

**STATISTICAL SERVICE INFORMATION SYSTEM
(SILASTIK)**

**BADAN PUSAT STATISTIK
(BPS)
STATISTICS INDONESIA**

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PREFACE

INTRODUCTION

SILASTIK-Statistical Service Information System is an information system that builds communication between BPS data user and officer in conducting paid transaction or statistical consultation.

SILASTIK was made originally as a simple backend application to manage BPS sales data transactions. In order to simplify the transaction process, SILASTIK is currently using frontend application.

SILASTIK is a media that is often accessed by users to obtain BPS data. Data requests submitted are also very diverse. Some of the following are the advantages of SILASTIK:

1. Provides catalog of microdata, publication, and digital map collection.
2. Provides transaction progress information to help users in tracking their transaction process.
3. Provides a large-scale searching menu.
4. Better speed in transaction settlement.
5. Openly provide the transaction information.
6. Can be developed easier since it is a framework basis.

SILASTIK FEATURES

SILASTIK consists of 5 main features as follows to support the data transactions process:

- **Catalog** contains a list of all available data that you can buy.
- **Transaction** contains a list of transactions made by user.
- **Cart** contains a list of selected data from catalog that might be purchased by user.
- **Searching** menu is a feature to help users in finding information about the available data and consultation in BPS.
- **Mode** is a feature of user segmentation in conducting transaction.

CHAPTER II CATALOG

Catalog is a master file that contains a list of the available micro data, publications, and digital maps of BPS and can be requested to be purchased. According to the master category, types of BPS data purchasing service is divided into 4 types, namely microdata purchasing service, electronic publication purchasing service, hardcopy publication purchasing service, and digital map of statistical work area purchasing service. The following is a detailed description of these types of BPS data purchasing service.

MICRODATA PURCHASING SERVICE

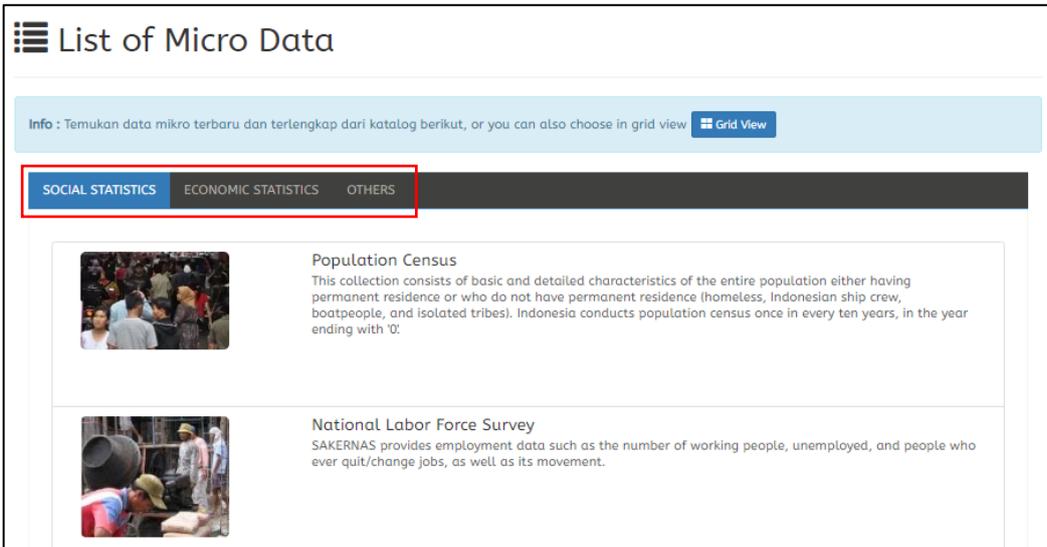
Microdata is data on the characteristics of units of a population, such as individuals, households, or establishments, collected by a census, survey, administrative compilation, and the development of other relevant science and technology. Tariff on the types of Non-Tax State Revenue (PNBP) from microdata purchasing service are calculated regressively, specifically the tariff calculated by using the imposition of decreasing rates when the file size of microdata increases at a certain interval. Rules of microdata dissemination is stipulated in “Indonesia Government Regulation No. 7/2015 about Type and Tariff of Non-Tax State Revenue (PNBP)” that is implemented by BPS.

(<https://www.bps.go.id/website/fileMenu/PP-PNBP-No-7-Tahun-2015.pdf>)

Basically the steps of microdata purchasing are as follows:

1. Practice: Select microdata from catalog

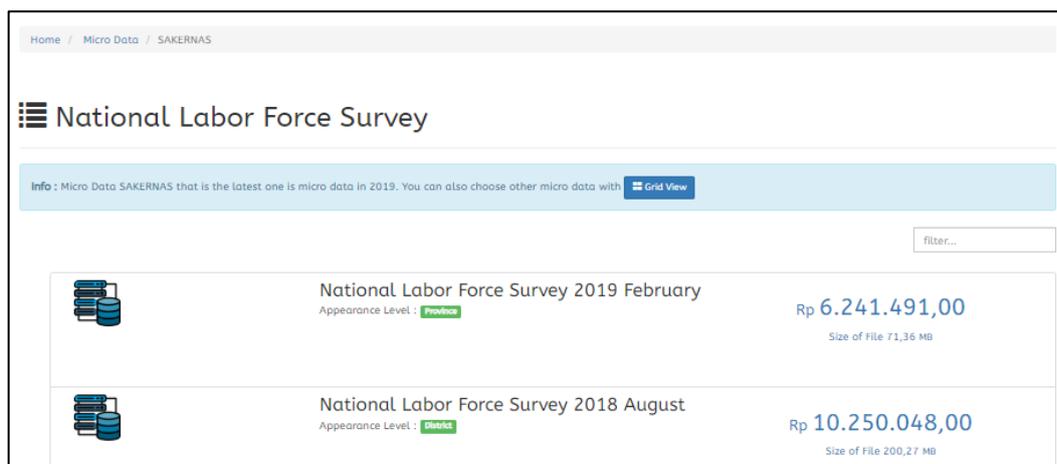
- Click on **Catalog>>Microdata** menu for data selecting then choose the related category between social statistics, economic statistics, or others.



