
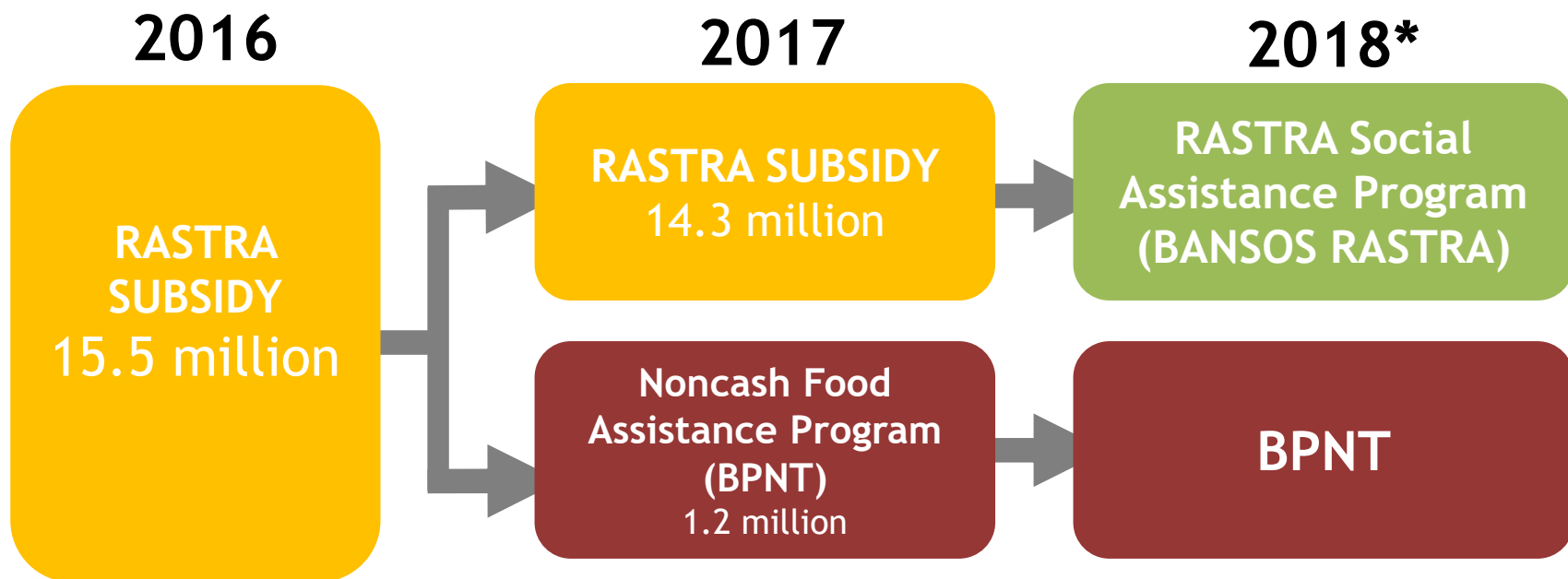


Socialization Materials



**Rastra Social Assistance Program
(Bansos Rastra)
2018**

Transformation of the Food Social Assistance Programs (from Subsidy to Social Assistance)



Information:

*) In 2018, BPNT implementation is set to be gradually expanded, based on the stipulation issued by the Directorate General of Poverty Alleviation (PFM), the Ministry of Social Affairs (MoSA)

Benefits of the Food Social Assistance Programs (Bansos Pangan)

Bansos Rastra

- Each Family Beneficiary (KPM) receives **10 kg of medium-quality rice per month**
- Family Beneficiaries receive Rastra rice **without being charged any redemption fee**

BPNT

- **Rp110,000/Family Beneficiary/month**
- The amount can only be spent for rice and/or egg in line with the beneficiary's need.
- The remaining balance in the beneficiary account can be used only up to disbursement of the following month.

