

Socialization Material Noncash Food Assistance (BPNT) Program **2018**



Jakarta, 2018

Session 1: The National Policy

Presidential Directives

Limited Cabinet Meeting on Raskin Program – 19 July 2016

1

The President calls on relevant ministries/agencies to transform the Raskin distribution through directly providing targeted households with an electronic card.

Targeted households shall be able to use the electronic card for buying rice, eggs, and other foods in the market, kiosks (warung), and shops at reasonable prices. Therefore, it shall enable people to get more balanced nutrition; not only carbohydrates, but also proteins, such as from eggs.

2

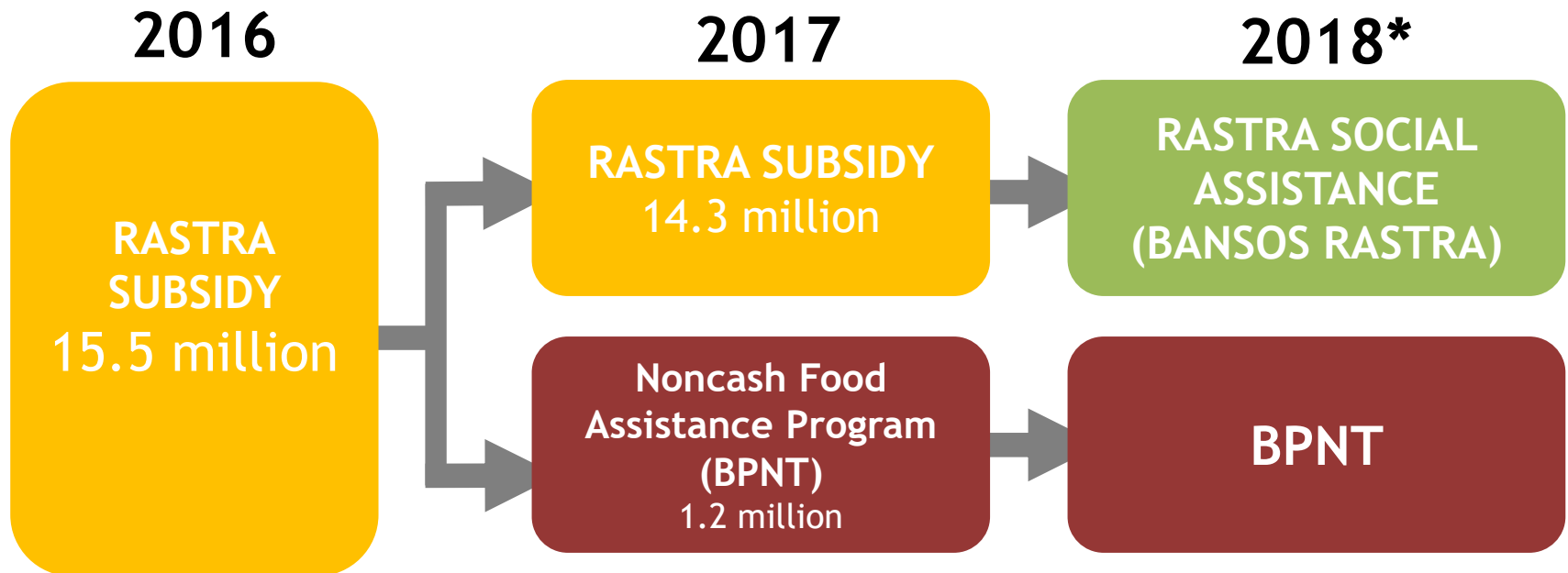
The markets, kiosks (warung), and stores may purchase rice from any suppliers offering the best price in favor of ensuring a competitive mechanism.

3

Implementation of the electronic cards shall be piloted in several municipalities, as the Government has yet to decide its use in all municipalities. Further decision on its implementation shall take place in 2017.

Source: Minutes of Limited Cabinet Meeting, No. R-139/SesKab/DKK/7/2016, 29 July 2016

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.

Quotas Allocated for the Food Social Assistance Programs (Bansos Pangan)

- The Minister of Social Affairs (MoSA) stipulated the national quotas allocated for Bansos Pangan through Decision Letter number 4/HUK/2018 dated 2 January 2018.
- Provincial and District/Municipal Governments may allocate additional spending in their Regional Revenues and Expenditures Budget (APBD) to increase the program beneficiary quotas, particularly to cover disadvantaged families not already included in the stipulated list of family beneficiaries. Budget allocations shall be in line with regional capabilities, after prioritizing fulfillment of compulsory and selective government expenditures, unless stipulated otherwise in legislation.
- The mechanism for implementing APBD-based Bantuan Pangan shall refer to the mechanism for the national programs.

Data Sources and Beneficiaries of the Food Social Assistance Programs

Family Beneficiaries (KPM) of the Food Social Assistance Programs comprise families within the bottom 25% socioeconomic group in the respective implementing areas

The source of data for the beneficiaries of the Food Social Assistance Programs is the Unified Data for Poverty Alleviation Programs (DT-PPFM), which consists of results from the 2015 Updating of the Unified Database

DT-PPFM is managed by: the Unified Database Working Group (Pokja Data), which was established based on Decision Letter of the Minister of Social Affairs number: 284/HUK/2016 dated 21/9/2016, renewed based on Decision Letter of the Minister of Social Affairs number: 30/HUK/2017 dated 16/3/2017. Pokja Data consists of: the Coordinating Ministry for Human and Cultural Development (Kemenko PMK), the National Development Planning Agency (Bappenas), the Ministry of Home Affairs (MoHA), MoSA, the Central Bureau of Statistics (BPS), and the Secretariat of TNP2K.

Bansos Rastra:

MoSA delivered the Family Beneficiary data to the Local Governments by the SIKS-NG Application

BPNT:

- MoSA delivered the KPM Family Beneficiary data to:
- the Local Governments by the SIKS-NG Application;
 - Banking partners by CDs

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 of Human and Cultural Development and Culture
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

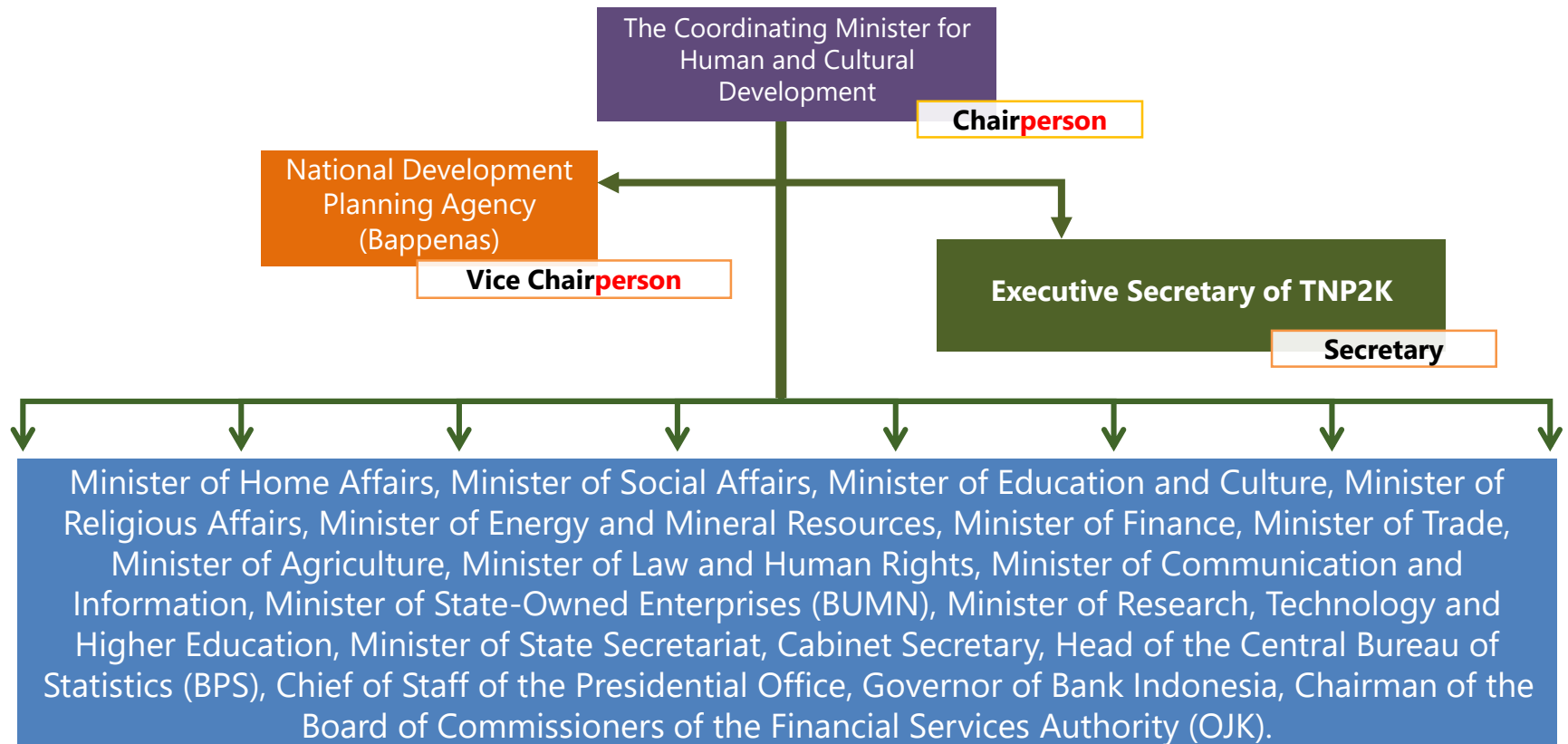
Information:

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

→ Chairperson : Regional Secretary

→ Secretary: Head of the Local Services Office for Social Affairs

Steering Committee for Implementing Noncash Disbursement of Social Assistance (Presidential Decree Number 63 Year 2017)

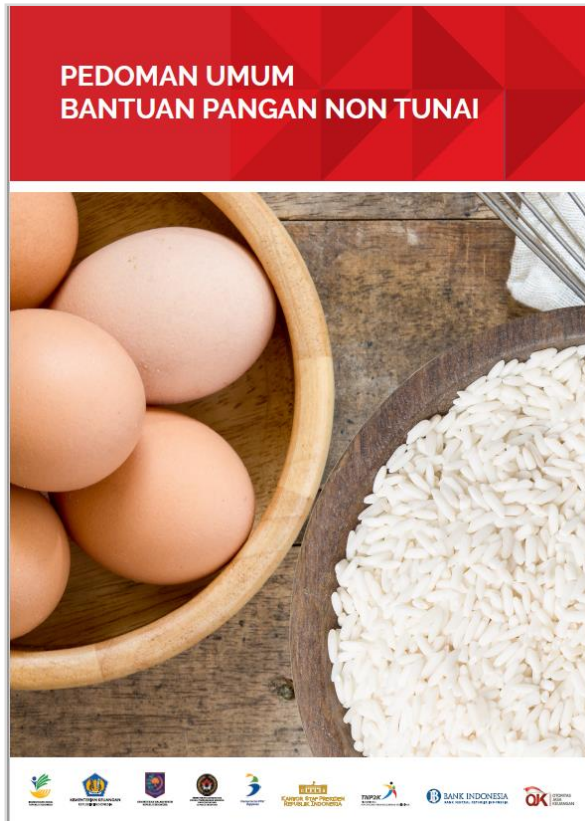


The Committee is responsible for the coordination, monitoring, evaluation and reporting of the implementation of Noncash Disbursements of Social Assistances, as well as providing recommendations for improving program policy and implementation

Session 2: Noncash Food Assistance (BPNT)

The General Guidelines for the BPNT

The guidelines are cumulatively set by the Coordinating Ministry of Human and Cultural Development, Bappenas, the Ministry of Home Affairs, the Ministry of Social Affairs, KSP, BI, OJK, and Secretariat of TNP2K based on the key learning points from the 2016 pilot, the 2017 implementation and its monitoring and evaluation, as well as the 2017 pilot.



Contents:

1. Background, Definitions, Objective, Benefits
2. Principles
3. Beneficiaries
4. Benefit Amounts
5. Quota
6. Implementation Mechanism: Scoping Assessments; Preparation of Beneficiary Data and Its Handing Over to Banking Partners, Recruitment of e-Warong Outlets; Program Information Dissemination and Education; Registration and Account Opening; Disbursements; Benefit Use through Electronic Transactions.
7. Oversighting (Monitoring and Evaluation)
8. Complaint Handling

The Legal Basis of BPNT Policy

- Law Number 25 Year 2009 on Public Services.
- Law Number 13 Year 2011 on Poverty Alleviation.
- Law Number 18 Year 2012 on Food Provision.
- Law Number 23 Year 2014 on the Local Government.
- Presidential Decree Number 82 Year 2016 on the National Strategy for Inclusive Financial (SNKI).
- Presidential Regulation Number 63 Year 2017 on the Noncash Disbursement of Social Assistance.
- Presidential Directive on 26 March 2017; 16 April 2017; 19 July 2017

The Purpose of BPNT

1. Reduce part of the expenditure burden of the Family Beneficiaries in meeting food adequacy.
2. Provide Family Beneficiaries with more balanced nutrition.
3. Improve the delivery time of Food Assistance and the targeted Family Beneficiaries.
4. Give family beneficiaries the options and control in meeting their food needs.
5. Encourage the achievement of Sustainable Development Goals (SDGs).

Benefits of BPNT

1. Enhanced food security at the Family Beneficiary level, as part of the mechanism for social protection and poverty reduction.
2. Improved efficiency of social assistance delivery.
3. Increased noncash transactions as outlined in the agenda of the Noncash National Movement (GNNT).
4. Increased local economic growth, especially regarding practiced micro- and small-scale sellers of eggs and rice.

Planned Gradual BPNT Expansion

Stages	0	1	2	3	4
Period	Jan. 2017- Jan. 2018	2018	2018	2018	2018
TOTAL Family Beneficiaries	15,498,936	15,498,936	15,498,936	15,498,936	15,498,936
1. BPNT	1,286,194	3,947,183	7,291,679	9,156,839	10,083,192
2. Bansos Rastra	14,212,742	11,551,753	8,207,257	6,342,097	5,415,744
3. Difference : Transition from Rastra to BPNT	1,286,194	2,660,989	3,344,496	1,865,160	926,353
TOTAL Districts/Municipalities	514	514	514	514	514
1. BPNT	44	73	117	166	217
2. Bansos Rastra	470	441	397	348	297
3. Difference: Transition from Rastra to BPNT	44	29	44	49	51

Information:

*) The 2018 BPNT implementation is expanded in four stages as stipulated in Decision Letter of the Director General for Poverty Alleviation (PFM), Ministry of Social Affairs, number: 1/PFM/SK/ HK.01/2018, dated 3 January 2018.

Principles of BPNT

1. Accessible and user-friendly for family beneficiaries.
2. Let Family Beneficiaries have **choices and controls** over the time, quantity, type, quality, and price of rice and/or eggs to be purchased, **and the preferred points of purchase (not directed to particular e-Warong* and not offered food items as package deals).**
3. **Help small retail businesses** get more customers and increase their income by serving the Family Beneficiaries.
4. Provide small retail businesses and Family Beneficiaries with access to **financial services.**
5. **E-warong** may purchase the **food supplies** from various sources to ensure an environment for more variable supplies.
6. **The Disbursing Bank** is in charge of disbursing the amount of assistance funds to the account of each Family Beneficiary, but **not responsible either for distributing the foods to the Family Beneficiaries, or for preordering them.**

*E-warong: kiosks (*warung*), stalls, merchants – recruited by the Disbursing Banks and as points of purchase for the rice and/or eggs

Principles of BPNT

Family Beneficiaries are given the choices and control over when to use the program benefits and determine the type, quality, quantity, and price of the rice and/or eggs.



DAFTAR BELANJA PENERIMA BANTUAN PANGAN NON TUNAI

NO	NAMA PENERIMA	NOMOR KARTU	PEMBELIAN	NOMINAL	TANDA TANGAN
1	MUJIYEM	0865	Beras 10kg Telur 1kg	109.000	[Signature]
2	SANIYEM	1670	Beras 10kg Telur 1kg	109.000	[Signature]
3	HAFIYATI	0951	Beras 10kg Telur 1kg	109.000	[Signature]
4	REBYAH	1976	Beras 10kg Telur 1kg	109.000	[Signature]
5	SUKRIYANTO	2.786	Beras 10kg Telur 1kg	109.000	[Signature]
6	KARYO DIRBONO	0626	Beras 10kg Telur 1kg	109.000	[Signature]
7	JAINEM	0501	Beras 10kg Telur 1kg	109.000	[Signature]
8	EKA SEPTIANDA	0503	Beras 10kg Telur 1kg	109.000	[Signature]
9	MURSIJEM	0915	Beras 5kg Telur 1kg	61.500	[Signature]
10	SAMINEM	0455	Beras 5kg Telur 1kg	61.500	[Signature]
11	SUMIYATI	5694	Telur 1kg	19.000	[Signature]
12	SUJIYEM	5305	Beras 10kg Telur 1kg	109.000	[Signature]
13	WAGINEM	3115	Telur 5kg	95.000	[Signature]
14	PARSIYEM	1210	Beras 5kg Telur 1kg	69.500	[Signature]
15	SEHTARMI	2760	Beras 10kg Telur 1kg	10.900	[Signature]
TOTAL				1576.500	

Principles of BPNT

The food supply at e-Warong is provided by various sources

Presidential Directives, 19 July 2017:

Markets, **kiosks (warung)**, and **shops** may buy the rice from BULOG, although not compulsory. They can also buy the rice from other sources, including private businesses offering better prices to form a competitive mechanism.