The screenshot displays the 'List of Micro Data' interface. At the top, there is a navigation bar with a hamburger menu icon and the title 'List of Micro Data'. Below this, an information bar states: 'Info : Temukan data mikro terbaru dan terlengkap dari katalog berikut, or you can also choose in grid view' with a 'Grid View' button. A dark navigation bar contains three tabs: 'SOCIAL STATISTICS' (highlighted with a red box), 'ECONOMIC STATISTICS', and 'OTHERS'. The main content area lists two data categories:

- Population Census**: This collection consists of basic and detailed characteristics of the entire population either having permanent residence or who do not have permanent residence (homeless, Indonesian ship crew, boatpeople, and isolated tribes). Indonesia conducts population census once in every ten years, in the year ending with '0'.
- National Labor Force Survey**: SAKERNAS provides employment data such as the number of working people, unemployed, and people who ever quit/change jobs, as well as its movement.

- Select one of the census/survey data, for example the National Labor Force Survey, then choose the data period based on your needs.



- Select the data set as needed between **Full Data Set** or **Non-Full Data Set**. The full data set covers the complete range of regions and variables. While the non-full data set allows user to select some regions and variables according to their needs. Total cost depends on the file size of the data that have been processed, which is Rp. 100,-/KB.

(<https://www.bps.go.id/website/fileMenu/PP-PNBP-No-7-Tahun-2015.pdf>)

- Microdata information consists of the following tabs:

Tabs	Functions
Detail	Metadata of census/survey that includes name of activity, year of data, price, file size, sample data link, presentation level, type of data, and others important information.
Data Dictionary	Master file of regions and variables information.
External Link	Lists of questionnaire and technical documents links.

- If you choose the **non-full set**, a tab will appear to enable user to select **regions** and **variables**.

Selecting the regions

Calculator of Price Subscribe

Option : Full Set Non Full Set

Non full set is selecting selected variables/regions from the data *full set*. The total cost is dependent on the size of the data that has been processed, worth Rp 100,-/KB. [View documentation](#)

Please select the variable/region you need :

1. Region

Option : Full Region Non Full Region

Attention: Please check the Region you choose. If there is a + sign, you can click on it to see Regional details.

List of Region

Search...

Select All | Unselect All

- ACEH
- SUMATERA UTARA
- SUMATERA BARAT
- RIAU
- JAMBI
- SUMATERA SELATAN
- BENGKULU
- LAMPUNG
- KEPULAUAN BANGKA BELITUNG
- KEPULAUAN RIAU
- DKI JAKARTA
- JAWA BARAT
- JAWA TENGAH
- DI YOGYAKARTA
- JAWA TIMUR

Region Selected

- ACEH

Selecting the variables

2. Variable

Option : Full Variable Non Full Variable

Attention: Please click the + button to see the details of the variable and check the variable you selected.

List of Variable

Search...

- + TAHUN
- + URUTAN_R
- + WEIGHTR_SP
- + SMT
- + NAMA_PROV
- + KLASIFIKAS
- + B2_R1
- + B2_R2
- + B4_K1
- + B4_K3
- + B4_K6
- + B4_K7_BL
- + B4_K7_TH
- + B4_K8
- + B4_K9
- + B4_K10
- + B5_RINFO
- + B5_R1A

Variable terpilih

NOMOR URUT	URUTAN_R
PENIMBANG PROYEKSI FEBRUARI 2019 HASIL SP2010	WEIGHTR_SP
NAMA PROVINSI	NAMA_PROV
KLASIFIKASI	KLASIFIKAS
JUMLAH ANGGOTA RUMAH TANGGA	B2_R1
JUMLAH ANGGOTA RUMAH TANGGA YANG BERUMUR 5 TAHUN KE ATAS	B2_R2
NO URUT ART	B4_K1
HUBUNGAN DGN KRT	B4_K3
UMUR	B4_K8
1A. UZAH TERTINGGI YANG DIMILIKI	B5_R1A

- Type your additional information in the **Detailed Filter** tab to avoid any mistakes of data request processing.

If the variable selection above is not enough to describe what you need. Please describe your requirements in detail in the column below :

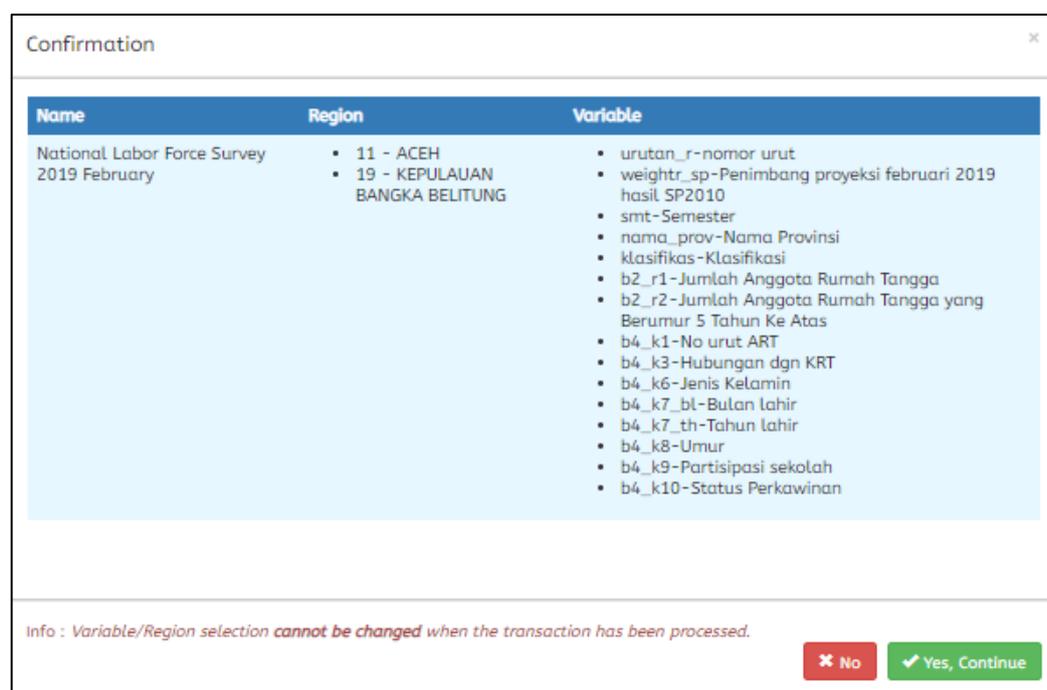
Attention : Requests for variables that are **unclear** are likely to be canceled by Service Admin.