Institutional Setting for the Food Social Assistance Programs

Bansos Rastra

BPNT

Managed and oversighted by **the Coordinating Team for Food Social Assistance Programs** at every governmental level

At national level, oversighted by **the Steering Committee for Implementing Noncash Disbursement of Social Assistance** → Presidential Decree Number 63 Year 2017

Coordinating Team for Food Social Assistance Programs

In the context of implementing the food assistance programs (BPNT and Bansos Rastra), the Coordinating Team for Food Social Assistance Programs are established at national, provincial, municipal/district, and sub-district levels
→ Each team is responsible for the program delivery in their designated areas

Central	The Central Coordinating Team for Food Social Assistance Programs	Established and managed by the Coordinating Minister for Human and Cultural Development
Province	The Provincial* Coordinating Team for Food Social Assistance Programs	Established and managed by the Governor
Municipality/District	The Municipal/District* Coordinating Team for Food Social Assistance Programs	Established and managed by the Mayor/Head of District
Sub-District	The Sub-District* Coordinating Team for Food Social Assistance Programs	Established and managed by the Head of Sub-District
Village/Kelurahan	Distribution Team of Rastra Social Assistance	Established and managed by the Head of Village/Lurah

Information:

*) The Provincial and Municipal/District Coordinating Team for Food Assistance Programs :

Person-in-Charge : Head of Region

Chairperson : Regional Secretary

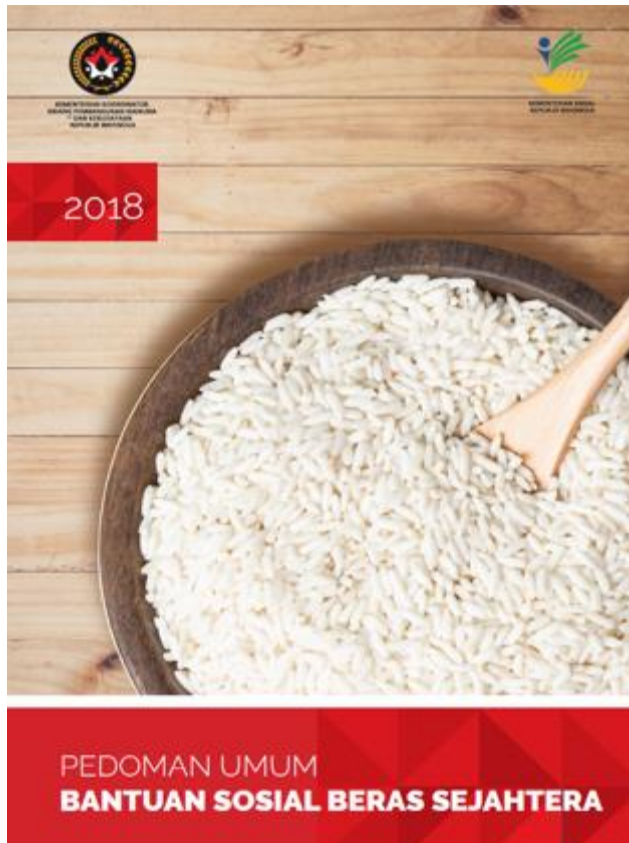
Secretary: Head of the Local Services Office for Social Affairs

Rastra Social Assistance Program

(Bansos Rastra)

General Guidelines for Bansos Rastra

The guidelines are mutually set by the Coordinating Ministry for Human and Cultural Development, National Development Planning Agency, the Ministry of Home Affairs, the Ministry of Social Affairs, the Presidential Staff Office (KSP) and TNP2K Secretariat



Content:

1. Background, Objective, Benefits
2. Management and Organizing
3. Implementation Mechanism:
Guideline Development; Stipulation of Quotas; Program Beneficiaries; Revision of the List of Beneficiaries; Launching and Dissemination of Program Information; Monitoring and Evaluation; Distribution and Financing.
4. Oversighting
5. Complaint Handling

Technical Instructions for Bansos Rastra



- ❑ Developed by the Directorate General for Poverty Alleviation, the Ministry of Social Affairs
- ❑ The Provinces and Districts/Municipalities **are not required** to develop Implementing Manuals (*Juklak*) and Technical Instructions (*Juknis*) as applicable to the Rastra Subsidy Program

