

4. Assessment of Land Consolidation Implementation Agreement

From experience, it is found that the non-achievement of the participant candidates to agree to become Land Consolidation participants is generally due to the objection of the participants on the Land Contribution for Development amount in the form of land or compensation in the form of money and non-clarity of Land Consolidation must be resolved. It should be remembered that although the Land Consolidation participant candidates already know that Land Consolidation brings profitable benefit to the Land Consolidation participant candidates on account of improved environmental quality and land value increase, the Land Consolidation participant candidates still want to have the Land Contribution for Development amount fixed as low as possible. Therefore, in assessing the agreement of the Land Consolidation participant candidates, the information presented in a technically objective manner can really be accounted for, particularly in fixing the estimated Land Contribution for Development amount and the estimated cost to be borne by the Land Consolidation participants.

5. Formulation of Land Consolidation Agreement Result

- a. As a result of the formulation of the Land Consolidation Implementation Plan obtained from the result of location assessment activities and good extension, it is expected that the formulation of the result of agreement assessment can be obtained soon from the Land Consolidation participant candidates. The acceptance of the Land Consolidation participant candidates will be incorporated into a Declaration of Acceptance regarding the Land Consolidation plan signed by each of the Land Consolidation participants.
- b. Good assessment result is also supported by the acceptance of the Land Consolidation participant candidates on the planned implementation of Land Consolidation by all parties concerned. In addition, the acceptance of the Land Contribution for Development percentage also constitutes a very important thing as agreement result.

6. Designation of Land Consolidation Location

- a. The proposal for designation of Land Consolidation location will be prepared by the Land Tenure Arrangement Section of the Regency/Municipality Land Office to be submitted for issuance in accordance with the prevailing regulation. The dossier of the proposal in consideration covers the conditions, among others:
 - 1) Minutes of Land Consolidation implementation agreement signed by 2 (two) representatives of the Land Consolidation participants and acknowledged by the Village/Subdistrict Head and the Head of the Regency/Municipality Land Office concerned.
 - 2) Land Consolidation Location Map signed by the Head of Regency/Municipality Land Office. The size of the map must be at least in the folio format with scale according to requirement, and covering also any Land Consolidation insert.
- b. After the location conditions have been fulfilled, particularly the acceptance of the Land Consolidation participant nominees for all initial conditions, the selected location is confirmed with a decree. According to Circular Letter of the State Minister for Agrarian Affairs/Head of National Land Agency Number 462-3872 dated 22 December 1997 regarding Designation of Land Consolidation Location, it is confirmed that the executors must observe conformity between land allocation and the General Spatial Plan and the

result of Regency/Municipality Level Land Consolidation Coordination Team meeting.
Criteria for Designation of Land Consolidation Location:

- 1) Urban Land Consolidation Area of less than or the same as 10 hectares and Agricultural Land Consolidation of less than or the same as 200 hectares will be designated by the Head of the Regency/Municipality Land Office, and the Confirmation Decree by the Head of Province Regional Office of the National Land Agency, and the decree on Conferment of Title by the Head of Municipality Land Office.
- 2) Urban Land Consolidation Area of more than 10 hectares and Agricultural Land Consolidation of more than 200 hectares will be designated by the Regent/Mayor, and the Confirmation Decree by the State Minister for Agrarian Affairs/Head of National Land Agency and Decree of Conferment of Title by the Head of Municipality Land Office.
- 3) The area was previously covered in the Location Permit, but not possible to be included in the land clearing process, therefore, the Land Consolidation Location Designation will be made by the Head of Regency/Municipality Land Office.

By means of tabulation, the authority for Land Consolidation Location Designation is presented as follows:

Type of Land Consolidation	L/C Location Confirmation Decree Issuance Authority	
	Head of Land Office	Regent/Mayor
Urban	up to 10 ha	More than 10 ha
Agricultural/Rural	up to 200 ha	More than 200 ha

- c. As a result of the issuance of the designation, this means there is certainty of Land Consolidation location and conformity of its allocation to the local Regency/Municipality Regional Spatial Plan or Detailed Spatial Plan. Thus, in the case of the Land Consolidation activity, the Location Permit is no longer needed, because besides the above consideration, it also serves as activity of the land-owner who wishes to have the land tenure and land-use rearranged through Land Consolidation activities.

7. Confirmation of Land Consolidation Object Land

Confirmation of Land Consolidation Object Land constitutes one of the phases which are adequate to determine the smoothness for completion of the next phase. For this purpose, in the preparation, the schedule already established must be taken into account, since the proposal carefully prepared in accordance with the prevailing terms and conditions up to the issuance of the Decree on Confirmation of Land as Land Consolidation Object.

a. Proposed Confirmation of Land Consolidation Object Land

The dossier on the proposed confirmation shall be prepared by the Land Tenure Arrangement Section to be proposed by the Head of the Land Office. The provisions on the issuance of the Confirmation Decree at present can be tabulated as follows:

Type of Land Consolidation	Confirmation Decree Issuance Authority	
	Head of Provincial BPN Regional Office	State Minister for Agrarian Affairs/BPN Head
Urban	up to 10 ha	More than 10 ha
Agricultural/Rural	up to 200 ha	More than 200 ha

The conditions for Confirmation Decree are among others:

- 1) Decree on Designation of Land Consolidation Location.
- 2) List of acceptance of each of the Land Consolidation participants.
- 3) List of participants and area of each land.
- 4) Declaration of Relinquishment of Title or Authorization Letter to Rearrange of each of the Land Consolidation participants.
- 5) Situational Map and Land Consolidation Location with location direction insert in folio format, signed by the Head of Regency/Municipality Land Office.
- 6) Land Use Map in folio format.
- 7) General Spatial Plan/Detailed Spatial Plan Map (RUTR/RDTR) of regions around location.
- 8) Land Consolidation Design or Block Plan at Land Consolidation location together with List of Calculation of Planned Area and Land Allocation Prior to and After Land Consolidation in the form of a table, incorporated into the map.
- 9) Letter of Affidavit on Land from the Head of the Local Land Office.
- 10) Letter of Affidavit on Land History for the land consolidation location (not every land plot) signed by the Head of the local Land Office.

