

REGULATION OF THE MINISTER OF MANPOWER OF THE REPUBLIC OF INDONESIA
NUMBER 6 OF 2025
ON
THE IMPLEMENTATION OF VOCATIONAL TRAINING
BY THE GRACE OF ALMIGHTY GOD

THE MINISTER OF MANPOWER OF THE REPUBLIC OF INDONESIA,

- Considering : a. that to produce competent trainee graduates who meet the needs of the job market or are capable of becoming entrepreneurs, it is necessary to undertake efforts to organize competency-based job training in a comprehensive, integrated, sustainable, and coordinated manner;
- b. that the implementation of job training needs to be aligned with policies on the revitalization of vocational education and vocational training;
- c. that based on the considerations as referred to in paragraphs a and b, it is necessary to issue a Regulation of the Minister of Manpower on the implementation of Vocational Training;
- Having regard to : 1. Article 17 paragraph (3) of the 1945 Constitution of the Republic of Indonesia;
2. Law Number 13 of 2003 on Manpower (State Gazette of the Republic of Indonesia Year 2003 Number 39, Supplement to the State Gazette of the Republic of Indonesia Number 4279) as repeatedly amended and most recently amended by Law Number 6 of 2023 on the Enactment of Government Regulation in Lieu of Law Number 2 of 2022 on Job Creation to Become Law (State Gazette of the Republic of Indonesia Year 2023 Number 41, Supplement to the State Gazette of the Republic of Indonesia Number 6856);
3. Law Number 39 of 2008 on State Ministries (State Gazette of the Republic of Indonesia Year 2008 Number 166, Supplement to the State Gazette of the Republic of Indonesia Number 4916) as amended by Law Number 61 of 2024 on Amendment to Law Number 39 of 2008 on State Ministries (State Gazette of the Republic of Indonesia Year 2024 Number 225, Supplement to the State Gazette of the Republic of Indonesia Number 6994);
4. Government Regulation Number 31 of 2006 on the National Vocational Training System (State Gazette of the Republic of

- Indonesia Year 2006 Number 67, Supplement to the State Gazette of the Republic of Indonesia Number 4637);
5. Presidential Regulation Number 68 of 2022 on Revitalization of Vocational Education and Vocational Training (State Gazette of the Republic of Indonesia Year 2022 Number 108);
 6. Presidential Regulation Number 164 of 2024 on the Ministry of Manpower (State Gazette of the Republic of Indonesia Year 2024 Number 360);
 7. Regulation of the Minister of Manpower Number 1 of 2022 on the Organization and Work Procedures of Technical Implementation Units within the Ministry of Manpower (Official Gazette of the Republic of Indonesia Year 2022 Number 142) as amended by Regulation of the Minister of Manpower Number 1 of 2024 on Amendment to Regulation of the Minister of Manpower Number 1 of 2022 on the Organization and Work Procedures of Technical Implementation Units in the Ministry of Manpower (Official Gazette of the Republic of Indonesia Year 2024 Number 10);
 8. Regulation of the Minister of Manpower Number 20 of 2024 on the Organization and Work Procedures of the Ministry of Manpower (Official Gazette of the Republic of Indonesia Year 2024 Number 1038);

HEREBY DECIDES:

To issue : REGULATION OF THE MINISTER OF MANPOWER ON THE IMPLEMENTATION OF VOCATIONAL TRAINING.

CHAPTER I
GENERAL PROVISIONS

Article 1

In this Ministerial Regulation:

1. Vocational Training means entire activity to provide, obtain, improve, and develop work competency, productivity, discipline, attitude, and work ethic at a certain level of skills and expertise in accordance with the level and qualifications of a position or job for the purpose of work and/or entrepreneurship.
2. Job Training means entire activity to provide, obtain, improve, and develop work competency, productivity, discipline, attitude, and work ethic at a certain level of skill and expertise in accordance with the level and qualifications of a position or job.
3. Work Competency means the work abilities of each individual which includes aspects of knowledge, skills, and work attitudes that are in accordance with established standards.
4. Work Competency Standard means work-ability formulations that include aspects of knowledge, skills, and/or expertise as well as work attitudes that are relevant to the implementation of duties and job requirements and include the Indonesian national Work Competency standards, international Work Competency standards, and/or specific Work Competency standards.

5. Indonesian National Work Competency Standard (*Standar Kompetensi Kerja Nasional Indonesia*) hereinafter referred to as SKKNI means a formulation of work abilities that include aspects of knowledge, skills, and/or expertise as well as work attitudes relevant to the implementation of duties and job requirements established in accordance with the provisions of applicable laws and regulations.
6. Indonesian National Qualifications Framework (*Kerangka Kualifikasi Nasional Indonesia*) hereinafter referred to as KKKNI means a competency qualifications leveling framework that enables the comparison, equivalence, and integration of education and Job Training as well as work experience in the context of recognizing Work Competencies in accordance with job structures across various sectors.
7. Work Competency-Based Training (*Pelatihan Berbasis Kompetensi Kerja*) hereinafter referred to as PBK means Job Training that focuses on mastering work abilities that include knowledge, skills, and attitudes, in accordance with the established standards and requirements at workplace.
8. PBK Program means a written formulation that systematically outlines the grouping of competency units according to positional competency areas in a field of work, serving as a reference for the PBK.
9. Job Training Institution (*Lembaga Pelatihan Kerja*) hereinafter referred to as LPK means a government agency and a legal entity that meet the requirements to organize Job Training.
10. Course and Training Institution (*Lembaga Kursus dan Pelatihan*) hereinafter referred to as LKP means a nonformal educational unit established for the community who need knowledge, skills, life skills, and attitudes to develop themselves, advance their profession, work, start their own businesses, and/or continue the education at the higher level.
11. Instructor means a person who possesses technical and methodological competencies and has been assigned the duties and authority to conduct Vocational Training activities.
12. Training Officer means a person who has the duties, authority, and responsibilities, as well as the competencies, to organize, manage, and develop training at an institution specializing in Vocational Training.
13. Vocational Trainee hereinafter referred to as a Trainee means a person who meets the requirements of the PBK Program and is currently participating in Vocational Training.
14. Employment Services Information System and Application (*Sistem Informasi dan Aplikasi Pelayanan Ketenagakerjaan*) hereinafter referred to as SIAPkerja means a digital employment ecosystem that constitutes the transformation of the employment information system and integrates all employment services nationwide.
15. Tracing means the search of data and information on Trainee graduates using specific instruments.
16. Minister means the minister administering government affairs in the field of manpower.

