RULES OF PROCEDURE
THE HOUSE OF REPRESENTATIVES
THE REPUBLIC OF INDONESIA

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DECISION OF
THE HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA
NUMBER 03A/DPRRI/I/2001-2002

CONCERNING
THE RULES OF PROCEDURE OF
THE HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA

Considering:

a. that the House of Representatives of the Republic of Indonesia needs to have its rules of procedure which provides the position, composition, authorities, tasks, rights, and responsibilities of the House of Representatives of the Republic of Indonesia and its complementary organs in the bid to actualise a constitutional - democratic state based on Pancasila and the 1945 Constitution;

b. that as provided by law number 4 of 1999 concerning the Composition and Position of the People’s Consultative Assembly, the House of Representatives and the Regional House of Representative, the Rules of Procedure of the House of Representatives of the Republic of Indonesia shall be determined by the House of Representatives of the Republic of Indonesia itself;

c. that the presently - effective Rules of Procedure of the House of Representatives of the Republic of Indonesia require proper adjustments and changes in the efforts to support the increased function and role of the House of Representatives of the Republic of Indonesia.
In view of:

1. Article 5 section (1), Article 9 section (1), Article 11, Article 13 section (2) and section (3), Article 14 section (2), Article 19, Article 20 section (1) and section (2), Article 20A, Article 21, Article 22 section (2) and section (3), Article 22B, Article 23 section (1) and section (5) of 1945 Constitution;

2. Law Number 4 of 1999 concerning the Composition and Position of the People’s Consultative Assembly, the House of Representatives and the Regional House of Representatives.

In observance of:

1. Report of the Special Committee on Amendment of the Rules of Procedure of the House of Representatives of the Republic of Indonesia;


DECIDES

1. To revoke:

2. To Declare:
FIRST:

The Rules of Procedure of the House of Representatives of the Republic of Indonesia as provided in the attachment shall be an inseparable part of this Decision.

SECOND:

This decision shall become effective as of the date it is so declared.

Declared in Jakarta
On October 16, 2001

THE HOUSE OF REPRESENTATIVES
OF THE REPUBLIC OF INDONESIA

SPEAKER.

AKBAR TANJUNG

VICE SPEAKER

H. SOETARDIO SOERJOGOERITNO, B.Sc

DRS. H. TOSARI WIDJAJA

VICE SPEAKER

DRS. A. MUHAJIMIN ISKANDAR, M.Si

DRS. A.M. FATWA
(1) The House of Representatives as specified in these Rules of Procedure, hereinafter referred to as DPR, shall be the House of Representatives of the Republic of Indonesia as stipulated in the 1945 Constitution.

(2) DPR shall carry out its tasks based on Pancasila, 1945 Constitution, Decrees of the People’s Consultative Assembly, and the prevailing laws.

(3) Member of DPR, hereinafter referred to as Member, shall be the people’s representative who has taken oath or made a vow in accordance with the prevailing laws and who in carrying out his or her tasks be earnestly concerned about the people’s interests.
CHAPTER II
POSITION, COMPOSITION, FUNCTIONS, TASKS
AND AUTHORITIES

Position

Article 2

DPR shall be High State Institution as specified in the Decree of the People's Consultative Assembly of the Republic of Indonesia Number III/MPR/1978 concerning the Position and Working Arrangements of the Highest State Institution and/or among the High State Institutions, and shall become a vehicle for the actualisation of Pancasila democracy.

Composition

Article 3

(1) DPR which is made up of members in the number provided in the prevailing laws shall be composed of members of the political parties elected through the General Election and appointed members of the National Military/Police.

(2) DPR shall consist of:
   a. factions;
   b. complementary organs consisting of DPR Leadership, Steering Committee, Standing Committees and Subcommittees, Legislation Council, Household Committee, Committee for the Inter-parliamentary Cooperation, Budget Committee, Conduct Council and Ad-Hoc Committees.

(3) DPR shall have a Secretariat General.
Functions

Article 4

The functions of DPR are in legislation, budgeting and supervision.

Tasks and Authorities

Article 5

(1) In exercising its functions as specified in Article 4, DPR shall have the following tasks and authorities:

a. to make laws;

b. to determine the State Budget;

c. to supervise:
   1) the implementation of laws;
   2) the implementation of the State Budget; and
   3) the government’s policies based on the spirits of the 1945 Constitution and the Decrees of the People’s Consultative Assembly;

d. to advise the President in appointing ambassadors and in receiving foreign ambassadors;

e. to advise the President in granting amnesty and abolition;

f. to deliberate the audit results of the state financial accountability forwarded by the Supreme Audit Board brought to the Plenary Meeting for use as supervision materials;

g. to give consent on a state of war declaration, peace agreement, and treaties with other countries as well as ratification of international treaties, made by the President;

h. to accommodate the people’s aspirations and complaints; and to take follow-up actions;

i. to implement tasks assigned to DPR by the Decrees of the People’s Consultative Assembly, and/or by laws, they are:
   1) to forward a censure to notify the President that DPR
considers that the President has evidently transgressed the state guidelines, and to call the People's Consultative Assembly for a special session when the second censure is disregarded by the President:

2) to give consent to the President on the appointment or dismissal of the National Military and Police Chief Command;

3) to propose two candidates to the President to fill in the vacancies of Chairperson, Vice Chairperson, Junior Chairperson, and Members of Supreme Court;

4) to propose three candidates for the vacancies of Chairperson, Vice Chairperson, and Members of the Supreme Audit Board.

5) to give consent to the President on the proposition of the Governor and Senior Deputy Governor of the Central Bank, and the appointment of the Governor, Senior Deputy Governor and Deputy Governor of the Central Bank;

6) to select and propose the Members of the National Committee for Human Rights, to be appointed officially by the President;

7) to give consent on the appointment and dismissal of the Members of the Supervisory Council for Business Competition;

8) to give consent on the appointment and dismissal of the Members of the Public Servant's Wealth Audit Commission;

9) to give consent on the appointment of the Members of the General Election Commission;

10) to advise the President on the opening or cessation of diplomatic and consular relations with other countries, and on the affiliation to or the withdrawal from an international organization;

11) to give consent to the President on the sending of a peace keeping mission abroad;
12) to implement other matters adopted by the Decrees of the People's Consultative Assembly and/or Laws.

(2) For the implementations of its tasks and authorities, DPR may:
   a. consult and coordinate with other High State Institutions;
   b. request State and Government officials, or member of community to give clarification on a certain matter considered consequential for the sake of the nation, state, government, and national development.

**Determination of the Group Representatives of MPR**

**Article 6**

(1) DPR shall determine the types and number of the representatives of the functional groups who will sit in the People’s Consultative Assembly, hereinafter referred to as MPR.

(2) The Group Representatives shall be those of national organizations or bodies which are not a part of any political parties that are less or not proportionately represented in DPR, and consist of economists, religious groups, social and cultural groups, scientists, and other collective bodies.

(3) The Group Representatives, as specified in section (2), shall be nominated by the respective groups to DPR for their appointment.

(4) The procedures for the appointment of the MPR Members of Group Representatives as specified in section (1) and (2) shall be undertaken in accordance with the provisions of Articles 170 and 174.

**CHAPTER III**

**MEMBERSHIP AND CODE OF ETHICS**

**Article 7**

(1) Membership of DPR shall be as provided in the prevailing laws.
(2) Members shall satisfy the DPR membership requirements as specified in section (1).

(3) Members shall take an oath/make a vow before assuming their duties.

(4) The oath/vow of the Members as specified in section (3) shall be:

"In the name of God, I swear/vow: that I shall fulfill my obligations as Member of the House of Representatives of the Republic of Indonesia to my best capabilities and in the most honest manner; that I shall strongly uphold Pancasila and sustain 1945 Constitution and the prevailing laws; that I shall promote democratic life and devote to the Nation and the Unitary State of the Republic of Indonesia."

Article 8

The DPR term of office shall be five (5) years and shall expire at the time the new DPR Members make their oaths/vows.

Article 9

(1) A member shall end his or her membership mid term if he or she:

a. dies;
b. so requests it in writing to the Leadership of DPR with due observance of the prevailing laws;
c. resides outside the territory of the Republic of Indonesia;
d. no longer satisfies the requirements of DPR membership as provided in the prevailing laws;
e. is declared to have broken the oath/vows as a Member by a decision of DPR;
f. is affected by the regulation which prohibits concurrent positions as provided by the prevailing laws, and the termination shall automatically take in effect at the time of the inauguration of his or her latest position occurred; or
(2) A member who resigns mid-term as specified in section (1) shall be replaced by:

a. a candidate nominated by the Chair of the Central Leadership Board of the concerned Political Party, taken from the fixed candidate list of the political party from the same electoral district being represented; or
b. a candidate nominated by the Leaders of the National Military/Police for National Military/Police member;

(3) Mid-term resignation for a Member as specified in section (1) shall be announced in the next Plenary Meeting, and then be submitted to the President for immediately issuing a dismissal decree, and a copy thereof shall be sent to the General Elections Committee.

(4) Mid-term resignation and appointment of Members shall be administratively declared in a Decree of the President as the Head of State.

**Code of Ethics**

**Article 10**

(1) DPR shall draw up its Code of Ethics containing of norms the Members shall observe in carrying out their tasks;

(2) The Code of Ethics as specified in section (1) shall be decided in a Plenary Meeting of DPR;

(3) The handling of any alleged violation of the Code of Ethics shall be within the authority of the Conduct Council as provided in Chapter XIII.
CHAPTER IV
RIGHTS OF DPR AND RIGHTS OF MEMBERS

Rights of DPR

Article 11

DPR in carrying out the tasks and authorities, as specified in Article 5 section (1), shall have the following rights:

a. right to propose a Bill;
b. right to amendment to Bills;
c. rights to deliberate the State Budget, which include:
   1) preliminary talks on the formulation of the Draft of the State Budget;
   2) debates of the Bill on the State Budget;
   3) debates on the First Semester Report and the Estimation of the Alteration for the running State Budget;
   4) debates of the Bill on the Alteration of the State Budget; and
   5) debates of the Bill on the Calculation of the State Budget;
d. right to interpellation (asking the President for clarification);
e. right to inquiry (investigation);
f. right to expressing views;
g. rights to propose/recommend, give agreement, consideration, and opinions if it is provided by the laws;
h. right to determine the budget of DPR; and
i. right to summon a person (subpoena) to give clarification.

Rights of Members

Article 12

In addition to the rights of DPR as specified in Article (1) Members shall have the following rights:
a. right to pose questions;
b. right to propose and give opinions;
c. right to immunity;
d. right to propose a Bill;
e. right to protocol; and
g. right to finance/administration.

CHAPTER V
FACTIONS

Position

Article 13

(1) Factions are the grouping of Members based on the configuration of the political parties resulting from the General Elections and the appointed National Military/Police members.

(2) The Factions as specified in section (1) shall be independent, and are formed in order to optimise and to increase the effectiveness of DPR in carrying out its tasks, authorities and in exercising its rights.

Composition

Article 14

A Faction shall at least consist of 10 (ten) persons.

Article 15

(1) Faction shall be formed by the member of the political parties resulting from the General Elections and the appointed National Military/ Police members.
(2) Faction can also be established by members of 2 (two) or more political parties resulting from the General Elections in which they respectively only have less than 10 (ten) persons, or they may join the Factions as specified in section (1).

(3) Each Member should be a member of a Faction.

(4) The leadership of a Faction shall be determined by the respective leadership of the organizations.

Tasks

Article 16

(1) Factions shall have the tasks to coordinate the activities of the Faction members in carrying out their tasks and authorities.

(2) Factions shall have the tasks to promote the capabilities, discipline, effectiveness and working efficiency of their respective members in carrying out the tasks as reflected in each activity of DPR.

Article 17

DPR shall provide adequate facilities and budget to facilitate the implementation of the tasks of Factions based on the number of the members of the respective Factions.

CHAPTER VI

LEADERSHIP OF DPR

Position

Article 18

The Leadership of DPR shall be a complementary organ of DPR, and shall be a collective leadership.
Composition

Article 19

(1) The Leadership of DPR shall consist of a Speaker and at the most four Vice Speakers, which reflects the order of the size of the Factions.

(2) The office term of the Leadership of DPR shall be the same as that of the DPR office term.

Tasks

Article 20

(1) The tasks of the Leadership of DPR shall be:

a. to draw up the working programmes and to divide the work among the Speaker and the Vice Speakers, and to inform thereof to the Plenary Meeting;

b. to determine the internal affairs policies and the budget of DPR based on the results of the meeting of the Household Committee with the Secretariat General; and the results thereof shall be reported to the Steering Committee;

c. to determine the policies on inter-parliamentary cooperation based on the results of the meetings of the Committee for the Inter-Parliamentary Cooperation; and the result thereof shall be reported to the Steering Committee;

d. to chair any DPR meeting in accordance with the Rules of Procedure and to conclude the matters brought to the meeting;

e. to implement any decision adopted by the DPR meeting as long as it is within its obligations;

f. to coordinate on the implementation of the tasks of the Standing Committees and the other DPR complementary organs;

g. to consult with the President and the Leadership of the other
High State Institutions whenever necessary:

h. to consult with the Factions’ Leaderships if deemed necessary;

i. to supervise the implementation of the tasks and the duties carried out by the Secretary General, supported by the Household Committee;

j. to attend the meetings of other DPR complementary organs, if deemed necessary;

k. to hold the DPR Leadership meetings at least once a month for the implementation of the tasks;

l. to give consideration, on behalf of DPR, on a certain matter or on nomination of certain posts in accordance with the laws, after having consultation with the competent Leadership of Factions and Committees;

m. to represent DPR and/or DPR complementary organs in court; and

n. to impose a sanction or to give a rehabilitation to Members who have violated the Code of Ethics.

(2) The Leadership of DPR shall be responsible to DPR in carrying out the tasks as specified in section (1).

Article 21

(1) The Speaker and Vice Speakers shall serve full-time at DPR.

(2) In the absence of the Speaker, the Vice Speakers shall carry out the tasks of the Speaker.

Provisional Leadership and Procedure to Elect the Leadership of DPR

Article 22

(1) Before the Leadership of DPR is lined-up, any meeting shall be temporarily chaired by the oldest and the youngest Members, hereinafter referred to as the Provisional Leadership.
(2) If the oldest and/or the youngest Member, as specified in section (1), is absent the Leadership shall be held by the oldest and/or the youngest Member among those present thereat.

Article 23

(1) The Leadership of DPR shall be elected from and by the Members.

(2) The nomination of Speaker and Vice Speaker shall be proposed to the Provisional Leadership in writing by the five largest Factions based on the order of Factions’ size to be elected and decided at a Plenary Meeting.

(3) The five Factions shall, through their spokesperson, be given the opportunity to give the information on their nominated candidates.

(4) The election of the Leadership of DPR shall as far as possible be arranged in a deliberation and consensus so that an unanimous vote is ensured.