To ensure that the issuance process can be quick, the proposal dossier should be complete. Checking will then be done on the adequacy and correctness of the dossier requirements.

b. Issuance of Decree on Confirmation of Land Consolidation Object Land

Having reviewed the adequacy of the dossier and through evaluation that the proposal has conformed to the provisions, the Confirmation Decree will be issued within a period of about 2 (two) weeks since the receipt of the complete and correct dossier. Subsequently the Decree on Confirmation of Land Consolidation Object Land will be sent to the agency concerned together with a copy to the party concerned. Then preparation can be immediately made for the issuance of Decree on Conferment of Title on Land so that the certification preparation can be immediately started.

III. LAND CONSOLIDATION COMPLETION

As continuation of the Land Consolidation Location Preparation, this chapter constitutes a complete which is inseparable as a technical operational guide for the executors in handling the Land Consolidation activities.

The scope of Land Consolidation Completion activities includes:

1. Identification of Subject and Object.
2. Perimeter Measurement and Mapping.
3. Topographical Measurement and Land Use Mapping, if required.
4. Selection of Right Recipient Candidates (if required, in accordance with the prevailing regulation).
5. Preparation of Block Plans/Land Consolidation Pre-designs and Calculation of Land Allocation Plan Area.
6. Preparation of Land Consolidation Design (DL/C).
7. Deliberation on New Land Plot Designation Plan/Land Consolidation Design.
8. Relinquishment of Title on Land or Authorization Letter to Rearrange by each Land Consolidation Participants.
9. Proposal for Confirmation of Land as Land Consolidation Object.
10. Confirmation of Land as Land Consolidation Object.
11. Stake-out/Reallocation.
12. Issuance of Decree on Conferment of Title on Land.
13. Land Certification.
14. Construction (Road Body/Trench Formation/Clearing, Public Infrastructure, etc.).

A. Field Activities

1. Identification of Subjects and Objects

Data collection on the subject constitutes inventorying of the identity of the subject of title on land as the land-owners/land-holders including the name, address, age, occupation and other necessary information. Whereas the data collection on the object constitutes inventorying of the land object including land area according to evidence in the form of certificate of title on land owned or held by the Land Consolidation participant (such as traditional land certificate, ordinary land certificate, SPPT/Noticé on Owed Tax, etc.), land boundaries, land origin (such as sales-purchase, inheritance, grant, etc.) and in case of inherited land the genealogy, heir relationship, power of attorney to process, etc. must be attached.

The subject and object data have to be signed by the Subdistrict Head and acknowledged by the Head of Regency/Municipality Land Office concerned. This activity of subject and object data collection should be conducted simultaneously with the perimeter measurement, thus it is expected that integrated result between the land subject and object on the field can be provided.

The result of data collection will be in the form of List of Land Holding/Ownership prior to the Land Consolidation activities containing the name and land area of each Land Consolidation participant.

2. Perimeter Measurement and Mapping

Perimeter measurement and mapping will be conducted to ascertain the boundaries of each land plot at the Land Consolidation location. This activity will be done by the officer appointed through Assignment Letter from the Head of Provincial BPN Regional Office or the Head of Regency/Municipality Land Office according to certain area width in accordance with the prevailing regulation.

Perimeter measurement and mapping comprises:

- a. Measurement of boundaries of each land plot.
- b. Mapping of the result of measurement of each land plot.
- c. Calculation of area of each land plot.
- d. Verification of land area resulting from perimeter measurement and mapping with the land area stated in the traditional land certificate, Tax Bill, ordinary land certificate, or other proofs or evidences of title on land. If there is a difference in the land plot area figures, then the figure used will be the result of area calculation resulting from measurement on the field and the actual area advised to the land-owners concerned.
- e. Numbering with certain sequence of each land plot on the Perimeter Map, to facilitate the mapping.
- f. Perimeter mapping will be used as the basis in preparation of the Land Consolidation Design based on the measurement result.
- g. Result of perimeter measurement in the form of Perimeter Map with a scale of 1:1,000 or a certain scale according to requirement. This Perimeter Map will be equipped with existing land plot number, roads and drainage, buildings, public facilities and social facilities, stating the name of each Land Consolidation participant together with the land area.

3. Topographical Measurement and Land Use Mapping

If urgently required, topographical measurement and land use mapping may be carried out. Topographical measurement is intended to ascertain the elevation and angle of slope at the Land Consolidation location. This activity will be conducted by the officer appointed through Assignment Letter from the Head of Provincial BPN Regional Office or the Head of Regency/Municipality Land Office according to a certain area width in accordance with the prevailing regulation.

The activities in topographical measurement include:

- a. Measuring the elevation of certain points at the Land Consolidation location, with meter units above sea level thereby producing elevation points (spotheight).
- b. Mapping the measurement result with a scale of 1:1,000 or a certain scale according to requirement.
- c. Preparing Contour Map (containing information on the lines connecting the points at the same elevation).
- d. Calculating the angle of slope.

Topographical map will be prepared with a scale of 1:1,000 or a bigger scale and will use contour interval of half up to one meter and combined with/overlaid onto the Perimeter Map. If it is found that the difference of elevation between the highest point and the lowest point at

the Land Consolidation location is less than one meter and illustrated in the Perimeter Map as producing an indication that does not reflect the information of a certain elevation, then the Topographical Map should not be used. Therefore, the use of Topographical Map must be adapted to the topographical condition of the Land Consolidation.

The purpose of Land Use Mapping is to ascertain the type of land use at present at the Land Consolidation location. The land use mapping activities include field survey and mapping into the Land Use Plan with a scale of 1:1,000 or a certain scale according to requirement.

The result of topographical and land use mapping is particularly needed for the preparation of the Block Plan and Land Consolidation Design.

4. Selection of Right Recipient Candidates

For the purpose of selection of the candidates for recipients of title on land, particularly implementation of Agricultural Land Consolidation constituting linkage to redistribution of agricultural land, it will be attempted to achieve this through determination of priorities. This is due to the fact that the agricultural land area to be distributed is very limited, while the number of farmers in need of the land is very big. The continuity of determination of priorities related to the turns of the farmers with the most need for the land and the farmers already having close relationship with the land being processed must be maintained.

