Aid provision by using the existing budget sources.



Letter e

The “principle of effectiveness” means setting the achievement of the objectives of providing Legal Aid appropriately.

Letter f

The “principle of accountability” means that each activity and final results of Legal Aid activity must be accountable to public.

Article 3

Self-explanatory.

Article 4

Self-explanatory.

Article 5

Self-explanatory.

Article 6

Self-explanatory.

Article 7

Self-explanatory.

Article 8

Self-explanatory.

Article 9

Coordination consists of verification and validation of Legal Aid Providers.

Article 10

Self-explanatory.

Article 11

Self-explanatory.

Article 12

Letter a

“Law-faculty Students” include students from syariah faculties, military academy, and police academy.



Letter b

Self-explanatory.

Letter c

“Other programs relevant to provision of Legal Aid” are programs including: case investigation, legal documentation, legal research, mediation, negotiation, and community empowerment.

Letter d

Self-explanatory.

Letter e

Self-explanatory.

Letter f

Self-explanatory.

Letter g

Self-explanatory.

Article 13

Paragraph (1)

Letter a

“Report” to the Regional Apparatus in charge of the government affairs in the legal sector on the Legal Aid programs shall be adjusted to the APBD received by the Legal Aid Provider.

Letter b

Self-explanatory.

Letter c

Self-explanatory.

Letter d

Self-explanatory.

Letter e

Self-explanatory.



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Letter f

Self-explanatory.

Letter g

Self-explanatory.

Letter h

Self-explanatory.

Paragraph (2)

Self-explanatory.

Paragraph (3)

Self-explanatory.

Paragraph (4)

Self-explanatory.

Article 14

Self-explanatory.

Article 15

Self-explanatory.

Article 16

Self-explanatory.

Article 17

Paragraph (1)

Self-explanatory.

Paragraph (2)

Self-explanatory.

Paragraph (3)

Letter a

Self-explanatory.

Letter b

Self-explanatory.



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Letter c

Self-explanatory.

Letter d

Self-explanatory.

Letter e

Self-explanatory.

Letter f

Self-explanatory.

Letter g

Examples of other documents are:

- a. Photographs of the condition of the legal-aid applicant;
- b. Letter of Statement from the head of neighborhood unit (*RT/RW*) on the condition of the legal-aid applicant;

Paragraph (4)

Self-explanatory.

Paragraph (5)

Self-explanatory.

Article 18

Self-explanatory.

Article 19

Self-explanatory.

Article 20

Self-explanatory.

Article 21

Self-explanatory.

Article 22

Self-explanatory.

Article 23

Self-explanatory.



Article 24

Self-explanatory.

Article 25

Self-explanatory.

Article 26

Self-explanatory.

Article 27

Reimburse means repayment or to pay back the money which has been spent by other party.

Article 28

Self-explanatory.

Article 29

Self-explanatory.

Article 30

Self-explanatory.

Article 31

Self-explanatory.

Article 32

Self-explanatory.

SUPPLEMENT TO REGIONAL GAZETTE OF YOGYAKARTA CITY NUMBER 3



Prayudi W.

Pernyataan Penerjemah Tersumpah

Saya, PRAYUDI WIJAYA, MA., Penerjemah Tersumpah di Republik Indonesia berdasarkan peraturan perundang-undangan yang berlaku di Republik Indonesia, dengan ini menerangkan dan menyatakan, sesuai dengan sumpah jabatan saya, bahwa dokumen ini merupakan terjemahan yang benar, setia, dan lengkap dari dokumen sumber yang diberikan kepada saya.



Yogyakarta, 14 Oktober 2025

PRAYUDI WIJAYA, MA.

Penerjemah Tersumpah [Bahasa Indonesia ke Bahasa Inggris]
Surat Keputusan Menteri Hukum dan Hak Asasi Manusia Republik
Indonesia No. AHU-12.AH.03.07.2023 tanggal 19 Mei 2023

Alamat : Jl. Kauman No. 9, RT 01, RW 01, Selomartani,
Kalasan, Sleman, DI. Yogyakarta, Indonesia, 55571

Telepon : +6287839354950

Email : prayudi.wijaya@pw-translation.com

No. Register : PW091/Sworn_Id-En/Oct/2025

Sworn Translator Statement

I, PRAYUDI WIJAYA, MA., a Sworn Translator in the Republic of Indonesia, duly sworn in as such according to the law of the Republic of Indonesia, do hereby certify and declare under my oath of office that this document is a true, faithful and correct translation (from Indonesian into English) of the source document presented to me.

Yogyakarta, 14 October 2025

PRAYUDI WIJAYA, MA.

Sworn Translator [Indonesian into English]

Decision of the Minister of Law and Human Rights of the Republic
of Indonesia No. AHU-12.AH.03.07.2023 dated 19 May 2023

Address : Jl. Kauman No. 9, RT 01, RW 01, Selomartani,
Kalasan, Sleman, DI. Yogyakarta, Indonesia, 55571

Telephone : +6287839354950

Email : prayudi.wijaya@pw-translation.com

Register No.: PW091/Sworn_Id-En/Oct/2025