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***The Selection of Administrative Data Sources for Statistical Business Register Updating in  
BPS – Statistics Indonesia***

### **Abstract**

Along with the development of economic activities and the increasing complexity of the business activities, registration or administrative data known as the best choice for developing countries to collect business and economic data in real time, not least in Indonesia. Starting to implement a national program that is Bureaucratic Reform of Indonesia, the quality of administrative data in Indonesia has improved by the use of information technology. Registration system began to move from silos and manual entry into a centralized and online based system. Statistical Business Register (SBR) development in Indonesia, as the BPS - Statistics Indonesia's statistical transformation principle that is the preference for registration and administrative data over surveys, designed by the using of administrative data which business data is collected in more efficient, cheaper, and alleviate of the respondent burden.

Nevertheless, the development of a registration system into the electronic system is still not fully implemented nationally. In the context of the business registration, the registration and business permits spread across various ministries based on the industry with its own regulation in each ministry. There is no single unique business identifier across ministries. The businesses count published by ministries can be different depend on its registration scope. With this existing problem of administrative data, it is crucial to carefully select the administrative data to support the SBR. In this paper discussed how the administrative data study conducted by BPS - Statistics Indonesia in the process of evaluating the advantages and disadvantages of different administrative data sources that are available to establish the major source of SBR data updating. A good cooperation approach used by the National Statistics Institutes (NSIs) in communicating with the data providers within the framework of the National Statistics System was also planned to obtain administrative source that can support the SBR goals.

## 1. Introduction

The businesses in Indonesia change so fast, to depict the current situation it needs statistical production to be monitored regularly update data. A census-based frame that used to be utilized for business surveys by Statistics Indonesia, known as Badan Pusat Statistik (BPS), it has become unfavorable. Although the census-based frame has complete coverage, it was not reflecting the real condition since it gets updated once every ten years. Post census, the updating through surveys is not in complete coverage because the resource is expensive. For these reasons, Statistical Business Register (SBR) was built in 2013 in BPS. SBR is defined as a regularly updated, structured database of economic units in a territorial area, maintained by a National Statistical Institute (NSI), and used for statistical purposes (United Nations Economic Commission for Europe, 2015).

Different with a census-based frame that relied on census and survey, the updating of SBR is using data received from administrative sources, known as administrative data, as its main sources. The administrative source is the register of units and data associated with an administrative regulation (or group of regulations), viewed as a source of statistical data (African Development Bank, 2014). The use of administrative data on SBR is expected to improve the quality of the frames because it provides a complete coverage of units, timeliness, and accurate data, due to the administrative process requirement. It also can reduce respondent burden as it makes the reusing of the information possible. The other advantage is that it save resources used, compared to the census and surveys.

The opportunity for BPS to use administrative data for SBR is wide open. There are several administrative sources related to business that available and potential to support the SBR updating. Besides, the administration system in Indonesia itself generally improved compared to previous years. In 2010, the President of the Republic of Indonesia launched the 2010-2025 Grand Design Bureaucratic Reform as a benchmark for the Ministry/Agency/Local Government in the implementation of bureaucratic reforms in order to manifest good governance. One of the bureaucratic reform efforts carried out is reform of the public administration services. The utilization of technology plays an important role in the reform. For instance, in 2014, President appointed the Investment Coordinating Board, known as Badan Koordinasi Penanaman Modal (BKPM), to implement One Stop Services received an authority of business licensing and non-licensing management process delegated from technical ministries or agencies to be done in the one place. BKPM has started continuing to focus on the development of online licensing service system so that the surge in the number of license applications can be accommodated. Starting in the same year, Ministry of Law and Human Right has been reforming the bureaucracy of business legalization to be convenient, expeditious and transparent by providing online services. Directorate General of Taxation (DJP) also has been improving its tax reporting system by introducing One-Stop Tax Services called DJP Online since 2015.

Despite the great opportunity available, BPS is still facing challenges in term of selection of administrative sources for SBR. The challenges identified:

- The registration and business permits spread across various ministries/ agencies based on the industry with its own regulation in each ministry/ agency. According to Ease of Doing Business 2016 issued by World Bank Group, Indonesia rank 109 out of 189 countries. The administrative process to start doing business in Indonesia is not easy. It takes 13 procedures required to

register a company in Indonesia. The procedures involve more than 5 agencies to deal with (World Bank, 2016).

- There is no agency responsible for single registration of all business in Indonesia. Consequently, there is no single unique business identifier across ministries/ agencies. Every agency is issuing their own identification number.
- The businesses count published by ministries/ agencies can be different depend on its registration scope.
- The development of a registration system into the electronic system is still not fully implemented nationally. Several registrations still have separated management process in the local government due to regional autonomy.

To select which administrative data that suitable as a source for SBR updating, BPS has been conducting administrative data study twice. The first study conducted in 2013 and the second study conducted in 2016. The studies followed the best practices from two guidelines on Statistical Business Registers: African Development Bank (2014) and United Nations Economic Commission for Europe (2015). Learn from the studies, this paper recommend five steps necessary to do by NSI for the selection, comprise 1) delineating unit coverage and content of SBR; 2) determining the criteria of administrative data of SBR; 3) gathering information of potential administrative sources; 4) evaluating the advantages and disadvantages of each source; and 5) proposing the selection.