17. Ministry means the ministry administering government affairs in the field of manpower.

Article 2

- (1) The Vocational Training is aimed at:
 - a. provision of Work Competencies;
 - b. transfer of Work Competencies; and
 - c. enhancement of Work Competencies.
- (2) The Vocational Training as referred to in paragraph (1) is organized in accordance with the needs of the business sector, industrial sector, employment sector, and entrepreneurship based on the Work Competency Standards.

Article 3

- (1) The Vocational Training as referred to in Article 2 includes:
 - a. Job Training; and
 - b. skills course.
- (2) The Vocational Training as referred to in paragraph (1) is organized by:
 - a. LPK; and
 - b. LKP.

Article 4

- (1) The Vocational Training providers as referred to in Article 3 paragraph (2) must be registered on SIAPkerja to obtain a Vocational Identification Number.
- (2) The Vocational Training providers as referred to in paragraph (1) that have obtained a Vocational Identification Number must be verified to be able to organize Vocational Training through SIAPkerja.

Article 5

- (1) The basic principles of the implementation of Vocational Training include:
 - a. oriented to the needs of the business sector, industrial sector, employment sector, and entrepreneurship;
 - b. shared responsibility among the central government, local governments, business sector, industrial sector, employment sector, and community;
 - c. based on Work Competencies;
 - d. lifelong learning; and
 - e. organized in an inclusive manner.
- (2) The basic principles of the implementation of Vocational Training as referred to in paragraph (1) are implemented through PBK.

Article 6

- (1) The PBK as referred to in Article 5 paragraph (2) must comply with the following provisions:
 - a. be organized based on the results of the Vocational Training needs identification;
 - b. use the PBK Program, which refers to the Work Competency Standards; and

- c. focus on Trainees and be individual.
- (2) In addition to complying with the provisions as referred to in paragraph (1), the PBK may provide Trainees with the opportunity to begin and complete the training at different times and levels in accordance with their respective abilities.
- (3) The PBK as referred to in paragraph (1) is aimed at bridging the gap between the Work Competencies possessed by Trainees and the needs of the job market or job positions they will hold or the ability to become entrepreneurs.

CHAPTER II IMPLEMENTATION OF VOCATIONAL TRAINING

Division One Preparations

Article 7

- (1) Preparations for the implementation of Vocational Training are planning and organizing training activities.
- (2) The preparations as referred to in paragraph (1) consist of:
 - a. identification of training needs;
 - b. preparation of training resources;
 - c. preparation of training administration; and
 - d. recruitment of Trainees.

Subdivision 1 Identification of Training Needs

Article 8

- (1) The identification of training needs as referred to in Article 7 paragraph (2) subparagraph (a) is the collection of data and information as well as the analysis of the Work Competencies required by the labor market.
- (2) The identification of training needs as referred to in paragraph (1) is used as the basis for selecting or developing the PBK Program.
- (3) The PBK Program as referred to in paragraph (2) must be registered on SIAPkerja.

Subdivision 2 Preparation of Training Resources

Article 9

The preparation of training resources as referred to in Article 7 paragraph (2) subparagraph (b) consists of the preparation of:

- a. PBK Program;
- b. training human resources;
- c. training infrastructure and facilities; and
- d. training funding.

Article 10

- (1) The PBK Program as referred to in Article 9 subparagraph a is developed based on as follows:

- a. level; or
 - b. non-level.
- (2) The PBK Program developed based on level as referred to in paragraph (1) subparagraph a refers to occupations/positions or non-occupations/non-positions at the KKNi level.
 - (3) The PBK Program developed based on non-level as referred to in paragraph (1) subparagraph b refers to:
 - a. competency clusters; or
 - b. competency units.
 - (4) The PBK Program which refers to the competency clusters as referred to in paragraph (3) subparagraph a is implemented for occupations/positions or non-occupations/non-positions that are not yet regulated under the KKNi.
 - (5) The PBK Program which refers to the competency units as referred to in paragraph (3) subparagraph b is implemented to achieve one (1) competency unit.
 - (6) The PBK Program as referred to in paragraph (1) may be used as the basis for developing a Work Competency certification scheme.
 - (7) Where the PBK Program is not yet available on SIAPkerja, the selection or development of the PBK Program may be based on the results of an analysis and an anticipation of training needs.
 - (8) The PBK Program resulting from the development as referred to in paragraph (1) is registered on SIAPkerja.

Article 11

- (1) The structure of the PBK Program at least includes the following:
 - a. general information of the program;
 - b. curriculum;
 - c. syllabus;
 - d. list of equipment; and
 - e. list of supplies.
- (2) The PBK Program includes training materials.
- (3) The training materials as referred to in paragraph (2) consist of:
 - a. theory; and/or
 - b. practice.
- (4) The training materials as referred to in paragraph (3) are developed based on the list of competency units contained in the curriculum and syllabus.