5. Preparation of Block Plans/Land Consolidation Pre-designs and Calculation of Land Allocation Plan Area

Preparation of the Draft Block Plan is intended to the initial step towards physical arrangement of the Block Plan for land allocation or land-use at the Land Consolidation location. This is intended to ensure that a region equipped with public and social facilities needed according to the spatial planning criteria and standard can be realized.

The final result of the Draft Block Plan is an indication of the lay-out of the planned structure of the road networks, land plot block, public facility block, social facility block, and Reserved Land block incorporated into the map with a scale of 1:1,000 or a bigger scale. The Draft Block Plan will subsequently discussed with the Land Consolidation participants and therefore, may change in accordance with the result of agreement in the discussion with the Land Consolidation participants.

Physical arrangement in the Block Plan preparation includes arrangement of the shape, area and location of each land allocation type block. Such arrangement covers planned roads, land plot blocks, social facility blocks, Reserved Land blocks, commercial area blocks, and other blocks which are required, so that a regional order conforming to the established Regional Spatial Plan will be realized.

Such physical arrangement will be accomplished through the process of shifting, combination, splitting, exchanging, and so on. In spite of this, efforts must still be made so that the shifting of block location will be as close as possible to the original land location to avoid moving and flown or lost of land plot or land plot moving far or phantom land plot or new land plot suddenly emerging.

To prepare the Block Plan, the following steps will be taken:

- a. Preparing data and maps showing the initial condition at the location before Land Consolidation. To obtain the data and maps, data collection will be conducted, including:
 - 1) Area of location, Location Map, and Perimeter Map.
 - 2) Area of land and Perimeter Map before Land Consolidation.
 - 3) Topographical and Land Use Map before Land Consolidation.
 - 4) List of land areas and ownership before Land Consolidation adapted to the Perimeter Map.

- b. Preparing reference for Regional Spatial Plan at the area, as established by the Regional Government concerned. The reference may be in the form of Regional Spatial Plan (RTRW), Detailed Spatial Plan (RDTR), and Technical City Spatial Plan (RTRK). In the Block Plan Preparation, the more relevant references are Detailed Spatial Plan and Technical City Spatial Plan because these are more detailed. The technical planning criteria and standard contained in the Detailed Spatial Plan or Technical City Spatial Plan can serve as reference, particularly with regard to determination of:
 - 1) Planned road networks type and hierarchy, so that the land requirement for road networks can be estimated.
 - 2) Planned type and number of the required public facilities and social facilities, so that the land requirement for all public facilities and social facilities can be estimated.
 - 3) Planned building density and building plotting. This is required to plan the land plot blocks and area of each land plot.

- c. Preparing List of Calculation of Planned Land Area and Allocation before and after Land Consolidation, to facilitate the process of calculation of land area of each allocation. From the calculation result, the Land Contribution for Development percentage can be estimated.

- d. Preparing Draft Block Plan indication by preparing lay-out of each land plot block, road networks, service center (social facilities and public facilities) and other necessary requirements. The land area in the list must be the same as the land area on the map. The list of calculation of area of each block will be accommodated in the Draft Block Plan Map.

- e. Submitting Draft Block Plan to the Land Consolidation participants for consultative discussion to reach an agreement, for the purpose of acceptance and making final decision on the area calculation, Land Contribution for Development, and Block Plan.

In the preparation of the lay-out in the Draft Block Plan, various matters will be taken into consideration, among others:

1) Road Networks Structure and Hierarchy

Road networks will be arranged so that it can serve each block and land plot. The road networks pattern will be adapted to the condition of the Land Consolidation location. There are several road networks patterns, among others the Grid Type, T-Cross Type, Loop Type, Cul-de-sac Type, Circle Type, and combination among them.

Besides the road networks pattern, the road width in accordance with the hierarchy must also be observed. As comparison material, in a housing estate, road hierarchy is frequently found, namely:

- (1) Road width of 4 to 6 meters (R1)
- (2) Road width of 6 to 8 meters (R2)
- (3) Road width of 8 to 12 meters (R3)
- (4) Road width of more than 12 meters (R4)

Schematically, the road hierarchy indicates each road and access of each land plot to road.

2) Land Plot Block Area and Size

In determining the area and size of a land plot block, the following items must be observed:

- (1) Allocation of land plot block, park block, school block, and so on. The school block is adapted to the size of the land requirement area in accordance with the technical standard established for the planned allocation type.
- (2) Wider roads should have served bigger blocks. This is linked to the Building Boundary Line (GSB) as stipulated in the City Spatial Plan.
- (3) Planned area, shape and size at the land plot block. The front road width and depth length should be ideal and avoid the existence of land plot which is too fat or too thin. Although there is no stipulation yet providing for land plot shape, it is suggested that the width of the front land plot be minimum 6 meters and the land plot depth length be between one and two times the front road width.

3) Public Facility and Social Facility Lay-Out

The construction of public facilities and social facilities will be carried out to serve the needs of the residents at the Land Consolidation location. The location of the public facilities and the social facilities will be arranged so that it is accessible to the residents easily to meet the needs of the residents in a balanced manner in accordance with the service area.

4) Reserved Land, if required

The Reserved Land is a part of the Land Contribution for Development handed over to a third party with compensation payment in the form of money used for financing the activities of Land Consolidation implementation. Therefore, basically the Reserved Land constitutes land to be sold to another party.

In case the physical implementation of Land Consolidation is financed through Government Budget plan, the proceeds of Reserved Land sales may be used for construction of environmental infrastructure and facility construction, construction of public facilities and/or other social facilities, such as construction of roads, construction of bridges or culverts, construction of office of Village Head/RT/RW, civic center, community center, and so on.

Therefore, the Reserved Land should be positioned at a commercially strategic location and it is expected that it can be sold quickly at a reasonable price and can be used to finance further development. The Reserved Land requirement will be determined by considering various matters, among others:

- (1) Availability of budget viewed from the budget source and amount.
- (2) Final result and scope of the work to be achieved.
- (3) Preparedness of participants to contribute land for the Reserved Land.