Principles of BPNT:

Family Beneficiaries are not directed to any particular agents



Banks provides Family Beneficiaries with information on the names and locations of e-warongs (kiosks (*warung*)/shops/agents) accessible for and preferred by the Family Beneficiaries

DAFTAR E-WARONG UJI COBA BANTUAN PANGAN NON TUNAI (BPNT) 2017

Kota/kabupaten: Balikpapan
Kecamatan: Balikpapan Timur
Desa/kelurahan: Manggar Baru dan Lamaru

No	Nama E-Warong	Alamat	Telep
1.	Suparman	Jl. Rekreasi RT.35 Manggar Baru	0852 4877 3763
2.	Toko ARDIANSYAH	Jl. Persatuan RT.3 NO.01 Manggar Baru	0821 9418 1638
3.	Toko SALSA	Jl. Mulawarman RT.07 Lamaru	0813 5857 2770
4.	RPK GUNAWAN	Jl. Mulawarman RT. 10 Lamaru	0841 3529 8479
5.	SARJUNGAN	Jl. Mulawarman Gg. Permai Manggar Baru	0812 3666 3171
6.	Toko METRO	Jl. Mulawarman RT.07 NO.03A Manggar Baru	0813 5800 7957
7.	Toko TIA	Jl. Lumba-Lumba Gg. Su NO.25 Manggar Baru	0813 4758 6795

E-warong adalah tempat yang dipertahankan dalam Program Bantuan Pangan Non Tunai untuk menyediakan agen bank, disamping itu yaitu adalah gerai lain yang telah bekerja sama dengan Bank BRI untuk menyediakan tempat pembelian bahan pangan oleh BPNT yaitu pusat pelayanan, warung, toko kelenteng, E-warong Kube, Warung Desa, Rumah Pangan Kita (RPK), Agen Lulus Mandiri, Agen Layanan Keuangan Digital (AKD) yang melayani bantuan pangan atau usaha lainnya lainnya.

BANK BRI
Melayani Dengan Setulus Hati

Alamat Agen BRILink untuk penyaluran RASTRA /PKH
Wilayah Lamaru

- ✓ 1. Toko Salsa : Jl. Mulawarman RT.07 (samping masjid Nurul Iman Lamaru)
- ✓ 2. Toko Gunawan : Jl. Mulawarman RT.10 (seberang warung makan Cak Man)
- ✓ 3. Toko Cinta : Jl. Mulawarman RT.21 (Jalan masuk pantai manggar)

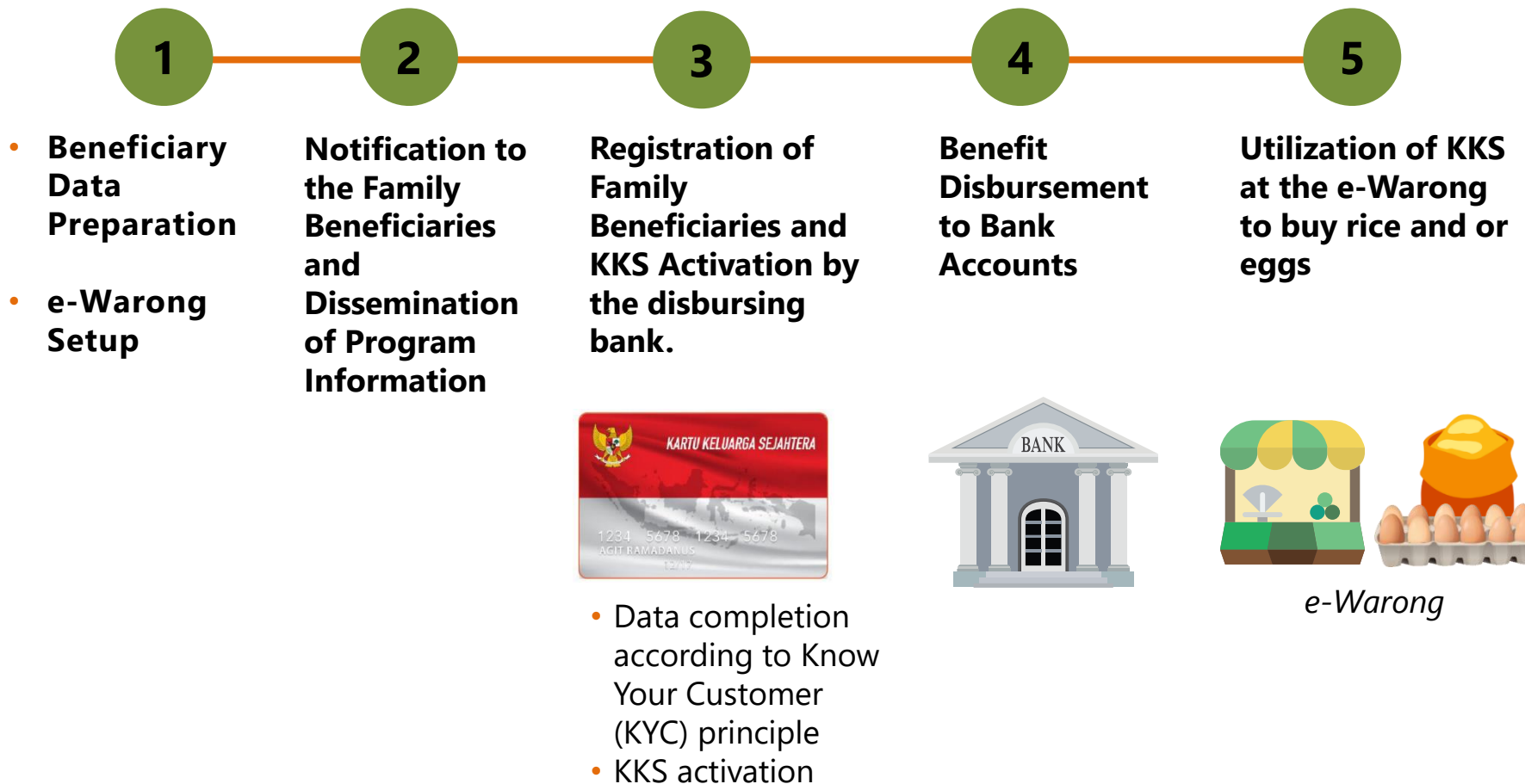
BANK BRI
Melayani Dengan Setulus Hati

Alamat Agen BRILink untuk penyaluran RASTRA /PKH
Wilayah Kel. Manggar Baru

- ✓ 1. Toko Metro : Jl. Mulawarman RT.07 (Tanjung Kelor)
- ✓ 2. Toko Feni : Jl. Mulawarman seberang Bank BNI cabang Manggar
- ✓ 3. Toko Ardiansyah : Jl. Persatuan RT.033 (dekat pasar manggar)
- ✓ 4. Toko Tia : Jl. Lumba-lumba Gg. Sulir (dekat kantor Kelurahan Manggar

Session 3: Noncash Food Assistance (BPNT) Mechanism

BPNT Disbursement Mechanism



***E-warong:** bank agents, sellers that are working with the disbursing bank and have been appointed as the selected points of purchase for rice and/or eggs.

1 Beneficiary Data Preparation

General Guidelines

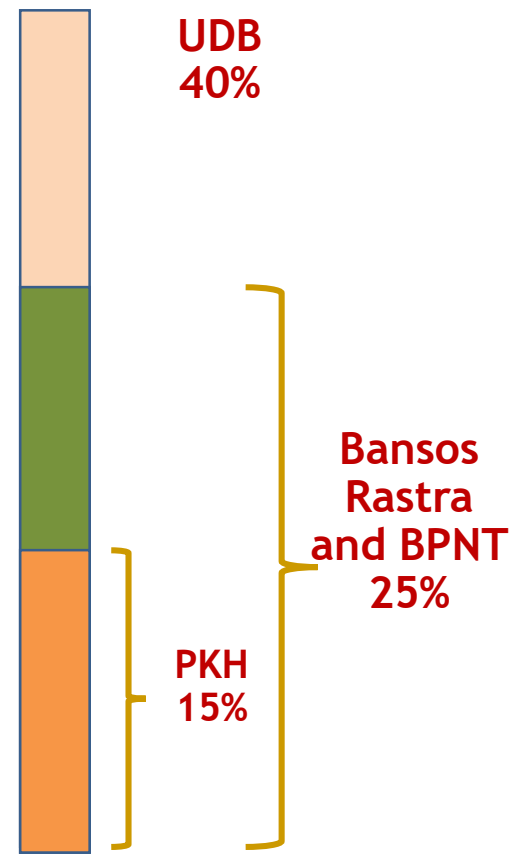
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Principles of the Social Food Assistance Transition

1. Each district/municipality can only apply the mechanism of one program (Bansos Rastra or BPNT)
 - To simplify the planning and budget allocation
 - To simplify the disbursement management (for the Local Government and disbursing banks)
2. BPNT beneficiaries are not limited to PKH participants.