## **2. Delineating unit coverage and content of SBR**

The main purpose the use administrative data is the complete coverage and content, so it is crucial to understand first to what extend SBR unit cover and what content needed. Access, coverage, and content are the most important factors in the sense that they are largely determined by legislation, which cannot readily be changed. Other factors, such as quality of data and relationship, are less important in the sense that they can be improved (African Development Bank, 2014). Referring to the guideline, BPS need to delineate clearly what unit and content to cover in SBR before looking for the sources so that the sources are obtained expected to provide the most coverage and content of units. Knowing the coverage and content goal makes easier to narrow the options and lead to the appropriate selection.

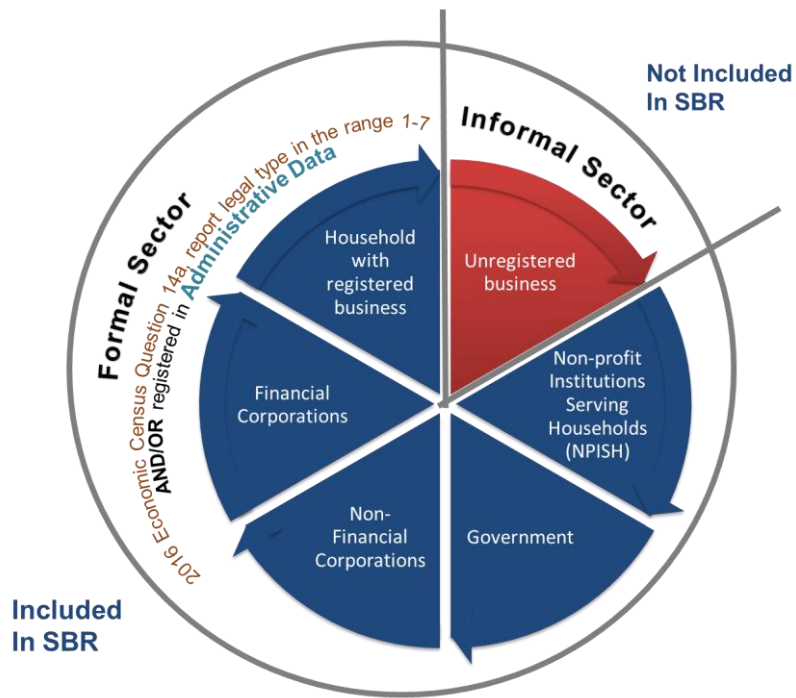


Figure 1. BPS-SBR Coverage of Units

The BPS SBR planned to cover formal sector (Figure 1). They include all non-financial corporations, financial corporations, non-profit institutions serving households, and government units, and all household unincorporated enterprises that are registered with the administrative sources on which the SBR is based or will have been loaded from the 2016 Economic Census (EC2016). From EC2016, it will be filtered from Economic Census Question number 14a regarding legal type in the range 1-7 that indicating formal sector: 1) Public enterprise, public corporation, limited corporation; 2) Limited liability partnership; 3) Firm; 4) Cooperative/Pension Fund; 5) Foundation; 6) Special Permit/License; 7) Subsidiary or representative of foreign company/organization.

Furthermore, the SBR content defined is the core characteristics related to survey and frame requirement. For the content, SBR BPS includes general characteristics and indicator characteristics. General characteristics consist of identification characteristics, address, contact, structure, the link between units, and link to another register. SBR indicator characteristics involve size measure of business such as total revenue, total wages/salary of workers, the total number of workers, and total expenditure. Because the SBR initial loading will be from EC2016, the SBR content basically followed the EC2016 with some additional characteristics.

From all of the SBR characteristics, not all characteristics are 'must have' and provided by the administrative sources, but some of them may 'nice to have' complemented by other sources. Some examples of 'must have' characteristics include identification, address characteristics, and contact information for field officer of the survey to find the business; economic activity characteristics, activity status, and size characteristics for frame and survey design. Other than that, some characteristics like structure; link between unit; and some indicator characteristics are 'nice to have'.

### **3. Determining the criteria of administrative data of SBR**

After SBR unit coverage and content have been decided, the criteria of administrative data needed should be determined as guidance for the selection. The administrative data sources used for SBR can be classified into two types of sources:

- a. *Primary administrative sources* are those that are potential sources of new units for the SBR. In other words, a new unit appearing in the administrative source is a signal of the *potential birth* of a unit in the SBR.
- b. *Secondary/additional administrative sources* are those that are used to improve the content of the SBR but not increase the coverage, i.e., are not sources of new units. For example, they may provide size measures, type of economic activity codes and contact details.

BPS planned to have both type of sources as described in the SBR Design document for BPS transformation program. Both types have specific criteria that should be met.