Detailed Filter...

- Please ensure your requested data before proceeding to the next step. There are 3 options for processing the transaction.

Icons	Functions
	SEARCHING button is not directly related to your data request. It can be used to help you find more data information.
	Click on SUBMIT button to proceed the transaction.
	Save your current data request by selecting ADD TO CART. Then you can make another data selection and combine them all in one transaction.

- **Confirmation** dialog box will display a summary of your selected data request.



Select **Yes, Continue** if your selected data request is correct or **No** to make correction.

2. Make a Purchasing Transaction

Further information will be explained in Chapter IV about Microdata And Digital Map of Statistical Work Area Paid transaction.

3. Proceed the Transaction

Data officer will process your request based on the data selection that you have been made.

4. Finish the Transaction

To finish the transaction, you need to check the sample data result along with others administrative documents, such as invoice and Letter Agreement of Data Use (LADU).

ELECTRONIC PUBLICATION PURCHASING SERVICE

Electronic publication is a publication made by using computer devices or other electronic equipment and stored on a storage media (Hard Disk, Flash Disk, CD, etc.) in the form of file, so they can be opened and edited using a computer device. Tariff of electronic publications (softcopy) is according to the number of pages of the publication in PDF format.

Basically the steps of electronic publication purchasing are as follows:

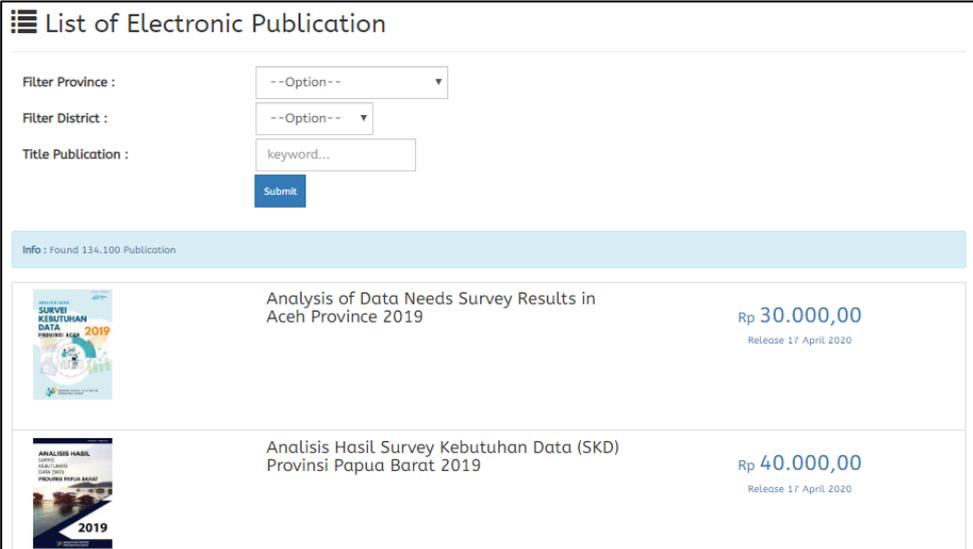
1. **Practice:** Select electronic publication from catalog

- Click on **Catalog>>Electronic Publication** menu to see list of BPS electronic publications nationwide. To simplify the search process, you can filter based on the following features:

Filter by Province to filter the search process based on the origin province of the publication.

Filter by District to filter the search process based on the origin district of the publication.

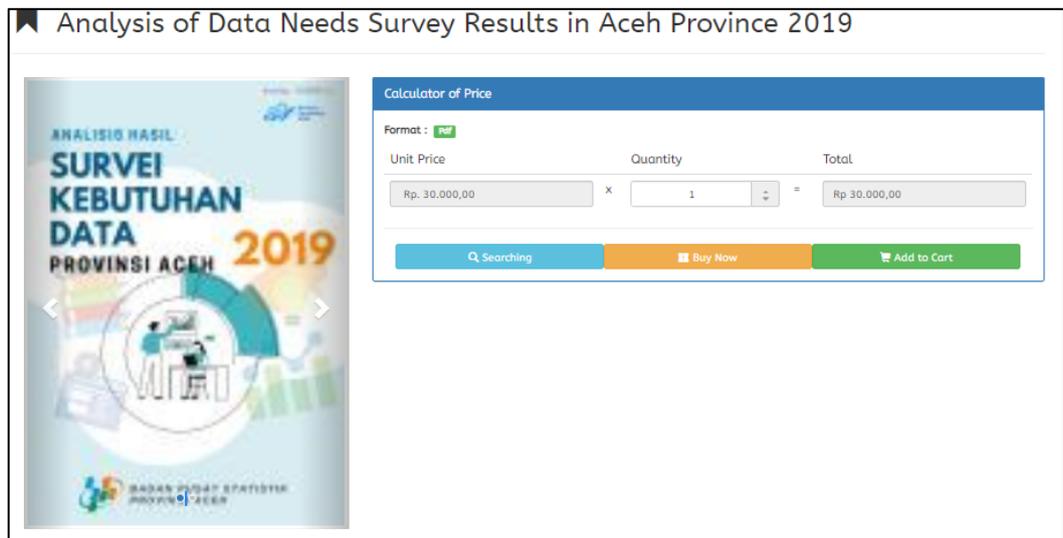
Title of Publication to search the publication by entering keywords.



The screenshot displays a web interface titled "List of Electronic Publication". It features three search filters: "Filter Province" with a dropdown menu showing "--Option--", "Filter District" with a dropdown menu showing "--Option--", and "Title Publication" with a text input field containing "keyword...". A blue "Submit" button is located below the text input. Below the filters, a light blue banner indicates "Info : Found 134.100 Publication". The main content area shows two publication entries:

Publication Title	Price	Release Date
ANALISIS HASIL SURVEI KEBUTUHAN DATA PROVINSI ACEH 2019	Rp 30.000,00	Release 17 April 2020
ANALISIS HASIL SURVEI KEBUTUHAN DATA (SKD) PROVINSI PAPUA BARAT 2019	Rp 40.000,00	Release 17 April 2020

- Select the publication.



- Proceed to the next step. There are 4 options for processing the transaction.