In accordance with Circular Letter of the State Minister for Agrarian Affairs/Head of the National Land Agency Number 410-1637 dated 7 June 1996 regarding Management of Land Consolidation Reserved Land, it is specified that the Reserved Land be used to finance Land Consolidation implementation. The Reserved Land will be handed over to another party, such as private individual or corporate body or participants having small land plot with money compensation.

Whereas the price of the Reserved Land handed over to another party will be fixed by the Coordination Team. Then the Head of Land Office will hand over the Reserved Land by issuing Permit for Using Land (SIMT) which will subsequently serve as the basis for issuance of title on land to the party concerned.

With regard to the spending of the proceeds from the Reserved Land sales, the management will be conducted by Head of Regency/Municipality Land Office concerned based on the proposal prepared with the approval of the Land Consolidation Coordination Team, whereby the representatives of the Land Consolidation participants are included as the members of the team joining in giving approval.

6. Preparation of Land Consolidation Design (DL/C)

Preparation of Land Consolidation Design (DL/C) is intended to prepare the location plan, form and extent of the new land plots on Land Consolidation location, after reduced by Land Contribution for Development. The extent of each land plots is to be effort in order to pursuant with the calculation result that agreed by Land Consolidation participants.

The result of preparation of Land Consolidation Design is included in the map with the scale 1:1,000, that draw the location, width, form/model and the boundary of land plots in each block accurately. Land Consolidation Design covering:

- a. Plan of each land plot at the existing block.
- b. Road networks plan.
- c. Planned land plot for public facilities and social facilities.
- d. Area of each land plot according to the land allocation type.

The method of Preparation of Land Consolidation Design is as follows:

- a. Preparing original perimeter or land-ownership map, Draft Block Plan and List of Land Allocation Width Plan agreed upon by the Land Consolidation participants.
- b. The Draft Block Plan and List of Land Allocation Width Plan will serve as reference in the preparation of Land Consolidation Design. The original Perimeter map will be used for reference in positioning the new land plot location.
- c. Referred to in the said List of Land Allocation Width Plan, subsequently the extent of land plot that will be allocated to each participant after Land Consolidation (after reduce by Land Contribution for Development that agreed by the participant) shall be calculated and stipulated. The area of each said new land plot is submitted in the List of New Land Plot Ownership Width which constitute of the guidance in planning the new land plot on Land Consolidation Design or at the time staking-out/reallocation on the land.
- d. The Land Contribution for Development amount, calculated in advance, constitutes the total contribution needed. The contribution amount charged to each land plot in view of

the Land Contribution for Development has to be recalculated. The calculation method should be a fair one, so that it will be easily acceptable to the Land Consolidation participants. Therefore, the method most suitable to the condition at each location will be chosen. As consideration three methods normally used to calculate the amount of land contribution charge per land plot are presented, namely:

- 1) Land Area Method,
- 2) Land Value Method, and/or
- 3) Combined Land Area and Land Value Method.

The Land Area Method is intended for big contribution imposed on each land plot, calculated with the same percentage amount for public facility and social facility as well as Reserved Land requirements. Whereas the contribution amount per land plot for road infrastructure varies depending on the road factor at the land plot.

In the Land Value Method, the amount of contribution per land plot is calculated based on the land value. The contribution amount may vary, proportionally to the land value of each land plot when compared between before and after Land Consolidation. The value of land plot before land consolidation can be calculated by considering the land class, the basic price, and so on. Whereas the land value after Land Consolidation is calculated based on estimate.

- e. Subsequently, each land plot is positioned at each land plot block on the Block Plan Map. In positioning a land plot, if there is shifting, effort should be made to have the new land plot remaining located close to the land plot before Land Consolidation by observing the original Perimeter Map.
- f. Besides the land plot location, the shape and boundaries of the land plot must also be observed. The ideal shape of the land plot is generally with a depth length of at least 1.5 times the width at the roadside. The land plot boundary should be straight up to the front side or as close as possible to the road.

7. Consultative Discussion to reach an Agreement on New Land Plot Designation Plan/Land Consolidation Design

Consultative discussion to reach an agreement between the executor and the participants of Land Consolidation is intended to further convince the Land Consolidation participants that after new land plot designation or reallocation has been done at the field and reduced for the Land Contribution for Development, there may be a change of shape and area of the new land plot. As a result, there may be shifting of the land plot location of each participant after Land Consolidation. In addition, as a result of the shifting, there may be removal of fence, buildings or productive trees owned by the Land Consolidation participants. The result of the consultative discussion to reach an agreement is contained in minutes to be signed by the Head of Land Consolidation Implementation Task Force and at the most 2 (two) Land Consolidation participant representatives.

8. Relinquishment of Title on Land

After the Land Consolidation Design has been agreed upon through consultative discussion to reach an agreement, activities related to Relinquishment of Title on Land will be subsequently conducted by the Land Consolidation participants. The Declaration of Relinquishment of Title on Land is intended to fulfill the legality conditions to make the status of the land as land

directly controlled by the State, although physically the land is still occupied by the Land Consolidation participants.

With State land status, in accordance with the prevailing laws and regulations the Government is authorized to rearrange land use and land tenure in accordance with the result of consultative discussion to reach an agreement with the Land Consolidation participants. The Declaration of Relinquishment of Title on Land must be signed by each Land Consolidation participant concerned before the Head of Regency/Municipality Land Office. The items to be observed in relinquishment of title on land are:

- a. The Land Consolidation participant comes personally to Regency/Municipality Land Office to prepare Declaration of Relinquishment of Title on Land to the State.
- b. If the land already has a certificate and is used as collateral or credit guarantee at one of the banks, then there must be approval from the creditor concerned. For this purpose, the Head of the local Regency/ Municipality Land Office has to inform the creditor in writing and the matter must be settled in accordance with the provisions of the prevailing laws and regulations.
- c. If the land in consideration constitutes joint ownership, such as husband-wife, then those signing the Declaration of Relinquishment of Title on Land must be the husband-wife jointly. At the time of relinquishment of title, the certificate and other proofs of title on land must be handed over to the Head of the local Regency/Municipality Land Office. The approval on government asset land plots must originate from the agencies concerned confirmed by the authorized officials of the offices or agencies.

9. Proposed Confirmation of Land as Land Consolidation Object

As the basis of issuance of Decree on Confirmation of Land as Land Consolidation Object, the decree proposal document is needed from the Head of Regency/Municipality Land Office at the Land Consolidation implementation location in question.