Objective of Bansos Rastra

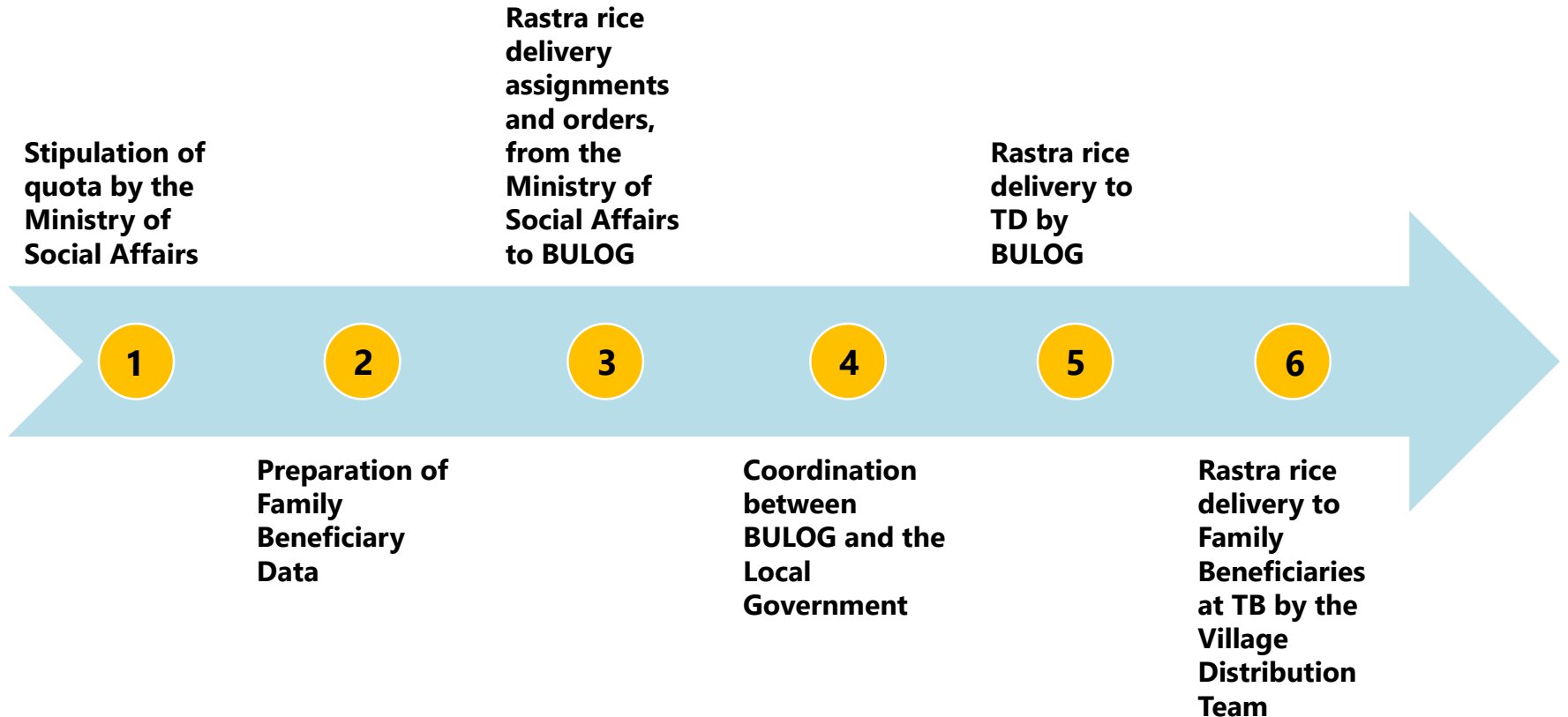
To reduce part of the expenditure burden of Family Beneficiaries through the provision of social assistance, in the form of 10 kg of medium-quality rice each month, free of charge.



Benefits of Bansos Rastra

1. Better food security at the Family Beneficiary level, as part of the mechanism for social protection and poverty reduction.
2. Family Beneficiaries' access to food improved, both physically (rice available at Distribution Points [TD] or Allotment Points [TB]) and economically (rice free-of-charge);
3. Market provided for the rice production of small-scale farmers;
4. Stabilization of the market price of rice;
5. Inflation controlled through government intervention and the safeguarding of the national rice stock; and
6. Regional economic growth promoted.

Bansos Rastra Mechanism



1

Stipulation of Quota

General Guidelines
Page 32

Stipulation of Quota

- The Minister of Social Affairs issues a Stipulation Letter on Bansos Rastra quotas for all of the provinces and districts/municipalities;
- Governors and Heads of Districts/Mayors **need not** issue a stipulation letter on quotas for their respective regions as applicable to the Rastra Subsidy Program.