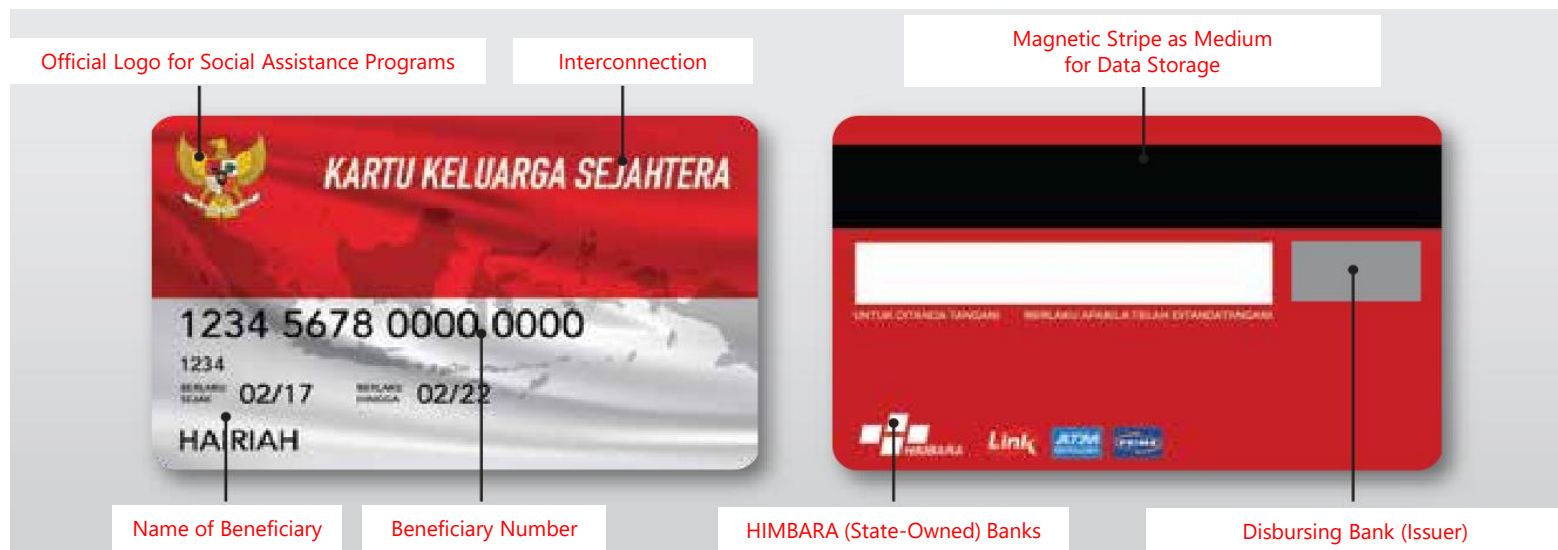


Beneficiary Data Preparation



- The Minister of Social Affairs has the authority to validate the BPNT beneficiary data.
- The Family Beneficiary data are delivered through an application, namely the Next Generation Social Welfare Information System (SIKS-NG), accessible through <http://siks.kemsos.go.id/>
- The List of Family Beneficiaries comprises the following information for every beneficiary:
 - Name of the Spouse of the Head of Family (Account Owner Candidate)
 - Name of the Head of Family
 - Name of other family members
 - Residential Address
 - ID number (if any)
 - Unique Family Code in the Unified Data
 - Unique Individual Code in the Unified Data
 - Tagging of PKH Participants

Combo Card (the Prosperous Family Card, Kartu Keluarga Sejahtera/KKS)



KKS features

- a. KKS records basic information, including:
 - Card holder identity
 - Types and amounts of the benefits
- b. KKS serves as a Basic Saving Account with the following purposes:
 - To deposit the amount of disbursed PKH benefits, exclusively for the PKH participants
 - As a saving account, specially for the PKH participants
- c. KKS is an instrument for depositing electronic money with the following functions:
 - To buy rice and or eggs, as needed
 - In the future, the government has planned to provide other social assistances and subsidies
- d. KKS is a Debit Card that can be used for following transactions:
 - **Via EDC machines at bank agents functioning as e-warong (BPNT)**
 - Withdrawing cash and accessing other ATM services at ATMs (PKH)

1 Preparations of e-Warongs/ Bank Agents

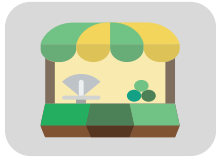
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e-Warong Criteria

Definition of e-Warong (Presidential Decree Number 63 Year 2017): bank agents, sellers, and/or other parties acquisitioned by the Disbursing Banks and appointed as points of purchase for Family Beneficiaries to withdraw/use the social benefits, including:



Micro, small enterprises and cooperatives



Traditional markets, kiosks (*warung*), grocery stores



e-Warong KUBE



Warung Desa



Rumah Pangan Kita (BULOG)



Toko Tani



LKD/ Laku Pandai Agents etc.



RATIO 1: 250 (e-warong against KPM)

- Every 250 Family Beneficiaries shall be served by at least 1 e-warong
- At minimum, 2 agents in 1 village, to avoid monopoly.
- Not limited to bank agents acquisitioned by the Disbursing Banks, operating in the respective locations.

e-Warong CRITERIA



- Possess the capability, reputation, credibility and integrity in the operational area, as **proven** by passing due diligence process in line with the policies and procedures of the **Disbursing Bank**.
- Have a primary source of income from ongoing business activities **at a fixed business domicile** and/or other fixed activities.
- **Have a network of information** and existing cooperation **between** the agents/suppliers **and existing food suppliers/distributors** in the market. This is important to ensure the availability of food stocks and ensure Family Beneficiaries can do transactions.
- Sell rice and/or eggs at the market prices.
- Able to serve Family Beneficiaries and non-beneficiaries using the banking infrastructure.
- Highly committed to providing special treatment to elderly (senior) beneficiaries and those with disabilities

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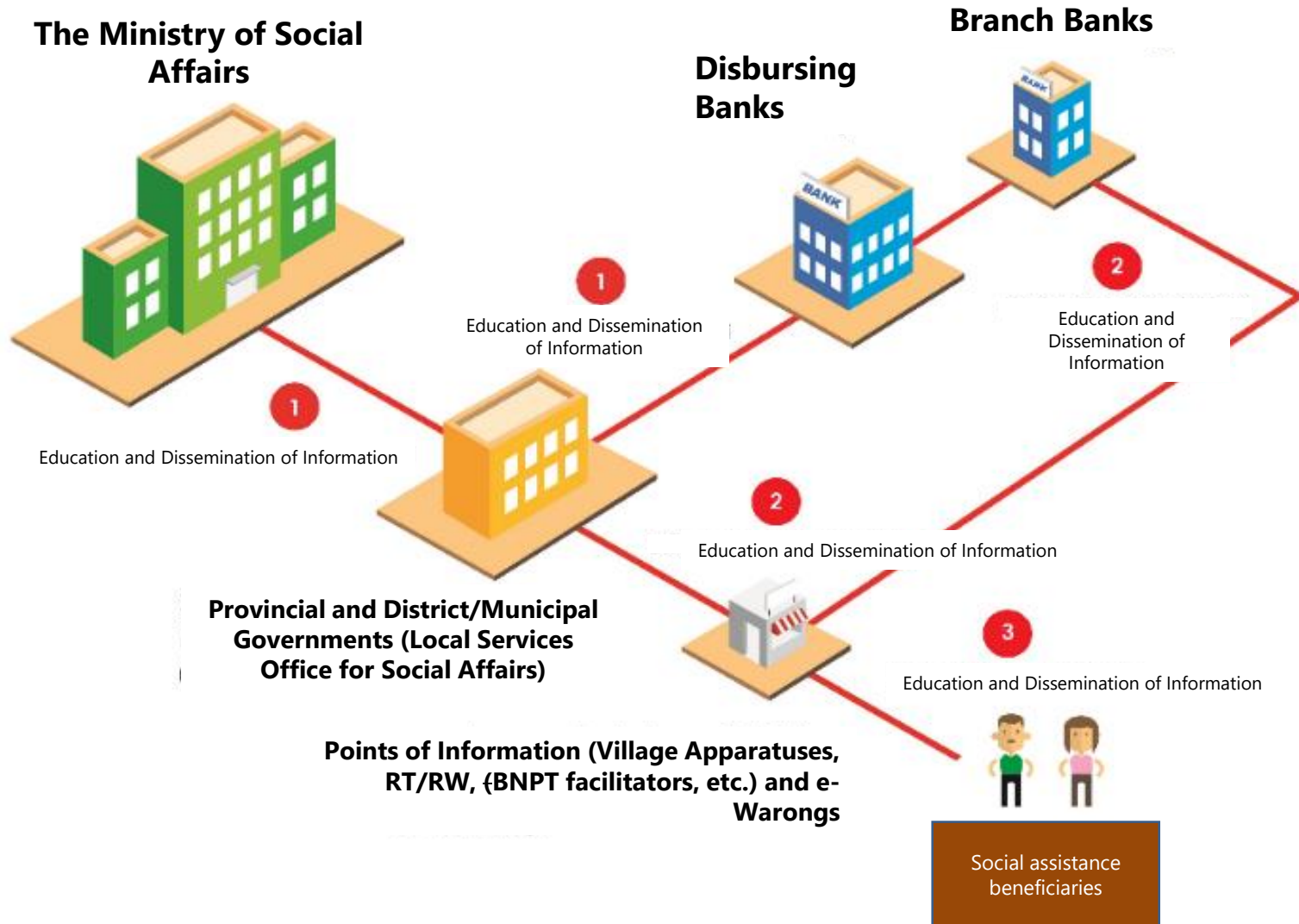
Education and Dissemination of Program Information