Icons	Functions
	Use the QUANTITY button to select the number of publications.
	SEARCHING button is not directly related to your request. It can be used to help you find more data information.
	Click on SUBMIT button to proceed the transaction.
	Save your current request by selecting ADD TO CART. Then you can make another selection and combine them all in one transaction.

- **Confirmation** dialog box will appear to confirm your request.



Select **Yes, Continue** if your selected data request is correct or **No** to make correction.

2. Make a Purchasing Transaction

Further information will be explained in Chapter IV about Electronic Publication Paid transaction.

3. Proceed the Transaction

Data officer will process your request based on the data selection that you have been made.

4. Finish the Transaction

Make sure that you received the receipt and electronic publication as you requested.

HARDCOPY PUBLICATION PURCHASING SERVICE

Hardcopy publication is a printed document. Tariff of hardcopy publication is according to the number of pages of the publication. Currently, hardcopy publication publishing can only be served by direct visit to BPS.

DIGITAL MAP OF STATISTICAL WORK AREA PURCHASING SERVICE

Digital Map is a map of the area of BPS statistical work (wilkerstat) in shapefile (shp) digital format that can be modified by user.

Basically the steps of digital map purchasing are as follows:

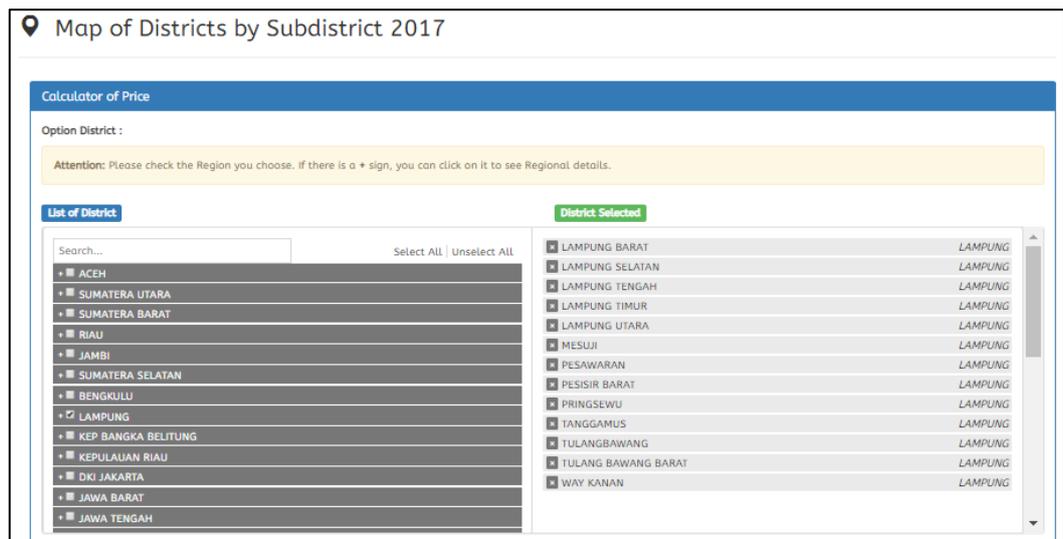
1. **Practice:** Select digital map from catalog.
 - Click on **Catalog>> Digital Map** menu to see 7 digital maps in BPS.

List of Digital Map		
Info: The latest digital map for statistical working area is the digital map in 2017		
	Map of Indonesia per Subdistrict Map of Indonesian territory divided by sub- districts	Rp 10.000.000,00 Price Per-Digital Map
	Map of Indonesia per Village Map of Indonesian territory divided by village	Rp 30.000.000,00 Price Per-Digital Map
	City Map per District Map of the city area divided by sub- districts	Rp 15.000,00 Price Per-Digital Map

- Select the digital map you need, including the year reference.



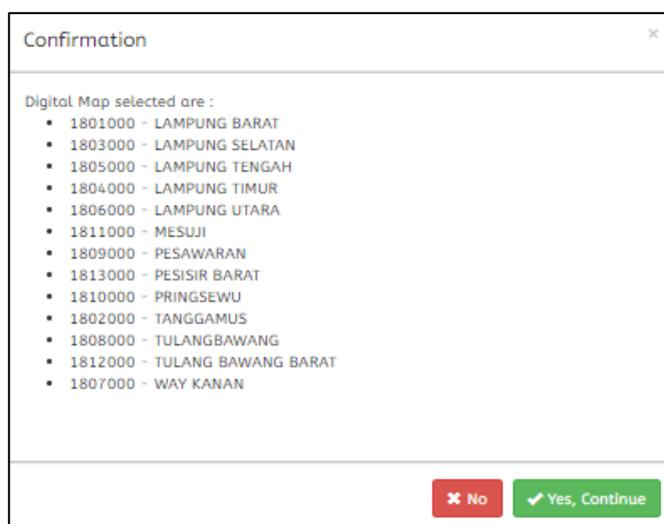
- Select the region you need.



- Proceed to the next step. There are 3 options for processing the transaction.

Icons	Functions
	SEARCHING button is not directly related to your request. It can be used to help you find more data information.
	Click on SUBMIT button to proceed the transaction.
	Save your current request by selecting ADD TO CART. Then you can make another selection and combine them all in one transaction.

- **Confirmation** dialog box will appear to confirm your request.



Select **Yes, Continue** if your selected map request is correct or **No** to make correction.

2. Make a Purchasing Transaction

Further information will be explained in Chapter IV about Microdata and Digital Map of Statistical Work Area Paid transaction.

3. Proceed the Transaction

Data officer will process your request based on the data selection that you have been made.