2

Beneficiary Data Preparation

General Guidelines
Page 33

Beneficiary Data Preparation

- Beneficiary Data (the List of Family Beneficiaries or DPM) is stipulated by the Ministry of Social Affairs
- The Ministry of Social Affairs sends the List of Family Beneficiaries to the Local Government through the Social Welfare System Information – Next Generation (SIKS-NG), accessible through <http://siks.kemsos.go.id/>
- The List of Family Beneficiaries comprises the following information for every beneficiary:
 - a. Name of the Spouse of the Head of Family / Family Caregiver / Wife
 - b. Name of the Head of Family
 - c. Names of other members of the family
 - d. Residential Address
 - e. Unique Family Code in the Unified Data for Poverty Alleviation Programs (DT-PPFM).

Beneficiary Data Preparation

- The List of Bansos Rastra Family Beneficiaries (DPM) is revised through the mechanism for the village meeting (Mudes/Muskel) and/or sub-district meeting (Muscam).
- A Bansos Rastra beneficiary can be replaced/excluded from the List of Family Beneficiaries , if:
 - a. The family beneficiary has changed domicile, moving out to another village;
 - b. All of the family members are already deceased;
 - c. Duplicated beneficiary name and address; or
 - d. The Family Beneficiary has declined BPNT participation.
- The eligible replacements shall be families registered in the DT-PPFM, decided through the deemed Mudes/Muskel and/or Muscam. The DT-PPFM is accessible at the District/Municipal Services Office for Social Affairs.
- In case no eligible replacing Family Beneficiaries are available in DT-PPFM for the intended village, the remaining quota of the village can be transferred to another village within the same sub-district as decided through the Muscam
- The revised List of Family Beneficiaries must be supported by the minutes of the Mudes/Muskel and/or Muscam; the Form for Recapitulated Replacements (FRP); and the Revised List of Family Beneficiaries (DPM-1).
- The detailed mechanism for replacement of Family Beneficiaries is available in the General Guidelines, page 34.

DPM / DPM-1 / DPM-2

DPM

(List of Family Beneficiaries issued by the Ministry of Social Affairs)



DPM-1

(Final List of Family Beneficiaries, updated through Mudes/Muskel and/or Muscam)



DPM-2

(Monthly List of Actual Rastra Rice Recipients)

Template for DPM and DPM-1

DAFTAR PENERIMA MANFAAT BANSOS RASTRA TAHUN

PROVINSI :
 KABUPATEN/KOTA :
 KECAMATAN :
 DESA/KELURAHAN :

No.	Kode Unik Keluarga dalam DT-PPFM	Nama Pasangan Kepala Keluarga/ Pengurus/Istri	NIK Pasangan Kepala Keluarga/Pengurus /Istri (*)	Nama Gadis Ibu Kandung Pasangan Kepala Keluarga/Pengurus/Istri (*)	Nama Kepala Keluarga	Nama Anggota Keluarga Lainnya	Alamat Lengkap	Nomor Peserta PKH (*)
	1	2	3	4	5	6	7	8
1								
2								
3								
4								
5								
6								
7								
8								
9								
Dst								
JUMLAH							 KPM

Mengetahui
Camat

(Tanda Tangan & Stempel)

(.....)

Nama Jelas

Kepala Desa/Lurah

(Tanda Tangan & Stempel)

(.....)

Nama Jelas

Catatan:

*) Opsional/tidak wajib

BERITA ACARA MUSYAWARAH DESA/KELURAHAN PROGRAM BANSOS RASTRA

Desa/Kelurahan : _____ Kabupaten/Kota : _____
 Kecamatan : _____ Provinsi : _____

Untuk pelaksanaan penyaluran Bansos Rastra tahun, masyarakat Desa/Kelurahan Kecamatan.....
 Kabupaten/Kota Provinsisudah menyelenggarakan Musyawarah Desa/Kelurahan, pada:
 Hari :
 Tanggal :

Dengan peserta sebagai berikut:

- | | | |
|--|-------|-------|
| 1. Aparat Desa/ Kelurahan | | Orang |
| 2. Perwakilan Tokoh Agama/Tokoh Masyarakat | | Orang |
| 3. Perwakilan KPM Bansos Rastra..... | | Orang |
| 4. Pendamping Sosial | | Orang |

Dengan kesepakatan sebagai berikut:

Menyatakan terjadi perubahan DPM dengan rincian sebagai berikut ini:

- | | | |
|--|-------|----------|
| 1. Jumlah KPM dalam DPM | | Keluarga |
| 2. Jumlah KPM yang diganti karena | | |
| a. Pindah (keluar dari desa/kelurahan) | | Keluarga |
| b. Seluruh anggota keluarga meninggal (tanpa ahli waris) | | Keluarga |
| c. Keluarga tercatat dua kali atau lebih dalam DPM awal | | Keluarga |
| d. Keluarga menolak Bansos Rastra | | Keluarga |
| 3. Jumlah KPM pengganti (2a+2b+2c+2d) adalah | | Keluarga |

dan menyatakan bahwa jumlah KPM yang diganti adalah sama dengan jumlah KPM pengganti.