For the primary sources, there are three criteria can be used for sources assessment according to African Development Bank (2014). *Firstly*, the coverage should be the broadest of active units because the SBR coverage of units depends on the primary sources. It is expected that the business population can be cover by primary sources. Referring to the BPS-SBR unit coverage that has been delineated before, it means that BPS should find sources that have the best coverage of formal sector that comprise not only corporations, but also non-profit institutions serving households, and government units, and all household unincorporated enterprises. *Secondly*, the content should provide sufficient information on activity status, economic activity, and size for sampling purposes, and contact information. This can be ensured based on SBR defined content. *Finally*, the access should be possible for the NSIs according to the agency regulation without violating any confidentiality regulation. All of these criteria required for certain sources to be primary administrative sources.

In the contrary, for secondary sources, not all criteria have to be met. Because the goal of secondary sources is to improve coverage and/or content provided by the primary source, at least one out of following three criteria should be fulfilled to avoid duplication of units (African Development Bank, 2014). *The first* is the use of common identification scheme with primary sources. The common identification will useful to link the units between primary and secondary sources. *The second* is the number of units should be very small. If the source did not share a common identification with primary sources, the number of units should be little. *The third* is no overlapping units with those in the primary sources, known to be mutually exclusive.

### **4. Gathering information of potential administrative sources**

The next step involves define list of questions, identifying all the possible sources, profiling the sources, confirming with the relevant agencies, documenting information (metadata) about the data available, and obtaining samples of the data available (if possible). In this process, coordination through such statistical forum under the National Statistics System (NSS) will be very helpful.

#### **List of questions**

In principal, the list of questions for the administrative data study derived from the SBR needs of coverage, content, and administrative sources criteria. The list of questions will be a guidance for the SBR team to interview the agencies. Letting agencies know beforehand what

questions will be asked so they can prepare the answer in printout or presentation. The questions also possible to be incorporated into self enumeration-questionnaire. Any information that not complete answer or not clear, SBR team make a clarify while personal visit. Table 1 present 12 general questions specified in BPS-SBR Design Strategy (BPS - Statistics Indonesia, 2016) for the study. Specific questions may add to specific agencies.

Table 1. List of questions prepared for potential administrative source to comply with the selection criteria

No.	Questions	Criteria
a.	What <b>type(s) of unit</b> (i.e., business) registers? Please specify <b>classification of unit</b> by: <ul style="list-style-type: none"> <li>- <b>legal type</b> (what particular legal type: limited liability company, firm, cooperatives, etc.)?</li> <li>- <b>sector</b> (all institutional sector or only particular sector: corporations, non-profit institutions, governments, households with unincorporated business)?</li> <li>- <b>economic activity</b> (all or specific industry)?</li> </ul>	Coverage, Secondary sources criteria (mutually exclusive)
b.	<b>Why</b> does a unit register? Is registration <b>voluntary</b> ? <ul style="list-style-type: none"> <li>- If not under <b>what conditions</b> must a unit register?</li> <li>- Please specify the regulation (if any)</li> </ul>	Coverage, Secondary sources criteria (mutually exclusive)
c.	What are the <b>identification scheme(s) and code(s)</b> used to identify the units and/or to <b>link them to other data sources</b> ?	Secondary sources criteria (common identification number)
d.	<b>How many units</b> are registered presently?	Coverage, Secondary sources criteria (small number of unit)
e.	<b>What data</b> are collected from and about the registered units (source record layout)?	Content
f.	Is there any requirement for the registrant <b>to update</b> registration data they provide? <ul style="list-style-type: none"> <li>- If so what is the requirement?</li> </ul>	Content
g.	Is there any <b>indication of the size</b> of the unit at the time of registration? <ul style="list-style-type: none"> <li>- If so what is (are) the indicator(s)</li> <li>- If so, is this measure of size <b>ever updated</b> after registration? If so in what circumstances?</li> </ul>	Content
h.	Is there any <b>indication of the activity status</b> (not yet in production, in active production, temporarily not in production, not in production, dead) of the unit at the time of registration? <ul style="list-style-type: none"> <li>- If so, is this measure of activity status <b>ever updated</b> after registration? If so, in what circumstances?</li> </ul>	Content
i.	<b>In which locations</b> are units registered? Headquarter offices? Provincial offices? District offices?	Access
j.	Is the <b>registration process</b> via a website or via a face to face interview? Any other means?	Access
k.	Are all registration data wherever collected available in a <b>central database</b> ?	Access
l.	In principle, can BPS have <b>access</b> to the unit data in this database? <ul style="list-style-type: none"> <li>- If so, <b>how</b> would access be made available? At <b>what frequency</b>?</li> </ul>	Access

### **List of potential sources**

Each country has a different type of regulation, agency, and administrative data. Typical administrative sources that listed in the guidelines are the best starting point to identify all possible sources in the country that may able to support SBR. BPS combined SBR typical sources from Guideline on Statistical Business Registers from African Development Bank (2014) and United Nations Economic Commission for Europe (2015), thus identify associated sources in Indonesia. The list of potential sources identified by BPS is in Annex A, which consist of 28 agencies.