5. Finish the Transaction

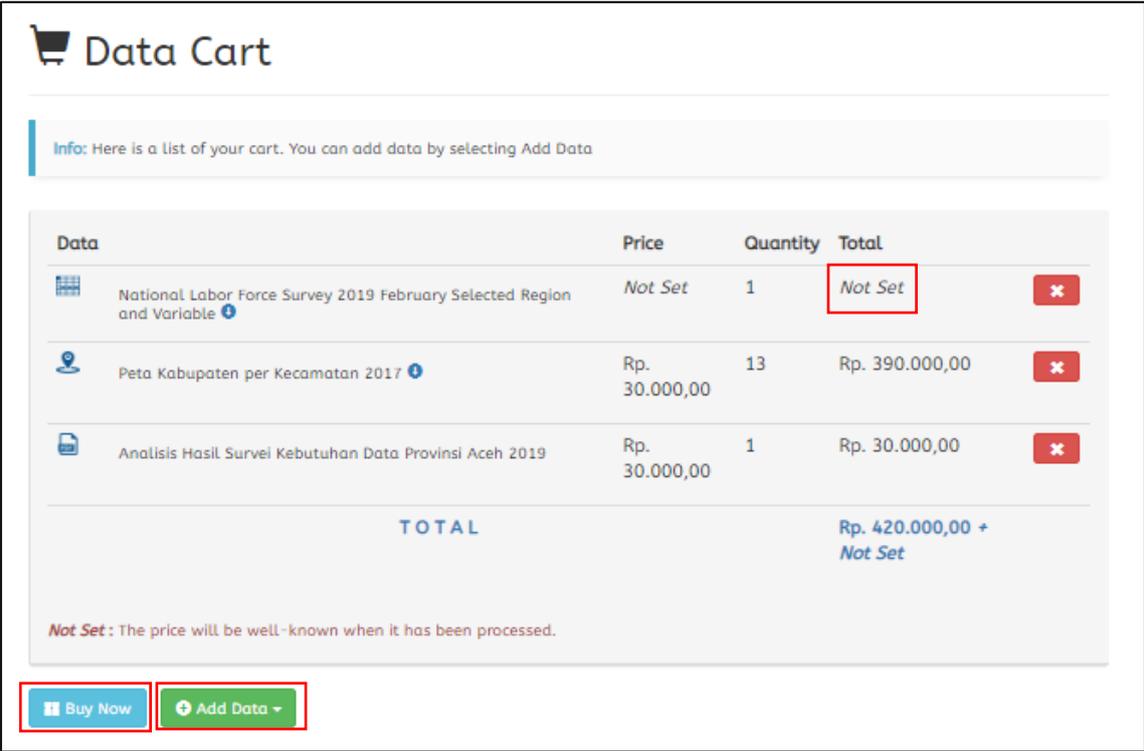
To finish the transaction, you need to check several documents, such as digital map as required, invoice, and Letter Agreement of Data Use (LADU).

CHAPTER III CART

CART OF DATA PURCHASING

A basket that contains list of the entire data request. There is no limit to the number of user data requests. There are some information that can be used to proceed your transaction.

- **Add Data**
Click this button to add another data request.
- **Buy Now**
Click this button to proceed the transaction.
- **Not Set**
Some of the data requests could not show the total price yet (i.e. non full data set of microdata). Total price will be available once the data has already been proceed.



The screenshot displays the 'Data Cart' interface. At the top, there is a shopping cart icon and the title 'Data Cart'. Below the title, an information box states: 'Info: Here is a list of your cart. You can add data by selecting Add Data'. The main content is a table with the following columns: 'Data', 'Price', 'Quantity', and 'Total'. The table lists three items:

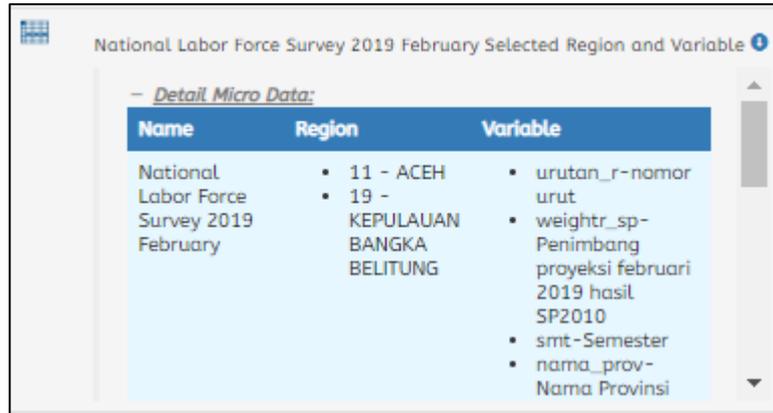
Data	Price	Quantity	Total
 National Labor Force Survey 2019 February Selected Region and Variable ⓘ	Not Set	1	Not Set
 Peta Kabupaten per Kecamatan 2017 ⓘ	Rp. 30.000,00	13	Rp. 390.000,00
 Analisis Hasil Survei Kebutuhan Data Provinsi Aceh 2019	Rp. 30.000,00	1	Rp. 30.000,00

Below the table, a 'TOTAL' row shows a total price of 'Rp. 420.000,00 + Not Set'. At the bottom of the interface, there are two buttons: 'Buy Now' and 'Add Data'.

CART DETAILS

Each data item contains information in the form of requested data, price, quantity, and total. The explanation is as follows.

- **See Details** 
To see data in more detail.



National Labor Force Survey 2019 February Selected Region and Variable 

– *Detail Micro Data:*

Name	Region	Variable
National Labor Force Survey 2019 February	<ul style="list-style-type: none">• 11 - ACEH• 19 - KEPULAUAN BANGKA BELITUNG	<ul style="list-style-type: none">• urutan_r-nomor urut• weightr_sp-Penimbang proyeksi february 2019 hasil SP2010• smt-Semester• nama_prov-Nama Provinsi

- **Delete** 
Click this button to delete a data item from your cart.