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Flow of the Education and Dissemination of Program Information



Education and Dissemination of Program Information



Implementer	Media	Target
Central Coordinating Team for the Food Social Assistance Programs	<ul style="list-style-type: none"> • Coordinating meetings at provincial and district/municipal levels • General Guidelines and Technical Instructions • Circular letters of ministries/state agencies • Posters/brochures 	<ul style="list-style-type: none"> • Provincial Coordinating Teams for the Food Social Assistance Programs • District/Municipal Coordinating Teams for the Food Social Assistance Programs • Facilitators
Provincial Coordinating Team for the Food Social Assistance Programs	<ul style="list-style-type: none"> • Coordinating meetings at district/municipal level • General Guidelines and Technical Instructions • Circular letters of ministries/state agencies • Posters/brochures 	<ul style="list-style-type: none"> • District/Municipal Coordinating Teams for the Food Social Assistance Programs • Facilitators
District/Municipal Coordinating Team for the Food Social Assistance Programs	<ul style="list-style-type: none"> • General Guidelines and Technical Instructions • Circular letters of ministries/state agencies • Posters/brochures 	<ul style="list-style-type: none"> • Points of Information (Facilitators, Sub-Districts, Villages, RW/RT)
Points of Information (Facilitators, Sub-Districts, Villages, RW/RT)	<ul style="list-style-type: none"> • Notification letters or lists of beneficiaries • Posters/brochures 	<ul style="list-style-type: none"> • Family Beneficiaries
Disbursing Banks	<ul style="list-style-type: none"> • Training • Lists of e-Warongs • e-Warong logos • Kits • Posters/brochures 	<ul style="list-style-type: none"> • Family Beneficiaries • e-Warongs

Example of Program Information Poster



Langkah 1
Datanglah ke e-warung Penyalur Bantuan Pangan Non Tunai yang telah bekerja sama dengan bank. Himbara setempat serta membawa Kartu Keluarga Sejahtera (KKS) dan Identitas Diri.

Langkah 2
Lakukan cek kuota bantuan pangan non tunai melalui mesin EDC bank, masukkan Kode Rahasia (PIN) KKS dan terima bukti transaksi.

Langkah 3
Pilih jenis bantuan sesuai kuota dan lakukan pembelian pangan dengan memasukkan PIN KKS pada EDC bank.

Langkah 4
Terima pangan yang telah dibeli serta bukti transaksi untuk disimpan.

Bantuan Pangan Non Tunai

Adalah bantuan pangan dari pemerintah yang diberikan kepada Keluarga Penerima Manfaat (KPM) setiap bulannya melalui mekanisme akun elektronik yang digunakan hanya untuk membeli bahan pangan di elektronik warung gotong royong (e-warung) yang bekerjasama dengan bank.

Bertujuan untuk mengurangi beban pengeluaran serta memberikan nutrisi yang lebih seimbang kepada KPM secara tepat sasaran dan tepat waktu.

Jika Anda berhak, pastikan Anda telah memperoleh pemberitahuan dari Dinas Sosial setempat serta memiliki Kartu Keluarga Sejahtera (KKS)
Pergunakan bantuan pangan non tunai sesuai kebutuhan.

Untuk informasi lebih lanjut dan pengaduan, hubungi Kantor Kelurahan atau Dinas Sosial setempat atau melalui www.lapor.go.id

e-Warong Logo



Poster Example : List of e-Warongs

BANK BRI

**DAFTAR E-WARONG
UJI COBA
BANTUAN PANGAN NON TUNAI
(BPNT) 2017**

Kota/kabupaten: Balikpapan
Kecamatan: Balikpapan Timur
Desa/kelurahan: Manggar Baru dan Lamaru

No	Nama E-Warong	Alamat	Telp
1.	Suparman	Jl. Rekreasi RT.35 Manggar Baru	(0852) 4077 3763
2.	Toko ARDIANSYAH	Jl. Persiapan RT.3 NO.01 Manggar Baru	(081) 9418 1638
3.	Toko SALSA	Jl. Mulawarman RT.07 Lamaru	(0812) 5257 7770
4.	RPK GUNAWAN	Jl. Mulawarman RT. 10 Lamaru	(083) 3525 8476
5.	SARJUNGAN	Jl. Mulawarman Gg. Permadi Manggar Baru	(0812) 5666 3371
6.	Toko METRO	Jl. Mulawarman RT.07 NO.03A Manggar Baru	(0813) 5000 7957
7.	Toko TIA	Jl. Lumba-Lumba Gg. 54 NO.75 Manggar Baru	(0813) 4758 6795

E-warong adalah satuan yang digunakan dalam Program Bantuan Pangan Non Tunai untuk menyalurkan agen bank, pedagang dan/atau pihak lain yang telah bekerja sama dengan Bank BRI untuk ditransferkan sebagai tempat pembeban bahan pangan oleh KPRK yaitu pasar tradisional, warung, toko kelenteng, E-warong Desa, Warung Desa, Rumah Pangan Kita (RPK), Agen Laku Perdana, Agen Layanan Keuangan Digital (ALKD) yang memiliki tujuan ganda, atau usaha sejenis lainnya.

Distributed to Family Beneficiaries

BANK BRI

Melayani Dengan Setulus Hati

Alamat Agen BRILink untuk penyaluran RASTRA /PKH

Wilayah Lamaru

1. Toko Salsa : Jl. Mulawarman RT.07 (samping masjid Nurul Iman Lamaru)
2. Toko Gunawan : Jl. Mulawarman RT.10 (seberang warung makan Cak Man)
3. Toko Cintia : Jl. Mulawarman RT.21 (Jalan masuk pantai manggar)