(5) If the consensus is not reached in a manner defined in section (4), the election shall be made by voting as provided in Chapter XXIII.

(6) The candidate who obtains a majority of votes cast shall become the elected Speaker of DPR and other candidates shall be determined in the order of votes cast they obtain as the elected Vice Speakers of DPR.

Article 24

(1) The Speaker and Vice Speakers shall, before taking up their position, take oath/make a vow at a Plenary Meeting.

(2) The oath/vow of the Speaker/Vice Speakers as specified in section (1) shall be:

"In the name of God, I swear/vow that I shall fulfil my obligations as Speaker/Vice Speaker of the House of Representatives of the
Republic of Indonesia to my best capabilities and in the most honest manner: that I shall strongly uphold Pancasila and sustain 1945 Constitution and the prevailing laws: that I shall promote democratic life and devote to the Nation and the Unitary State of the Republic of Indonesia”

Article 25

After the elected Leadership of DPR have taken oath/made a vow, the provisional Leadership shall hand over the presidency to the elected Leadership of DPR.

Article 26

(1) If the post of Speaker and/or the Vice Speaker fell vacant, DPR shall, as soon as practical, hold an election to fill the position based on the recommendation made by the Steering Committee.

(2) The vacancy of a Vice Speaker shall be filled by a candidate of the concerned Faction and be decided at a Plenary Meeting.

(3) The vacancy of Speaker shall be filled in by a re-election of the candidate Speakers.

(4) The candidate Speaker as specified in section (3) shall be of the existing Vice Speakers and one candidate nominated by the Faction whose member has held the position as Speaker.

(5) The election mechanism shall further proceed at the Plenary Meeting chaired by a Vice Speaker with due observance of the provision defined in Article 23 sections (4), (5), and (6).
CHAPTER VII
STEERING COMMITTEE

Position

Article 27

The Steering Committee shall be set up by DPR and shall be a permanent complementary organ of DPR

Composition

Article 28

(1) DPR shall, at the beginning of its membership period, determine the members of the Steering Committee.

(2) The members of the Steering Committee shall, in number, be at the most one-fifth of the number of DPR members determined by the Plenary Meeting proportionate to the size of the Factions.

(3) The members of the Steering Committee may be replaced, if the concerned members are permanently absent or as otherwise considered by the Factions.

(4) The Steering Committee shall be supported by a Secretariat.

Article 29

The Leadership of the Steering Committee shall be the Leadership of DPR.

Tasks

Article 30

The tasks of the Steering Committee shall be as the following:
(a) to determine the agenda of DPR in one Session Year or one Session or part of a Session and set forth the estimated time in solving a problem and the time period to complete a Bill, without prejudicing to the right of the Plenary Meeting to make any changes thereof;

(b) to give the Leadership of DPR opinions on adopting policies as regards to the tasks and authorities of DPR;

(c) to request and/or give opportunities to other complementary organs of DPR to give explanations/ information on matters regarding the implementation of the tasks of the respective complementary organs;

(d) to arrange the further handling in the case that the decrees of the People’s Consultative Assembly of the Republic of Indonesia and/or the laws provide that the Government or another party to conduct a consultation and coordination with the DPR on an issue; and

(e) to undertake the works the Plenary Meeting has assigned to the Steering Committee.

Meeting and Decision Making

Article 31

(1) The Steering Committee or the Steering Committee Leadership may in its meeting invite the Leadership of other complementary organs of DPR and/or Members as deemed necessary to attend the meeting; and those invited to the meeting shall have the rights to speak:

(2) If during the Recess Period there are matters concerning the tasks and authorities of DPR that are regarded significant and necessary and a decision is timely required, the Leadership of DPR shall forthwith call the Steering Committee to meet after due consultation with the Leadership of the Factions:

(3) The decision shall be made in accordance with the procedure set
forth in Chapter XXIII: if a decision made on a majority of votes as provided in Article 185 section (1) could not be fulfilled then, notwithstanding the provisions of Article 196 section (4) and (5) and Article 197 section (2) and (3), the Leadership of the Steering Committee shall make the final decision.

CHAPTER VIII
STANDING COMMITTEES AND SUBCOMMITTEES

Position

Article 32

(1) Standing Committees shall be permanent complementary organs set up by DPR.

(2) To facilitate the implementation of the tasks, Standing Committees shall set up Subcommittees.

Composition

Article 33

(1) The number of Standing Committees and Subcommittees, as well as their respective scope of tasks and working partners shall be determined by DPR.

(2) The number of Subcommittees, as well as their respective scope of tasks and working partners, shall be determined by the Committees, at the most is three Subcommittees.

(3) A Standing Committee and Subcommittee shall be supported by a Secretariat.

Article 34

(1) At the beginning of DPR office term and at the beginning of a
Session Year, except at the beginning of the latest Session Year of the DPR office term, DPR shall determine the composition and membership of the Committees proportionate to the members of the Factions.

(2) Every Member, except the members of the Leadership of MPR and DPR, shall become member of one Committee.

(3) Every member of a Standing Committee, except its Chair, shall become a member of one Subcommittee.

(4) After the composition and membership of the Standing Committees as specified in section (1) have been formed, the Committees shall decide the composition and membership of the Subcommittees proportionate to the members of the Factions in the concerned Committees.

(5) A mid-term replacement of members of the Standing Committees may be made by the respective Factions if the concerned Committee members are permanently absent or as otherwise considered by the Faction.

(6) Any Member may attend in camera Committee meetings of other Committees by beforehand informing thereof to the Chair of the Meeting.

Article 35

(1) The Leadership of the Committee shall be a collective leadership.

(2) The Leadership of a Committee shall consist of a Chair and three Vice Chairs elected by and from the members of the Committee after the Committee composition and membership have been determined as provided in Article 34 section (1) in the Committee Meeting chaired by the Leadership of DPR.

(3) The Chair and one Vice Chair of a Subcommittee shall be elected by and from the members of the concerned Subcommittee for one-year period and are eligible for re-election.

(4) The Committee itself based on the tasks of the Committee shall
determine the division of tasks among the members of the Committee Leadership.

(5) A mid-term replacement of a member of Committee Leadership may be made with due observance of the provision of section (2), if the concerned member of the Committee Leadership is permanently absent.

(6) A mid-term replacement of a Chair or Vice Chair of the Subcommittees may be made with due observance of the provision of section (3), if the incumbent is permanently absent.

Tasks

Article 36

(1) In the field of legislation, the tasks of a Committee shall be to discuss, prepare, and complete the formulation of Bills within the scope of its tasks in accordance with the stipulations as provided in Chapter XVI.

(2) In the field of budget, the tasks of a Committee shall be:
   a. to hold preliminary talks together with the Government about the preparation of the Bill on the State Budget within the scope of its tasks;
   b. to hold deliberation in cooperation with the Government and present the improved proposal of a Bill on the State Budget within the scope of its tasks;
   c. to hold deliberation on the report on the state finance and the implementation of the State Budget including the results of the State Audit Board within the scope of its tasks; and
   d. to deliver the results of the preliminary talks as specified in item a and the results of the deliberations as mentioned in items b and c. to the Committee which is in charge in State Budget.

(3) In the field of supervision, the tasks of a Committee shall be:
   a. to supervise the implementation of Laws, including State
Budget and its guidelines on the implementation, within the scope of its tasks;
b. to supervise the implementation of the Guidelines of State Policy within the scope of its tasks;
c. to deliberate and follow up the auditing results of the State Audit Board within the scope of its tasks; and
d. to accommodate and follow up the aspirations and complaints of the people, including the incoming letters on matters which are included in the scope of its tasks:

(4) To carry out the above-mentioned tasks, as specified in sections (1), (2), and (3), the Committee may:

a. hold Working Meeting with the President, who can be represented by a Minister;
b. conduct a Hearing with a Government Official representing his/her institution;
c. conduct a Public Hearing, either at the request of the Committee or at the request of other parties;
d. make a working visit during the Recess Period or if it is deemed necessary during Period of Session with the approval of the Leadership of DPR, and report the result to the concerned Committee and also to all of the complementary organs of the DPR, the Factions, and the Government to decide the follow-up thereof;
e. conduct a comparative study with the approval of the Leadership of DPR and report the result to the concerned Committee and also to all of the complementary organs of DPR, Factions, and Government for follow-up actions;
f. hold a Working Meeting and Hearing, as deemed necessary, with Government officials representing the institutions which are not covered by the tasks of the concerned Committee, as specified in Article 33 section (1) with the approval of the Leadership of DPR, and while also inform thereof the concerned Committee Leadership;
g. conduct a Joint Committee Meeting for an issue relating to more than one Committee:
h. set up a Working Committee;
i. carry out the tasks based on the decision of the Plenary Meeting and/or the Steering Committee; and
j. propose to the Steering Committee matters deemed necessary to be included in the agenda of the DPR;

(5) Committee shall determine the follow-up of the implementation of the tasks of the Committee as specified in sections (1), (2), (3), and (4), particularly the results of the Working Meeting with the President.

(6) The results of a Committee Meeting or a Joint Committee Meeting in the form of decisions/conclusions as specified in Article 97 section (3) shall be an agreement between DPR and Government or the parties involved in the concerned meeting, and shall become an agenda item of the following Meeting on the same issue.

(7) At the end of the office-term of DPR, the Committees shall prepare an inventory of issues which have not been addressed which shall serve as input for the Committees of the following DPR Membership term.

Article 37

The tasks and working mechanism of Subcommittees shall be determined by the respective Committees.

CHAPTER IX

LEGISLATION COUNCIL

Position

Article 38

The Legislation Council shall be set up by DPR as a permanent complementary organ of DPR
Composition

Article 39

(1) The membership composition of the Legislation Council shall be determined at the beginning of the term of office of DPR.

(2) The membership composition of the Legislation Council shall be determined by the Plenary Meeting proportionate to the members of the Factions.

(3) Replacement of a Member of the Legislation Council may be made by the Faction concerned if the incumbent is permanently absent or as otherwise considered by the Faction.

(4) The membership of the Legislation Council may not be simultaneously held by members of the Leadership of Committee, Household Committee, and Committee for the Inter-Parliamentary Cooperation.

(5) The Legislation Council shall be assisted by a Secretariat.

Article 40

(1) The Leadership of the Legislation Council shall be a collective leadership.

(2) The Leadership of the Legislation Council consists of a Chair and three Vice Chairs elected from and by the members of the Legislation Council at a Legislation Council meeting chaired by the Leadership of DPR.

(3) The division of tasks of the members of the Leadership of the Legislation Council shall be determined by themselves based on the tasks of the Legislation Council.
Tasks

Article 41

(1) The tasks of the Legislation Council shall include:

a. to plan and prepare programs and order of priority of deliberations of Bills for one membership period of DPR and for each Fiscal Year as the following stages:
   1) to make an inventory of the proposals from Factions, Committees, and public to be determined as the decision of the Legislation Council;
   2) the decision as mentioned in item 1) shall serve as matters for consultation with the Government;
   3) the result of the consultation with the Government shall be reported to the Plenary Meeting to be adopted;

b. to prepare the proposal of Bills initiated by DPR based on priority program which has been determined;

c. the initiative proposal from the Members of DPR, Committees, and Joint Committees shall be submitted to the Legislation Council to be followed up;

d. to examine and amend/complete the Bills which are specifically assigned by the Steering Committee;

e. to monitor the development and to evaluate the substances of Laws through coordination with the Committees;

f. to evaluate the programs of Bill drafting;

g. to evaluate and to complete the Rules of Procedures and the Code of Ethics of the Members of DPR; and

h. to prepare an inventory of the issues of laws at the end of the DPR membership period.

(2) To carry out the tasks as specified in section (1), the Legislation Council may:

a. arrange coordination and consultations with the Government or other parties as deemed necessary on matters within its scope of tasks through the Leadership of DPR:
b. recommend the Steering Committee and the related Committees on the preparation of the program and order of priority of Bills deliberation for one membership period of DPR and for each Fiscal Year;

c. recommend the Steering Committee and/or the related Committees based on the findings of the monitoring on the substance of laws;

d. hold a Working Meeting, Hearing, and Public Hearing;

e. make a working visit and/or comparative study with the approval of the Leadership of DPR and report the results to the Legislation Council Meeting;

f. set up a Working Committee; and

g. propose to the Steering Committee on matters deemed necessary to be included in the agenda of DPR.

CHAPTER X

HOUSEHOLD COMMITTEE

Position

Article 42

The Household Committee, hereafter referred to as BURT, shall be set up by DPR and shall be a permanent complementary organ of DPR.

Composition

Article 43

(1) At the beginning of the DPR term of office and at the beginning of a Session Year, except at the beginning of the latest Session Year of the DPR term of office. DPR shall determine the membership of BURT.

(2) The membership composition of BURT shall be determined in a Plenary Meeting proportionate to the members of the Factions.
(3) The members of BURT shall not be members who concurrently hold the position as members of the Committee Leadership, members of the Legislation Council and members of the Committee for the Inter-Parliamentary Cooperation.

(4) Replacement of a member of BURT may be made by the respective Factions if the incumbent is permanently absent or as otherwise considered by the Faction.

(5) BURT shall be assisted by a Secretariat.

Article 44

(1) The Leadership of BURT shall be a collective leadership.

(2) The Leadership of BURT shall consist of a Chair and three Vice Chairs elected by and from the members of the BURT after the BURT membership has been determined as provided in Article 43 section (1) in a BURT Meeting chaired by the Leadership of DPR.

(3) The division of tasks of the members of the BURT Leadership shall be determined in accordance with the tasks of BURT.

(4) Replacement of a member of the BURT Leadership may be made with due observance to the provisions of section (1) and (2), if the incumbent is permanently absent, or as otherwise considered by the Faction concerned.

Tasks

Article 45

(1) The tasks of BURT shall be:

a. to assist the Leadership of DPR in determining the household policies of DPR including the welfare of the Members and the officials of the Secretariat General of DPR based on the decision adopted at the meeting of the Steering Committee:
b. to assist the Leadership of DPR in supervising the implementation of the tasks and the duties of the Secretariat General, either assigned by the Leadership of DPR and/or the Steering Committee or on its own initiative;

c. to assist the Leadership of DPR in planning and preparing DPR budget policy by:
   1. examining and completing DPR Budget Draft prepared by the DPR Secretariat General;
   2. setting forth the ceiling of DPR budget together with the Budget Committee;
   3. supervising the implementation and management of the DPR budget.

d. To perform and deal with other matters relating to the household affairs of DPR assigned by the Leadership of DPR based on the results of the Steering Committee Meeting.

(2) In carrying out its tasks as specified in section (1), BURT shall be responsible to the Leadership of DPR.

(3) BURT may request the Secretariat General to provide necessary information and data.

(4) BURT shall prepare a written report at least once in a Session Year to the Leadership of DPR.

(5) The mechanism of the implementation of the tasks of BURT in relation with the Leadership of DPR and the Steering Committee shall be further defined in a Decision of the Leadership of DPR.