Demikian Berita Acara ini dibuat dengan sebenarnya untuk dapat digunakan sebagaimana mestinya.

.....
 (Tempat) (Tanggal)

Kepala Desa/Lurah,

Ketua BPD/Dekel,

Perwakilan Tokoh Agama/Masyarakat,

(Tanda Tangan & Stempel)

(Tanda Tangan & Stempel)

(Tanda Tangan/Cap Jari)

(.....)
 Nama Jelas

(.....)
 Nama Jelas

(.....)
 Nama Jelas

Perwakilan KPM,

Perwakilan KPM,

Perwakilan KPM,

(Tanda Tangan/Cap Jari)

(Tanda Tangan/Cap Jari)

(Tanda Tangan/Cap Jari)

(.....)
 Nama Jelas

(.....)
 Nama Jelas

(.....)
 Nama Jelas

Template for Minutes of Village/Kelurahan Meeting (Mudes/Muskel)

FRP Template

MODEL FRP

Formulir Rekapitulasi Pengganti (FRP)* Tahun ... Keluarga Penerima Manfaat (KPM) Bansos Rastra

Provinsi : _____
Kab/Kota : _____

Kecamatan : _____
Desa/Kelurahan : _____

KELUARGA YANG DIGANTI (SESUAI DPM BANSOS RASTRA)							KELUARGA PENGGANTI (BERASAL DARI DT-PPFM)							
KODE UNIK KELUARGA DALAM DT-PPFM	NAMA PASANGAN KEPALA KELUARGA/ PENGURUS/ ISTRI	NAMA KEPALA KELUARGA	ALASAN DIKELUARKAN (BERI TANDA "√" DI SALAH SATU KOTAK)				KODE UNIK KELUARGA DALAM DT-PPFM	PASANGAN KEPALA KELUARGA/PENGURUS/ ISTRI		KEPALA KELUARGA		ANGGOTA KELUARGA LAIN		ALAMAT LENGKAP
			PINDAH	MENINGGAL & TIDAK ADA AHLI WARIS	DATA GANDA/ LEBIH	MENOLAK BANSOS RASTRA		NAMA	NIK	NAMA	NIK	NAMA	NIK	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								

....., tanggal

Mengetahui,

Camat

(Tanda Tangan & Stempel)

(.....)

Nama Jelas

Kepala Desa/Lurah

(Tanda Tangan & Stempel)

(.....)

Nama Jelas

*) Formulir ini dapat diperbanyak sesuai kebutuhan

Beneficiary Data Preparation

- If Mudes/Muskel attendants identify a family eligible for Bansos Rastra yet unregistered in the DT-PPFM, the family is advised to actively register themselves for inclusion in the DT-PPFM, namely through SIKS-NG or other linked application systems (such as: the Integrated Referral and Service System [SLRT], the Self-Updating Mechanism [MPM]).

3

Delivery Assignments and Orders

General Guidelines

Page 38

Delivery Assignment and Orders to BULOG

- The Ministry of Social Affairs assigns BULOG to deliver Rastra rice to the Distribution Points (TD).
- On monthly basis, the Ministry of Social Affairs issues a Delivery Order (SPP) for such purpose.
- Heads of Districts/Mayors **need not** issue a Request for Rice Allocation (SPA) as applicable to the Rastra Subsidy Program.

4

Coordination of Distribution in the Region

General Guidelines
Page 39

Coordination of Distribution in the Region

- Based on the delivery assignment and order from the Ministry of Social Affairs, BULOG work in coordination with the District/Municipal Government regarding the schedule and location of the delivery (TD).
- The written agreement between BULOG and the District/Municipal Government regarding the delivery schedule and location is reported to the Ministry of Social Affairs (the Directorate General for Poverty Alleviation) via the District/Municipal Coordinating Team for Food Assistance Programs.