For the study, the sources in the list can be shortlisted based on the most beneficial one and coverage priority. The study itself can be done in several stages depend on the SBR development strategy. BPS focus on corporation sector for the first stage (2016) so that the study only limited to administrative sources related to the corporation and continue for other sectors in the next stage (2017-2018). For this reason, there are 12 shortlisted agencies to be the target of BPS SBR administrative data study 2016, consist of Investment Coordinating Board (BKPM), Social Security for Employment (BPJS Ketenagakerjaan), Indonesian Central Bank (Bank Indonesia), Ministry of State-Owned Enterprises (Ministry of SOEs), Ministry of Trade, Directorate General of Tax – Ministry of Finance (DG Tax), Electricity State-Owned Company (PLN), Yellowpages Indonesia, Directorate General of Legal Administrative Affairs – Ministry of Law and Human Rights, Ministry of Cooperatives and Small Medium Enterprises (SMEs), Indonesian Chamber of Commerce and Industry (KADIN Indonesia), and Financial Services Authority (OJK).

### **Administrative sources profiling**

For each source in the shortlist, the profile is made as preliminary understanding for SBR team about the general picture of the sources. It makes easier for SBR team who conduct the study to know the type of administrative sources available from the specific agency and which organizational unit within the agency who manage the data. The profiling can be done through collecting information published on the agency's official website. In other words, SBR team try to answer the list of questions themselves first before asking and clarifying them to the agency. information can be found: regulation, what data item to be filled by business in the registration form, manual, registration flow diagram, registration requirement, the online registration system that can be accessed, etc.

### **Agency confirmation**

After profiles were summarized, some questions might difficult to find out the answer on the website. Confirmation to the agency needed to validate and clarify the information. Personal visit to the unit that responsible for the registration or data management. The purpose of the visit is a way to build a relationship with data provider and introducing SBR properly to the agency for cooperation. Meeting arrangement is set up by contacting the agency and sending a formal letter from senior level management along with the term of reference for the visit mentioning a list of questions to be answered by the agency. At the meeting, BPS-SBR Team present about SBR and administrative data study first to the agency. After that, agency present about the administrative data that they manage covering their answer of the question in the list, followed by discussions. BPS SBR team visit to the agency is conducted on 3-18 October 2016. Most agencies show their interest to the development of SBR. It was a good start to developing further cooperation and gain their support.

## National Statistics System

Beside the Bureaucratic Reform Program, Government of Indonesia also initializes One Data Indonesia as one of the government's commitments to Open Government Partnership. One Data Indonesia is an initiative of the government to improve interoperability and the use of government data. The conceptual design is being developed and coordinated presently by the Executive Office of the President and Ministry of National Development Planning. BPS as the centrally responsible agency for statistics together with Geospatial Information Agency as the centrally responsible agency for mapping, lead "one data" and "one map". Through One Data Indonesia, National Statistics System is expected to be applied extensively.

In the context of SBR, even though the statistical forum is not fully implemented yet, SBR has tried several approaches to build relationships with the data providers within the framework of the national statistics system as follow:

a. SBR Socialization Seminar to Ministries, Associations, and Businesses

The seminar that held in 2014 is a way to socialize BPS activity in establishing SBR and to gather supports from internal and external data users. The seminar was attended by 147 participants consist of 54 participants from BPS, 88 participants from Ministries/Institutions/Associations/Businesses, and 5 participants from mass media. The speakers for the seminar are Director of the Development of Census and Survey Methodology of BPS delivered SBR introductory presentation, complemented by two invited speakers from Ministry of State-Owned Enterprises and Chamber of Commerce and Industry of Indonesia (KADIN) delivered topic about data needs from the perspective of businesses. The activity used moment National Statistics Day 26 Sept which inlines with the day theme: "With National Statistics Day Spirit, Let's Encourage People/Society Participation in Developing Statistics Activity". Through this seminar, BPS has obtained supports and inputs for the improvement and development of BPS SBR.

b. Coordination meeting with Related Agencies

As follow up of the socialization seminar, coordination with agencies that handle businesses registration and licensing is necessary for the synergetic utilization of administrative data to implement a comprehensive business data as an accurate source for developing policies and provide wider benefits. BPS-SBR Team has conducted coordination meeting in order to learn agency specific data needs related to the business. Two agencies that have intensive meeting with BPS SBR Team are DG Tax and BKPM. This activity results mutual understanding of each needs to be followed up as SBR feedback. For instance, there is a need of data in term of taxpayer extensification and tax compliance for DG Tax and a need of classification code support and geolocation codes mapping for BKPM. However, the cooperation feedback between BPS and both agencies still under negotiation to be implemented in the MoUs and Service Level Agreement.

c. Expansion of the existing Memorandum of Understandings (MoUs) with Agencies

Preference for registration and administrative data over surveys has been decided by BPS Executive as one of eight key principles in BPS transformation program. The use of administrative data for SBR is in line with the principles. During this time, BPS has undertaken several MoUs with agencies. Most MoUs are about providing data support from BPS to the



agencies. Realizing the importance of administrative data, the MoU should expand into two-ways data provision not only from BPS to agencies but also from agencies to BPS. Instead develop new MoU, SBR data needs are proposed to be included in the existing MoUs with agencies for the extension period. For instance, MoU has been implemented between BPS and BKPM that about to expired. SBR initiate the extension period of MoU as well as extend the scope to provision data from BKPM too so that the MoU can be legal basis not only for Subject Matter Areas but also for SBR cooperation.