Article 12

- (1) The training human resources as referred to in Article 9 subparagraph b consist of:
 - a. Instructors; and
 - b. Training Officers.
- (2) The Instructors as referred to in paragraph (1) subparagraph a consist of:
 - a. government Instructors;
 - b. private Instructors; and
 - c. corporate Instructors.
- (3) The government Instructors as referred to in paragraph (2) subparagraph a are Instructors serving in functional positions in accordance with the provisions of laws and regulations.

- (4) Further provisions on private Instructors and corporate Instructors as referred to in paragraph (2) subparagraphs b and c, as well as the Training Officers as referred to in paragraph (1) subparagraph b are regulated in a Ministerial Regulation.

Article 13

In addition to the Instructors and Training Officers as referred to in Article 12 paragraph (1), human resources may come from:

- a. practitioners;
- b. experienced industry experts;
- c. retired workers/employees;
- d. advisors/counselors/mentors; and/or
- e. other training human resources in accordance with the PBK Program.

Article 14

- (1) The Instructors as referred to in Article 12 paragraph (1) subparagraph a must have at least:
 - a. training methodology competencies demonstrated by a competency certificate; and
 - b. expertise competencies demonstrated by a competency certificate in accordance with the PBK Program and/or not less than two (2) years of work experience in a specific field/expertise.
- (2) The ratio of Instructors to Trainees in one (1) class is:
 - a. offline training with a ratio of 1:4 to 1:30; or
 - b. online training with a maximum ratio of 1:50.
- (3) The ratio of the number of Instructors to Trainees as referred to in paragraph (2) takes into account the type of PBK Program, the availability of training infrastructure and facilities, and the availability of training funding, while still prioritizing the quality of training, effectiveness, and achievement of the Trainees' Work Competencies.

Article 15

- (1) The training infrastructure and facilities as referred to in Article 9 subparagraph c are provided by the Vocational Training providers in accordance with the type of PBK Program.
- (2) The training infrastructure as referred to in paragraph (1) at least includes:
 - a. office buildings;
 - b. theory rooms; and
 - c. practice rooms (workshops).
- (3) The training facilities as referred to in paragraph (1) at least includes:
 - a. machines/equipment;
 - b. hand tools; and
 - c. occupational safety and health equipment.
- (4) Where Vocational Training is organized online, the use of the training infrastructure and facilities as referred to in paragraphs (2) and (3) may be excluded.

- (5) The preparation of training infrastructure and facilities as referred to in paragraph (1) is carried out in accordance with the provisions of laws and regulations.

Article 16

- (1) The training funding as referred to in Article 9 subparagraph d comes from:
 - a. state/local budgets; and/or
 - b. other legitimate and non-binding sources in accordance with the provisions of laws and regulations.
- (2) The other legitimate and non-binding sources as referred to in paragraph (1) subparagraph b may come from companies, communities, and other parties in the form of contributions, assistances, sponsorships, or other forms in accordance with the provisions of laws and regulations.
- (3) Where Vocational Training uses funding from the state/local budgets as referred to in paragraph (1) subparagraph a, Trainees may participate in more than one (1) PBK Program of their interest in the same year in accordance with labor market needs.
- (4) The funding components for Vocational Training as referred to in paragraph (1) refers to Format 1 as set out in the Annex as an integral part of this Ministerial Regulation.

Subdivision 3

Preparation of Training Administration

Article 17

- (1) The preparation of training administration as referred to in Article 7 paragraph (2) subparagraph c is an activity to ensure the accountability in the IMPLEMENTATION OF VOCATIONAL TRAINING.
- (2) The training administration as referred to in paragraph (1) at least includes the following documents:
 - a. PBK Program;
 - b. training materials;
 - c. training implementation plan, including:
 - 1. assignment letters for Instructors, Training Officers, and Trainees specified by the leader of the Vocational Training provider; and
 - 2. training schedule.
 - d. Trainee attendance, including:
 - 1. digital attendance list where training is organized online; and/or
 - 2. physical attendance list/digital attendance list where training is organized offline;
 - e. recapitulation of evaluations/assessments; and
 - f. certificate of training participation, certificate of training completion, and/or certificate of training graduation.
- (3) The PBK Program documents and training materials as referred to in paragraph (2) subparagraphs a and b may be accessed on SIAPkerja.

- (4) The training administrative documents as referred to in paragraph (2) may be provided in the form of a link or a digital copy that can be accessed digitally.
- (5) The training schedule, physical attendance list of Trainees, recapitulation of evaluations/assessments, certificate of training participation, certificate of training completion, and/or certificate of training graduation as referred to in paragraph (2) subparagraph c point 2, paragraph (2) subparagraph d -point 2, paragraph (2) subparagraph e, and paragraph (2) subparagraph f may refer to Format 2 as set out in the Annex as an integral part of this Ministerial Regulation.

Article 18

- (1) After identifying training needs, preparing training resources, and preparing training administration as referred to in Article 7 paragraph (2) subparagraphs a, b, and c, Vocational Training providers must disseminate information on the implementation of Vocational Training on SIAPkerja.
- (2) The information on the implementation of Vocational Training as referred to in paragraph (1) at least includes:
 - a. training providers;
 - b. PBK Programs;
 - c. Trainee requirements;
 - d. selection schedules;
 - e. implementation schedules; and
 - f. Trainee quota.

Subdivision 4

Recruitment of Trainees

Article 19

- (1) The recruitment of Trainees as referred to in Article 7 paragraph (2) subparagraph d is carried out by the Vocational Training providers to ensure that the interests, talents, abilities, needs/goals, and eligibility between the Trainees' requirements and the requirements of the PBK Program to be participated in.
- (2) The recruitment of Trainees as referred to in paragraph (1) is carried out through the following mechanism:
 - a. selection;
 - b. cooperation; and/or
 - c. affirmation.