(6) At the end of the office term of DPR, BURT shall prepare an inventory of the issues which have and have not been addressed that shall be an input for the BURT of the following Membership term.
CHAPTER XI
COMMITTEE FOR THE INTER-PARLIAMENTARY COOPERATION

Position

Article 46

The Committee for the Inter-Parliamentary Cooperation, hereafter referred to as BKSAP, shall be set up by DPR and shall be a permanent complementary organ of DPR.

Composition

Article 47

(1) At the beginning of the office term of DPR and at the beginning of the Session Year, except at the beginning of the last Session Year of the office term of DPR, DPR shall determine the membership of BKSAP.

(2) The membership composition of BKSAP shall be determined by a Plenary Meeting, proportionate to the members of the Factions.

(3) Replacement of members of BKSAP may be made by the Factions if the incumbents are permanently absent, or as otherwise considered by the respective Factions.

(4) The membership of BKSAP shall not concurrently held by members who take up the posts as the Leadership of Committee, members of the Legislation Council, and members of the Household Committees.

(5) BKSAP shall be supported by a Secretariat.

Article 48

(1) The Leadership of BKSAP shall be a collective leadership.
The Leadership of BKSAP shall consist of a Chair and three Vice Chairs elected by and from the members of BKSAP. The BKSAP membership has been determined as provided in Article 47 section (1), in a BKSAP Meeting chaired by the Leadership of DPR.

The division of tasks among the members of the BKSAP Leadership shall be determined in accordance with the tasks of BKSAP.

Replacement of a member of BKSAP Leadership may be made, with due observance of the provision of section (2), if the incumbent is permanently absent or as otherwise considered by the Factions.

The Leadership of BKSAP shall not be concurrently held by the members of Leadership of other complementary organs.

**Tasks**

**Article 49**

The tasks of BKSAP shall be:

a. to encourage, develop, and promote friendly relations and cooperation between DPR and the Parliaments of other countries, both bilaterally and multilaterally, including with international organizations which unite Parliaments and/or members of Parliaments;

b. to prepare matters pertaining to the visit of foreign countries delegation who become the guests of DPR;

c. to evaluate and develop the follow-up of the implementation of the BKSAP tasks, particularly on the results of the visit of DPR delegation to foreign countries; and

d. to give suggestions and advice to the Leadership of DPR concerning inter parliamentary cooperation.

To carry out the tasks as specified in section (1), BKSAP may:

a. consult with the parties it considers relevant to support its
tasks with due observance of the provisions of Article 36;
b. establish relations with parliaments of other countries and international organizations as specified in section (1) item a based on the assignment or the approval of the Leadership of DPR;
c. establish relationship with international organizations other than as specified in section (1) item a on the approval of the Leadership of DPR based on the consideration of the Steering Committee;
d. attend friendly meetings on matters within its scope of tasks as the assignment of or on the approval of the Leadership of DPR;
e. carry out a study, visit, or collect data and information; and
f. set up a Working Committee.

(3) In carrying out its tasks as specified in section (1), BKSAP shall be responsible to DPR.

(4) BKSAP shall report the results of the visits of DPR delegations to the DPR Leadership and also to the complementary organs of DPR, Factions, and competent Government institutions.

(5) At the end of the office term of DPR, BKSAP shall prepare an inventory of the issues both which have been addressed or not that shall be an input for BKSAP of the following Membership term.

CHAPTER XII
BUDGET COMMITTEE

Position

Article 50

The Budget Committee shall be set up by DPR as a permanent complementary organ of DPR.
Composition

Article 51

(1) DPR shall determine the membership composition of the Budget Committee at the beginning of the membership term of DPR.

(2) The membership composition of the Budget Committee shall consist of elements of Standing Committees which due proportionate to the members of the Factions.

(3) The membership of the Budget Committee may not be concurrently held by the Leadership of a Standing Committee.

(4) Replacement of a member of the Budget Committee may be made by the concerned Standing Committee if the incumbent is permanently absent or as otherwise considered by the Committee.

(5) The Budget Committee shall be supported by a Secretariat.

Article 52

(1) The Leadership of Budget Committee shall be a collective leadership.

(2) The Leadership of Budget Committee shall consist of a Chair and three Vice Chairs who shall be elected by and from the members of Budget Committee after the Budget Committee membership has been determined as provided in Article 51 section (1) in a Budget Committee Meeting chaired by the Leadership of DPR.

(3) The division of tasks of members of the Budget Committee Leadership shall be determined in accordance with the tasks of Budget Committee.

(4) Replacement of a member of Budget Committee Leadership may be made with due observance of the provision of section (2), if the incumbent is permanently absent or as otherwise considered by the concerned Standing Committee.
Tasks

Article 53

The Budget Committee shall have the task to hold deliberations on State Budget as specified in Article 11 item e.

CHAPTER XIII
CONDUCT COUNCIL

Position

Article 54

The Conduct Council shall set up by DPR and shall be a provisional complementary organ of DPR.

Composition

Article 55

(1) The membership composition of the Conduct Council shall be determined by the Plenary Meeting.

(2) The membership of the Conduct Council shall consist of the elements of the Leadership of DPR and some members of each Faction.

(3) The Conduct Council shall be supported by a Secretariat.

Article 56

(1) The Leadership of the Conduct Council shall consist of a Chair and two Vice Chairs.

(2) The Chair of the Conduct Council shall be held by a representative of the Leadership of DPR.
(3) The Vice Chairs shall be elected from and by the members of the Conduct Council as specified in Article 55 section (2).

**Tasks and Authorities**

**Article 57**

(1) The tasks of the Conduct Council shall be:

a. to investigate on any alleged violation done by any Member of DPR concerning:

1) the requirements of becoming a Member as specified in Article 3 section (1) items c, d, e, f, of Law No. 4 of 1999 concerning the Composition and Position of People’s Consultative Assembly, the House of Representatives, and the Regional House of Representatives;

2) the oath/vow as people’s representative, as specified in Article 14 section (1) item e jo. Article 16 concerning the Composition and Position of People’s Consultative Assembly, the House of Representatives, and the Regional House of Representatives;

3) the prohibition of doing any work/business financed by a State Budget and/or Regional Budget as specified in Article 42 of Law No. 4 of 1999 concerning the Composition and Position of the People’s Consultative Assembly, the House of Representatives, and the Regional House of Representatives; and

4) the DPR Code of Ethics:

b. to report to the Leadership of DPR the progress of the investigations on alleged violations by DPR Members; and
c. to submit a final report to the Leadership of DPR in the form of recommendations for considerations in imposing a sanction on or otherwise in rehabilitating the reputation of a Member.
(2) The meetings of the Conduct Council shall be in camera.

(3) The tasks of the Conduct Council shall be deemed to have been completed after the Council has made recommendations to the Leadership of DPR.

(4) The Conduct Council shall, in carrying out its tasks, have the following authorities:
   a. to summon the concerned Members to give explanation and plea for any alleged violations; and
   b. to summon informants, witnesses, and/or related parties to give explanations, including documents or other evidences

**Procedures of Performing Tasks and Authorities**

**Article 58**

(1) The report/indictment of the alleged violation as specified in Article 57 section (1) item a shall be made in writing to the Leadership of DPR.

(2) The Leadership of DPR may ignore a report/indictment without any clear identity of the source.

(3) The Leadership of DPR shall present the report/indictment as specified in section (1) to the Steering Committee for follow-up actions.

(4) The meeting of the Steering Committee shall then decide to follow-up or to discontinue the report on an alleged violation by a Member.

(5) If the Steering Committee resolves that further investigation on the case be conducted, the Steering Committee shall propose to the Plenary Meeting to set up a Conduct Council.

(6) After investigating the report with due observance of the provisions of the Rules of Procedure of DPR, the Conduct Council may:
(a) reject or declare that the report/indictment may not be accepted; or
(b) approve the report/indictment, and give recommendation to the Leadership of DPR to impose a sanction.

Article 59

(1) The Leadership of DPR shall determine the sanction on or otherwise the rehabilitation of a member so reported, after hearing the judgements and considerations of the Conduct Council as well as the considerations of the concerned Faction;

(2) The sanction, as specified in section (1) concerning the violations of provisions as specified in Article 57 section (1) item a points 1), 2), and 3), may be in the forms of from oral or written warning up to the dismissal as a Member with due observance of the prevailing laws:

(3) The sanction, as specified in section (1) concerning the violations of provisions as specified in Article 57 section (1) item a point 4), shall be oral or written warning:

(4) The rehabilitation as specified in section (1) shall be a statement restoring the reputation of the concerned Member.

Article 60

(1) The oral warning, as specified in Article 59 sections (2) and (3), shall be given by the Leadership of DPR to the concerned Member:

(2) The written warning, as specified in Article 59 sections (2) and (3), shall be given by the Leadership of DPR to the concerned Member and distributed to all Members:

(3) The sanction of dismissal as a Member, as specified in Article 59 section (2), shall be made in a Presidential Decree given by the Leadership of DPR to the concerned Member; shall be announced at a Plenary Meeting, and distributed to all Members:
The rehabilitation, as specified in Article 59 section (4), shall be announced at a Plenary Meeting and distributed to all of the Members.

CHAPTER XIV
AD-HOC COMMITTEE

Position

Article 61

(1) DPR or its complementary organs may, as deemed necessary, set up ad-hoc committees.

(2) The committees set up by DPR shall be called Special Committee, which constitutes as DPR complementary organ, and the ad-hoc committees set up by the complementary organs shall be called Working Committee.

Composition

Article 62

(1) The membership and composition of the Special Committee shall be determined by the Plenary Meeting proportionate to the members of the Factions.

(2) The minimum number of Special Committee member, which is determined at a Plenary Meeting, shall be at least 10 (ten) and the maximum number shall be 50 (fifty).

Article 63

(1) Replacement of members of a Special Committee may be made by the concerned Factions if the incumbents are permanently absent or of other consideration of the Factions.
(2) The Special Committee shall be supported by a Secretariat.

Article 64

(1) The Leadership of a Special Committee shall be a collective leadership.

(2) The Leadership of a Special Committee shall consist of a Chair and three Vice Chairs elected by and from the members of the Special Committee at the Special Committee Meeting chaired by the Leadership of DPR.

(3) The division of tasks among the Leadership of the Special Committee shall be determined based on the tasks of the Special Committee.

(4) Replacement of a member of the Leadership of the Special Committee may be made with due observance of the provision of section (2).

Article 65

(1) A complementary organ that established a Working Committee shall determine its membership, with as far as possible proportionate to the Factions' members.

(2) The number of the members of a Working Committee set up by a DPR complementary organ as specified in section (1) shall be one half of the members of the concerned complementary organ.

Article 66

A Working Committee shall be chaired by one member of the Leadership of the DPR complementary organ.

Article 67

(1) The Special Committee shall carry out specific tasks in a definite
period of time as determined by the Plenary Meeting.

(2) The Special Committee shall be responsible to DPR.

(3) The provision as meant in Article 36 section (4) shall also apply to the Special Committee as long as the provision is applicable.

(4) The Plenary Meeting or Steering Committee may extend or otherwise shorten the term of the assignment of a Special Committee.

(5) A Special Committee shall be dissolved by the DPR after completing its term or if the tasks have been declared as completed.

(6) The Plenary Meeting shall determine the follow-up of the works completed by the Special Committee.

Article 68

(1) A Working Committee shall carry out specific tasks in a definite period as determined by the respective complementary organs of DPR that set it up.

(2) The working procedures of a Working Committee shall be determined by the respective complementary organ that set it up.

(3) The Working Committee shall be responsible to the respective complementary organ that set it up.

(4) The Working Committee shall be dissolved by the respective DPR complementary organ that set up the Working Committee after completing its term or if the tasks have been declared as completed.

(5) The follow-up of the works completed by a Working Committee shall be determined by the complementary organ of DPR that set it up.
CHAPTER XV
SESSIONS AND MEETINGS OF DPR

General Provisions

Article 69

1. The Session Year of DPR shall cover the period from August 16 through August 15 of the following year. If August 16 falls on a holiday, the opening of the Session Year shall be on the working day immediately before it.

2. The Session Year shall be divided into four Session Periods.

3. A Session Period shall include Session and Recess.

4. A Session shall be the period when the DPR activities are carried out particularly within DPR buildings.

5. Recess shall be the period when the DPR activities are carried out particularly outside DPR building to make working visits, either individually or in group.

Article 70

1. The Session Period, the agenda and the time schedule thereof shall be determined by the Steering Committee, all with due considerations of the time for deliberating the Bill on State Budget and the Financial Notes, and the Bill on the Alteration of the State Budget.

2. If the Steering Committee does not meet to determine the agenda and time schedule as specified in section (1), the Leadership of DPR may determine such agenda and time schedule after learning the opinions of the Leaderships of the Factions.

Article 71

1. The main agenda on the first day of the Session Year shall be the
Presidential State Address before the Plenary Meeting, and if the President is unable to do so, the State Address shall be delivered by the Vice President.

(2) At the first Plenary Meeting, the Leadership of DPR shall deliver the opening speech, which mainly describes the planned activities of DPR in a Session Period and other issues need to be made known.

(3) At the last Plenary Meeting of a Session Period, the Leadership shall deliver a closing speech which particularly describes the activities during the previous Recess period, the results of the activities during the concerned Session Period, the planned activities for the following Recess Period, and other issues as need to be made known.

(4) At the Plenary Meeting closing the latest Session Period of a Session Year, the Leadership of DPR shall close the Session Period and the Session Year with a closing speech which mainly describes the outcomes of the DPR activities during the concerned Session Year.

(5) At a Plenary Meeting closing the latest Session Year of a DPR term of office, the Leadership of DPR shall deliver a closing speech which particularly describes the results of DPR activities during its term of office.

(6) The speech of the Leadership of DPR as specified in sections (2), (3), (4) and (5), shall be prepared by the Leadership of DPR after learning the opinions of the Leadership of the Factions.

Article 72

(1) The Meeting hour of DPR shall be:
   a. daytime: Monday through Thursday, 09:00 AM to 4:00 PM. break: 12:00 AM to 01:00PM; Friday: 9.00 AM to 04.00 PM. break from 11.00 AM to 01:30 PM.
   b. evening: from 7:30 PM to 11:30 PM on working days.
(2) A change of the Meeting hour as specified in section (1) shall be determined by the concerned meeting.

(3) All Meeting shall be held in DPR Buildings.

(4) The use of other places for Meeting as specified in section (3) shall only be possible with the approval of the Leadership of DPR.

**Types of Meetings**

**Article 73**

Meetings of DPR are:

c. Plenary Meeting:
d. Extraordinary Plenary Meeting:
e. Faction Meeting:
f. DPR Leadership Meeting:
g. Steering Committee Meeting:
h. Committee Meeting:
i. Joint Committees’ Meeting:
j. Sub Committee Meeting
k. BURT Meeting:
l. Legislation Council Meeting:
m. BKSAP Meeting:
n. Budget Committee Meeting:
o. Conduct Council Meeting:
p. Special Committee Meeting:
q. Working Committee Meeting:
r. Working Meeting:
s. Hearing:
t. Public Hearing.
Article 74

A Plenary Meeting shall be a Meeting of Members chaired by the Leadership of DPR and shall be the highest forum in exercising the tasks and authorities of DPR.