CHAPTER IV MICRODATA AND DIGITAL MAP PAID TRANSACTION

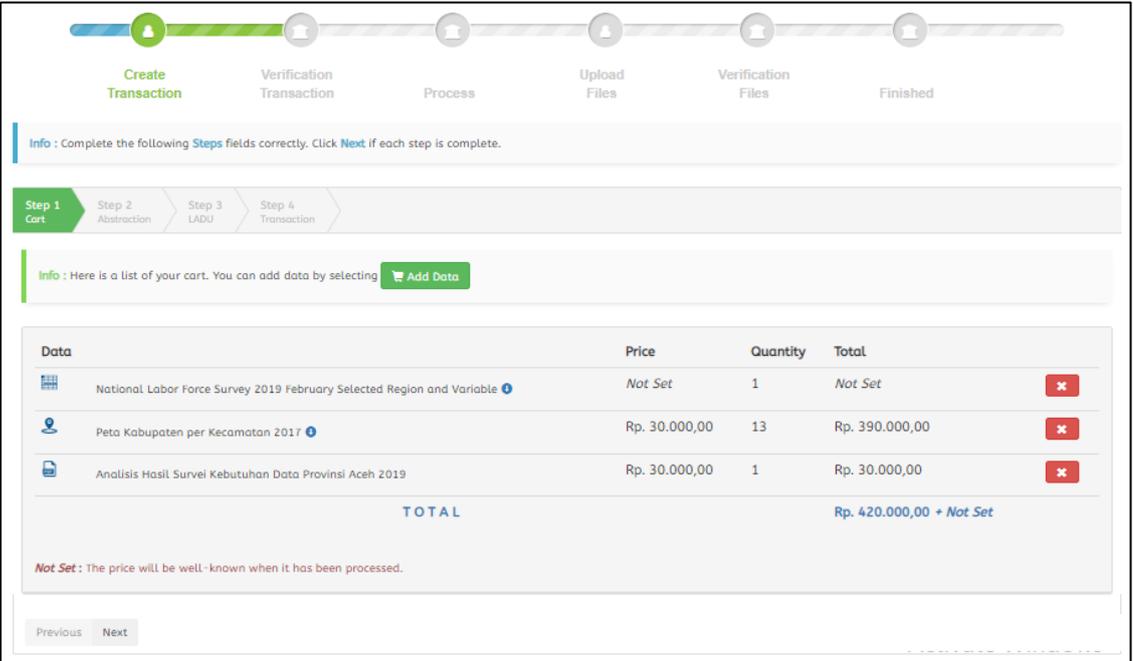
The previous chapter has explained the steps in making a request of microdata, publication, and/or digital map until collecting the data requests in the cart. This chapter will explain how to proceed the data purchasing. As the main type of transaction in SILASTIK, the purchase of data has a long procedure until the transaction is completed. Steps of data purchasing are as follows:

MAKE A TRANSACTION

Process to purchase the data request consists of the following 4 steps.

1. Cart

List of your data request will appear to confirm your request.



The screenshot displays the transaction process interface. At the top, a progress bar shows six steps: Create Transaction, Verification Transaction, Process, Upload Files, Verification Files, and Finished. The 'Create Transaction' step is currently active. Below the progress bar, an information message states: "Info : Complete the following Steps fields correctly. Click Next if each step is complete." A secondary progress bar shows four steps: Step 1 Cart, Step 2 Abstraction, Step 3 LADU, and Step 4 Transaction. The 'Step 1 Cart' step is highlighted. Below this, another information message says: "Info : Here is a list of your cart. You can add data by selecting [Add Data](#)". The main content is a table with the following data:

Data	Price	Quantity	Total
National Labor Force Survey 2019 February Selected Region and Variable	Not Set	1	Not Set
Peta Kabupaten per Kecamatan 2017	Rp. 30.000,00	13	Rp. 390.000,00
Analisis Hasil Survei Kebutuhan Data Provinsi Aceh 2019	Rp. 30.000,00	1	Rp. 30.000,00
TOTAL			Rp. 420.000,00 + Not Set

Below the table, a note reads: "Not Set : The price will be well-known when it has been processed." At the bottom left, there are "Previous" and "Next" navigation buttons.

Click **Next** to continue to the next step.

2. Abstract

Fill the blank space about the purpose of data analysis in research and upload the abstract by using the required template.

Step 1
Cart

Step 2
Abstraction

Step 3
LADU

Step 4
Transaction

Info : In the field of the abstraction file, download [template.docx](#) then upload it to the field

Intended Use :

Abstraction File (.doc/.pdf Max 2MB) : No file chosen

Previous Next

Click **Next** to continue to the next step.

3. LADU

There are several agreements in the use of data as outlined in LADU (Letter Agreement of Data Use). Fill in the blank space for LADU information.

Step 1
Cart
Step 2
Abstraction
Step 3
LADU
Step 4
Transaction

Info : LADU (Letter Agreement of Data Use) is a letter of agreement containing statements to be fulfilled by data user.

Data User Identity

Ownership of Data : Personal Institution

Type of Personal :

Name :

Telephone :

Location :

Address :

Tax ID :

Info : LADU is signed on stamp by:

1. Echelon II officials for central government agencies
2. Echelon III officials for government agencies
3. Equal manager for private institutions
4. Dean and / or echelon II level officials in the Higher Education Institution
5. Researcher / Student / Personal for general users (private)

The identity that is filled in is correct and agrees with the requirements of LADU

Previous
Next

Click **Next** to continue to the next step.

4. Transaction

Fill in the box for any message you need to inform.

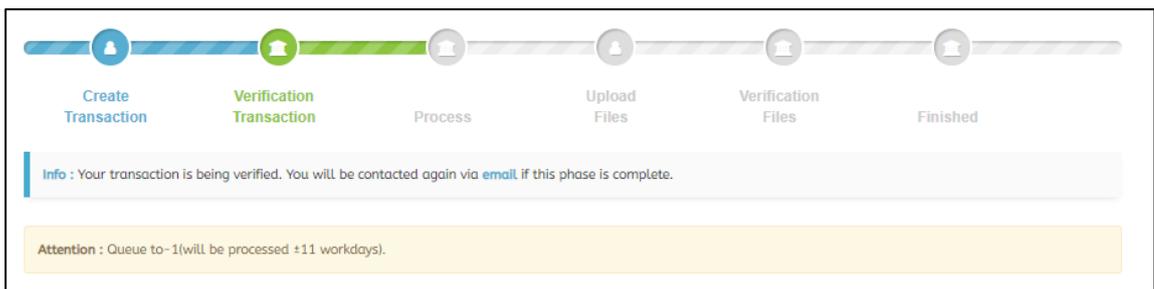
Click **Submit** to proceed the transaction.

ACTIVE TRANSACTION

Once the transaction is submitted by the user, the status becomes active automatically and it will be processed immediately. There are several steps of the process in the active transaction.