Article 20

- (1) The selection as referred to in Article 19 paragraph (2) subparagraph a is carried out online and/or offline through:
 - a. document verification;
 - b. written test;
 - c. interview; and/or
 - d. other selection mechanisms.
- (2) Vocational Training providers notifies the schedule for recruiting Trainees on SIAPkerja for the selection as referred to in paragraph (1).

- (3) The document verification as referred to in paragraph (1) subparagraph a is carried out to ensure that the requirement documents are complete and accurate.
- (4) The leader of the Vocational Training provider determines which Trainees pass the selection and announce as well as notify them in a transparent and accountable manner, either offline and/or online.
- (5) The Vocational Training providers notify Trainees who pass the selection to re-register and submit a statement of commitment to completing the Vocational Training offline and/or online.
- (6) The schedule for recruiting Trainees through the selection mechanism, announcement of Trainees, and statement of commitment to completing the Vocational Training as referred to in paragraphs (2), (4), and (5) refers to Format 3 as set out in the Annex as an integral part of this Ministerial Regulation.

Article 21

- (1) The cooperation as referred to in Article 19 paragraph (2) subparagraph b means a recruitment that is carried out jointly between the Vocational Training providers and the business sector, industrial sector, and employment sector.
- (2) The cooperation as referred to in paragraph (1) is carried out based on a cooperation agreement between the parties, which is performed in accordance with the provisions of laws and regulations.

Article 22

- (1) The affirmation as referred to in Article 19 paragraph (2) subparagraph c means a recruitment that is carried out specifically to provide specific groups with the opportunity to participate in training.
- (2) The specific groups as referred to in paragraph (1) at least includes:
 - a. persons with disabilities;
 - b. school-age children who do not go to school, children who have dropped out of school, and graduates who do not continue their education;
 - c. correctional inmates; or
 - d. other specific groups.
- (3) The affirmation as referred to in paragraph (1) may be carried out based on:
 - a. laws and regulations;
 - b. cooperation agreement;
 - c. official letter from the relevant agency; and/or
 - d. recommendation from Public Employment Officer.

Article 23

- (1) In recruiting Trainees as referred to in Article 19, Vocational Training providers may use learning outcome assessments.
- (2) The learning outcome assessments as referred to in paragraph (1) are evaluation processes to measure the abilities of prospective Trainees, which are acquired through the

internalization of knowledge, attitudes, skills, competencies, and the accumulation of work experiences.

- (3) The learning outcome assessments as referred to in paragraph (1) refer to Format 4 as set out in the Annex as an integral part of this Ministerial Regulation.

Article 24

- (1) Prospective Trainees must be at least seventeen (17) years old.
- (2) Vocational Training providers may establish other requirements in accordance with the needs of the PBK Program.

Division Two Implementation

Subdivision 1 General

Article 25

- (1) Vocational Training is implemented at:
 - a. Vocational Training providers; and/or
 - b. workplaces.
- (2) In addition to the provisions as referred to in paragraph (1), Vocational Training may be implemented at specific training locations according to the needs and meeting the requirements of the PBK Program.
- (3) The Vocational Training implemented at Vocational Training providers as referred to in paragraph (1) subparagraph a may be carried out in the following manner:
 - a. boarding, by providing living facilities at a dormitory for Trainees; and/or
 - b. non-boarding, without providing living facilities at a dormitory for Trainees.
- (4) The living facilities at a dormitory as referred to in paragraph (3) subparagraph a may be provided to Trainees, taking into account the Trainees' conditions, the provider's capability, and the effectiveness of the implementation of Vocational Training in achieving training objectives.
- (5) The Vocational Training implemented at the workplaces as referred to in paragraph (1) subparagraph b may be carried out at a company or at a work location.

Subdivision 2 Method

Article 26

- (1) The implementation of Vocational Training is implemented in the form of interaction and/or the transfer of Work Competencies between Instructors and Trainees using the following approaches:
 - a. off-the-job training; and/or
 - b. on-the-job training.

- (2) The off-the-job training as referred to in paragraph (1) subparagraph a is a training process without the Trainees' direct involvement in the production process of goods or services.
- (3) The on-the-job training as referred to in paragraph (1) subparagraph b is a training process with Trainees' direct involvement in the production process of goods or services under the guidance and supervision of Instructors and/or competent non-Instructors and non-Training Officers training human resources.
- (4) The on-the-job training as referred to in paragraph (3) is organized with the following provisions:
 - a. planned in the development of one (1) PBK Program;
 - b. based on cooperation between Vocational Training providers and the business sector, industrial sector, and employment sector set out in a cooperation agreement; and
 - c. implemented at a company/workplace/other place that supports the achievement of Work Competencies.
- (5) The on-the-job training as referred to in paragraph (3) may be implemented for entrepreneurship-oriented Vocational Training through entrepreneurship mentoring.
- (6) The cooperation agreement as referred to in paragraph (4) subparagraph b at least specifies the responsibilities of the parties, including daily allowances for Trainees, honoraria for Instructors, and/or non-Instructors and non-Training Officers training human resources, as well as social security.
- (7) The off-the-job training and on-the-job training as referred to in paragraphs (2) and (3) are the result of training need identification.
- (8) The implementation of entrepreneurship mentoring as referred to in paragraph (5) are recorded in an activity book referring to Format 5 as set out in the Annex as an integral part of this Ministerial Regulation.