Coordination of Distribution in the Region

- If monthly rice delivery cannot take place regularly due to local policy and/or other impediments, such as the geographical condition, climate/weather, transportation obstacles; the District/Municipal Coordinating Team for Food Assistance Programs proposes an adjusted rice delivery schedule to the Ministry of Social Affairs (Directorate General for Poverty Alleviation) for approval, with copies to the Provincial Coordinating Team.
- If delivery of cumulative rice allotments is required, because of the abovementioned reasons, such delivery shall take place at the beginning of the cumulative period.

5

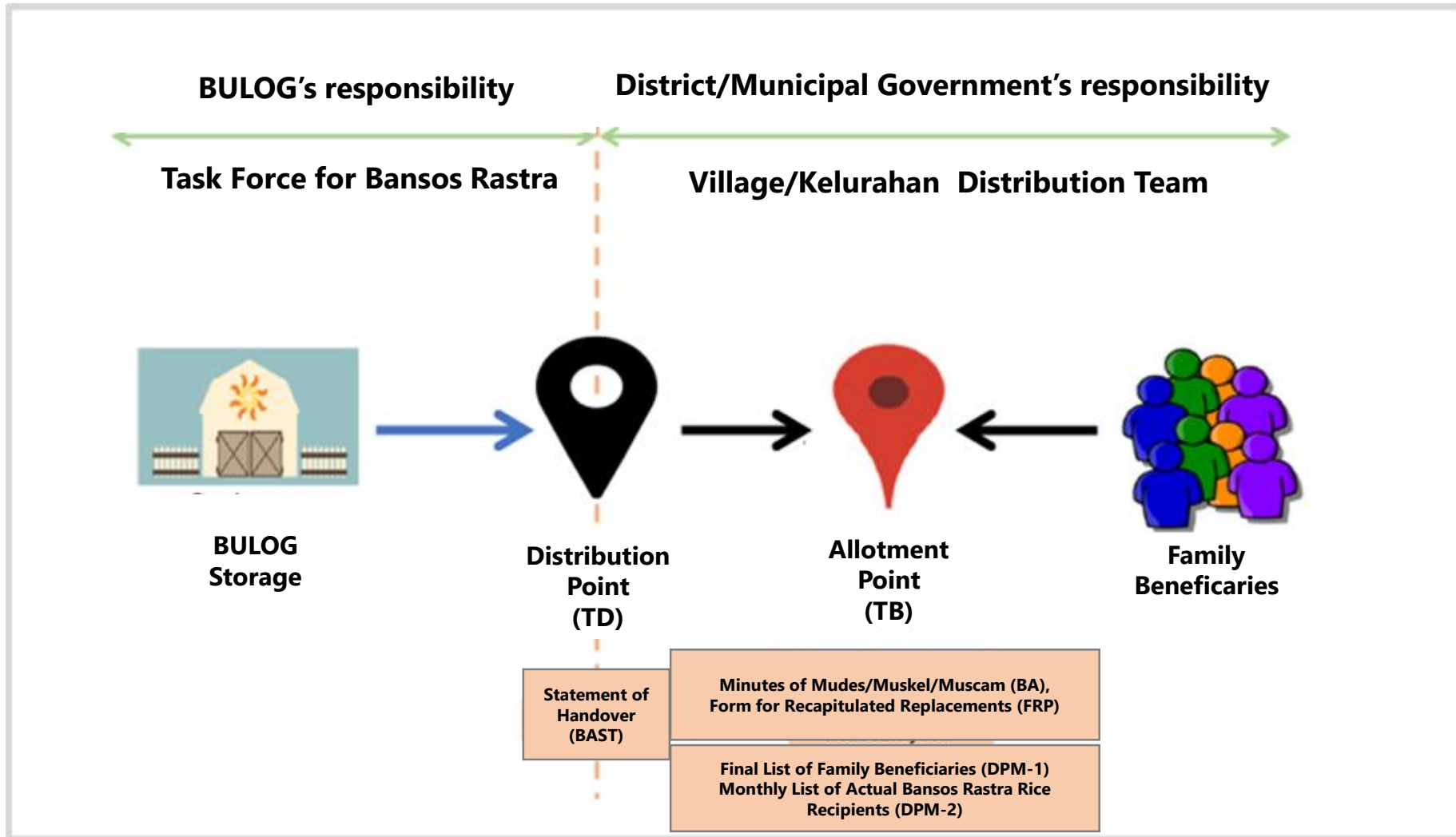
Bansos Rastra Rice Delivery to the Distribution Point (TD)