The Proposal Letter must be completely sent for the same of smoothness of the Decree on Confirmation of Land as Land Consolidation Object issuance process. The adequacy of the proposal letter includes:

- a. Decree on Land Consolidation Location Confirmation from the Regent/Mayor concerned.
- b. Land Consolidation Plan Situational Map and/or Location Direction Map.
- c. Land Use Plan and Topographical Map, if necessary (there is contour interval).
- d. Spatial Plan/Technical Plan (RTRK)/Detailed Plan (RDTR) Plan Map.
- e. List of Participants and land-ownership area of each Land Consolidation participant.
- f. List or Declaration of Acceptance from each Land Consolidation participant regarding Land Consolidation Plan.
- g. List of Declaration of Relinquishment of Title on Land from Land Consolidation Participants.
- h. Land Consolidation Design Map.
- i. Letter of Affidavit on Land.
- j. Letter of Affidavit on Land History issued by the Head of Regency/Municipality Land Office.
- k. Other required items.

Based on the provisions of the prevailing regulation, there is selection of authority for the issuance of the Decree on Confirmation of Land as Land Consolidation Object, respectively:

- 1) In the case of location with an area of less than and up to 10 hectares in the urban areas or 200 hectares in the rural/agricultural areas, the proposal must be addressed to the Head of Province Regional Office of the BPN to obtain the Decree on Confirmation of Land as Land Consolidation Object from the Head of the Regional Office concerned.
- 2) In the case of location with an area of more than 10 hectares in the urban areas or 200 hectares in the rural/agricultural areas, the proposal must be addressed to the State Minister for Agrarian Affairs/Head of BPN through the Head of Province Regional Office of the BPN concerned.

If the Decree on Confirmation of Land as Land Consolidation Object is issued by the State Minister for Agrarian Affairs/Head of BPN, then the proposal application is prepared by the Head of Land Tenure Arrangement Section and submitted by the Head of Regency/Municipality Land Office to the State Minister for Agrarian Affairs/Head of BPN through the Head of the Province Regional Office of the BPN concerned. Subsequently, the Head of the Province Regional Office of the BPN gives recommendation and pass on the matter to the State Minister for Agrarian Affairs/Head of BPN, after the proposal dossier has been reviewed by the Head of Land Tenure Arrangement Section regarding the adequacy and correctness of the fulfillment of conditions. It should be remembered that the adequacy and correctness of the conditions for the proposal application greatly affects the speed of the Decree on Confirmation of Land as Land Consolidation Object completion process at the Central BPN or Regional Office of BPN.

If the Decree on Confirmation of Land as Land Consolidation Object is issued by the Head of the Province Regional Office of the BPN, then the Central BPN will get a copy of the Decree on Confirmation of Land as Land Consolidation Object, while the Decree on Confirmation of Land as Land Consolidation Object issued by the State Minister for Agrarian Affairs/Head of BPN will be sent to the Head of Regency/Municipality Land Office concerned with copies to all related parties, such as the Governor, Head of Province Regional Office and the Regent/Mayor at the place where the Land Consolidation is conducted.

10. Confirmation of Land as Land Consolidation Object

The Decree on Confirmation of Land as Land Consolidation Object is intended to serve as the basis of authority of the Government, in this case the State Minister for Agrarian Affairs/Head of National Land Agency to organize Land Tenure and use through Land Consolidation. The Decree on Confirmation of Land as Land Consolidation Object will be issued after receiving the relinquishment of title on land from the Land Consolidation participants to the State before the Head of Regency/Municipality Land Office, as attached in the Decree on Confirmation of Land as Land Consolidation Object proposal dossier.

The Confirmation Decree at the same time also delegates authority to the Head of Province Regional Office of the National Land Agency and the Head of Regency/Municipality Land Office to operationally organize land tenure and land use at the location in accordance with the Land Consolidation Design already agreed upon by Land Consolidation participants and approved by the authorized related agencies.

In accordance with Circular Letter from the State Minister for Agrarian Affairs/Head of National Land Agency Number 410-2084 dated 30 June 1998 regarding Improvement of Land Consolidation Service, it is confirmed that the Decree on Confirmation of Land as Land Consolidation Object is issued by the State Minister for Agrarian Affairs/Head of National Land Agency for locations with an area of more than 10 (ten) hectares in the urban areas or 200 hectares in the rural/agricultural areas, and issued by the Head of Province Regional Office of the National Land Agency on behalf of the State Minister for Agrarian Affairs/Head of National Land Agency in the case of locations with an area of not more than 10 (ten) hectares.

Based on the aforesaid matter, the State Minister for Agrarian Affairs/Head of National Land Agency or the Head of Province Regional Office of the National Land Agency will designate the Land Consolidation location in the Decree on Confirmation of Land as Land Consolidation Object after taking into consideration various factors, among others as follows:

- a. Certainty of data on subjects and objects prior to Land Consolidation.
- b. Certainty of plan after Land Consolidation, including conformance of location to the Regional Spatial Plan, Land Consolidation Design Plan, including planned area and allocation of each land plot, social facilities and public facilities as well as Reserved Land.
- c. Certainty of acceptance of landowners as Land Consolidation participants and acceptance of Land Consolidation Block Plan/Design and the relevant relinquishment of title.
- d. Certainty of financing plan and implementation schedule.
- e. Therefore, for the purpose of submission of the Decree on Confirmation of Land as Land Consolidation Object proposal, the relevant application must be supported with these attachments:
 - 1) Decree of Regent/Mayor or Head of Regency/ Municipality Land Office regarding Land Consolidation Location Designation.
 - 2) Land Consolidation Plan Situational Map, with Location Direction insert in folio format. The Location Direction Map must at least indicate the Office of Village Head Office, the Office of District Head, the Office of Regent/Mayor and the Office of Governor (if any), highways, railroads (if any), rivers or drainage and other geographical view (natural or artificial features) information, to assist in ascertaining the Land Consolidation location position.
 - 3) Topographical and Land Use Map (if required) in folio format.
 - 4) Spatial Plan (RTRK/RDTR) Map at the area around Land Consolidation location.
 - 5) List of Land Consolidation participants and land-ownership area of each Land Consolidation participants.
 - 6) List of Approval of each land-owners regarding preparedness to participate in the Land Consolidation implementation activities.
 - 7) Declaration of Relinquishment of Title on Land or each Land Consolidation participants. The Declaration of Title on Land must absolutely be attached, particularly in the case of land plots already conferred a title on land.
 - 8) Design Map of Land Consolidation at the Land Consolidation location together with List of Area Calculation and Land Allocation before and after Land Consolidation in the form of a table, incorporated into the map.
 - 9) Letter of Affidavit on Land Registration (SKPT) issued by the Head of Regency/Municipality Land Office.