Article 27

- (1) The methods of Vocational Training as referred to in Article 26 paragraph (1) are carried out:
 - a. offline;
 - b. online;
 - c. blended; and/or
 - d. hybrid.
- (2) The offline Vocational Training as referred to in paragraph (1) subparagraph a is carried out through direct, face-to-face sessions at the training location.
- (3) The online Vocational Training as referred to in paragraph (1) subparagraph b is carried out through:
 - a. synchronous training, namely training implemented using an application to deliver training material between Trainees and Instructors through face-to-face in a virtual space at the same time; and/or
 - b. asynchronous training, namely training implemented independently by Trainees by studying training materials presented digitally.

- (4) The blended Vocational Training as referred to in paragraph (1) subparagraph c is carried out by combining offline and online training at different times for implementation in accordance with the current technological developments.
- (5) The hybrid Vocational Training as referred to in paragraph (1) subparagraph d is carried out by combining offline and online training at the same time for implementation in accordance with the current technological developments.

Subdivision 3 Stages of Learning

Article 28

- (1) Vocational Training is implemented through a learning process for the Trainees.
- (2) The learning process as referred to in paragraph (1) is carried out through the following stages:
 - a. introduction;
 - b. training material presentation;
 - c. training material application; and
 - d. evaluation/assessment.
- (3) The training process as referred to in paragraph (1) is carried out in one (1) day with a maximum of ten (10) hours of training.
- (4) One (1) hour of training as referred to in paragraph (3) is equivalent to forty-five (45) minutes.

Article 29

- (1) The introduction stage as referred to in Article 28 paragraph (2) subparagraph a is carried out by the Instructors to convey the learning objectives to the Trainees and the skills to be acquired upon completion of the training.
- (2) The Instructors as referred to in paragraph (1) ensure all learning preparations before the training session begins.
- (3) In the introduction stage, a pre-test may be conducted to assess and measure the ability levels of each Trainee before the training begins.

Article 30

- (1) The training material presentation stage as referred to in Article 28 paragraph (2) subparagraph b is the Instructors' introduction of practical materials to the Trainees through demonstrations and/or other relevant methods, so that the Trainees can perform practical exercises in accordance with the expected Work Competencies.
- (2) The training material presentation as referred to in paragraph (1) is carried out in a comprehensive and continuous manner, using simple language appropriate to the Trainees' ability level, and the training material is developed systematically.

Article 31

- (1) The training material application stage as referred to in Article 28 paragraph (2) subparagraph c is carried out by the

Instructors to encourage Trainees to practice tasks in accordance with the worksheets/work procedures/job sheets.

- (2) The Instructors as referred to in paragraph (1) must provide feedback on the Trainees' practical work process and results.

Article 32

- (1) The evaluation/assessment stage as referred to in Article 28 paragraph (2) subparagraph d is the final stage of the learning process for evaluating the attainment of Work Competencies based on the collection of information and evidence, as well as testing during the on-going training process.
- (2) The Instructors in conducting the evaluation/assessment as referred to in paragraph (1) must adhere to the following principles:
 - a. validity, namely the evaluation must be based on the measurement techniques/methods;
 - b. reliability, namely the evaluation results are trustworthy based on testing;
 - c. comprehensive, namely the evaluation must be conducted thoroughly across all aspects of the established competencies;
 - d. fair, namely the evaluation is conducted using clear procedures and the results reflect a sense of fairness in line with learning outcomes;
 - e. objective, namely the evaluation results are not based on subjective considerations;
 - f. Trainee-centered, namely the evaluation process focuses on the achievement of competency units rather than on mastery of the training materials; and
 - g. effective and efficient, namely empowering the existing training resources.

Article 33

- (1) Evaluation/assessment may use the following criteria:
 - a. scoring; and/or
 - b. fulfillment of critical aspects.
- (2) The evaluation/assessment results as referred to in paragraph (1) include:
 - a. passed; or
 - b. failed.
- (3) Trainees are entitled to take an evaluation/assessment for each competency unit up to no more than three (3) times.
- (4) The evaluation/assessment results are declared passed as referred to in paragraph (2) subparagraph a, where the Trainees have met the critical aspects set forth in the Work Competency Standards and have an attendance rate of more than 80% (eighty percent).
- (5) The Trainees as referred to in paragraph (4) are entitled to earn a certificate of training completion and a certificate of training graduation issued by the Vocational Training providers.
- (6) The evaluation/assessment results are declared failed as referred to in paragraph (2) subparagraph b where the Trainees:

- a. fail to meet the critical aspects set forth in the Work Competency Standards and have an attendance rate of more than 80% (eighty percent);
 - b. have an employment status during the training period and an attendance rate of less than 80% (eighty percent); or
 - c. fail to meet the critical aspects set forth in the Work Competency Standards and have an attendance rate of less than 80% (eighty percent).
- (7) The Trainees who do not meet the critical aspects set forth in the Work Competency Standards and have an attendance rate of more than or equal to 80% (eighty percent) as referred to in paragraph (6) subparagraph a get a certificate of training completion.
- (8) The Trainees who have an employment status during the training period and have an attendance rate of less than 80% (eighty percent) as referred to in paragraph (6) subparagraph b, and Trainees who do not meet the critical aspects set forth in the Work Competency Standards and have an attendance rate of less than 80% (eighty percent) as referred to in paragraph (6) subparagraph c get a certificate of training participation.

Subdivision 4

Work Competency Certificate

Article 34

- (1) Trainees or graduates of Vocational Training may take a Work Competency certification exam administered by professional certification bodies licensed by the Indonesian Professional Certification Authority.
- (2) The Trainees or graduates of Vocational Training as referred to in paragraph (1) who are declared competent are entitled to earn a Work Competency certificate issued by the Indonesian Professional Certification Authority.
- (3) The Work Competency Certificate as referred to in paragraph (2) serves as the proof of recognition of the Work Competencies already possessed.