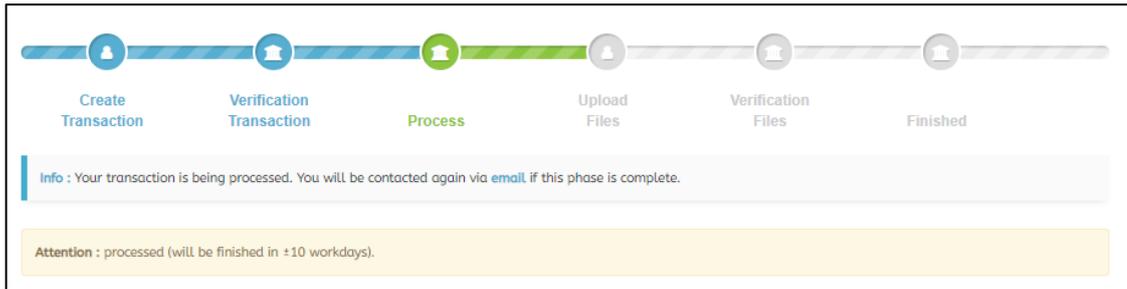
1. Review Process

BPS services administrator will assess your application and send the notification by email. This process may take up to 11 working days.



2. Data Request Processing

Step of Data Request Processing indicates that user data request is being processed by the data officer. Once it has been done, user will receive notification by email to continue the next procedure. Time duration of the data request processing depends on the queue and complexity of the requested data.

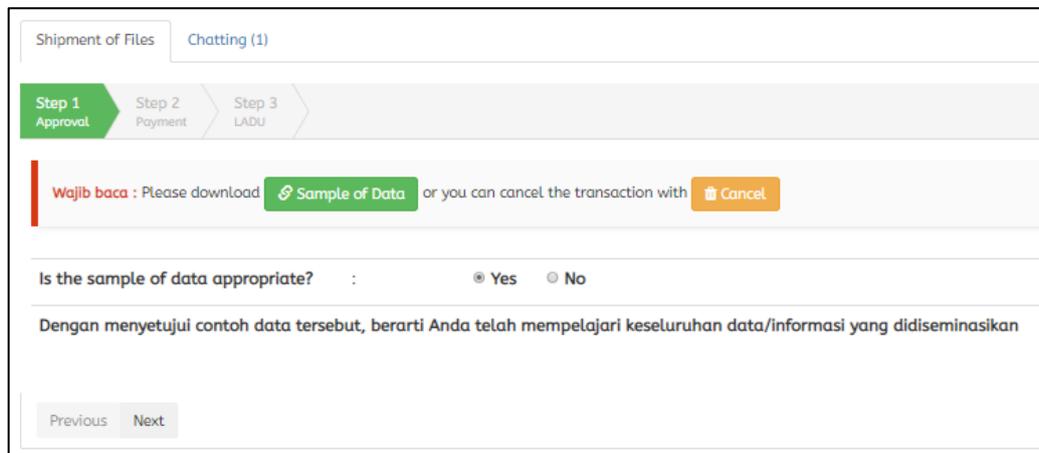


Information of time duration can be seen by selecting the **Transaction** menu>>**My Transaction**>>**Active**>>**View**.

3. Upload Required Documents

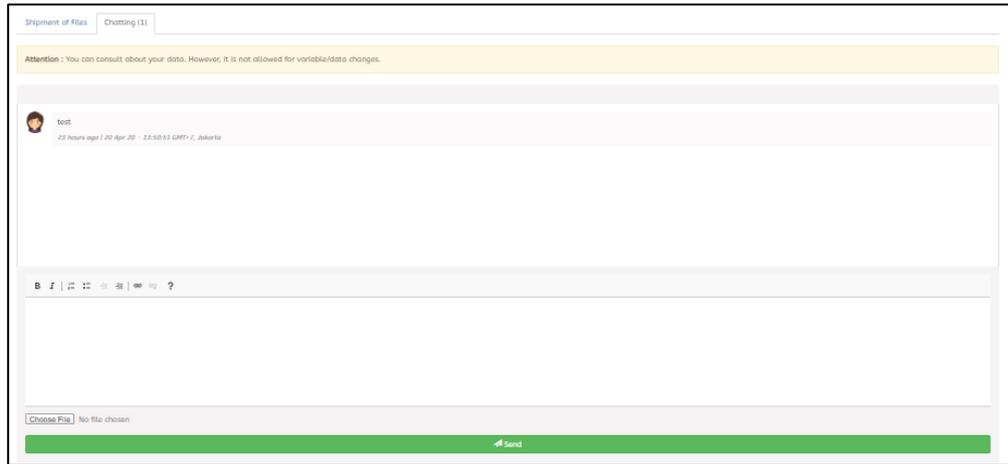
Step of Upload Required Documents asks user to upload some documents related to the administrative process of data purchasing. It must be fulfilled so that user gets access to the requested data. User need to accomplish this step within a month or the transaction will be canceled. There are a number of points to consider in this step.

- **Approval**
For microdata request, sample data link will active when the requested data has been processed. User should check the sample data. Click **Next** if the data sample is approved.



(ralat box)

If there are any questions or disagreements about the sample data or transaction process, user can communicate with data officer through the **Chat** tab.



- **Payment**
User need to complete the payment process based on the nominal amount by using billing payment as shown below.

The screenshot displays a payment process form with a progress bar at the top indicating 'Step 1 Approval', 'Step 2 Payment', and 'Step 3 LADU'. An information box contains the text: 'Info : Please download [Invoice.pdf](#) Method of Payment our online service can only be used by transfer.' Below this, the 'Method of Payment' is set to 'Transfer'. An attention box provides transfer details:

Attention : Transfer total costs to the following account :	
Total	Rp. 654.568,00
On behalf of	BPn 019 BPS
Number Account	0261.01.000638.30.2
Name Bank	BRI
Branch Bank	Krekot, Jakarta
Address Bank	JL. Samanhudi No.44 Jakarta Pusat 10710 Jakarta
Iban	BRINIDJA261
Swift	BRINIDJA

An additional note states: '*Info : Input your invoice number (0013) as a reference code while transferring.*' Below the table, there are input fields for 'Account owner' and 'Name Bank'. The 'Evidence of transfer' section includes a 'Choose File' button and the text 'No file chosen'. At the bottom, there are 'Previous' and 'Next' navigation buttons.

- **Letter Agreement of Data Use (LADU)**
User need to download and print out the LADU into. Sign the LADU then scan and upload the signed LADU. The signed LADU must be sent to BPS address, except for those who are abroad.