## **5. Evaluating the advantages and disadvantages of each source**

On this step, information of the source obtained is brought together for evaluation. The positive and negative points of each source summarized and compared within three main criteria: coverage, content, and access.

### **Coverage**

Coverage is summarized from questions number 1-4. Each source is assessed about the type of units it registers, the registration scope by the law, identifier used, and the total number of units recorded presently, against SBR unit coverage required.

It is important that coverage of each source is identified in two views: coverage by the law and coverage by the total number of units. Coverage according to the law can be seen as an ideal condition that can not be met at the moment. In the other hand, coverage according to the total number of units represents the current condition that can be expected to improve in the future. For instance, based on BPS study result, Indonesian social security agency for employment, known as BPJS Ketenagakerjaan, has the broadest coverage of units including corporation, non-profit institution (NPI), households with unincorporated business, and government. According to the law, those units have obligation to register their employees to BPJS Ketenagakerjaan for their social security. But in reality, because the agency is new legitimated by the law as the official national social security in 2011, staging process of compulsory registration is applying up to 2029. At the moment, government units have not registered their worker's social security in BPJS Ketenagakerjaan. The coverage of BPJS Ketenagakerjaan by the total number of units is considered incomplete in current condition.

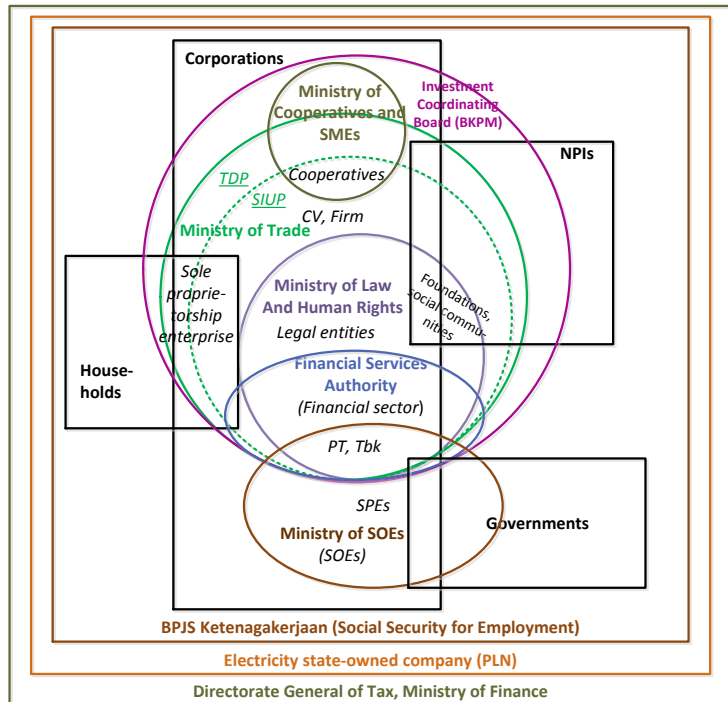


Figure 2. Administrative sources coverage by the regulation

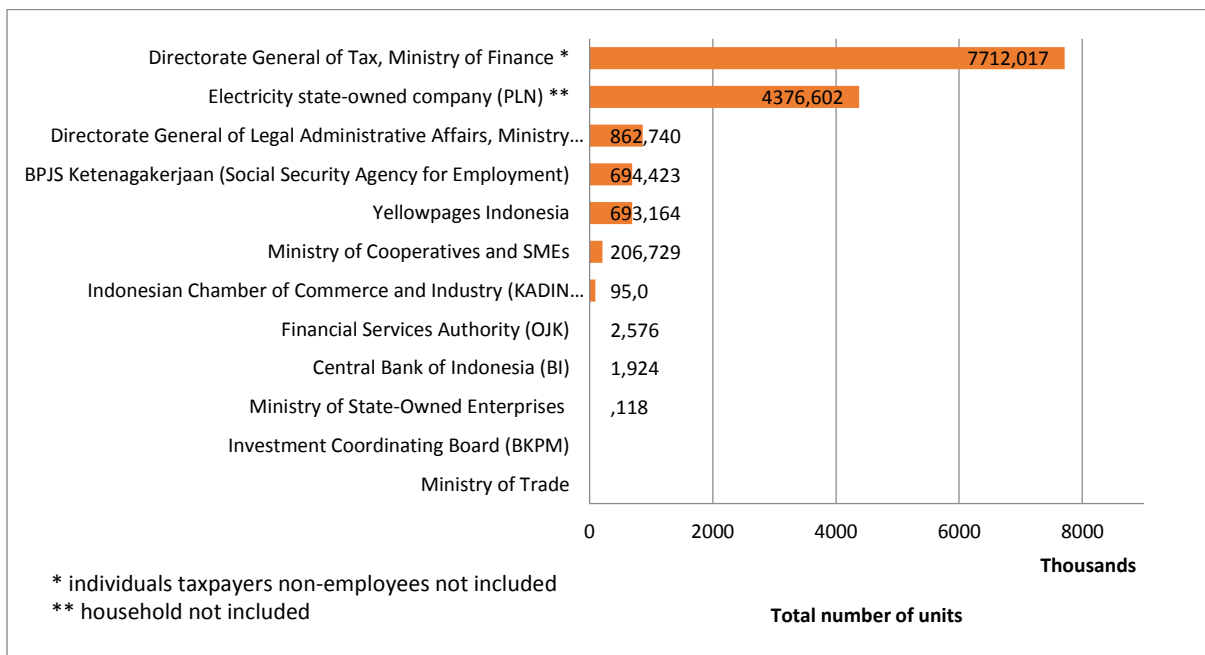


Figure 3. Administrative sources coverage by total number of units

Coverage is the most substantial criteria for SBR administrative source selection. Thus, both views of coverage are required as consideration for the senior level decision so they will be fully informed what to expect and also the shortcomings of selecting certain administrative sources for the SBR. In Indonesia case, according to Figure 2 (coverage by the regulation), the three agencies that have most coverages are DG Tax - Ministry of Finance, Electricity state-owned company (PLN), and BPJS Ketenagakerjaan. However, it is slightly changes in coverage according to Figure 3

(coverage by total number of units) are DG Tax - Ministry of Finance, Electricity state-owned company (PLN), and DG Legal Administrative Affairs - Ministry of Law and Human Rights.

## **Content**

Content is summarized from questions number 5-8. Each source is assessed about the data items, whether update performed, activity status and size indicator available against SBR data items need. The comparison carried out in separated excel document by listing SBR data items in the left and administrative source data items in the next columns. List of data items in one column indicates list of data items from one source. On the other hand, the similar data items between SBR and administrative source are put in one row, while for different data items come from administrative source, add new row after the last row. The mandatory data items for the agency registration must be indicated, to recognize the possibility of missing values from the source. Data items that required for SBR data updating are also marked out. By doing this comparison method, it easy to check which sources has sufficient information to be candidate of the source for SBR.