Article 75

(1) Extraordinary Plenary Meeting shall be a Plenary Meeting held during a Recess if:
   a. it is requested by the President with the approval of the Leadership of DPR;
   b. it is so requested by the Leadership of DPR with the approval of the Steering Committee; or
   c. it is so proposed by at least 10 (ten) Members with the approval of the Steering Committee.

(2) In the case as specified in section (1), the Leadership of DPR shall invite the Members to attend such an Extraordinary Plenary Meeting.

Article 76

A Faction Meeting shall be a meeting chaired by the Leadership of the Faction.

Article 77

(1) A DPR Leadership Meeting shall be a meeting of the members of DPR Leadership chaired by the Speaker.

(2) Under an urgent situation, if the Speaker is unable to be present, the DPR Leadership Meeting as specified in section (1) shall be chaired by a Vice Speaker appointed to by the Speaker.
Article 78

A Steering Committee Meeting shall be a meeting of the Steering Committee chaired by the Leadership of the Steering Committee.

Article 79

(1) A Committee Meeting shall be a meeting of the Committee members chaired by the Leadership of the Committee.

(2) A Committee Leadership Meeting shall be a Meeting of the Committee Leadership chaired by the Chair of the Committee or by a Committee Vice Chair appointed to by the Committee Chair.

(3) A Subcommittee Meeting shall be a Meeting of the Members of the Subcommittee chaired by the Leadership of the Subcommittee.

Article 80

(1) A Joint Committee Meeting shall be a meeting of more than one Committee, attended by the members of the concerned Committees and is chaired by the Leadership of the Joint Committee Meeting.

(2) The Leadership of a Joint Committee Meeting shall be a collective leadership reflecting the members of the concerned Committee Leadership.

(3) The Leadership of a Joint Committee Meeting shall consist of a Chair and four Vice Chairs elected by the concerned Committee Members out of the members of the Committee Leaderships in a Joint Committee meeting chaired by the DPR Leadership, except if the Steering Committee decides otherwise.

(4) The division of tasks of members of the Joint Committee Meeting Leadership shall be determined with regards to the tasks of the Joint Committee Meeting Leadership.
(5) It is provided that, in case of a member of the Joint Committee leadership is unable to be present at a Leadership’s meeting, he or she may be replaced by a member of the concerned committee leadership at that meeting.

(6) The Leadership Meeting of a Joint Committee Meeting shall be a Meeting of the Leadership of the Joint Committee Meeting chaired by the Chair of the Joint Committee Meeting.

(7) Replacement of a member of a Joint Committee Meeting Leadership may be made with due observance of the provisions in section (3).

Article 81

(1) A Legislation Council Meeting shall be a meeting of the Legislation Council members chaired by the Leadership of the Legislation Council.

(2) A Legislation Council Leadership Meeting shall be a meeting of the Legislation Council Leadership chaired by the Chair of the Legislation Council or one of the Vice Chairs of the Legislation Council appointed to by the Chair of the Legislation Council.

Article 82

(1) A BURT Meeting shall be a meeting of the BURT members chaired by the Leadership of BURT.

(2) A BURT Leadership Meeting shall be a meeting of BURT Leadership chaired by the Chair of BURT or one of the Vice Chairs of BURT appointed to by the Chair of BURT.

Article 83

(1) A BKSAP Meeting shall be a meeting of the BKSAP members chaired by the Leadership of BKSAP.
(2) A BKSAP Leadership Meeting shall be a meeting of BKSAP Leadership chaired by the Chair of BKSAP or one of the Vice Chairs of BKSAP appointed to by the Chair of BKSAP.

Article 84

(1) A Budget Committee Meeting shall be a meeting of the Budget Committee members chaired by the Leadership of Budget Committee.

(2) A Budget Committee Leadership Meeting shall be a meeting of the Budget Committee Leadership chaired by the Chair of the Budget Committee or one of the Vice Chairs of the Budget Committee appointed to by the Chair of the Budget Committee.

Article 85

(1) A Conduct Council Meeting shall be a meeting of the Conduct Council chaired by the Leadership of the Conduct Council.

(2) A Conduct Council Leadership Meeting shall be a meeting of the Conduct Council Leadership chaired by the Chair of the Conduct Council or by one of the Vice Chairs of the Conduct Council appointed to by the Chair of the Conduct Council.

Article 86

(1) A Special Committee Meeting shall be a meeting of the Special Committee members chaired by the Leadership of Special Committee.

(2) A Special Committee Leadership Meeting shall be a meeting of the Special Committee Leadership chaired by the Chair of the Special Committee or one of the Vice Chairs of the Special Committee appointed to by the Chair of Special Committee.
Article 87

A Working Committee meeting shall be a meeting of the Working Committee members chaired the Leadership of the Working Committee.

Article 88

(1) A Working Meeting shall be a meeting between a Standing Committee, a number of Committees in a Joint Committees’ Meeting, the Legislation Council, the Budget Committee or a Special Committee with the Government, in this respect, the President or the Minister/Leadership of an institution assigned to represent the President, on an invitation of the Leadership of DPR, chaired by the Leadership of Standing Committee, the Leadership of the Joint Committees’ Meeting, the Leadership of Legislation Council, the Leadership of Budget Committee, or by the Leadership of a Special Committee.

(2) The invitation as specified in section (1) shall be sent to the President or the Minister assigned to represent the President specifying the matters to be discussed; and for that purpose sufficient time shall be allowed as to learn the matters.

Article 89

A Hearing shall be a meeting between a Subcommittee, a Standing Committee, a number of Standing Committees in a Joint Committees’ Meeting, or the Legislation Council, or a Special Committee with government officials representing a government agency upon the invitation of the Leadership of DPR or at the request of the concerned Government official, chaired by the leadership of a Committee, the leadership of the Joint Committees’ Meeting, the leadership of Legislation Council, or the leadership of a Special Committee.
Article 90

A Public Hearing shall be a meeting between a Subcommittee, a Standing Committee, a number of Standing Committees in a Joint Committees' Meeting, the Legislation Council, or a Special Committee with an individual, a group of persons, an organization or a private sector organization upon the invitation of the Leadership of DPR, or at the request of the concerned person or organization, chaired by the leadership of a Committee, the leadership of the Joint Committees' Meeting, the leadership of the Legislation of Council, or the leadership of the Special Committee.

Nature of Meeting

Article 91

1) A Plenary Meeting, Extraordinary Plenary Meeting, Committee Meeting, Joint Committees' Meeting, Legislation Council Meeting, Special Committee Meeting, Budget Committee Meeting, Working Meeting, Hearing and Public Hearing shall be essentially open meetings, except if the concerned Meeting or the Steering Committee decides that a meeting be in camera.

2) The meetings of DPR Leadership, the Leadership of the other DPR complementary organs, BURT, the Conduct Council, and Woking Committee shall be in camera.

3) A Steering Committee meeting and BKSAP meeting shall essentially be in camera, except if the Steering Committee and BKSAP decide that the meeting be an open meeting.

4) The nature of a Faction meeting shall be determined by the concerned Factions.

5) An open Meeting shall be a meeting attended by the Members as well as non-Members, whether invited or not.

6) A Meeting in camera shall be a meeting which is only open to Members or those invited thereto.
Article 92

(1) An open meeting in progress may be proposed to become an in-camera meeting by the Chair of the meeting or by one of the Factions and/or the Government present thereat.

(2) If deemed necessary, the meeting may be adjourned to give the time to the Leadership of the meeting, the Factions and/or the Government to discuss the proposal as specified in section (1).

(3) The Meeting shall decide whether such a proposal as specified in section (1) be approved or otherwise rejected.

(4) If the Meeting agrees to such a proposal, the Meeting Chair shall declare that the meeting is in camera, and that the observers and the press are requested to leave the meeting room.

Article 93

(1) The discussion and outcomes of an in camera meeting shall be confidential and may not be made known to public, if it is firmly declared that it is confidential and may not be made known to public.

(2) The confidentiality as specified in section (1) shall also be strictly observed by those who follow the discussion at a such in camera meeting.

(3) Due to the nature of the meeting and/or of a particular matter, as proposed by the meeting Chair or by one of the Factions and/or the Government attending the meeting, the meeting may decide that the whole or part of the discussion at an in camera meeting be made known to the public.

Procedure of Meeting

Article 94

(1) The Members shall, before attending a meeting, sign the
attendance list.

(2) An attendance list shall be provided separately for the invitees.

Article 95

(1) If at the time determined to open the Meeting, there are already more than one half of the members attending the meeting who constitute more than one half of the DPR Factions, the Meeting Chair shall open the meeting.

(2) If at the time determined to open the meeting, the provision set forth in section (1) has not been fulfilled yet, the Meeting Chair shall postpone the opening of the Meeting for no longer than one hour.

(3) If at the end of the period of the adjournment, the provision set forth in section (1) has not been fulfilled yet, the Meeting Chair may open the meeting.

(4) The Meeting, as specified in section (3), may take a decision if the quorum defined in Chapter XXIII is fulfilled.

Article 96

(1) After opening the Meeting, the Meeting Chair may request the secretary of the meeting to announce the incoming or outgoing letters as required necessary.

(2) The Meeting may discuss the incoming or outgoing letters.

Article 97

(1) After all the agenda has been discussed, the Meeting Chair shall close the Meeting.

(2) If until the end of the time determined as specified in Article 72 the agenda of the Meeting has not been completely discussed, the Meeting Chair shall adjourn the agenda to the following
Meeting, or continue the Meeting until the completion of the agenda upon the approval of the floor.

(3) The Meeting Chair shall, before closing the meeting, summarize the decisions and/or the conclusions of the Meeting.

Article 98

If the Chair is absent, the Meeting shall be chaired by a Vice Chair, and if the Chair and Vice Chairs are all absent, the Meeting Chair shall be elected by and from the Members present thereat.

Procedures of Amending Meeting Agenda

Article 99

(1) The Factions, Complementary Organs of DPR, or the Government may propose amendment to the agenda, which has been determined by the Steering Committee, to the Leadership of DPR, whether such an amendment concerns the time or a new matter to be included in the agenda, for immediate discussion in the meeting of the Steering Committee.

(2) The proposed amendment, as specified in section (1), shall be submitted in writing specifying the time and matter being proposed, in two days at the latest before the convening of the meeting.

(3) The Leadership of DPR may pass on such a proposed amendments as specified in section (1) to the Steering Committee for immediate discussion.

(4) The Steering Committee shall discuss and decide such a proposed amendment as specified in sections (1) and (3).

(5) If the Steering Committee is unable to meet, the provision of Article 70 section (2) shall be applied.
Article 100

(1) Under an urgent situation, the Leadership of DPR, the Faction Leadership or the President may propose an amendment to the agenda of a Plenary Meeting in progress.

(2) The Meeting shall promptly decide on such proposed amendment to the agenda.

Procedures of Deliberation

Article 101

(1) The Meeting Chair shall observe that a Meeting proceed in accordance with the Rules of Procedure.

(2) The Meeting Chair shall only speak as the chair of the Meeting to explain about the matters to be discussed, to pinpoint the matter to guide the discussion to the matter being discussed and to conclude the speeches of the members.

(3) If the Meeting Chair wants to speak as a member of the Meeting, he or she shall first hand over the chair to another member of the Leadership.

Article 102

(1) The members of the Meeting, who wish to speak, shall before speaking register their names; and such a registration may also be done by their respective Factions.

(2) The members of the Meeting who have not registered to speak as specified in section (1) shall not be allowed to speak except the Meeting Chair finds, there is an acceptable reason.

Article 103

(1) The turn of speaking at the Meeting shall be regulated by the
Meeting Chair following the order of their registration.

(2) The member shall speak at the place provided to do so, after the Meeting Chair invites him or her to speak.

(3) A member who is unable to speak when his or her turn comes may be replaced by another member of his or her Faction with the consent of the Meeting Chair.

(4) A speaker at a meeting shall not be interrupted during his or her speech.

Article 104

(1) The Meeting Chair may determine the time a member shall speak.

(2) If a member speaks longer than the time allowed, the Meeting Chair shall notify the member and require him or her to end the speech.

Article 105

(1) The Meeting members shall be allowed to, at any time, interrupt for the following reasons:
   a. to require an explanation on the issue of being discussed in the meeting;
   b. to explain a matter being brought to the meeting which is associated with him or her directly, and/or his or her tasks;
   c. to propose a procedure on the matter being discussed;
   d. to propose that the Meeting be adjourned.

(2) The Meeting Chair may limit the time a member making an interruption as specified in section (1), may warn and stop the member if the interruption he/she makes does not relate to the matter being discussed.

(3) A discussion may not be made on a speech as specified in section (1) items a and b.

(4) A discussion on a proposal as specified in section (1) items (c)
and (d) may only be conducted if it is seconded by the Meeting.

Article 106

(1) A speaker may not deviate the subject of the discussion, except in condition as specified in Article 105.

(2) If a speaker has, in the opinion of the Meeting Chair, deviated from the subject, the Meeting Chair may warn the speaker and request the speaker to keep on the track of the subject of discussion.

Article 107

(1) The Meeting Chair shall warn a speaker who uses inappropriate words, acts in ways that disturb the orderly manner of the meeting, or provokes to act against a law.

(2) The Meeting Chair shall request the person to end his or her actions, as specified in section (1), and/or give the opportunity to the person to revoke the words he or she has uttered and stop the actions.

(3) If the speaker complies with the request of the Meeting Chair, then the words as meant in section (1) shall be regarded as if they had never been spoken, and shall therefore be expunged from the Proceedings of the Meeting.

Article 108

(1) If a speaker disregards the warning as specified in Article 107, the Meeting Chair shall forbid the speaker from continuing speaking and doing action.

(2) If the speaker still disregards the order of the Meeting Chair as specified in section (1), the Meeting Chair shall demand the speaker to leave the meeting.

(3) If the speaker disregards the order as specified in section (2), the
Meeting Chair may order that the speaker be forced out of the meeting room.

(4) The meeting room as specified in section (3) means the room provided for meetings, including the room for invitees and observers.

Article 109

(1) If in cases as specified in Articles 107 and 108, the Meeting Chair is of the opinion that the meeting is impossible to be continued, the Meeting Chair may close or adjourn the meeting.

(2) The duration of the adjournment, as specified in section (1), shall be no longer than 24 hours.

Verbatim Reports, Record of Proceedings and Resume of Meeting

Article 110

(1) A Plenary Meeting and an Extraordinary Plenary Meeting shall be recorded in a Verbatim Report signed by the Meeting Leadership.