Division Three

Tailor-Made Training

Article 35

- (1) Tailor-made training is Vocational Training conducted based on cooperation between Vocational Training providers and other parties to meet the needs of the labor market.
- (2) The cooperation as referred to in paragraph (1) must be oriented toward employment, entrepreneurship, and/or improving the productivity of Vocational Training graduates.
- (3) The governance and tailor-made training scheme as referred to in paragraph (1) refer to Format 6 as set out in the Annex as an integral part of this Ministerial Regulation.

Division Four

Monitoring and Evaluation

Article 36

- (1) Monitoring and evaluation of the implementation of Vocational Training is an activity conducted to:
 - a. obtain information on the success rate of the implementation of Vocational Training; and
 - b. assess the effectiveness of the PBK Program's implementation.
- (2) The monitoring and evaluation as referred to in paragraph (1) may be used as:
 - a. recommendations to inform policy-making on the implementation of government programs in the future;
 - b. a reference for the development of policies, standards, systems, methods, and resources for Vocational Training; and/or
 - c. measurement of the outputs, outcomes, and impacts of the implementation of Vocational Training.
- (3) The monitoring and evaluation as referred to in paragraph (1) is carried out by:
 - a. Vocational Training providers;
 - b. local governments; and/or
 - c. ministries/agencies,in accordance with their respective authority.

Article 37

- (1) Monitoring of Vocational Training is carried out from the preparation through to the implementation of the training.
- (2) The monitoring as referred to in paragraph (1) may be carried out through the following activities:
 - a. ensuring consistency between the preparation and implementation of the training;
 - b. problem identification; and/or
 - c. problem prevention and handling.
- (3) The monitoring as referred to in paragraph (1) may be conducted based on public complaints submitted on SIAPkerja.

Article 38

- (1) Evaluation of Vocational Training is carried out after the training has been completed.
- (2) The evaluation as referred to in paragraph (1) may be carried out through the following activities:
 - a. measurement of the outputs, outcomes, and impacts of the implementation of Vocational Training.
 - b. assessment of the success of the PBK Program's implementation, efficiency, and appropriateness of budget use;
 - c. analysis of obstacles in the implementation of training activities; and/or
 - d. measurement of the productivity of training graduates.
- (3) The evaluation as referred to in paragraph (1) includes:
 - a. the implementation process of Vocational Training;
 - b. the graduation status and/or certification of training graduates;

- c. the career development status and/or productivity improvement of training graduates; and
- d. the satisfaction with the employment of training graduates.

Article 39

- (1) The evaluation of the implementation process of Vocational Training as referred to in Article 38 paragraph (3) subparagraph a may be carried out based on the assessment results of Trainees, including at least the following:
 - a. PBK Program, including the curriculum and syllabus;
 - b. Instructors and Training Officers;
 - c. infrastructure and facilities; and
 - d. training implementation.
- (2) In addition to the assessment results as referred to in paragraph (1), the evaluation of the implementation process of Vocational Training is based on assessment by Trainees via Vocational Training service rating/review.
- (3) The evaluation of the implementation of Vocational Training as referred to in paragraph (1) refers to Format 7 as set out in the Annex as an integral part of this Ministerial Regulation.

CHAPTER III REPORTING

Article 40

- (1) Vocational Training providers submit reports on the realized training implementation to the Ministry online via the kelembagaan.kemnaker.go.id account that is integrated with SIAPkerja.
- (2) Where funding for Vocational Training comes from the state/local budget, the Vocational Training providers must report on the implementation of the Vocational Training to the person in charge of the use of state/local budget not later than ten (10) workdays after the training is completed.
- (3) The report as referred to in paragraph (2) at least includes:
 - a. introduction;
 - b. training preparation;
 - c. training implementation;
 - d. problem;
 - e. problem-solving;
 - f. conclusion and suggestion; and
 - g. closing.
- (4) The report as referred to in paragraph (3) is enclosed with the following attachments:
 - a. PBK Program documents;
 - b. training materials;
 - c. training implementation plan;
 - d. Trainee attendance list;
 - e. recapitulation of evaluations/assessments;
 - f. copy of certificate of training participation, certificate of training completion, and/or certificate of training graduation; and
 - g. training implementation documentation;

CHAPTER IV TRAINING GRADUATE TRACING

Article 41

- (1) Vocational Training providers conduct periodic training graduate tracing in cooperation with the business sector, industrial sector, and employment sector.
- (2) The training graduate Tracing as referred to in paragraph (1) is carried out to determine the outcomes of the PBK Program in the form of training graduates' efforts to secure employment not exceeding six (6) months, most recent employment status, alignment/linear relationship and application of competencies acquired in the employment sector, or entrepreneurship.
- (3) The training graduate Tracing as referred to in paragraph (1) may be carried out in collaboration with local governments, ministries/agencies, or other relevant stakeholders.
- (4) The training graduate Tracing as referred to in paragraph (1) may be carried out through the following activities:
 - a. surveying employment via SIAPkerja;
 - b. blasting WhatsApp, short message service, and/or e-mail to Vocational Training graduates;
 - c. facilitating meetings with Vocational Training graduates;
 - d. empowering communication forum ; and
 - e. confirming to training graduates and/or companies, both directly and indirectly.
- (5) The employment status as referred to in paragraph (2) consists of:
 - a. employed;
 - b. not formally employed, but generating income or profit;
 - c. pursuing further education or training; and
 - d. still looking for work.
- (6) The results of the training graduate Tracing as referred to in paragraph (1) are reported by the Vocational Training providers on SIAPkerja.
- (7) The training graduate Tracing refers to Format 8 as set out in the Annex as an integral part of this Ministerial Regulation.