From BPS experience doing the assessment of the content, complete list of the source data items should ensured to be obtained from the sources, including the response options. It will be better if they give the record layout. If there is a classification code applied in the the data items from administrative sources, the list of codes or referred classification information to be added or attached. Another thing to put into consideration is the data items if they are allowed to be accessible by NSIs. Not all data items is accessible by NSIs due to agency regulation on individual data confidentiality especially for size indicators such as asset, turnover, etc.

## **Access**

Access is summarized from questions number 9-12. Each source is assessed about database whether is centralized or distributed related to the registration process, the use of application system, and confidentiality regulation, against SBR unit coverage required. Access in Indonesia face difficulties because of government schema is regional autonomy. Connection between headquarter and regional office is not flowing smoothly in a few number of agencies. Central government can not push the regional to send the data to headquarter office. Most agency because of this reason, build centralized online system to bridging the data transfer.

Another criteria to be assessed is confidentiality. There are different degree of confidentiality regulation in each agency. While there is agency that giving the data openly even to the public, another openly from government to government without MoU required but formal letter, and other has strict confidentiality in giving individual data.

## **6. Proposing the selection**

The last step is a recommendation for senior level managements of proposed administrative source selection based on the summary. In order to help them into informed decision making, report provided in the form of a list of sources with positive and negative points, ordered by rank. Rank defines assessment result based on the selection criteria. The list should include classification of administrative sources either as a primary source or as a secondary source. Annex B shows the template for the proposed selection in BPS with a brief example.

## 7. Conclusion

There are many administrative sources can be used to support SBR. The selection is difficult without complete information of the sources. Choosing which administrative data sources are best for SBR is not sufficient decided on a subjective judgment without doing a study to get to know the essential aspects of each existing administrative sources for SBR updating. The steps described in the BPS study are comprehensive and practical to be implemented by other NSIs to learn about administrative data sources in specific country. The study follows the Guideline on Statistical Business Registers proven as best practices in many countries. However, the study may need to be improved in many ways to fit with government agency arrangement in the particular countries.

Based on the study, three administrative sources will be proposed as primary administrative sources. DG Tax is believed as the best source for primary administrative sources for SBR. DG Tax has the broadest coverage, sufficient content to support SBR need, and centralized database. Besides, DG Tax's taxpayer identifier (NPWP) that used commonly in most sources enables its content to be improved by the secondary administrative sources. The only factor to be enhanced is the access for negotiation by executive level. Electricity state-owned company (PLN) have great coverage but it is using self-unit identifier (customer ID) and does not include NPWP. Consequently, it placed in the third rank for primary administrative sources. To be second place is BPJS Ketenagakerjaan. It has regular update on employee data which is important for frame. Seeing from access criteria, the registration system is already centralized electronic registration and has been connected with civil registration system in Ministry of Home Affairs. Besides, it also has a broad coverage by legislation and includes NPWP and national civil identity number so it has promising prospect in the future as primary administrative sources. The other sources will serves as secondary sources for SBR for further work.