(2) A Verbatim Report shall be the full record of a Plenary Meeting or an Extraordinary Plenary Meeting containing the accounts of the proceeding of the discussions, together with notes on:
   a. the type and nature of the Meeting;
   b. day and date of the Meeting;
   c. place of the Meeting;
   d. agenda of the Meeting;
   e. opening and closing time of the Meeting;
   f. chair and secretary of the Meeting;
   g. number and names of Members who have signed the attendance list; and
   h. invitees present.
(3) Secretary of the Meeting as specified in section (2) item (1) shall be an official of the Secretariat General appointed thereto.

Article 111

The Secretary of the Meeting shall prepare the Verbatim Report to be distributed to the Members and concerned parties after the closing of the meeting.

Article 112

(1) The Meetings of the DPR Leadership, the Steering Committee, the Standing Committees, the Joint Committee, BURT, the Legislation Council, BKSAP, the Conduct Council, the Special Committee and the Budget Committee shall be recorded in Proceedings and Resume signed by the Meeting Chair.

(2) Record of Proceedings shall contain the subjects being discussed and the conclusions, and/or the decisions made at the meeting, as specified in section (1), as well as the notes as specified in Article 110 section (2).

(3) A Resume, as specified in section (1), shall consist of conclusions and/or decisions of the Meeting.

Article 113

(1) The Secretary of the Meeting shall immediately after the closing of the Meeting as specified in Article 112 section (1) prepare a draft Resume and Record of Proceedings to be distributed to the Members and other parties.

(2) The Members and the concerned parties shall be given the opportunity to correct the draft Proceedings within four days upon receiving the draft and shall return it to the Secretary of the Meeting.
Article 114

(1) The Verbatim Reports, Record of Proceedings, and/or Resume of the meetings in camera shall be clearly stated “confidential”.

(2) An in-camera meeting may decide that any of the subjects discussed and/or decided at the meeting be expunged of the Verbatim Report, Record of Proceedings, and/or Resume.

Invitees, Observers and Reporters

Article 115

(1) Invitees shall be:
   a. non-members who are present at a DPR Meeting upon the invitation of the Leadership of DPR.
   b. Members present at a meeting of a complementary organ upon the invitation of the DPR Leadership, but are not Members of the concerned complementary organ.

(2) Observers and reporters shall be those present at the DPR meeting without an invitation of the Leadership of DPR but are permitted by the Leadership of DPR or the Leadership of the concerned complementary organ.

(3) Invitees may speak at a meeting on the approval of the Meeting Chair, but shall not have a voting right.

(4) Observers and reporters shall not have the right to speak, nor the right to state anything, in words or in other manners.

(5) Invitees, observers and reporters shall be at the place specially reserved for them.

(6) Invitees, observers and reporters shall comply with the meeting procedures and/or other rules set forth by DPR.
Articles 116

(1) The Meeting Chair shall see that provisions of Article 115 are observed.

(2) The Meeting Chair may request that an invitee, observer and/or reporter who disturbs the orderly process of the meeting leave the meeting room. If the request is disrespected, the concerned person shall be forced out from the meeting room on the order of the Meeting Chair.

(3) In the case as specified in section (2), the meeting chair may close or adjourn the Meeting.

(4) The duration of adjournment as specified in section (3) shall be no longer than 24 (twenty-four) hours.

CHAPTER XVI
LAW-MAKING PROCESS

General Provisions

Article 117

(1) The DPR has the power to make law.

(2) The DPR together with the President shall deliberate each Bill to get common approval.

(3) The Bill may come from the DPR or from the Government.

(4) The Bill, as specified in section (3), shall be introduced together with its explanatory notes and/or academic draft from the proponent.

Article 118

If there are two Bills proposed on the same subject in one Session Period, deliberation shall be made on the DPR Bill, while the Government Bill shall serve as the accompanying material.
Article 119

(1) The Leadership of the DPR shall submit the Bill, which has been approved by the DPR, to the President for an enactment into law.

(2) If within the period of 15 (fifteen) working days the Bill submitted by the DPR to the President has not been enacted, the Leadership of the DPR shall send a letter to the President asking for an explanation thereof.

(3) In case of being not ratified by the President within a period of 30 (thirty) working days since it was approved, the Bill shall legally come into effect to be a law.

Stages of Deliberation

Article 120

(1) A Bill shall undergo two stages of readings.

(2) Those two stages as specified in section (1) are as follows:
   a. First Reading shall be at the meetings of Standing Committee, Legislation Council, Budget Committee or at the meetings of the Special Committee together with the Government; and
   b. Second Reading shall be at the Plenary Meeting.

(3) Before holding the First and Second Readings, there shall be Meetings of Factions.

Article 121

(1) The First Reading shall include:
   a. general views of Factions towards the Bill initiated by the Government or the response of the Government towards the Bill initiated by the DPR;
   b. Government’s reply upon the views delivered by the Factions or responses of the leadership of the Standing
Committee, the Legislation Council, the Budget Committee or the leadership of Special Committee upon the Government’s reply; and

c. Deliberation of a Bill conducted by the DPR and the Government in a working meeting based on the Inventory List of Matters (DIM).

(2) At the First Reading, it is possible:

a. to hold hearings or public hearings;
b. to invite the leadership of high state institutions or other state institutions if the substance of a Bill relating to those institutions; and/or
c. to hold internal meetings.

Article 122

The Second Reading shall include:

a. decision making at Plenary Meeting preceded by:
   1) report on the results of the deliberation made at the first reading;
   2) Factions’ final views submitted by their representatives. and if necessary it could also be annexed by the note of faction’s position, and

b. government’s remarks.

Bill initiated by the Government

Article 123

(1) A Bill proposed by the Government together with its explanatory notes/information and/or its academic draft shall be submitted in writing to the Leadership of the DPR with an introductory letter from the President

(2) The President’s introductory letter as specified in section (1) shall also state a Minister assigned to represent the Government in the deliberation of the Bill.
Article 124

(1) At the following Plenary Meeting, after the draft Bill received by the Leadership of the DPR, the Meeting Chair shall inform the DPR Members about the proposed Bill and distribute the copy thereof to all of them.

(2) The Leadership of DPR shall pass on the Bill and its explanatory notes/information and/or academic draft from the proponent to the press and the National News Agency to be published.

(3) Further deliberation and finalization of the Bill shall observe the prevailing provisions as provided in Articles 120, 121 and 122.

Article 125

A Bill proposed by the Government may be withdrawn before the end of the First Reading.

Article 126

A Bill to approve a declaration of war, peace, and treaty with other countries, as well as ratification to an international agreement submitted by the President to the DPR shall be discussed and finalized in manners as specified in Articles 120, 121 and 122.

Bill initiated by DPR

Article 127

(1) There shall be at least 10 (ten) members of the DPR to initiate a Bill.

(2) The Bill, as specified in section (1), may also be proposed by a Standing Committee, a Joint Committee or Legislation Council with due consideration of the National Legislation Program.

(3) As specified in section (1) and section (2), the Bill along with
explanatory notes of the proponents shall be submitted in writing either by the DPR members, Leadership of a Standing Committee, Leadership of a Joint Committee, or the Leadership of the Legislation Council to the Leadership of DPR, enclosed by the name list of the proponents, their signatures, as well as the names of their factions.

(4) At the Plenary Meeting following the receipt of the Bill by the DPR Leadership, the Meeting Chair shall notify the forum regarding the Bill and distribute the copy thereof to all DPR Members.

(5) The Plenary Meeting shall make a decision whether the Bill can principally be accepted as a DPR Bill or not.

(6) The decision as specified in section (5) shall be taken after giving an opportunity to the proponents to give explanation and to factions to deliver their views.

(7) Decision adopted at a Plenary Meeting, as specified in section (6), may be in the form of:
   a. An acceptance without amendments;
   b. An acceptance with amendments; or
   c. A rejection.

(8) If the Bill is accepted as a DPR Bill with amendments, the DPR shall assign either a Standing Committee, Legislation Council or Special Committee to discuss and finalize the Bill.

(9) If the Bill is accepted as the DPR Bill without amendments, as specified in section (7) or having been discussed and finalized as specified in section (8), the DPR Leadership shall submit the Bill to the President with a request to appoint a Minister to represent the Government in the deliberation of the Bill.

(10) Further deliberations and completion of the Bill shall be based on the provisions as specified in Articles 120, 121 and 122 with due consideration of special manner applying to the Bill proposed by the DPR.
Article 128

(1) As long as the Bill has not been deliberated at the Steering Committee, the proponents may propose a change thereof.

(2) The proponents may withdraw the Bill, as long as it has not been approved as a DPR Bill at the Plenary Meeting.

(3) Notification of any change or withdrawal of the Bill, as specified in section (1) and section (2), shall be signed by all the proponents as specified in Article 127 section (3) and submitted in writing to the Leadership of the DPR and distributed to all members.

Article 129

(1) If the number of proponents is less than 10 (ten) persons, before making a decision at the Plenary Meeting, as specified in Article 127 section (5), addition shall be made to the number of the signatures to achieve the required number.

(2) If until two Sessions the required number of proponents as specified in section (1) is not fulfilled, then the proposal shall be dropped.

Article 130

Any Bill along with its explanation shall be published and socialized to public through the National News Agency and the press to get inputs.

Government Regulation in Lieu of Law

Article 131

(1) DPR shall discuss the Government Regulation in Lieu of a Law right after the Regulation has been enacted and presented by the President to the DPR.
(2) Upon the deliberation and completion of the Government Regulation in Lieu of a Law, it shall be in the manners as specified in Articles 120, 121 and 122 with due observance of the special provisions applying to any Bill proposed by the Government.

CHAPTER XVII
DETERMINATION OF STATE REVENUES AND EXPENDITURES

Article 132

In exercising its duties and authorities, as specified in Article 5, section (1) letter b. DPR may organize:

a. preliminary talks with the Government and Bank of Indonesia in the framework of formulating the Draft of State Revenues and Expenditures (State Budget);

b. deliberation and determination of the State Budget is preceded by the presentation of the Bill on the State Budget and its Financial Notes thereof by the President;

c. discussion on the first Semester Report and the estimation of Alteration to the State Budget of the current fiscal year;

d. deliberation and determination of the Bill on Alteration to the State Budget; and

e. deliberation and determination of the Bill on Calculation of the State Budget.

Article 133

(1) Preliminary discussion in the framework of formulating the Draft of the State Budget shall be held during the Third and Fourth Session Period every Session Year, including:

a. debates on macro assumptions and policies conducted by the Budget Committee together with the Government and
Bank of Indonesia; and
b. working meetings and/or hearings of the Standing Committees with the Government as well as public hearings.

(2) For the completion of the preliminary discussion, the Budget Committee together with the Government and Bank of Indonesia shall hold working meetings at the beginning of the Fourth Session.

Article 134

Before the preliminary discussion is conducted as specified in Article 132, the Government shall propose an Annual Development Plan.

Article 135

At the First Session Period, the President shall deliver the Address on the Introduction of the State Budget Bill and the Financial Notes thereof at the DPR Plenary Meeting, and in the case that the President is unable to attend the session, the Vice-President shall deliver the Introduction.

Article 136

(1) Upon the Bill of the State Budget and its Financial Notes as specified in Article 135, the opportunity shall be given to each Faction to express their views at a Plenary Meeting of DPR.

(2) The Factions' views as specified in section (1) shall be delivered before entering the deliberation of the First Reading.

Article 137

(1) Upon the further discussion and finalization of the Bill on the State Budget and its Financial Notes, the provisions as specified in Articles 120, 121 and 122 shall be applied, as well as the following additional provisions:
a. Working meetings shall be conducted by a Standing Committee together with the Government; and
b. Working meetings for the finalization of the Bill on the State Budget shall be conducted by the Budget Committee together with the Government and Bank of Indonesia with due observance of the Factions' general views, the Government's reply, as well as the suggestions and opinions of the Steering Committee and Standing Committees.

(2) The discussion of the State Budget Bill and its Financial Notes shall be completed no later than one month before the beginning date of the concerned fiscal year.

Article 138

The Budget Committee shall hold deliberations with the Government and Bank of Indonesia at the third quarter of each fiscal year regarding:

a. the first Semester Report which shall be submitted by the Government to DPR no later than one month after the first semester of the fiscal year ends; and

b. the adjustment of the State Budget to meet with the development and/or the changing conditions, in the framework to draw up the Estimation of Alteration of the State Budget of the current fiscal year.

Article 139

(1) The Government shall propose the Bill on the Alteration of the State Budget upon the State Budget of the current fiscal year based on the alteration as provided in Article 138.

(2) The deliberation of the Bill on Alteration of the State Budget shall be completed before the end of the concerned fiscal year.
Article 140

The discussion and completion of the Bill on the Calculation of the State Budget shall be conducted within the time frame as provided by Laws on State Budget.

CHAPTER XVIII
ASPIRATIONS AND COMPLAINTS OF PEOPLE

Article 141

(1) DPR shall accommodate and follow up the aspirations and complaints of the people on issues within its tasks and authorities.

(2) In addition, through its public hearings, as specified in Article 36, section (4) item c and through its working visits as specified in Article 36, section (4) item d, DPR shall welcome the people’s aspirations and complaints which are made directly and/or by letters.

Article 142

(1) The people who come to DPR to express their aspirations and/or complaints shall be received and directed by the Secretariat General to a competent Committee and/or to Factions.

(2) To follow up the people’s aspirations and complaints, Committees shall apply the provisions as provided in Article 36, section (4) and section (5), while the Factions may take relevant measures in conformity with their respective policies.

(3) Secretary General, under the auspices of the DPR Leadership, shall arrange the further procedure in dealing with the people who come directly to express their aspirations and complaints.
CHAPTER XIX
CONSULTATION AND COORDINATION AMONG HIGH STATE INSTITUTIONS

Article 143

(1) Consultation and coordination between DPR and other High State Institutions shall be conducted in the forms of:
   a. the meetings between the DPR Leadership and the Leadership of other High State Institutions;
   b. the meetings of the DPR Leadership together with the Factions' Leadership with the Leadership of other High State Institutions;
   c. the meetings between the DPR Leadership with the Leadership of the DPR complementary organs whose scope of duties relevant to the issues being discussed with the Leadership of other High State Institutions; and
   d. the meetings between the DPR complementary organs in line with their duties and the Leadership and/or relevant units of other High State Institutions.

(2) Meetings for consultation and coordination between the DPR Leadership and Factions' Leadership with the President shall be conducted regularly.

(3) DPR or other High State Institutions may initiate the meetings for consultation and coordination as specified in section (1).

(4) The results of the consultation and coordination, as specified in section (1), shall be reported in writing to the Leadership of Factions and to the Leadership of related complementary organs of DPR, and if necessary it may also be reported to the Plenary Meeting.

(5) The results of the consultation and coordination with other High State Institutions on the arrangement of the mechanism and procedure shall require the approval of the Steering Committee.

(6) The results of the consultation and coordination with other High
State Institutions which relate to policies, or on behalf of DPR, shall require the approval from the Plenary Meeting.