- 10) Letter of Affidavit on Land History of all land plots at the Land Consolidation location (not each land plot), signed by the Head of the Regency/Municipality Land Office concerned.
- 11) Other required items.

11. Stake-out/Reallocation

After the Land Consolidation Plan and the calculation of area of each new land plot, public facilities, social facilities, and Reserved Land have been accepted and confirmed based on the result of consultative discussion to reach an agreement with the Land Consolidation participants and other related agencies, based on the Land Consolidation Design. This reallocation work should be witnessed by the Land Consolidation participants.

The reallocation work includes among others:

- a. Measurement and staking of public facilities, social facilities, and Reserved Land.
- b. Determination of road body and drainage boundaries.
- c. Field checking of each Land Consolidation participants to position the new land plot for each Land Consolidation participants by giving clear boundary signs. It should be remembered that if there is a move of the land plot location from the original position, effort must be made so that the move will not be too far.

12. Issuance of Decree on Conferment of Title on Land

After obtaining the Decree on Confirmation of Land Consolidation Object Land from the State Minister for Agrarian Affairs/Head of the BPN or the Head of Province Regional Office of the BPN, the Head of Local Land Office in the Regency/Municipality will immediately issue Decree on Conferment of Title on Land Consolidation Object Land to each Land Consolidation participants with the following procedures:

- a. After the issuance of the Decree of the State Minister for Agrarian Affairs/Head of the BPN or the Head of Province Regional Office of the BPN regarding Confirmation of Land as Land Consolidation Object, the Regency/Municipality Land Office will immediately prepare the issuance of Decree on Conferment of Title on Land collectively. The proposal will be prepared by the Head of Land Tenure Arrangement Section of the Regency/Municipality Land Office.
- b. After the application dossier has fulfilled the conditions, the Head of Land Office will issue Decree on Conferment of Title on Land to each eligible participants with suitable types of title conforming to the conditions and the allocation, based on the prevailing regulation. The decree will be prepared by the Head of Land Tenure Arrangement Section with the procedure in accordance with Regulation of the Head of the BPN Number 4 of 1991 and Regulation of the State Minister for Agrarian Affairs/Head of National Land Agency Number 3 of 1999, and other laws and regulations.
- c. Besides the issuance of Decree on Conferment of Title on Land for housing land plots, conferment of title will also be made to land plots for public facilities, social facilities, and Reserved Land to those eligible after fulfilling the conditions in accordance with the prevailing regulation.
- d. A Land Consolidation participant whose land plot is already conferred title on land, in obtaining title on the land plot will be exempted from the obligation to pay registration fee to the State. However, the participant concerned will only be charged administrative

- fee the amount of which will be adjusted to the PRONA (National Agrarian Program) provisions based on Decree of the State Minister for Agrarian Affairs/Head of BPN Number 4 of 1995 and land registration cost in accordance with the prevailing regulation.
- e. With regard to the land originally having State Land status, the recipient of the title besides being charged registration fee to the State is also obliged to pay administrative fee and Land Registration fee in accordance with the prevailing regulations. The participants belonging to the economically weak group and those meeting certain requirements will be given exception on the obligation to pay registration fee to the State by adhering to the guidelines in the PRONA provisions. Such exception will be stipulated at the same time in the Decree on Confirmation of Land Consolidation Object Land at the location in consideration based on the proposal of the Land Office.
 - f. An extract of the Decree on Conferment of Title on Land will be signed by the authorized officer and a copy of the Decree on Conferment of Title on Land in consideration will be sent to each of the parties concerned, including the Central BPN.

13. Land Certificate

After the issuance of the Decree on Conferment of Title on Land, an extract of the Decree will be sent to the party concerned for the issuance of land certificate (proof of title on land) in the name of each eligible Land Consolidation participants after the Land Consolidation participant has fulfilled the relevant obligations. The issuance of the land certificate in consideration covers all land plots existing at the Land Consolidation location, and will be completed in accordance with the planned schedule for Land Consolidation activity implementation designed earlier.

14. Construction

Construction works constitutes physical works like the physical construction physical works such as physical construction of road body formation/clearing, trench digging, road compaction, construction of public facilities and other social facilities. This construction works will be carried out according to the Land Consolidation Design prepared earlier and adapted to the plan approved by the Land Consolidation executor and participants.

The scope of construction works handling depends on the availability of budget and agreement of the Land Consolidation participants. If the Land Consolidation participants agree that the construction works should be done by the National Land Agency, then the works may be handled simultaneously and may be carried out through a contractor. Likewise, if the Land Consolidation participants wish to postpone temporarily the construction works, then the completion may be postponed in accordance with the capability of the Land Consolidation participants.

To improve the smoothness of Land Consolidation, at least the construction works must be handled simultaneously with the road body formation, trench digging, and road compaction in accordance with the Land Consolidation Design. Thus, the quality of the result of Land Consolidation implementation will be seen at the location in consideration, while the construction of public facilities, social facilities, and so on may be carried out subsequently in the following years. In fact, in various experiences, cooperation with the private sector can be seen throughout the entire physical construction.