CHAPTER V DEVELOPMENT

Article 42

- (1) Development of the implementation of Vocational Training is carried out in accordance with their respective authority, by:
 - a. the Ministry;
 - b. ministries/agencies;
 - c. the office administering government affairs in the field of manpower at the provincial/regency/municipal level;
 - d. the office administering government affairs in the field of education at the regency/municipal level; and

- e. the relevant office.
- (2) The development by ministries/agencies as referred to in paragraph (1) subparagraph b is carried out after coordinating with the Ministry and the ministries administering domestic affairs in accordance with the provisions of laws and regulations.
- (3) The development as referred to in paragraph (1) is carried out during the preparation, implementation, as well as monitoring and evaluation phases.

CHAPTER VI CLOSING PROVISIONS

Article 43

Upon the entry into force of this Ministerial Regulation, Regulation of the Minister of Manpower and Transmigration Number 8 of 2014 on Guidelines for Organizing Competency-Based Training (Official Gazette of the Republic of Indonesia Year 2014 Number 586), shall be repealed and declared no longer in force.

Article 44

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

In order to make this Ministerial Regulation known to the public, it is hereby ordered that it be promulgated by its publication in the Official Gazette of the Republic of Indonesia.

Issued in Jakarta
on 25 June 2025

MINISTER OF MANPOWER OF THE
REPUBLIC OF INDONESIA,

[e-signed]

YASSIERLI

Promulgated in Jakarta
on 30 June 2025

DIRECTOR GENERAL OF LEGISLATION OF
THE MINISTRY OF LAW OF THE REPUBLIC OF INDONESIA,

[e-signed]

DHAHANA PUTRA

OFFICIAL GAZETTE OF THE REPUBLIC OF INDONESIA YEAR 2025 NUMBER 448

Prepared and issued as an official translation

Jakarta, 5 October 2026
DIRECTOR GENERAL OF LEGISLATION
FOR THE MINISTER OF LAW OF THE REPUBLIC OF INDONESIA,



DHAHANA PUTRA

Official Translation Notice:

This English translation is provided for information and reference purposes only. In the event of any discrepancy, inconsistency, or ambiguity between the English version and the Indonesian version, the Indonesian version shall prevail.

ANNEX TO
REGULATION OF THE MINISTER OF
MANPOWER OF THE REPUBLIC OF
INDONESIA
NUMBER 6 OF 2025
ON
THE IMPLEMENTATION OF VOCATIONAL
TRAINING

FORMAT 1
FUNDING COMPONENTS OF VOCATIONAL TRAINING

1. Training supports, are among others:
 - a. honoraria for the recruitment team;
 - b. documentation and reporting;
 - c. transportation for Instructors/Training Officers/Trainees;
 - d. data and communication packages for online training;
 - e. daily allowances for Training Officers;
 - f. accommodations for Instructors/Training Officers;
 - g. training supplies and equipment mobility; and
 - h. stationary.
2. Trainings, are among others:
 - a. Trainee supplies, including Personal Protective Equipment (PPE);
 - b. modules;
 - c. documentation and reporting;
 - d. training certificate;
 - e. Trainees' refreshments;
 - f. work/sportswear;
 - g. work shoes;
 - h. training equipment rental;*
 - i. training supplies, including licenses/softwares;
 - j. business equipment support;**
 - k. honoraria/daily allowances for industry/soft skill keynote speakers;
 - l. honoraria/daily allowances for Instructors;
 - m. honoraria/daily allowances for corporate supervisors/mentors for on-the-job training;
 - n. honoraria/daily allowances for mentors/assistants for Trainees with special needs;
 - o. honoraria/daily allowances for Trainees;** and/or
 - p. social security.

Remarks:

- *) In accordance with the needs and budget availability of each ministry/agencies and local government organizing Vocational Training.
- *) Training equipment may be rented where the infrastructure and facilities in the training location are inadequate, no collaborators are available, it is deemed more effective and efficient than relocating training equipment from the Vocational Training providers organizing the training, and the budget available to support the training objectives allows for it.
- **) Business equipment support and/or a daily allowance for Trainees may be used as entrepreneurship capital.

FORMAT 2

LIST OF TRAINING ADMINISTRATION FORMATS (FORMAT 2A to FORMAT 2F)

FORMAT 2A

TRAINING SCHEDULE

TRAINING SCHEDULE

Title of the training program	:	Week	:
Number of contact hours	:	Month	:
Date of implementation	:	Year	:
Number of contact hours	:		
Training method	:		
Vocation	:		

[illegible]

	15.15 - 15.30	BREAK											
9.	15.30 - 16.15												
10.	16.15 - 17.00												

I/T	INSTRUCTOR/ TRAINING OFFICER	CH
... *	... **	... ***
	TOTAL	

.....,

Acknowledged by
Person in Charge of the Activity
(signed)
(.....)

Remarks:

- * Filled in according to the initials of the Instructor/Training Officer’s name (example: AW → Andi Wijaya).
- ** Filled in according to the Instructor/Training Officer’s full name.
- *** Filled in according to the number of contact hours of the Instructor/Training Officer.

FORMAT 2B
PHYSICAL ATTENDANCE LIST FOR TRAINEES

ATTENDANCE LIST FOR TRAINEES

Title of the training :
Number of contact hours :
Number of trainees :
Vocation :
Date of implementation : to.....
Month :
Week :

NO.	NAME	DAY, DATE						REMARKS		
		Monday, .../.../20..	Tuesday, .../.../20..	Wednesday, .../.../20..	Thursday, .../.../20..	Friday, .../.../20..	Saturday, .../.../20..	S	I/P	A
1.										
2.										
3.										
4.										
5.										
6.										
etc.										