Article 144

The DPR Leadership with the approval of the Steering Committee may make an agreement with the Leadership of other High State Institutions regarding the mechanism and procedure of the consultation and coordination with these High State Institutions.

CHAPTER XX
DELIBERATION ON THE AUDITING REPORT
OF SUPREME AUDIT BOARD

Report of Semester Audit

Article 145

(1) DPR shall discuss the findings of the accountability of the state finance submitted by the Supreme Audit Board in the form of the Report of Semester Audit to the DPR Plenary Meeting for use as materials for supervision.

(2) DPR shall assign Standing Committees to discuss and follow up the Findings of Semester Report as specified in section (1).

(3) The Standing Committee shall discuss and review the Findings of Semester Audit at the Committee Meetings.

(4) For the purpose of the discussion and review of the Semester Audit’s Findings, a Standing Committee may conduct consultative meetings as specified in Article 143, section (1) item (d).

(5) The results of the discussion as specified in section (3) and section (4) shall be made as materials for working meetings and hearings.
Results of Partial/Individual Audit

Article 146

(1) The results of the partial/individual audit shall be submitted to the Standing Committee whose tasks and responsibilities related to the results of the partial/individual audit.

(2) A Standing Committee may hold consultative meetings with the units of the Supreme Audit Board in the framework of the discussion and review of the partial/individual auditing results as specified in Article 143, section (1) item (d).

(3) A Standing Committee may request the Supreme Audit Board to scrutinize a particular object for the purpose of supervising the state finance.

(4) The results of partial/individual auditing shall be used as materials for Committee meetings, working meetings and hearings for the purpose of implementing the supervision function of DPR.

CHAPTER XXI
PROCEDURE OF EXERCISING RIGHTS OF DPR AND RIGHTS OF MEMBERS OF DPR

Right to propose Bills

Article 147

The submission of a Bill initiated by DPR and its finalization shall be regulated in accordance with the provisions as specified in Chapter XVI.
Right to make amendments to a Bill

Article 148

(1) The Members may apply a proposal of amendments to a Bill initiated by Government.

(2) The Members shall submit the proposal of amendments at the First Reading for the deliberation and decision.

Right to hold discussions on State Budget

Article 149

(1) DPR has the right to hold deliberations on the State Budget, including:
   a. The preliminary discussion on the formulation of the State Budget draft;
   b. The deliberation on the State Budget Bill;
   c. The deliberation of the First Semester Report and the Estimation of the Alteration of the current State Budget;
   d. The deliberation of the Bill on Alteration of the State Budget of the current year; and
   e. The deliberation of the Bill on Calculation of the State Budget.

(2) The discussion of the State Budget as specified in section (1) shall be exercised in accordance with the provisions as provided in Chapter XVII.

Right to Interpellation

Article 150

(1) At least 10 (ten) Members may propose to the DPR to implement the right to interpellation (asking clarification to the Government)
on a government policy.

(2) The proposal as specified in section (1) shall be formulated briefly and clearly, and submitted in writing to the Leadership of the DPR together with the name list and signatures of the proponents including the names of their Factions.

Article 151

(1) At the Plenary Meeting following the DPR Leadership’s receipt of the proposed interpellation, the Meeting Chair shall inform the Members about the proposed interpellation and distribute the written copy thereof to all of the Members.

(2) At the Meeting of the Steering Committee, which is held to determine the time of the discussion of the proposed interpellation at the Plenary Meeting, the proponents shall be given the opportunity to explain the proposal in brief.

(3) At the determined Plenary Meeting, the proponents shall give the explanation on the purposes and objectives of the proposal.

(4) The Plenary Meeting as specified in section (3), or other Plenary Meeting shall decide whether to accept or reject the proposal.

Article 152

(1) As long as the proposed interpellation has not been approved as the interpellation of the DPR, the proponents shall have the rights to amend or to withdraw the proposal.

(2) The notification on such amendment or withdrawal of the proposal shall be signed by all the proponents and be submitted in writing to the Leadership of the DPR, and the copy thereof shall be distributed to all of the Members.

(3) If the number of proponents of an interpellation which has not been brought to the Plenary Meeting, as specified in Article 151 section (3), is less than 10 (ten) members, addition of proponents
shall be made in order to achieve the required number.

(4) If until two Sessions, the required number of proponents cannot be reached, then the proposed interpellation shall be dropped.

Article 153

(1) In the case that the proposal is approved as the DPR interpellation, then the Leadership of DPR shall submit it to the President and invite the President to give explanations.

(2) Upon the President’s explanations, as specified in section (1), the proponents as well as other Members shall be given the opportunity to extend their opinion.

(3) Upon the opinion of the proponents and/or of other Members, as specified in section (2), the President shall give the reply.

(4) The President may delegate the task of giving explanation and reply, as specified in sections (2) and (3) to a Minister.

Article 154

(1) Upon the President’s explanations and replies as specified in Article 153, the Members may propose the right to expressing views.

(2) The right to expressing views, as specified in section (1), shall be made with due observance of the provisions in Articles 163 up to 169.

(3) If until the closing of the concerned Session there appears to be no proposed expression of views, as specified in section (1), the discussion on the interpellation to the President shall be regarded as concluded at the Plenary Meeting at the closing of the Session concerned.
Right to Inquiry

Article 155

(1) The proposal of the right to inquiry (investigation) on an issue may be proposed by at least 10 (ten) Members.

(2) The proposal as specified in section (1), shall be submitted in writing to the Leadership of DPR together with the name list and signatures of the proponents including the names of their factions.

(3) The proposal as specified in section (1), shall be stated in a clear formulation on the issue to be inquired together with the explanation and the draft budget.

Article 156

At the next Plenary Meeting following the DPR Leadership’s receipt of the proposed inquiry, the Meeting Chair shall inform the Members about the proposed inquiry and distribute the copy and its draft budget to all of the Members.

Article 157

At the Meeting of the Steering Committee, which is held to determine the time to discuss the proposed inquiry at the Plenary Meeting, the proponents shall be given the opportunity to give a brief explanation on the said proposal.

Article 158

(1) At the scheduled Plenary Meeting, the proponents shall give the explanation on the purposes and objectives of the proposed inquiry and the draft budget thereon.

(2) The Plenary Meeting shall decide whether the proposed inquiry
be approved or otherwise rejected after hearing the factions’ opinions.

(3) The decision, as specified in section (2), shall be taken after hearing the factions’ opinions.

Article 159

(1) As long as the proposed inquiry to an issue has not been approved by the Plenary Meeting, the proponents shall have the rights to amend or otherwise withdraw the proposal.

(2) The notification on such a change or withdrawal of the proposed inquiry shall be signed by all of the proponents and submitted in writing to the Leadership of DPR who will then distribute the copies thereof to all of the Members.

(3) If the number of proponents of an inquiry to an issue which has not been discussed in the Plenary Meeting is less than the number as specified in Article 155 section (1), addition of proponents shall be made in order to get the required number.

(3) If until 2 (two) Sessions, the required number of proponents as specified in section (3) cannot be reached, the proposed inquiry shall be dropped.

Article 160

(1) If the Plenary Meeting decides to approve the proposed inquiry, DPR shall set up a Special Committee.

(2) The decision of DPR to conduct an inquiry shall also include the determination of the budget of the Special Committee.

(3) The decision of DPR, as specified in sections (1) and (2), shall be forwarded to the President and announced in the State Gazette.

(4) The provisions as specified in Chapter XIV shall be applied to the Special Committee as specified in section (1).
Article 161

(1) The Special Committee shall furnish the Leadership of DPR with periodic reports in writing, at least once a month, then the report shall be distributed to all of the Members.

(2) Based on a proposal from at least 10 (ten) Members, the periodic reports as specified in section (1) shall be discussed at the Plenary Meeting, except if the Steering Committee decides otherwise.

Article 162

(1) After finishing its task, the Special Committee shall provide a written report to the Leadership of DPR and the report thereof shall be distributed to all of the Members.

(2) The decision making on the report of the Special Committee, as specified in section (1), shall be preceded by the report of the Special Committee and the final opinion of the Factions, and then the decision shall be forwarded to the President.

(3) DPR may follow up the decision as specified in section (2) in accordance with the DPR authorities as provided by laws and regulations.

Right to Expressing Views

Article 163

(1) At least 10 (ten) Members may propose the right to expressing views, on matters as specified in Article 150 section (1), or other matters.

(2) The proposal of expressing views and its explanation shall be submitted in writing to the Leadership of DPR, together with the name list and signatures of the proponents including the names of their Factions.

(3) At the next Plenary Meeting following the DPR Leadership's
receipt of the proposed expression of views, the Meeting Chair shall inform the Members about the proposal and distribute the written copies thereof to all of the members and also forward it to the President.

Article 164

At the Meeting of the Steering Committee, which is held to determine the time of the discussion of the proposed expression of views at the next Plenary Meeting, the proponents shall be given the opportunity to give a brief explanation on the said proposal.

Article 165

(1) The discussion and finalization of the proposed expression of views may undergo two stages of deliberations.

(2) Before the first stage deliberation, at the scheduled Plenary Meeting, the proponents of the proposal as specified in Article 164 shall be given the opportunity to extend their explanation on the said proposal.

(3) Upon the proposal and explanation as specified in section (2), opportunity shall be given to the Factions to give their opinions and to the President to give a statement.

(4) Upon the Factions' opinions and the President's statement as specified in section (3), the proponents shall give the response.

(5) The President may delegate the task for the discussion and the finalization of the proposed expression of views to a Minister.

Article 166

(1) A Special Committee may be set up by the Plenary Meeting in order to discuss the proposal at the first stage of deliberation as the follow up of the discussion as specified in Article 165.

(2) At the First Stage of Deliberation, as specified in section (1), a Working Meeting, Hearing, and/or Public Hearing may be held
with the relevant parties including with the proponents.

Article 167

After finishing the First Stage of Deliberation as specified in Article 166 followed by the Second Stage of Deliberation, DPR shall decide whether to approve or reject the proposal of expressing views.

Article 168

(1) As long as the proposed expression of views has not been approved by the Plenary Meeting, the proponents shall have the rights to amend or otherwise withdraw their proposal.

(2) The notification on such amendment or withdrawal of the proposed expression of views shall be signed by all of the proponents and be submitted in writing to the Leadership of the DPR, and the copy thereof shall be distributed to all of the Members and shall also be forwarded to the President.

(3) If the number of proponents of the proposed expression of views which has not been brought to the First Stage of Deliberation, is less than 10 (ten) Members, addition of proponents shall be made in order to get the required number.

(4) If until 2 (two) Sessions, the required number of proponents as intended cannot be reached, the proposal shall be dropped.

Article 169

The decision of DPR on the proposal of expressing views may be in the form of the expression of views of DPR on a government policy, extraordinary incident occurred within the country, including the suggested solutions, up to a censure to the President (memorandum) if DPR deems that the President has seriously violated the state guidelines.
Rights to Nominate/Recommend, to Give Approval, to Give Consideration, and to Give Opinion

Article 170

(1) If a law grants DPR the right to nominate/recommend or give an approval to a nominee to occupy a particular position, the Plenary Meeting shall assign the Steering Committee to determine the schedule, and the discussion on the matter shall be assigned to the Committee responsible for it.

(2) The procedures of the discussion as specified in section (1) shall be set up by the concerned Committee, which cover:
   a. administrative investigation;
   b. presentation on vision and mission;
   c. fit and proper test; and
   d. determination of the rank of the nominees.

(3) The number of person nominated/recommended or given consent as specified in section (1) shall be in accordance with laws.

(4) The results of the discussion of the Committee as specified in section (1) shall be reported to the Meeting of the Steering Committee. and henceforth to be adopted at the Plenary Meeting.

Article 171

If a law grants DPR the right to give a consideration. the consideration shall be given by the DPR Leadership together with the leadership of the competent Committees and the leadership of the Factions, unless the Steering Committee decides otherwise.

Article 172

(1) In addition to the approval as specified in Article 170, if a law grants DPR the right to give approval, it shall be discussed by the related Committee. and brought up at the Plenary Meeting
for the decision.

(2) If a law grants DPR the right to give an opinion, the procedures as specified in Article 171 shall be observed.

Article 173

Besides the matters as specified in Articles 170, 171, and 172, if a law grants DPR a particular right, the procedures for the discussion as specified in Article 172 shall be applied, unless the Steering Committee decides otherwise.

Article 174

The results as specified in Articles 170, 171, 172 and 173 shall be submitted by the DPR Leadership in writing to the President and shall be circulated to all Members.

**Right to Determine Budget**

Article 175

(1) DPR has the right to determine its own budget.

(2) In order to determine the ceiling of the DPR budget, the Household Committee shall hold a discussion together with the Standing Committees, the Complementary Organs, the Factions, and the Budget Committee.

(3) The Household Committee assisted by the Secretariat General shall discuss the draft of the DPR budget together with the Budget Committee to determine the ceiling of the budget based on the planned programs.

(4) The ceiling of the DPR budget as specified in section (2) shall be part of the State Budget.
Article 176

The management and accountability of the DPR budget shall be carried out as provided by laws.

Rights to Summons/Subpoena

Article 177

DPR in exercising its function shall have the right to summon any state official, government official, or individual member of community to give any explanation on a matter for the sake of the state, nation, government and development, as specified in Article 35 of Law Number 4/1999 on the Composition and Position of Members of the People’s Consultative Assembly, the House of Representatives, and the Regional House of Representatives.

Article 178

1. DPR may summon in writing any state official, government official, or individual member of community which shall be issued in sufficient time specifying the purpose and the date.

2. The concerned person as specified in section (1) shall be obliged to appear and give explanations, including to show and/or submit all required documents to DPR.

3. DPR may postpone the meeting due to the inability of the person to appear as specified in section (1) for an acceptable reason.

4. In case that the person as specified in section (1) is absent without an acceptable reason or refuses to appear, DPR may ask once again the presence of the concerned person on a determined date.

5. In case that the person as specified in section (1) declines the second summons without an acceptable reason or refuses to appear, to the said person the provisions as specified in Article 35 section (2) of Law Number 4/1999 concerning Composition
and Position of Members of People’s Consultative Assembly, the House of Representatives, and the Regional House of Representatives shall be applied.

(6) The DPR Leadership, after receiving requests from the Complementary Organs of DPR, shall report the violation against Article 35 section (2) of Law Number 4/1999 as specified in section (5) to the investigators for further process in accordance with laws and regulations.

**Rights to Pose Question**

**Article 179**

Any Member either individually or collectively may pose a question.

**Article 180**

(1) If such question as specified in Article 179 is addressed to the President, the question shall be in writing, concisely and clearly, and be submitted to the DPR Leadership.

(2) If it is deemed necessary, the DPR Leadership may request explanation from the proponent and the latter shall elucidate the question to the DPR Leadership.

(3) The DPR Leadership shall pass on the question as specified in section (2) to the President with a request that the President shall reply within the soonest possible time, and then circulate the question to all Members.