B. Results of Activities

The final result of Land Consolidation Activities includes among others:

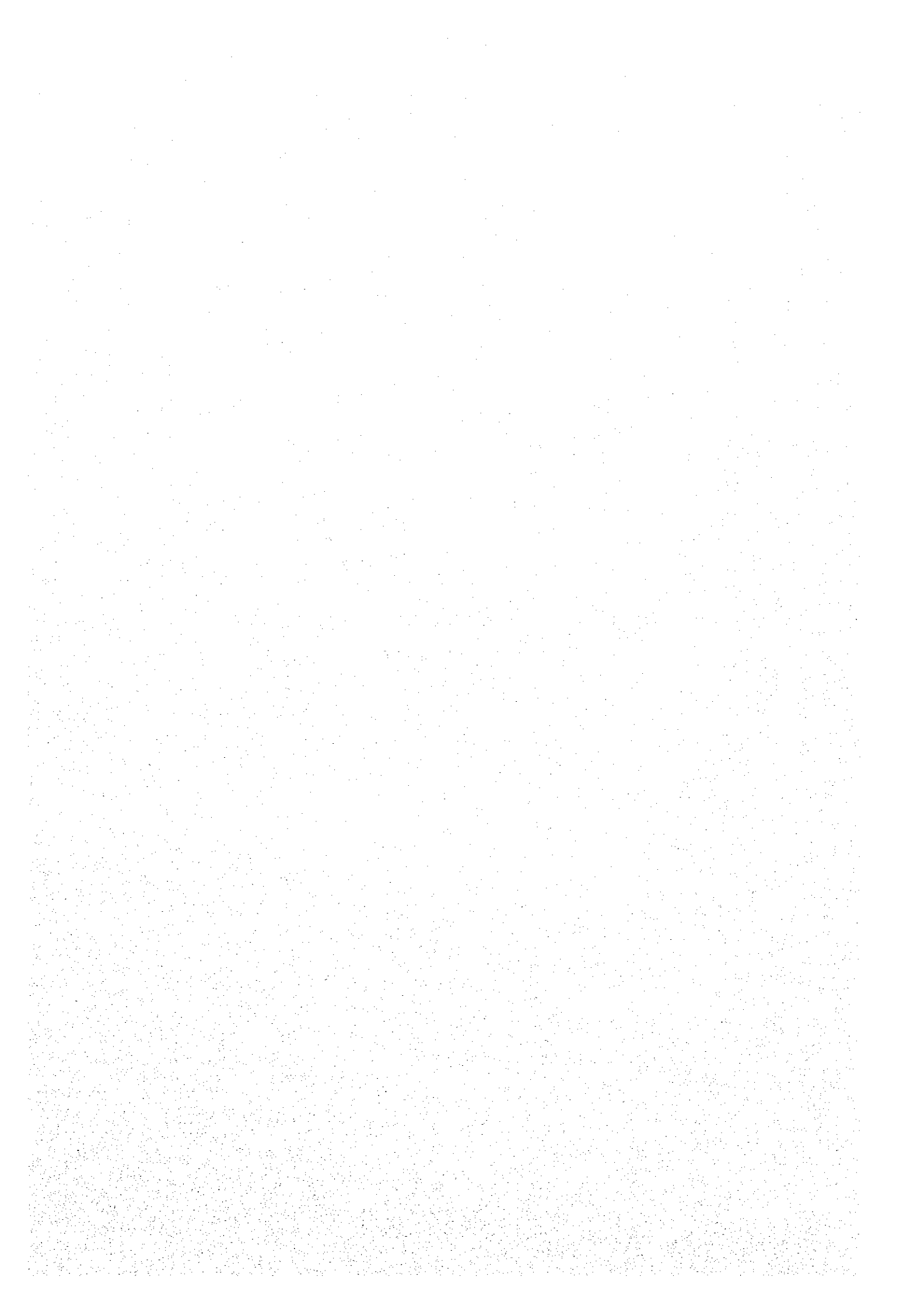
1. Decree on Designation of Location.
2. Perimeter Map (before Land Consolidation).
3. Topographical Map (if required).
4. Land Use Map (if required).
5. Block Plan Map.
6. Land Consolidation Design Map.
7. List of Participants and area of land of each Land Consolidation Plan (before L/C).
8. Declaration of Relinquishment of Title on Land (List/Recapitulation of Declaration).
9. Decree on Confirmation of Land as Land Consolidation Object.
10. List of Land Holding/Ownership after Land Consolidation, together with identity number of the above land plots, perimeter map resulting from Land Consolidation.
11. Decree on Conferment of Title on Land.
12. List of Land Certification.
13. Report Book of Final Result of Land Consolidation Activities.