.....,

Acknowledged by,
Person in Charge of the Activity

(signed)

(.....)

FORMAT 2C
RECAPITULATION OF EVALUATIONS/ASSESSMENTS

RECAPITULATION OF EVALUATIONS/ASSESSMENTS

Training program :
Date of implementation : to

No.	Name of Trainee	Competency Unit				
		Competency Unit Code 1	Competency Unit Code 2	Competency Unit Code 3	Competency Unit Code 4	Competency Unit Code 5
1.	Trainee 1	*				
2.	Trainee 2					
3.	Trainee 3					
4.	Trainee 4					
5.	Trainee 5					
6.	Trainee 6					
etc.						

.....,
Instructor

(signed)

(.....)

- Remarks:
- *) Filled in with figure or P/F (Passed/Failed);
 - *) For filling in the passing grade figure or graduation standard for each competency unit; and
 - *) For filling in the P/F graduation standards based on the achievement of critical aspects of competency for each competency unit.

FORMAT 2D
CERTIFICATE OF TRAINING PARTICIPATION

LETTERHEAD OF THE VOCATIONAL TRAINING PROVIDER

CERTIFICATE OF TRAINING PARTICIPATION

I, the undersigned:

Name :
NIP (Employee Identity Number)*
/NIK (Resident Identity Number) :
Position :

certify that:

Name :
NIK :
Date, place of birth :
Address :

has participated in PBK training for the program, which was held from
..... to for contact hours.

This certificate is duly issued to be used accordingly.

.....,
Head/Leader
Vocational Training Institution

(signed)

(.....)

Remarks:

*) Filled in the event that the Vocational Training provider is a government-owned LPK.

FORMAT 2E

CERTIFICATE OF TRAINING COMPLETION

LETTERHEAD OF THE VOCATIONAL TRAINING PROVIDER

CERTIFICATE OF TRAINING COMPLETION

I, the undersigned:

Name :
NIP (Employee Identity Number)*
/NIK (Resident Identity Number) :
Position :

certify that:

Name :
NIK :
Date, place of birth :
Address :

has completed PBK training for the program, which was held from
to for contact hours.

This certificate is duly issued to be used accordingly.

.....,

Head/Leader

Vocational Training Institution

(signed)

(.....)

Remarks:

*) Filled in the event that the Vocational Training provider is a government-owned
LPK.

FORMAT 2F

CERTIFICATE OF TRAINING GRADUATION

LETTERHEAD OF THE VOCATIONAL TRAINING PROVIDER

CERTIFICATE OF TRAINING GRADUATION

NUMBER*:

It is hereby certified that:

Name :

NIK :

Place, date of birth :

has completed PBK training for the program, which was held from

to for contact hours and is declared PASSED.

.....,

Head/Leader

Vocational Training Institution

(signed)

(.....)

Remarks:

*) Adjusted to the formatting of official documents of the Vocational Training provider

List of Competency Units
(next page)

No.	Competency Unit	Unit Code	Outcome
1.	 *	 **	 ***
2.			
3.			

Remarks:

- *) Adjusted to the PBK Program participated in.
- **) Adjusted to the competency units in accordance with the PBK Program participated in.
- ***) Filled in with "Passed" or "Failed" based on the evaluation/assessment results.

FORMAT 3
LIST OF SELECTION FORMATS (FORMAT 3A to FORMAT 3C)

FORMAT 3A
SCHEDULE FOR TRAINEE RECRUITMENT THROUGH THE SELECTION MECHANISM

SCHEDULE FOR TRAINEE SELECTION BY TRAINING PROGRAM

No.	Vocation	Training Program	No. of Trainees	Schedule, Time and Location			Remarks
				Pre-Recruitment Training Orientation	Written Test	Interview Test	
1.	*	**	***	../../20.. (....-....)****	../../20.. (....-....)	../../20.. (....-....)	
2.				../../20.. (....-....)	../../20.. (....-....)	../../20.. (....-....)	
dst etc.							

- Requirements:
- 1. Prospective trainees bring ...;
 - 2. Prospective trainees wear ...; and
 - 3. Prospective trainees are required to arrive at the event location not exceeding 10 minutes before the event begins.

.....,

Person in Charge of the Activity

(signed)

(.....)

- Remarks:
- *) Filled in according to the name of the vocation to be tested (example: Welding Techniques).
 - **) Filled in according to the name of the training program to be tested (example: Welder of Plate SMAW).
 - ***) Filled in according to the number of trainees who will take the selection (example: 1-50).
 - ****) Filled in according to the schedule, implementation time, and location/room for the Trainees' selection (example: date/month/year, (08.00 a.m.–10.00 a.m.), Room A).

FORMAT 3B
TRAINEE ANNOUNCEMENT

PROSPECTIVE TRAINEE GRADUATION ANNOUNCEMENT

Vocation :
Training program :
Year :
Generation :

Names of Passed Prospective Trainees

No.	Code of Prospective Trainee	Names of Passed Trainee	Place, Date of Birth
1.			
2.			
3.			
4.			
5.			
6.			
dst etc.			

Name of Reserves

No.	Code of Prospective Trainee	Name of Reserve Trainee	Place, Date of Birth
1.			
2.			
3.			
etc.			

Information on re-registration:

1. Passed prospective Trainees may re-register at from to by bringing
2. Reserve trainees who are selected as Trainees will be contacted by the recruitment committee from to for re-registration.
3. The training opening will be held on at in Trainees are expected to wear the uniform and bring

.....,

Person in Charge of the Activity

(signed)

(.....)