(4) Before being passed on to the President, the question as specified in section (2) shall not be made known to public.

**Article 181**

(1) Should the answer to the question as specified in Article 180 be given by the President in writing, no discussion shall be held thereupon.
(2) The proponent may request that the question be answered orally by the President.

(3) Provided that the President replies the question orally in a meeting determined by the Steering Committee, the proponent may give a brief explanation of the question, in order that the President could give a clear explanation on the matter being questioned.

(4) The President may delegate a Minister to give the reply as specified in sections (1) and (3).

**Right to Propose and of Expressing Views**

**Article 182**

(1) Any **Member** either individually or collectively may propose and express views on any matter, whether it is being discussed or not during a meeting.

(2) The procedures for proposing and expressing views as specified in section (1) shall be implemented in accordance with the provisions as specified in Articles 180 and 181.

**Right to Immunity**

**Article 183**

(1) A **Member** cannot be taken to court for his or her statement and/or opinion stated before a DPR meeting, either open or closed meeting, expressed orally or in writing, except if the concerned **Member** disclosed the matters resolved in an in camera meeting as confidential, as specified in Article 93, or disclosed matters classified by regulations as the secrets of the State as provided by laws.

(2) A **Member** may not be recalled mid-term for his or her statement and/or opinion expressed in the DPR meetings.
Right to Propose Initiative Bill

Article 184

(1) Every Member has the right to propose a Bill.

(2) The right to propose a Bill as specified in section (1) shall be carried out in accordance with the provisions as specified in Articles 127 up to 130.

Right to Protocol and Right to Finance/Administration

Article 185

The right to protocol and the right to finance/administration for the DPR Leadership and Members shall be regulated in accordance with laws and regulations.

CHAPTER XXII POLICE ACTIONS

Article 186

(1) The police action to a Member shall be carried out in accordance with laws.

(2) The measures taken by the police as specified in section (1) include:
  a. summons in connection with a crime;
  b. requesting information concerning a crime;
  c. arrest;
  d. detention;
  e. search; and/or
  f. confiscation.

(3) The measures of the police as specified in section (2) shall be carried out by taking into consideration the protocol position of
Members in accordance with laws.

CHAPTER XXIII
PROCEDURES OF MAKING DECISION

Article 187

(1) Decision-making shall be the final stage of the process to finalize a matter discussed at any type of the DPR meetings.

(2) Any type of the DPR meeting may make a decision.

(3) The decision of a DPR meeting as specified in section (1) shall be the approval or, otherwise, a rejection.

Article 188

(1) Decision making at a DPR meeting shall be attempted as far as possible to the deliberation to reach consensus.

(2) If the approach of decision-making specified in section (1) cannot be accomplished, a decision shall be taken on the basis of majority of votes cast.

Article 189

(1) Any DPR meeting may adopt a decision provided that it is attended by more than half of the members representing more than half of DPR Factions invited to the meeting.

(2) If the quorum as specified in section (1) is not reached, the meeting shall be adjourned for twice at the most, with the interval being no more than twenty-four (24) hours.

(3) If after two adjournments, the quorum specified in section (1) cannot be reached, the procedure of its finalization shall be referred:
   a. to the Steering Committee if it occurs in the meeting of the Standing Committee, Joint Committee, Legislation Council.
Decision made at any DPR meeting taken either on consensus or on majority of votes basis shall bind the parties concerned.

**Decision Based on Consensus**

Article 191

1. Decision-making on the basis of consensus shall be taken after the members of the meeting take the opportunity to express their opinion and suggestion accepted by the meeting as the contribution for the solution of the case being deliberated.

2. In order to make a decision, as specified in section (1), the Chair of a Meeting or a committee assigned for that purpose shall draw up a decision that reflects the opinions of the meeting.

Article 192

Decision on the basis of consensus shall be valid if it is taken in a meeting attended by Members and the elements of Factions as specified in Article 189 section (1), and shall be approved by all present thereat.

**Decision Based on Majority of Votes**

Article 193

Decision based on majority of votes shall be taken if a decision based on consensus cannot be reached due to the very different stances among
the members that cannot be met.

Article 194

(1) Decision-making based on a majority of votes may be conducted openly or secretly.

(2) Decision-making based on a majority of votes shall be conducted openly if it relates to policies.

(3) Decision-making based on a majority of votes shall be conducted secretly if it relates to person or other matters deemed necessary.

Article 195

(1) Decision based on majority of votes shall be valid if it is taken in a meeting attended by Members and Factions as specified in Article 189 section (1) and is approved by more than one half of the Members present thereat.

(2) If the circumstances make it impossible to get a majority of votes in one voting, the Meeting Chair shall make an endeavor to seek a consented solution or shall conduct a voting in stages.

(3) Voting in stages as specified in section (2) shall be conducted to get two choices based on the ranking of number of votes attained.

(4) If two choices are obtained, as specified in section (3), the voting shall be conducted in accordance with the provisions specified in section (1).

Article 196

(1) To cast a vote openly for denoting affirmation, rejection, or abstain, a member of the meeting may speak, raise hand, stand, or write, or do other manner agreed by the meeting.

(2) The counting of votes shall be conducted by directly counting the members of the meeting.
(3) A Member who walks out shall be assumed present and it shall not have any impact on the validation of the decision taken.

(4) If the result of voting fails to satisfy the provisions as specified in Article 195 section (1), a second voting shall be at the following meeting held after a period of no longer than 24 (twenty-four) hours.

(5) If the result of the second voting specified in section (4) still fails to satisfy the provisions as specified in Article 195 section (1), the case shall be dropped.

Article 197

(1) A secret ballot shall be made in writing, without giving name, signature, faction, or any other sign that may reveal secrecy.

(2) A secret ballot may also be conducted through other manners as long as it can keep the secrecy.

(3) If the result of the ballot fails to satisfy the provisions as specified in Article 195 section (1), another voting shall be conducted at the very same meeting.

(4) If the result of the second ballot as specified in section (3) still fails to satisfy the provisions as specified in Article 195 section (1), the ballot as specified in section (3) shall be nullified.

CHAPTER XXIV
SECRETARIAT GENERAL OF DPR

Position

Article 198

The Secretariat General as specified in Article 3 section (3), shall be a supporting element of DPR and shall have the position as a Secretariat of a High State Institution.
Composition

Article 199

(1) The Secretariat General shall be led by a Secretary General who is responsible to the Leadership of DPR.

(2) The Secretary General shall be assisted by one or more Deputy Secretaries General and Assistants to the Secretary General.

Article 200

(1) The Secretary General, Deputy Secretary General and Assistants to the Secretary General shall be appointed and dismissed by the President on the proposal of the Leadership of DPR.

(2) The Leadership of DPR may propose to the President the appointment or dismissal of the Secretary General, Deputy Secretary General, and Assistants to Secretary General.

Article 201

(1) DPR may employ expert advisers who have the tasks of ensuring smooth implementation of the tasks and functions of DPR.

(2) To support the implementation of the tasks of the Legislation Council and the Budget Committee, the Secretariat General shall set up an Assistance Team under the coordination of the Assistant I. in charge of legislation, of the Secretariat General of DPR.

Article 202

The structure of the organization and its working procedures shall be determined in a Presidential Decree, in accordance with the laws.
Tasks

Article 203

The tasks of the Secretariat General shall be:

a. to provide technical, administrative and expertise assistance to DPR;

b. to implement the internal policies of the DPR as determined by the Leadership of DPR including the welfare of the Members and the employees of the Secretariat General;

c. to assist the Leadership of DPR in the preparation of the draft budget of DPR while taking into account the following provisions:

1) the proposed draft of the DPR budget shall, before being submitted to the Leadership of DPR, be first submitted to BURT for a review and revision as specified in Article 45 section (1) item c point 1);

2) in further process of the finalization of the DPR draft budget, the Secretary General together with BURT and the Budget Committee shall discuss to determine the ceiling of the budget as specified in Article 45 section (1) item c point 2);

d. to provide explanations and data required by BURT;

e. to perform other tasks as assigned by the Leadership of DPR; and

f. to submit a written report on the implementation of its tasks during the previous Session Year to the Leadership of DPR at the beginning of Session Year with a copy to the Steering Committee and to BURT.

Article 204

The Secretary General upon the agreement of the Leadership of DPR may become a member of international organization that brings together
Secretaries General of Parliaments, and should report in writing his or her activities in the particular organization to the Leadership of DPR.

CHAPTER XXV
INCOMING AND OUTGOING LETTERS

General Provisions

Article 205

The Secretary General shall determine the procedure of keeping the record of incoming and outgoing letters and the further handling.

Incoming Letters

Article 206

(1) All letters addressed to DPR other than to the Factions shall be received by the Secretariat General, and shall be forthwith recorded and numbered.

(2) Incoming letters, except those relating to the internal tasks of the Secretariat General, shall be timely replied by the Secretary General for the Leadership of DPR informing the sender the receipt of the letter, and if the subject is still being processed, the sender shall be informed thereof.

(3) All letters addressed to the Factions that are received by the Secretariat General shall be recorded without opening the letter and shall be passed on to the concerned Factions.

Article 207

(1) The Secretary General shall pass on any incoming letter and a copy of its reply, as specified in Article 206 section (2), to the Leadership of DPR.
(2) The Leadership of DPR shall decide, according to the issue, whether the incoming letters shall be handled by themselves or be referred to the DPR complementary organs and/or to the Leadership of Factions.

(3) If the DPR Leadership deems it necessary, a particular letter may be reproduced and distributed to all Members.

Article 208

(1) The head section of the DPR complementary organs upon receiving letters shall make a list of receipts explaining the brief content of the letters, and shall submit the list to the Leadership of the complementary organs concerned.

(2) The Leadership of the DPR complementary organs in their respective meetings shall discuss the contents the incoming letters and the manners to resolve them.

(3) If the DPR Leadership requires an explanation on the content of the response of the incoming letters as specified in section (2), the matters shall be discussed with the leadership of the related DPR complementary organs.

Outgoing letters

Article 209

(1) The draft reply and/or the response of the incoming letters composed by the DPR complementary organs shall be passed on to the DPR Leadership through the Secretary General.

(2) If the DPR Leadership approves the content of the reply prepared by the complementary organs, then the reply shall be forthwith sent to the addressee.

(3) If the content of the reply, as specified in section (2), is disapproved by the DPR Leadership, the Leadership shall discuss the case with the related leadership of the DPR complementary
organs.

(4) If the discussion as specified in section (3) does not come to an agreement, the case shall be submitted to the Steering Committee for its further resolution.

Article 210

(1) Outgoing letters, including invitation to the DPR meetings, shall be signed by one member of the DPR Leadership or by the Secretary General on behalf of the DPR Leadership.

(2) The DPR Leadership shall further determine the procedure as specified in section (1).

Article 211

(1) The Secretariat General shall dispatch the outgoing letters.

(2) All letters shall be recorded and numbered before being sent to the addresses.

(3) The Secretariat General shall forward a copy of all outgoing letters to the related DPR complementary organs and to other parties, as deemed necessary.

(4) If the DPR Leadership deems it necessary, an outgoing letter may be reproduced and distributed to all Members.

Archives of Letters

Article 212

The Secretary General shall determine the procedure of filing the incoming and outgoing letters.
CHAPTER XXIV
SYMBOL, MEMBER CARD, AND DRESS CODE

Symbol

Article 213

DPR shall have a symbol.

Article 204

(1) The symbol as specified in Article 213 shall show an eagle in the middle, rice and cotton plant surrounding the eagle, and a ribbon inscribing the letters of DPRRI, all forming a circle with the following details:
   a. on the right side: 17 (seventeen) cottons;
   b. on the left side: 45 (forty five) rice; and
   c. on the lower part: the rice and cotton stalks are tied by a ribbon, and on the upper part is another ribbon inscribing the letters of DPRRI.

(2) The colours of the Eagle Shield shall be in accordance with the authentic colours as determined by the prevailing regulations.

Article 215

The design, colour, and the meaning of the symbol in full shall be elucidated in the appendix of the DPR Rules of Procedure.

Article 216

(1) The DPR symbol in the form of insignia shall be used during performing tasks as a Member, with the following provisions:
   a. the small size is to be fastened on the left side of the lower part of the suit for male/female Members, or fastened on the left side of the chest for female Members wearing national dress;
b. the bigger size is to be fastened on the left chest for Members not wearing suits or national dress.

(2) The application of the DPR symbol other than insignia shall be further determined in the DPR regulations.

Membership Identity

Article 217

Every member shall have a membership identity in the form of a Member Card signed by the Speaker of DPR.

Dress Code for Members

Article 218

In performing their tasks, the Members shall wear smart, courteous and suitable attire.

CHAPTER XXVII
TRANSITIONAL PROVISIONS

Article 219

It shall not apply the provisions as specified in Article 170 section (2) items b and c for the appointment of MPR Group Representatives of the 1999 – 2004 period.

Article 220

(1) At the time of the enactment of these Rules of Procedure, all subjects being currently discussed by DPR shall be resolved in the meeting of the Steering Committee based on these DPR Rules of Procedure.
(2) A Faction that has less than 10 (ten) members shall immediately adjust to the position, as specified in Article 14, in 3 months after the enactment of these DPR Rules of Procedure.

CHAPTER XXVIII
CLOSING PROVISIONS

Article 221

(1) An amendment to the DPR Rules of Procedure may be proposed by at least 10 (ten) Members or by a DPR Complementary Organ.

(2) A proposed amendment originating from the Members, as specified in section (1), along with its explanation shall be forwarded in writing to the DPR Leadership attached by the list of names, signatures, and Factions.

(3) A proposed amendment originating from a Complementary Organ, as specified in section (1) along with its explanation, shall be submitted in writing by the Leadership of the Complementary Organ to the DPR Leadership.

(4) The proposed amendment as specified in section (1) shall be submitted at least six months since the enactment of the Rules of Procedure.

Article 222

(1) The DPR Leadership shall bring up the proposed amendment as specified in Article 221 at a Plenary Meeting for the decision.

(2) If the proposed amendment is approved, the Plenary Meeting shall pass it to the Legislation Council for the deliberation.

(3) The results of the deliberation as specified in section (2) shall be forwarded to the Plenary Meeting for the adoption.
Declared in Jakarta
On October 16, 2001

THE HOUSE OF REPRESENTATIVES
OF THE REPUBLIC OF INDONESIA

SPEAKER,

(Sgd.)

AKBAR TANDJUNG

VICE SPEAKER

(Sgd.)

VICE SPEAKER

(Sgd.)

H. SOETARDJO SOERJOGERITNO, B.Sc
DRS. H. TOSARI WIDJAJA

VICE SPEAKER

(Sgd.)

VICE SPEAKER

(Sgd.)

DRS. A. MUHAIMIN ISKANDAR, M.Si
DRS. A.M. FATWA
Declared in Jakarta
On October 16, 2001

THE HOUSE OF REPRESENTATIVES
OF THE REPUBLIC OF INDONESIA

SPEAKER,
(Sgd.)