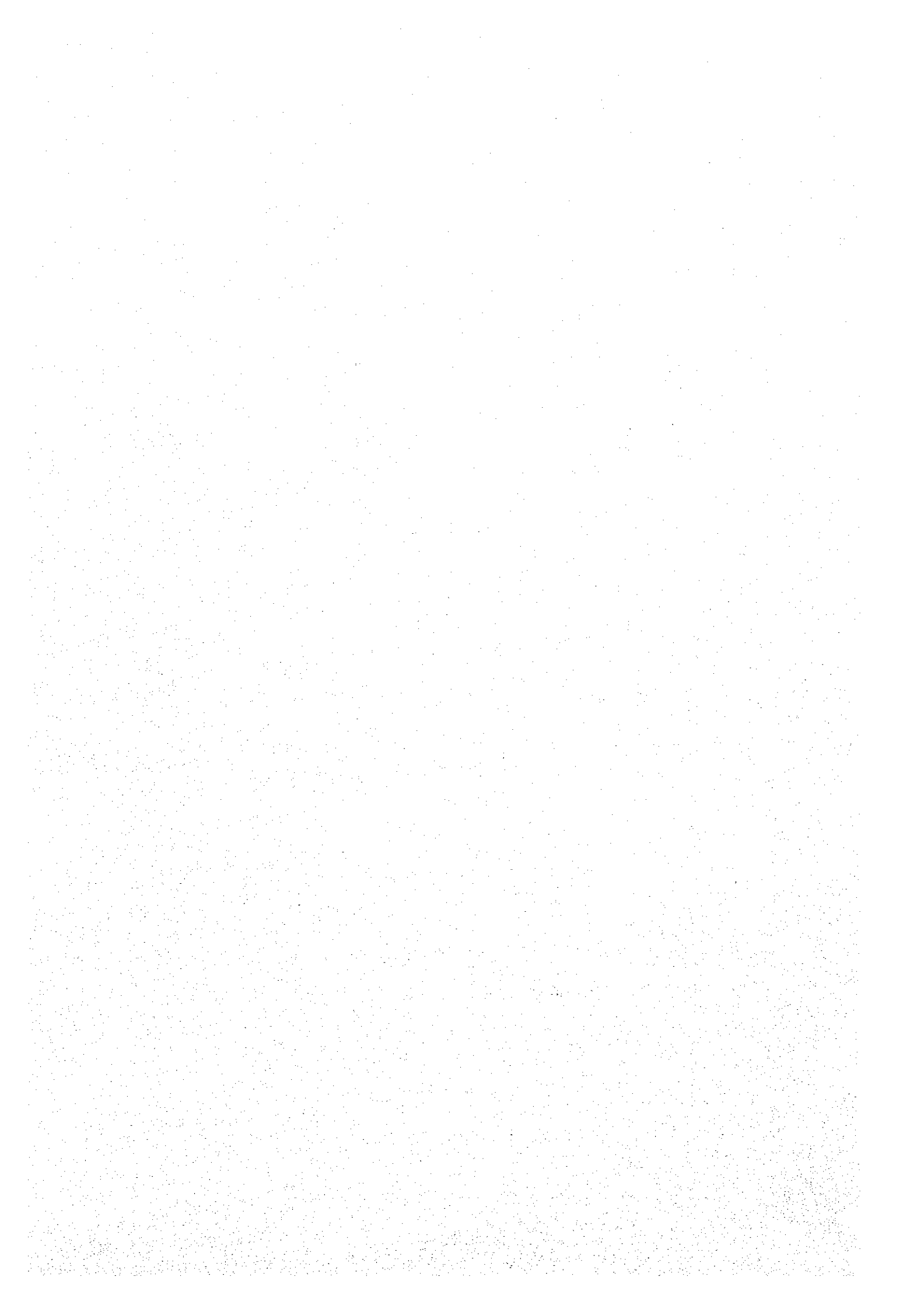
IV. REPORTING

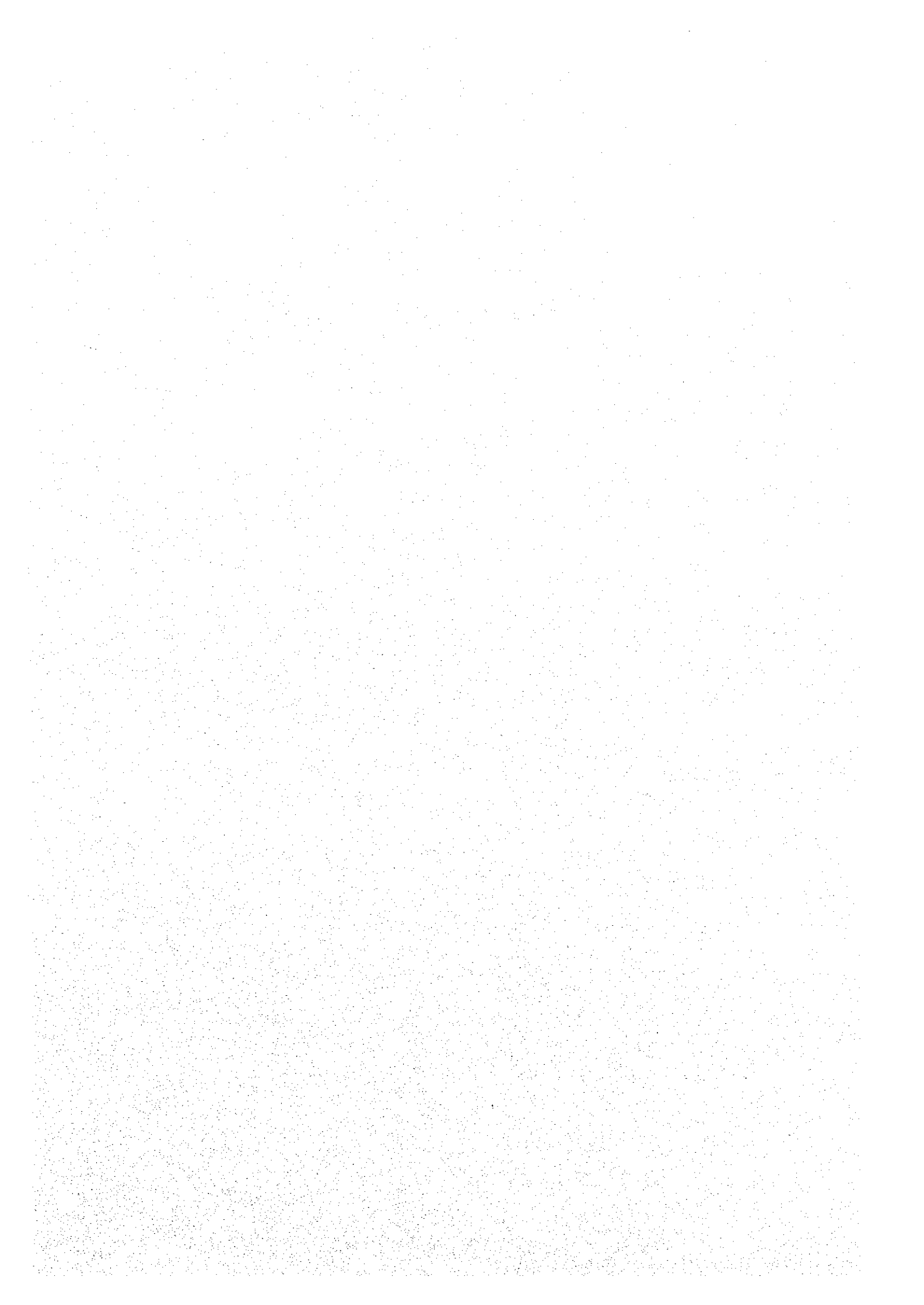
In the implementation of Urban/Rural/ Agricultural Land Consolidation Guidance activities, it is necessary to prepare several reports to be submitted to the Central BPN on the following conditions:

1. Financial Report shall be finalized in accordance with the prevailing regulations in the financial administration operation.
2. Land Consolidation Activity Final Result Report.

3. Reports sent to the Central National Land Agency shall be supported with all documents covering the entire Land Consolidation implementation process.







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