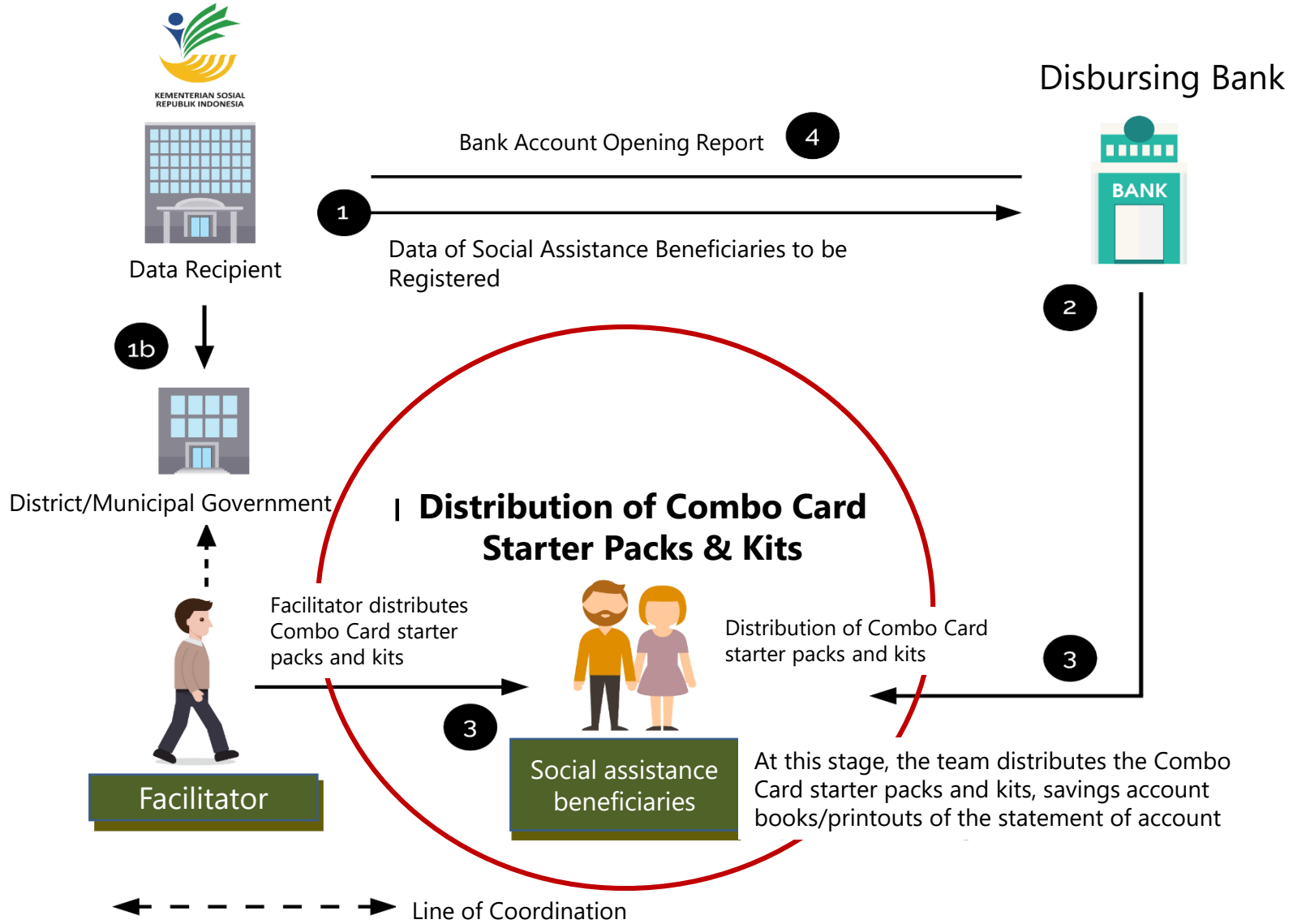
Posted at Village Offices and e-Warongs

3 Registration

General Guidelines
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The process of registration and/or account opening



The process of registration and/or account opening



Coordination of the Local Government with the Bank

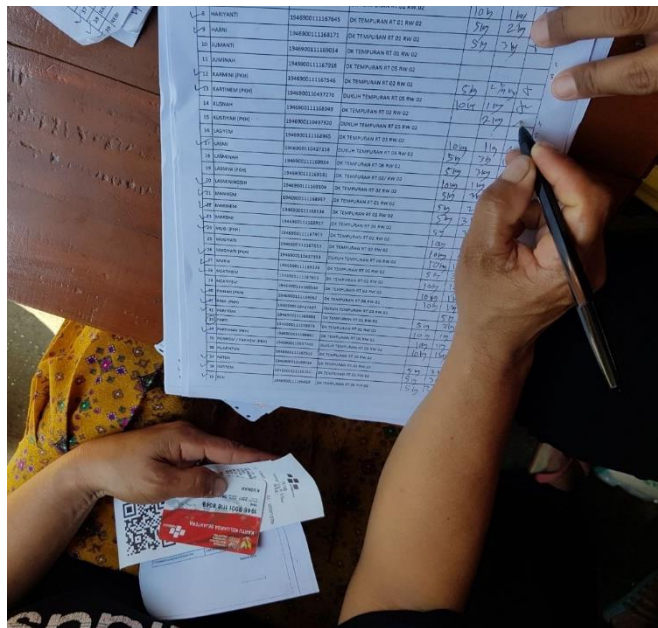
- ➔ Coordination regarding the List of Family Beneficiaries and Kit Cards
- ➔ Decision on the schedule and location of registration
- ➔ Preparation of the personnel and logistics for registration
 - Village apparatuses and BPNT facilitators in each village match the data in the List of Family Beneficiaries with identification documents of beneficiaries
 - Village apparatuses issue Statement Form of Verified Person
 - Village apparatuses and BPNT facilitators ensure beneficiaries on the List of Family Beneficiaries attend the registration for beneficiary candidates



The process of registration and/or account opening

Mechanism for Notifying the Family Beneficiary Candidates

Notification can be in the form of a List of Family Beneficiaries



Notification can also be in the form of an invitation/notification letter for the Family Beneficiary

3ga9hr - Letter code/Family Beneficiary ID code

RUHAYAT (32000100010117) - Name of family member assigned as account owner

SAFARIYAH
010 APRILIANA YOGA PRATIESTA - Names of other family members

BANTUAN PANGAN NON TUNAI

e-Warong logo

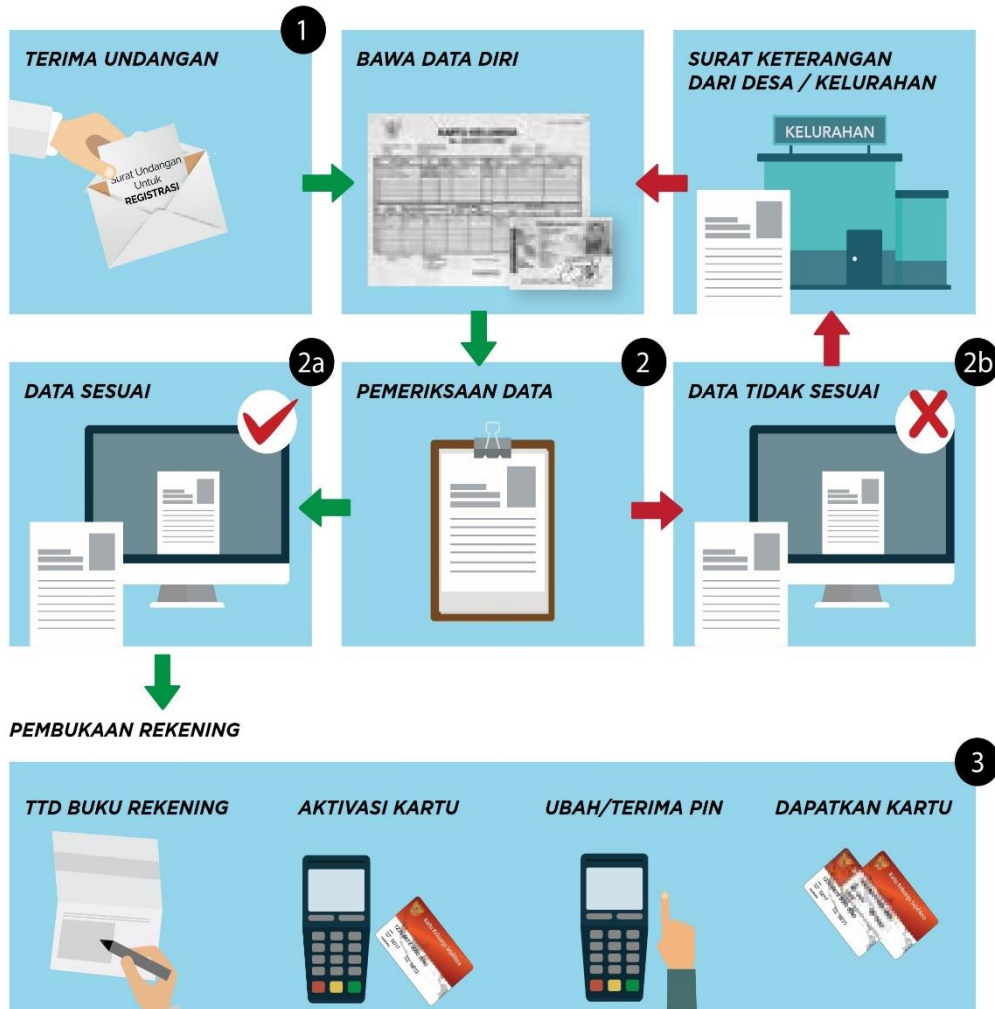
The Ministry of Social Affairs produces and delivers the softcopy format of the notification for Family Beneficiary candidates to:

- 1) The Head of District/Mayor;
- 2) The District/Municipal Coordinating Team for Food Social Assistance Programs;
- 3) The District/Municipal Services Office for Social Affairs

The process of registration and/or account opening



Registration Implementation



Data of family beneficiaries not matching due to:

1. Error in name spelling;
2. Error in ID number;
3. Error in address.



Statement Letter of the Village General Guidelines, page 118

A family beneficiary will not receive the KKS if :

1. Not verified as the family on the List of Family Beneficiaries.
2. Identification documents not matching.
3. Did not bring the original identification and supporting documents.
4. Did not sign/put fingerprint on the bank account opening form.