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DRS. H. TOSARI WIDJAJA

VICE SPEAKER

(Sgd.)

DRS. A. MUHAIMIN ISKANDAR, M.Si

VICE SPEAKER

(Sgd.)

DRS. A.M. FATWA
APPENDIX II
RULES OF PROCEDURE
HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA

THE DESIGN, MEANING AND COLOURS OF
THE SYMBOL OF
THE HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA

DESIGN:

A. The symbol of the House of Representatives of the Republic of Indonesia shall consist of three parts:
   1. Eagle in the middle;
   2. Rice and Cotton surrounding the Eagle;
   3. Ribbon with the letters of DPRRI.

B. The symbol of the House of Representatives of the Republic of Indonesia shall be in the form of a circle with the details as follows:
   1. the right side: the picture of cotton as much as 17 (seventeen);
   2. the left side: the picture of rice as much as 45 (forty-five);
   3. the lower part: the picture of cotton and rice stalks tied by a ribbon and above it, is another ribbon inscribed with DPRRI letters.

C. The Shield of the Eagle with the colours shall be in accordance with the authentic colours as determined by the prevailing laws.

MEANING:

A. The shield of the eagle, and the eagle’s beak, wings, tail and claws shall be the manifestation of the powers to develop. A bold line in the middle of the shield, which takes the form of a heart, shall symbolize the equator. The five rooms in the shield shall
represent the Pancasila ideology as follows:
1. the Belief in One God and only God as illustrated by a light in the middle room in the form of a pentagonal Star;
2. the Just and civilized humanity as illustrated by chains made of circles and squares;
3. the Unity of Indonesia as illustrated by a banyan tree, as a haven;
4. the Democracy guided by inner wisdom in the unanimity arising out of deliberations among representatives as represented by a bull head symbolizing the power of the people;
5. the Social justice for the whole of the people of Indonesia as illustrated by rice and cottons symbolizing the goal to achieve prosperity.

B. The picture of cotton and rice shall stand for:
1. The picture of 17 (seventeen) cotton symbolizing the goal of people's prosperity in clothing;

2. The picture of 45 (forty five) rice symbolizing the goal of people's prosperity in food.

C. The ribbon written with DPRRI in the middle shall symbolize the sustained process of the development of the People's Representatives Institution which is indivisible from the history of political and state struggle of the Republic of Indonesia.

D. Besides the base colour of golden yellow, there are two colours of the national flag: Red and White which symbolizes the Sovereignty and Honorary Symbol of the Republic of Indonesia. In all, the colours of Red, White and Black in the symbol of DPR shall stand for the persistency of DPR as the power of struggle to at all time defend and preserve the sovereignty and the honour of the Republic of Indonesia

E. The symbol of the House of Representatives of the Republic of Indonesia shall form one rounded circle representing the principles of deliberation to achieve consensus.
F. The whole meanings of the symbol of the House of Representatives of the Republic of Indonesia shall be:

indicating that the House of Representatives of the Republic of Indonesia, as the power to develop, in accomplishing its main duties be continuously based on the Mandate of the People’s Grief, which has the spirit of Pancasila, to reach the aims of the struggle of the People and Nation of the Republic of Indonesia as incorporated in the 1945 Constitution.

Declared in Jakarta
On October 16, 2001

THE HOUSE OF REPRESENTATIVES
OF THE REPUBLIC OF INDONESIA

SPEAKER.

(Sgd.)

AKBAR TANDJUNG

VICE SPEAKER

(Sgd.)

H. SOETARDJO SOERJOGOERITNO, B.Sc

DRS. H. TOSARI WIDJAJA

VICE SPEAKER

(Sgd.)

DRS. A. MUHAIMIN ISKANDAR, M.Si

DRS. A.M. FATWA
APPENDIX III
RULES OF PROCEDURE
HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA

USE OF THE SYMBOL OF
THE HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA

A. The symbol of DPR shall be temporarily available only in
insignia. The application of the symbol in other forms shall further
be determined.

B. The use of DPR insignia shall be as follows:
1. The DPR insignia shall be used by Members during their
term of office, Secretary General and Deputy Secretary
General of the DPR, at every working day and be fastened
on the left chest of the outfit;

2. In the occasion of a State/Official Ceremony, the insignia
shall be used as follows:
   - female: on the left chest of the outfit;
   - male: on the collar of a formal suit, or on the left
     chest of the official outfit.
Declared in Jakarta
On October 16, 2001

THE HOUSE OF REPRESENTATIVES
OF THE REPUBLIC OF INDONESIA

SPEAKER.
(Sgd.)

AKBAR TANDJUNG

VICE SPEAKER      VICE SPEAKER
(Sgd.)            (Sgd.)

H. SOETARDJO SOERJOGERITNO, B.Sc       DR. H. TOSARI WIDJAJA

VICE SPEAKER      VICE SPEAKER
(Sgd.)            (Sgd.)

DRS. A. MUHAIMIN ISKANDAR, M.Si       DR. S. A.M. FATWA
DECISION
THE HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA
NO: 03B/DPRRI/2001-2002 ON
THE CODE OF ETHICS OF THE HOUSE OF
REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA

THE HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA

Considering:

A. that the Members of the House of Representatives of the Republic of Indonesia have the position as honourable and respected representatives of the people, therefore, they should be accountable to God, state, people, and their constituents in performing their tasks:

B. that to be able to perform the tasks as mentioned in point a above, the House of Representatives of the Republic of Indonesia needs to have ethical or philosophical stand in determining the behaviour and verbal expressions on matters that are obligatory, prohibited.
or inappropriate for the Members:

C. that considering the issues as mentioned above in points a and b, the House of Representatives of the Republic of Indonesia deems it necessary to have a Code of Ethics that is binding and should be compelled by all Members of the House of Representatives of the Republic of Indonesia in performing their functions for the sake of the dignity, honour, image, and credibility of the House of Representatives of the Republic of Indonesia.

Recalling:


2. The Decision of DPR No —— on the DPR Rules of Procedure.

Noting:


2. The decision of the 15th Plenary Meeting on 16 October 2001

HAS DECIDED:

Determining:

FIRST: The Code of Ethics of the House of Representatives of the Republic of Indonesia as attached in the appendix shall be an indivisible part of this decision.
SECOND:
This decision shall come into force on the date it enacted.

Declared in Jakarta
On October 16, 2001

THE HOUSE OF REPRESENTATIVES
OF THE REPUBLIC OF INDONESIA

SPEAKER,

(Sgd.)

AKBAR TANDJUNG

VICE SPEAKER

(Sgd.)

H. SOETARDJO SOERJOGOERITNO. B.Sc

Drs. H. Tosari Widjaja

VICE SPEAKER

(Sgd.)

Drs. A. Muhamin Iskandar. M.Si

Drs. A.M. Fatwa
APPENDIX

DEGREE OF THE HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA
NO: 03/B/DPRRI/I/2001-2002
DATE : 16 October 2001

CODE OF ETHICS
HOUSE OF REPRESENTATIVES OF
THE REPUBLIC OF INDONESIA

BACKGROUND

The development of state affairs in the era of the new Indonesia is indivisible from the reform process undertaking in various aspects of state life. To some extent, it depends on the quality and performance of the legislative institution which shall have persistent political commitment, morals, and professionalism in performing the state process based on the realization of a control system and equality among high state organs. The commitment shall be increasingly significant as an effort to achieve a DPR that is strong, productive, trustworthy, and respectable in implementing its tasks in legislation, budgeting and supervision.

Realizing their position as the honourable and respected representatives of the people, the Members of DPR shall be accountable to God, country, people and their constituents in performing the tasks mandated to them.

To exercise the constitutional duties, the DPR Members have decided to set up the Code of Ethics of DPR, which is bounding and obligatory for all DPR Members in performing their tasks within or outside the premises to highly uphold dignity, honour, image and credibility of DPR. The Code of Ethics shall bring together the foundation of ethics
or philosophies with the rules on behaviour and verbal expression concerning subjects that are obligatory, prohibited or inappropriate for the DPR Members.

CHAPTER 1
GENERAL PROVISIONS

Definition

Article I

The definition of terms mentioned in the Code of Ethics, as follows:

1. The Code of Ethics of DPR shall be the norms or regulations that put together ethical and philosophical stands with rules on behaviour and verbal expression concerning subjects that are obligatory, prohibited or inappropriate for the DPR Members.

2. The DPRaf ter referred to as Members, shall be the people’s representatives who have taken oath or promise in accordance with the prevailing laws and regulations, and who in performing their functions shall make every effort to listen to the people’s interests.

3. The Conduct Council shall be a non-permanent DPR complementary organ as specified in the DPR Rules of Procedure.

4. Working Partners shall be the counterparts of DPR such as the Government, individual, group, organization, private institution, and others.

5. Meeting shall refer to all kinds of meetings as specified in the DPR Rules of Procedure.

6. Immediate family shall be husband, or wife, and children.

7. Relatives shall be parties who have blood relation or related by marriage and/or families in-laws.

8. Official trip shall be either a domestic or foreign travelling carried out by the Leadership and/or Members, for the State interests in line with the implementation of the tasks and authorities as
determined by laws.

9. Secret shall be a plan, activity or action which has been done, being in progress, or will be done, which will bring about damage or jeopardy if it is told to or known by persons who have no right to do so.

**Objectives**

**Article 2**

The Code of Ethics of DPR aims at maintaining the dignity, honour, image and credibility of DPR and assisting the Members in performing their authorities, tasks, duties, and responsibilities to the State, people, and their constituents.

**CHAPTER II**

**PERSONALITY AND RESPONSIBILITY**

**Personality**

**Article 3**

Members shall be the people who are obedient to God, the Almighty. They shall have the spirit of Pancasila, observe the 1945 Constitution and laws and regulations, have high integrity, and at all times enforce the truth and justice. uphold democracy and human rights, take into account the people's grief, obey the Rules of Procedure, show professionalism as a Member, and shall continuously endeavour to improve his or her quality and performance.

**Responsibility**

**Article 4**

(1) Members shall be the people who are responsible to exercise the
mandate of the people’s grief. They shall also exercise his or her duties in fairly manner, obey the law, respect the existence of legislative institution, employ power and authority entrusted to him or her for the sake of the people’s benefit and prosperity, and defend the unity of the nation and the sovereignty of the state.

(2) Members shall have the responsibility to strive for and communicate the people’s aspirations to the Government, institutions, or related parties based on justice regardless the ethnicity, religion, race, group or gender.

CHAPTER III
EXPRESSING STATEMENT

Article 5

(1) Any statement stated in a meeting, consultation, or gathering, and communication of the results of a meeting, consultation or a gathering shall be a statement in the capacity as a Member, Leadership of complementary organ, or Leadership of DPR.

(2) Other than the provision as specified in section (1) shall be to be considered as an individual statement

(3) A Member who does not attend a meeting, consultation, or a gathering, shall not convey the result of the meeting, consultation, or the gathering, as regulated by the Rules of Procedure of DPR, on behalf of the forum to public.

CHAPTER IV
PROVISIONS OF MEETING

Article 6

(1) A member shall prioritise his or her duties by attending in physical any meeting that has become his or her obligation.
(2) Being absent from three consecutive meetings of one kind, without a permit from the Faction's leadership shall be a violation against the Code of Ethics.

Article 7

During the progress of a meeting, a Member shall be correct in behaviour, make every effort to keep the orderliness, and obey the meeting procedure as regulated by the DPR Rules of Procedure.

CHAPTER V
OFFICIAL TRIP

Article 8

(1) A member may conduct official trip inside the country or abroad financed by the state budget as determined by the prevailing laws.

(2) A member shall not be allowed to take advantage of the facilities of the official trip for purposes other than parliamentary tasks.

(3) Official trip shall be conducted with the available budget.

(4) A member shall not take any member of his or her family in an official trip unless it is possible by regulations, or by own expense;

(5) For official trip on the expense of the inviter, regardless of domestic or foreign parties, it shall be under the consent of the DPR Leadership.

CHAPTER VI
WEALTH, REWARD, AND GIFT

Article 9

A member shall report his or her wealth in honest and truthful manners as determined by laws.
Article 10

A member shall be prohibited to receive reward or gift from other parties, as determined by laws.

CHAPTER VII
CONFLICT OF INTERESTS AND DUPLICITY OF POSITIONS

Conflict of Interests

Article 11

(1) Before expressing his or her opinion in a discussion of a case, a member shall state before the floor if there is a personal interest beyond his or her position as a Member, related to the case.

(2) A member shall have the right to give his or her vote in any decision making, unless the meeting decides otherwise due to a particular Member has a conflict interest against the case being discussed.

Article 12

A Member shall be prohibited to take advantage of his or her position to influence a court process, for personal and/or other parties' benefit.

Article 13

A Member shall be prohibited to misuse his or her position to seek facilities and benefits for himself or herself, his or her family, relatives, and cronies who have a business or invest on a business.
Duplicity of Positions

Article 14

A Member shall be prohibited to take up two posts as determined by laws.

CHAPTER VIII
SECRET

Article 15

(1) A Member shall be obliged to keep any secret entrusted to him or her, including the results of a meeting which is declared as in-camera meeting until the due time, or until the subject is determined as open to public.

(2) The provisions as specified in section (1) shall be also applied for Members who have been retired.

CHAPTER IX
RELATIONSHIP WITH WORKING PARTNERS AND OTHER INSTITUTIONS

Relations with Working Partners

Article 16

(1) A Member shall be impartial and professional in making any contact with his or her working partners.

(2) A Member shall not make any contact with working partners with the aim to demand or receive reward or gift for personal benefit.
Relations with other Institutions

Article 17

(1) A Member who involves in the activity of any organization other than DPR shall be obliged to prioritise the tasks as a Member.

(2) For the membership in any organization, as specified in section (1), a Member shall beforehand notify the Leadership of DPR and/or the Leadership of the respective complementary organs.

CHAPTER X
SANCTION AND REHABILITATION

Article 18

Sanction and rehabilitation shall refer to the provisions in the Rules of Procedure.

CHAPTER XI
CLOSING PROVISIONS

Article 19

(1) At least 10 (ten) Members may propose amendment to the Code of Ethics.

(2) The proposed amendments as specified in section (1) and its explanation, shall be submitted to the DPR Leadership in writing, along with the list of names, membership number, the signatures of the proponents and the names of their factions, to be make known at a Plenary Meeting.

(3) The proposed amendments as specified in section (2) shall be submitted by the DPR Leadership to the Steering Committee for
the discussion and adoption, and to be distributed to all Members.

(4) The conclusion of the Steering Committee shall be put forward by the DPR Leadership to a Plenary Meeting for its adoption.

Declared in Jakarta
On October 16, 2001

THE HOUSE OF REPRESENTATIVES
OF THE REPUBLIC OF INDONESIA

SPEAKER

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AKBAR TANDJUNG

VICE SPEAKER

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