General Guidelines
Page 38

Bansos Rastra Rice Delivery to the TD

- BULOG is responsible for delivering Bansos Rastra rice to the TD.
- Bansos Rastra rice is delivered on a monthly basis.
- Bansos Rastra rice for January up to, at maximum, May 2018 is packaged in 15-kg sacks, with “10 kg” printed on the sacks. Starting in June 2018, the rice will be packaged in 10-kg sacks.
- Bansos Rastra rice is handed over by the BULOG Task Force to the Village/Kelurahan Distribution Team at the TD with a Statement of Handover (BAST) prepared and signed by both parties.

Bansos Rastra Rice Delivery to the TD



BERITA ACARA SERAH TERIMA BANSOS RASTRA

NOMOR:

Berdasarkan SPPB/DO No:..... pada hari ini:, tanggal, bulan, tahun, kami yang bertanda tangan di bawah ini:

1. **Nama** :
- Jabatan : Satker Bansos Rastra Perum BULOG
Divre/Subdivre/Kansilog

selanjutnya disebut PIHAK I.

2. **Nama** :
- Jabatan : Pelaksana Distribusi Bansos Rastra Desa/Kelurahan
..... *)

selanjutnya disebut PIHAK II.

PIHAK I telah menyerahkan Bansos Rastra di TD untuk alokasi bulan ... tahun ... sebanyak ... kg untuk ...KPM kepada PIHAK II.

PIHAK II telah memeriksa Bansos Rastra di TD dengan hasil sebagai berikut:

- Telah menerima** Bansos Rastra dengan **kualitas** sesuai ketentuan yang berlaku sebanyak ...kg;
- Masih terdapat kekurangan kuantitas** Bansos Rastra sebanyak ...kg;
- Menolak** Bansos Rastra karena **kualitas** tidak sesuai ketentuan yang berlaku sebanyak ...kg.

Jika ada beras yang sesuai dengan butir **b** dan/atau **c**, maka Pihak I bertanggung jawab untuk mengganti dan/atau menyalurkan kekurangan jumlah beras Bansos Rastra sampai ke TD di desa/kelurahan ini dalam waktu 2 x 24 jam**. Segala biaya yang timbul terkait hal ini menjadi tanggung jawab Pihak I.

Demikian Berita Acara Serah Terima Bansos Rastra dibuat untuk dapat dipergunakan sebagaimana mestinya.

PIHAK II,

(Tanda Tangan)

(.....)
Nama Jelas

PIHAK I,

(Tanda Tangan)

(.....)
Nama Jelas

Catatan:

- *) Kades/Lurah/Kepala Pemerintahan setingkat atau Pejabat Struktural di desa/kelurahan/pemerintahan setingkat. Bila di luar dari pejabat tersebut perlu penunjukan/penetapan dari Kades/Lurah/Kepala Pemerintahan setingkat.
- ***) Aturan ini dikecualikan bagi daerah yang tidak dapat melakukan penyaluran Bansos Rastra secara rutin setiap bulan dengan persetujuan Kementerian Sosial.

BAST Template

Bansos Rastra Rice Delivery to the TD

- The Village/Kelurahan Distribution Team must check the quality and quantity of the Bansos Rastra rice received from the BULOG Task Force at the TD.
- Shall the quantity and/or quality of the aforementioned Bansos Rastra rice do not meet program conditions, in 2x24 hours at maximum, BULOG will have to fulfil the allocated quantity of rice and/or replace the products according to the required quality.
- All costs occurred due to such issues shall be charged on BULOG.

6

Bansos Rastra Rice Delivery to Family Beneficiaries at the Allotment Point (TB)

General Guidelines
Page 42

Bansos Rastra Rice Delivery to Family Beneficiaries at the TB

- TB should be set up in a strategic location; as accessible as possible for the Family Beneficiaries to minimize transportation cost.
- TB is equipped with a signage board to be easily recognized by the Family Beneficiaries.
- At the TB, the Village/Kelurahan Distribution Team hands over 10 kg of rice to each Family Beneficiary every month, free of charge.
- The local governments should allocate a budget (APBD) to support the Bansos Rastra implementation, especially for covering TD-to-TB transportation fee in order to avoid charging any additional cost on the Family Beneficiaries.