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Annex A. Associating the typical administrative sources with the Indonesian agencies

No	Typical Admin Sources	Typical Admin Sources Description	No	Associated Indonesian Agencies	Associated Indonesian Agencies Description
1	Tax registers (VAT or employee income tax)	<ul style="list-style-type: none"> <li>Providing information on economic activity, turnover, and activity status</li> </ul>	1	Directorate General of Tax, Ministry of Finance	<ul style="list-style-type: none"> <li>Taxpayer Data</li> <li>Tax Payment Transactional Data (VAT, Income Tax, Payroll Deduction)</li> </ul>
2	Business registration/ license register	<ul style="list-style-type: none"> <li>Providing basic information on identification number, name, address and other contact information</li> <li>This register may be run by the tax authority, Chamber of Commerce, licensing office, or another public authority</li> </ul>	2	Investment Coordinating Board (BKPM)	<ul style="list-style-type: none"> <li>Investing license</li> <li>One Stop Licensing Service - All Industries</li> </ul>
			3	Directorate of Legal Entity, Ministry of Law and Human Rights	<ul style="list-style-type: none"> <li>Legal Entities of Limited Liability Company (Perseroan Terbatas), Foundation (Yayasan), and Association (Perkumpulan)</li> <li>Appointment of notaries</li> </ul>
			4	Ministry of Cooperatives and Small Medium Enterprises	<ul style="list-style-type: none"> <li>Legal Entities of Cooperatives</li> </ul>
			5	Ministry of Trade	<ul style="list-style-type: none"> <li>Trading license</li> <li>Certificate of Company Registration</li> </ul>
			6	Financial Services Authority (OJK)	Licensing of non-bank financial institutions
			7	Ministry of Manpower	According to the Law, companies with more than 10 workers or a monthly payroll of IDR 1 million must register with the Ministry of Manpower.
3	Social security registers	<ul style="list-style-type: none"> <li>For businesses employing paid staff and making social contributions for employees</li> <li>Providing on identifying characteristics and economic/ stratification characteristics such as legal form, and number of employees</li> </ul>	8	Social Security Administrator for Employment (BPJS Ketenagakerjaan)	Registration of Employer with workforce that hold active membership of the program.
			9	Social Security Administrator for Health (BPJS Kesehatan)	Registration of Participants (Individual, Business/ Intitutions) and Health Facilities that hold active membership of the program.
			10	Ministry of Social	<ul style="list-style-type: none"> <li>List of Companies that is Ministry of Social Partners who had been doing Corporate Social Responsibility (CSR)</li> </ul>

No	Typical Admin Sources	Typical Admin Sources Description	No	Associated Indonesian Agencies	Associated Indonesian Agencies Description
4	Water supply and electric association registers	<ul style="list-style-type: none"> <li>• Providing information on name, address, other contact information and indicators of economic activity and possibly size</li> <li>• Maintained by public or private utility bodies</li> </ul>	11	Electricity company (PLN) - State Owned Enterprise	Payment of electricity by industry, households, government
			12	Water supply company (PAM/ PDAM/ Jasa Tirta) – State Owned Enterprise	Payment of water supply by industry, households, government
5	Government units registers	<ul style="list-style-type: none"> <li>• Such registers are maintained by government finance departments for financial management of the public sector</li> </ul>	13	Directorate General of Treasury, Ministry of Finance	Government Institution Performance Accountability Report (LAKIP)
			14	Ministry of State Owned Enterprise	List of State Owned Enterprises
			15	Directorate General of Civil Registration, Ministry of Home Affairs	National Identity Number: civil registration data
6	Non-profit unit registers	<ul style="list-style-type: none"> <li>• Providing information on name, address, other contact information, legal status and possibly economic activity code</li> </ul>	16	Directorate General of National Unity and Politics, Ministry of Home Affairs	Registration of Community Organizations
			17	Ministry of Youth and Sports	<ul style="list-style-type: none"> <li>• List of Sports Clubs</li> <li>• List of Youth Communities</li> </ul>
7	Telephone directories	<ul style="list-style-type: none"> <li>• Telephone directories or special listings prepared by telephone companies can be useful in confirming SBR data</li> <li>• They should not be used as sources of new enterprises</li> </ul>	18	Yellow Pages Indonesia	A telephone directory that contains a list of companies (business) of Telkom telephone subscribers.
8	Published business accounts	<ul style="list-style-type: none"> <li>• Data from financial reports are particularly valuable as they contain information on shareholders and subsidiaries that is essential in delineating enterprise groups</li> </ul>	19	Indonesian Stock Exchange (PT Bursa Efek Indonesia)	Listed companies profile and annual report/ financial statement