Implementation of Beneficiary Registration and Checking

Person in Charge

1. District/Municipal Coordinating Team for Food Social Assistance Programs
2. Branch Disbursing Bank

1. Village
2. BPNT Facilitators

Prior to Registration

1. Set schedule
2. Set location
3. Stipulate and distribute the Notification Letters/Lists of Family Beneficiaries
4. Submit the bank account opening forms

1. Set schedule
2. Set location
3. Stipulate and distribute the Notification Letters/Lists of Family Beneficiaries

During Registration

1. Distribute KKS to Family Beneficiaries
2. Ensure adequacy of bank personnel and village apparatuses.
3. Registering 300 Family Beneficiaries per day will require one registration team, consisting of 3 bank officers and 1 village officer.

1. Distribute the account opening forms to Family Beneficiaries
2. Ensure Family Beneficiaries attend the registration process
3. Facilitate the completion of identification documents and match data in the List of Family Beneficiaries with the documents

Replacement of Family Beneficiaries

- The List of BPNT Family Beneficiaries can be revised if needed through the village meeting (Mudes/Muskel) and/or sub-district meeting (Muscam).
- The team may replace a Family Beneficiary based on the following conditions:
 1. The family beneficiary has changed domicile, moving out to another village;
 2. All of the family members are already deceased;
 3. Duplicated beneficiary name and address; and
 4. 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/Muscam and Form for Recapitulated Replacements (FRP).
- The detailed mechanism for replacement of Family Beneficiaries is available in the General Guidelines, page 56.

Implementers of Family Beneficiary Replacement

Person in Charge

District/Municipal
Coordinating Team
for Food Social
Assistance
Programs

1. Village
2. BPNT Facilitators

Post-Registration

1. Set the schedule for checking the existence of Family Beneficiaries
2. Provide personnel to carry out the checking
3. Distribute DT-PPFM of Family Beneficiary replacements available for each village

1. Check the existence of Family Beneficiaries
2. Obtain the DT-PPFM data from the District/Municipal Services Office for Social Affairs

Beneficiary Replacement

1. Ensure the Mudes/Muskel and Muscam run according to schedule as set in the BPNT General Guidelines
2. Check and validate the replacing Family Beneficiaries stipulated through the Mudes/Muskel and Muscam
3. Submit the List of Replacing Family Beneficiaries to the Ministry of Social Affairs through the SIKS-NG application

1. Organize the Mudes/Muskel and Muscam according to schedule as set in the BPNT General Guidelines
2. Submit the List of Replacing Family Beneficiaries to the District/Municipal Coordinating Team for Food Social Assistance Programs through the SIKS-NG application

Combo Card Replacement (1)

"If the card is damaged or lost during its delivery or after received by the Family Beneficiary" (General Guidelines, p. 61)

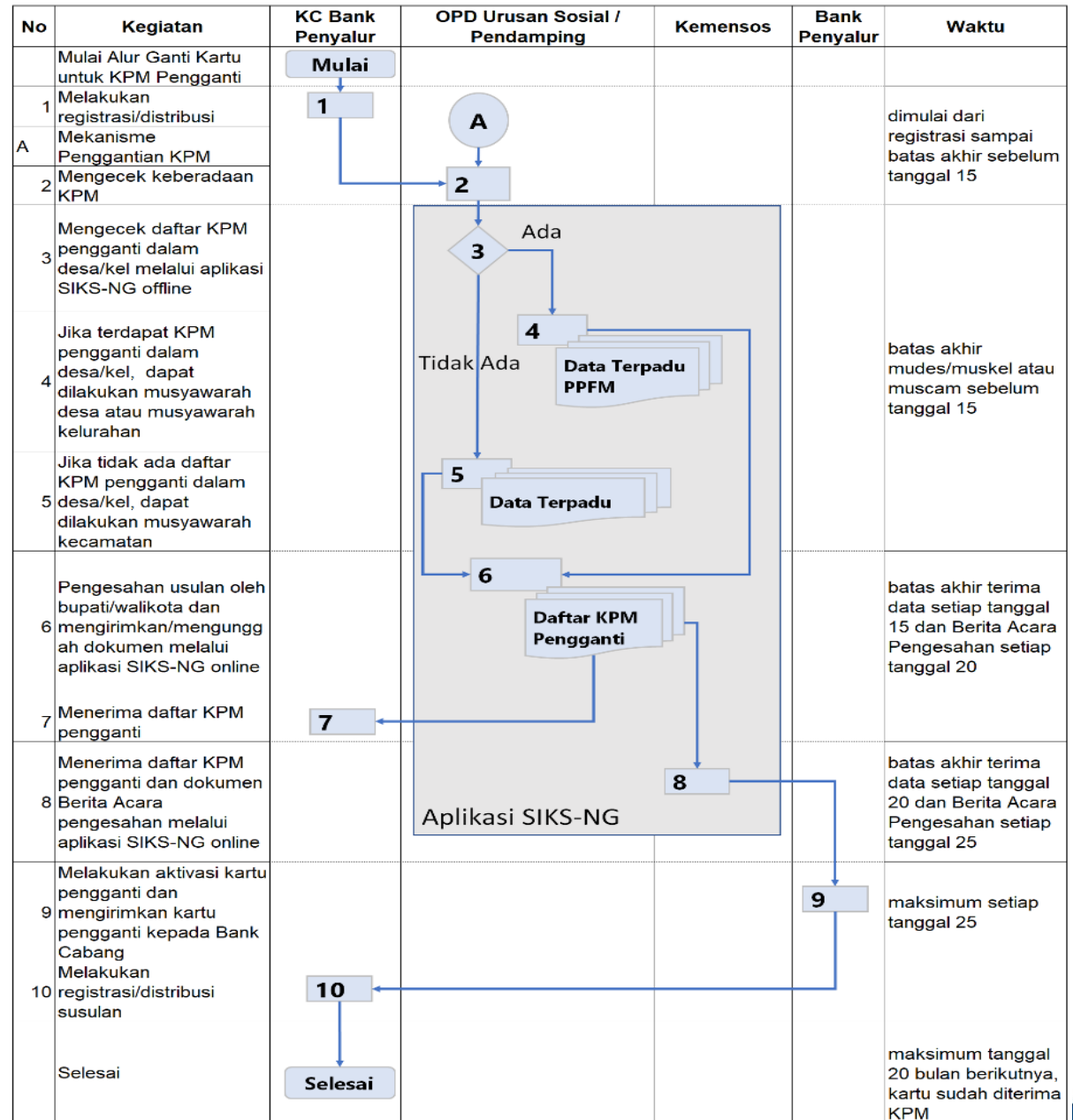
No	Activities	Family Beneficiary	Branch Office of Disbursing Bank	HQ of Disbursing Bank	MoSA	Schedule
A	Start of flow for processing the lost/damaged card A1: Card lost by Beneficiary A2: Card lost/damaged at the Bank	Card lost by Beneficiary	Card lost/damaged at the Bank			
1	Request an affidavit for the lost card from the police office	1				1 working day
B	Start of flow for processing the lost/damaged Card	Card damaged				
2	Receive report on the lost/damaged Card		2			14 working days
3	Activate the replacing Card			3		
4	Send the replacing Card		4			
5	Receive the replacing Card	5				
6	Receive report on the lost/broken card from the Disbursing Bank				6	
	Finish	Finish				

Combo Card for the Replacing Family Beneficiary (2)

For each Family Beneficiary in the following conditions:

- **Not found,**
- **The whole family has moved to another district/ municipality,**
- **Deceased single-membered family,**
- **Duplicated data in the List of Family Beneficiaries,**
- **Has declined BPNT participation.**

(General Guideline, p. 64)



Changing Account Ownership to the Replacing Member of A Family Beneficiary (2)

“If the account owner candidate has deceased, or works out of town/abroad, or has divorced, or has abandoned the family, but there are other family members recorded in the same Family Registration Card” (General Guidelines, p. 67)

No	Kegiatan	KC Bank Penyalur	OPD Urusan Sosial / Pendamping	Kemensos	Bank Penyalur	Waktu
	Mulai Alur Ganti Kepemilikan Rekening untuk anggota KPM lainnya dalam Satu Keluarga	Mulai				
1	Melakukan registrasi/distribusi	1				
2	Melapor kasus pemilik rekening yang meninggal/pergi	2				
3	Mengecek anggota KPM lainnya yang memenuhi dalam satu keluarga					
A	Jika tidak ada anggota keluarga lain dalam satu KPM, mengikuti Mekanisme Penggantian KPM					dimulai dari registrasi sampai batas akhir sebelum tanggal 15
4	Jika ada anggota keluarga lainnya yang memenuhi, mengecek anggota KPM memenuhi syarat >= 17 tahun					
5	Mengusulkan anggota KPM yang memenuhi syarat					
6	Mengusulkan perwalian					
7	Pengesahan usulan oleh bupati/walikota dan mengirimkan/mengunggah dokumen melalui aplikasi SIKS-NG online					batas akhir terima data setiap tanggal 15 dan Berita Acara Pengesahan setiap tanggal 20
8	Menerima daftar KPM pengganti	8				
9	Menerima daftar KPM pengganti dan dokumen Berita Acara pengesahan melalui aplikasi SIKS-NG online					batas akhir terima data setiap tanggal 20 dan Berita Acara Pengesahan setiap tanggal 25
10	Melakukan aktivasi kartu pengganti dan mengirimkan kartu pengganti kepada Bank Cabang					maksimum setiap tanggal 25
11	Melakukan registrasi/distribusi susulan	11				
	Selesai	Selesai				maksimum tanggal 20 bulan berikutnya, kartu sudah diterima KPM