Bansos Rastra Rice Delivery to Family Beneficiaries at the TB

- For program beneficiaries with special needs (such as: elderlies, persons with disabilities), the Village/Kelurahan Distribution Team and Social Facilitators shall carry out home delivery.
- Actual monthly recipients of the rice is recorded in a DPM-2 list.
- The Village/Kelurahan Distribution Team submits the DPM-2 to the District/Municipal Services Office of Social Affairs.
- The District/Municipal Government is responsible for the distribution of the entire Bansos Rastra allocations in each distribution period as per quotas stipulated by the Ministry of Social Affairs.

Template for DPM-2

DAFTAR REALISASI PENYALURAN BANSOS RASTRA (DPM-2)
(BULAN: TAHUN)

PROVINSI :
KABUPATEN/KOTA :
KECAMATAN :
DESA/KELURAHAN :
RT/RW :

No.	Kode Unik Keluarga dalam DT-PPFM	Nama Pasangan Kepala Keluarga/Pengurus/Istri	NIK Pasangan Kepala Keluarga/Pengurus/Istri (*)	Nama Gadis Ibu Kandung Pasangan Kepala Keluarga/Pengurus/Istri (*)	Nama Kepala Keluarga	Nama Anggota Keluarga Lainnya	Alamat Lengkap	Nomor Peserta PKH (*)	Jumlah (Kg)	Tanda Tangan/ Cap Jari KPM
	1	2	3	4	5	6	7	8	9	10
1										
2										
3										
4										
5										
6										
7										
8										
Dst										
JUMLAH									 KPM

Mengetahui
Kepala Desa/Lurah,

(Tanda Tangan & Stempel)

(.....)
Nama Jelas

.....,

Titik Distribusi
Ketua Pelaksana Distribusi,

(Tanda Tangan)

(.....)
Nama Jelas

Monitoring & Evaluation

General Guidelines
Page 38

Monitoring & Evaluation

- The Coordinating Team for Food Assistance Programs conducts monitoring at lower government levels, and until the level of Family Beneficiaries, if required.
- Monitoring activities can be coordinated with the Provincial and the District/Municipal Coordinating Teams for Poverty Alleviation (TKPK).
- Monitoring can be conducted regularly/periodically and/or thematically.
- The purpose of the monitoring is to understand whether program implementation is in compliance with provisions in the general guidelines (e.g., on the tasks and functions of the Coordinating Team for Food Assistance Programs at every level, the amount of rice received by Family Beneficiaries, punctuality of rice delivery, possible fees charged on Family Beneficiaries, administrative compliance, etc.).
- The monitoring is also important to identify issues that might hamper the implementation of Bansos Rastra at all stages, so that it will be easier to develop the alternative solutions.
- Monitoring instruments/forms are available as Appendixes to the General Guidelines for Bansos Rastra.

Roles of the Local Government

General Guidelines
Page 20

Roles of Local Government in Implementing Bansos Rastra

PROVINCE

- 1) Establish the Provincial Coordinating Team for Food Social Assistance Programs,
- 2) Coordinate with the District/Municipal Coordinating Team for Food Social Assistance Programs for Bansos Rastra implementation in the area,
- 3) Support funding through allocation in the regional budget (APBD),
- 4) Disseminate program information,
- 5) Handle complaints,
- 6) Conduct monitoring, and
- 7) Carry out other required support related to BPNT.

DISTRICT/MUNICIPALITY

- 1) Establish the District/Municipal Coordinating Team for Food Social Assistance Programs,
- 2) Coordinate with the sub-districts and villages on Bansos Rastra implementation,
- 3) Support funding through allocation in the local budget (APBD),
- 4) Check the existence of Family Beneficiaries,
- 5) Disseminate program information,
- 6) Conduct monitoring,
- 7) Handle complaints

Coordinate with BULOG on:

- 1) TD location,
- 2) Schedule for rice delivery to TD.

Guidance and Supervision of the Bansos Rastra Implementation

Central Government to Provincial Government

1. **The Minister of Home Affairs** provides *general guidance* of Bansos Rastra implementation at the provincial level
2. **The Technical Ministers** provide *technical guidance* of Bansos Rastra implementation at the provincial level

Provincial Government to District/Municipal Government

The Governor, acting as Representative of the Central Government, provides general and technical guidance of Bansos Rastra implementation at the district/municipal level.

Thank You