No	Typical Admin Sources	Typical Admin Sources Description	No	Associated Indonesian Agencies	Associated Indonesian Agencies Description
9	Industry association registers	<ul style="list-style-type: none"> <li>• Providing information on name, address, other contact information and economic activity code</li> <li>• They are likely to be up to date, but only contain members of the association, so completeness may be an issue</li> </ul>	20	Indonesian Employers/ Entrepreneurs Association (APINDO)	Membership Registration of Indonesian Employers/ Entrepreneurs
10	Company/ trade associations and chambers of commerce registers	<ul style="list-style-type: none"> <li>• Providing information on economic activity, legal form, and births and deaths</li> </ul>	21	Indonesian Chambers of Commerce and Industry (KADIN Indonesia)	Membership Registration of Manufacturing, Trading, and Service Companies within KADIN
11	Central banks	<ul style="list-style-type: none"> <li>• Central banks often have information for the financial sector, and on units engaged in foreign direct investments, from supervisory authorities</li> </ul>	22	Indonesian Central Bank (Bank Indonesia/ BI)	List of businesses who apply for bank loans based on bank monthly report
12	Sector specific sources	<ul style="list-style-type: none"> <li>• Sources include lists of schools from the education ministry, lists of hospitals from the health ministry, and lists of charities from regulators</li> <li>• Whilst coverage is limited to a specific sector, within that sector it can be very comprehensive</li> </ul>	23	Ministry of Health	List of health facilities and hospitals
			24	Ministry of Education and Culture	<ul style="list-style-type: none"> <li>• List of Schools</li> <li>• Registration of Course and Training Institutes (LKP)</li> <li>• Registration Collection Museum</li> <li>• The National Register of Heritage</li> </ul>
			25	Ministry of Research Technology and Higher Education	<ul style="list-style-type: none"> <li>• Registration of Higher Education and Study Program</li> <li>• Registration of research center (Pusat Unggulan IPTEK)</li> </ul>
13	Payroll, taxation and accounting service providers	<ul style="list-style-type: none"> <li>• These providers provide enterprises with services. <ul style="list-style-type: none"> <li>○ Paying an enterprise's staff</li> <li>○ Making returns to the taxation authorities on its behalf</li> <li>○ Managing its accounts</li> </ul> </li> <li>• NSI can build agreements with the service providers and their clients so that NSI can have the data</li> </ul>	26	Indonesian Associations of Profession	<ul style="list-style-type: none"> <li>• Indonesian Notary Association/ Ikatan Notaris Indonesia (INI)</li> <li>• Institute of Indonesia Chartered Accountants/ Ikatan Akuntan Indonesia (IAI)</li> <li>• Financial Professional Development Center/ Pusat Pembinaan Profesi Keuangan (PPPK), Ministry of Finance</li> </ul>

No	Typical Admin Sources	Typical Admin Sources Description	No	Associated Indonesian Agencies	Associated Indonesian Agencies Description
14	Commercial data providers	<ul style="list-style-type: none"> <li>• There are a number of commercial enterprises that provide global, regional and domestic company information</li> <li>• These organisations serve businesses, allowing them to make informed decisions, e.g. credit decisions, marketing etc.</li> <li>• Their data are also valuable for maintaining an SBR, in particular by providing information on enterprise group structures</li> <li>• Data from commercial data providers are, by definition, based on publicly accessible information and could also be obtained directly by the NSI</li> <li>• However, the equivalent collection, matching and processing within the NSI would require significant resources and may well prove to be more expensive than purchasing these tailor made data</li> </ul>	27	PT Globe Asia Indonesia (GlobeAsia)	GlobeAsia publish once-a-month business magazine. The annual Globe Asia Top 100 Groups list have become valuable resource material on the growth and development of the Indonesian economy and the country's largest business groups.
			28	PT Mediatrac Sistem Komunikasi (Mediatrac/ Dattabot)	Mediatrac/ Dattabot is a big data analytics company focusing on data integration technology, engaged in information services

\* The typical administrative data sources and descriptions are listed based on AfDb and UNECE Guideline on Business Register



Annex B. Example of Proposed Administrative Sources Selection Template

Rank	Agency	Criteria	Positive points	Negative points	Comments
1.	Directorate General of Tax	Coverage	.....	.....	<ul style="list-style-type: none"> <li>Best fit for primary administrative source</li> <li>Negotiation for confidentiality issues needed</li> </ul>
		Content	.....	.....	
		Access	.....	.....	
2.	BPJS Ketenagakerjaan (Social Security)	Coverage	.....	.....	Potential for primary administrative source, it can be used together with tax data to improve coverage and content of tax data since the taxpayer ID recorded into the database.
		Content	.....	.....	
		Access	.....	.....	
3.	Electricity state-owned company	Coverage	.....	.....	Potential for primary administrative source, can be interim solution if access to tax data can not be made in short term.
		Content	.....	.....	
		Access	.....	.....	
4.	.....	Coverage	.....	.....	Potential for secondary administrative source
		Content	.....	.....	
		Access	.....	.....	
5.	Ministry of State Owned Enterprise	Coverage	.....	.....	Potential for secondary administrative source, small number of units
		Content	.....	.....	
		Access	.....	.....	
....	.....	.....	.....	.....	.....
12.	Yellowpages Indonesia	Coverage	.....	.....	Not recommended. The data source from internet with not clear coverage.
		Content	.....	.....	
		Access	.....	.....	