4

Disbursement of BPNT Benefits

General Guidelines

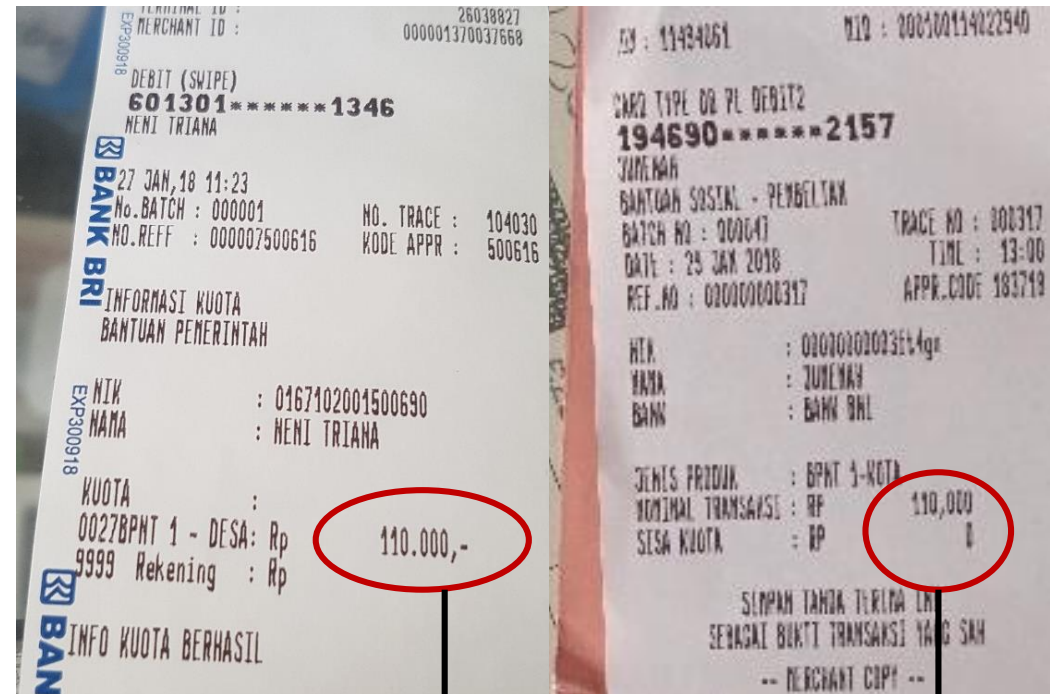
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BPNT Disbursement to the Bank Account of the Family Beneficiary

Disbursement to the bank account:

1. The Disbursing Bank notifies the Local Government at having transferred the food assistance fund to bank accounts of BPNT Family Beneficiaries.
2. The transfer is **scheduled for the 25th of every month.**
3. The Bank ensures a fixed e-money system in order that the transaction code in the EDC machine will not be adjusted for every disbursement.



The transfer has been received in the balance of the Family Beneficiary's bank account

5

Use of the Benefits

General Guidelines

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Use of the Benefits



Steps for Using Benefits



Beneficiaries bring their KKS to any e-Warong displaying the special noncash logo that indicates partnership with the Disbursing Banks.



Beneficiaries check their balance by entering their PIN in the EDC machine and receive printouts of their balance from the e-Warong.



Beneficiaries choose the foods according to their needs, and pay for the transaction by having the value entered in the EDC machine and enter their PIN .



Beneficiaries receive the paid foods and printouts of their transaction receipts from the e-Warong.



Use of the Benefits

- At receiving their KKS, every Family Beneficiary shall use the benefits immediately to ensure the bank account has been activated.
- Family beneficiaries can purchase the foods at e-warongs acquisitioned by the Disbursing Banks within the neighborhood of the beneficiary.
- Family Beneficiaries bring their KKS to the e-Warongs to purchase the foods.
- Family Beneficiaries reserve the right to choose the e-warong to use their benefits, without coercion from any parties.
- Family Beneficiaries can use the food assistance benefits at one time, or partly.
- Family beneficiaries reserve the right to choose the type and quantity of rice and/or eggs to be purchased.
- ***e-Warong shall not offer the foods to the Family Beneficiaries in package deals.***
- Family Beneficiaries may seek other agents that sell goods with lower prices and may lodge complaints to the village apparatuses or other grievance channels when there is unreasonable price hikes.

6 Monitoring and Evaluation

General Guidelines

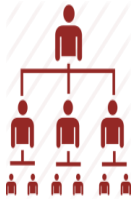
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BPNT Monitoring and Evaluation

Monitoring activities shall be conducted regularly or periodically to identify all issues that might hamper BPNT implementation at any stage and their possible solutions.



Chaired by the Coordinating Minister for Human and Cultural Development and conducted at all levels until the level of family beneficiaries if needed.



The Local Governments actively conduct BPNT monitoring and evaluation in their its working areas, in coordination with the Steering Committee.



The application-based Noncash Food Assistance MIS can be used for monitoring the disbursements over time.



Can be conducted through field visits, coordination meetings, media monitoring, and reporting.



Can be conducted by independent parties, such as universities, research institutions, and other agencies.



Monitoring and Evaluation Components

- Registration/Bank Account Opening process and Replacement of Family Beneficiaries
- Actual fund disbursements from the Bank to the Family Beneficiary's account
- Distribution and accessibility of e-warongs
- Availability of stocks and reasonability of food prices
- Compliance of e-warongs and Family Beneficiaries in buying and selling rice and eggs
- Performance levels of the banking technology infrastructure and e-warongs
- Capability of e-warongs in operating and handling any transaction issues
- Successful transactions and surcharges imposed on KPM (if applicable)
- Fulfillment of e-warong criteria
- Effectiveness of complaints handling
- Effectiveness of education and dissemination of program information
- Number of accounts dormant for more than one month following BPNT disbursement

8

Role of the Local Government

General Guidelines

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Role of the Local Government in BPNT Implementation

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 every BPNT implementing stage 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 BPNT implementation,
- 3) Support funding through allocation in the local budget (APBD),
- 4) Check the existence of family beneficiaries,
- 5) Carry out education and dissemination of program information,
- 6) Carry out registration,
- 7) Conduct monitoring, and
- 8) Handle complaints

Coordinate with the Disbursing Banks on:

- 1) Scheduling registration for each village,
- 2) Ensuring the involvement of village apparatuses in the process.

Guidance and Supervision of the BPNT Implementation

Central Government to Provincial Government

1. **The Minister of Home Affairs** provides *general guidance* of BPNT implementation at the provincial level
2. **The Technical Ministers** provide *technical guidance* of BPNT 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 BPNT implementation at the district/municipal level.

Policy of the 2018 Food Social Assistance Programs

- Circular Letter of the Minister of Social Affairs Number 1 Year 2017 dated 10 October 2017 on Implementation of the Verification and Validation of the Unified Data.
- Letter of the Minister of Home Affairs number: 520/9263/Bangda dated 5 December 2017 on Complaints Handling for the Food Social Assistance Programs.
- Letter of the Minister of Home Affairs number:-511.1/9087 dated 8 December 2017 on Implementation of the 2018 Bansos Rastra and BPNT Programs;
- Letter of the Minister of Home Affairs number: 511.1/9086/SJ dated 8 December 2017 on Implementation of the 2018 Bansos Rastra and BPNT Programs;
- Letter of the Director General for Poverty Alleviation, the Ministry of Social Affairs, number: 4774/PFM/BS/12/2017 dated 28 December 2017 on Data of the 2018 BPNT Family Beneficiaries.
- Decision of the Minister of Social Affairs number: 4/HUK/2018 dated 2 January 2018 on Stipulation of the Revised Number of Family Beneficiaries and the Disbursement Stages for the 2018 Bansos Rastra and BPNT Programs.
- Decision of the Director General for Poverty Alleviation, the Ministry of Social Affairs, number: 1/PFM/SK/HK.01/ 2018 dated 3 January 2018 on Stipulation of the Disbursement Stages for the 2018 Bansos Rastra and BPNT-Programs.
- Letter of the Minister of Social Affairs number: 09/MS/C/01/2018 dated 16 January 2018 on Disbursements of the Food Social Assistance Programs.

Thank You