Step 1 Approval Step 2 Payment Step 3 LADU

Info :

1. Please download [LADU.pdf](#)
2. Print the LADU twice, sign both (with one of them stamped Rp 6.000,-), and send it to the following address:

Division	Service and Promotion of Statistics Division
Office	Statistics Indonesia
Address	Jl. Dr. Sutomo 6-8 Jakarta 10710 Indonesia Building 2nd Floor 3 th
Telephone	(021) 3507057

**Info : If location of the signer of LADU is foreign then sending LADU to BPS office is not required.*

3. Complete the shipment method entry, proof of shipment (optional) of your SPPD to BPS. Then upload the stamped SPPD that has been signed in the fields below.
4. Data link will be given after the file has been verified.

Shipment Method : --Option--

Shipment Proof (Optional) (.pdf/.jpg/.png Max 2MB) : Choose File No file chosen

Scanned LADU (.pdf/.jpg/.png Max 2MB) : Choose File No file chosen

I have sent LADU

4. Documents Verification

BPS administrator will verify the uploaded documents, such the payment settlement and signed LADU.

COMPLETED TRANSACTION

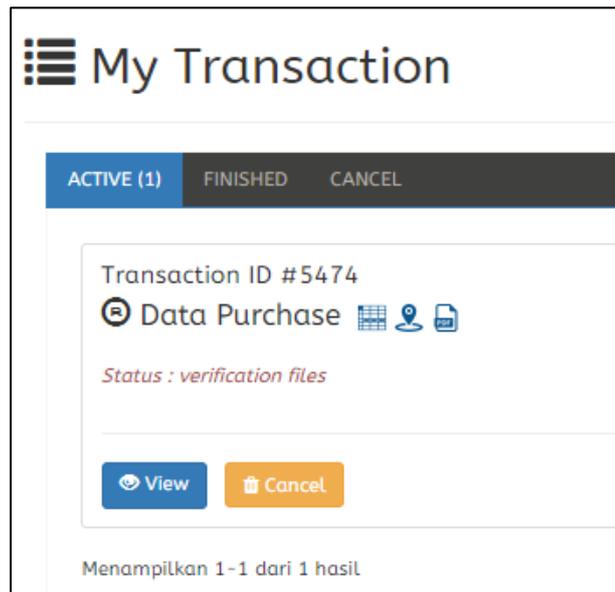
If all procedures have been carried out correctly, the transaction is considered to be completed. User has already had access to data and able to give a rating and complaints about the statistical services and data provided. There are several functions that can be used as follows.

- **Feedback**
User is expected to rate the perceived statistical services during the data request processing. Besides, user is able to give input and criticism by writing it in the **Message** box.
- **Download Data**
Link of access to data will be available when the transaction has been completed. Click the **download** button to access the data.
From the dialog box of **Details of Data**, user can also send notification to data officer if there are any problem with the data completeness or the access link.
- **Complaints**
Click the  button to send any complaints. Report of complaints may available in 3 types of cases, such as broken link, mismatch link, and

expired link. The complaints will be handled by the data officer according to our procedure.

CANCELED TRANSACTION

Submitted transaction may be canceled by user, system (if the payment settlement process is over the deadline), or statistical services administrator. Click the **Cancel** button for transaction cancellation.



Then select **Yes** in the confirmation box.



Status of canceled transaction will be shown as below.

Info : Transaction has been canceled

Transaction Detail

Transaction ID	5474
Type of Transaction	Data Purchase
Time of Creating Transaction	20 Apr 20 - 13:50:51 GMT+7, Jakarta
Status Of Payment	Not Set
Method of Payment	Transfer
Time of Finished Transaction	22 Apr 20 - 13:51:06 GMT+7, Jakarta

CHAPTER V

ELECTRONIC PUBLICATION PAID TRANSACTION

Electronic publication purchasing procedure is easier compared with microdata/digital map purchasing. In general, they have the same steps to be followed. However this transaction has no specific conditions or requirements. Steps of electronic publication purchasing are as follows:

MAKE A TRANSACTION

Process to purchase the electronic publication consists of 2 steps only.

1. Cart

List of your publication request will appear to confirm your request.

Data	Price	Quantity	Total	
Harga Konsumen Beberapa Barang dan Jasa Kelompok Kesehatan, Pendidikan, dan Transpor 82 Kota di Indonesia 2019	Rp. 90.000,00	1	Rp. 90.000,00	
Kabupaten Lampung Selatan Dalam Angka 2020, Penyediaan Data Untuk Perencanaan Pembangunan	Rp. 50.000,00	1	Rp. 50.000,00	
TOTAL			Rp. 140.000,00	

Click **Next** to continue to the next step.

2. Transaction

Fill the blank space to submit the transaction.

Step 1
Cart
Step 2
Transaction

Info : Fill in the following information correctly

Data User Identity

Segmentation	:	<input type="text" value="-- Option --"/>
Name	:	<input type="text" value="stefanie"/>
Telephone	:	<input type="text" value="08988108687"/>
Address	:	<input style="height: 40px;" type="text" value="usa"/>
Tax ID	:	<input type="text" value="Fill numbers only"/>

✔ Submit

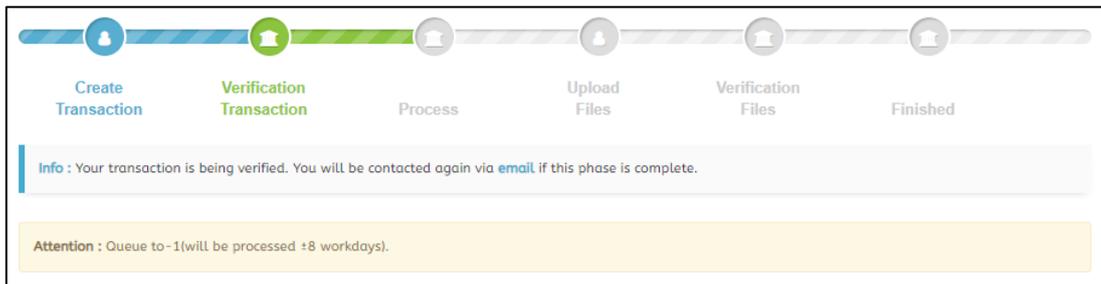
Previous
Next

ACTIVE TRANSACTION

Once the transaction is submitted by the user, the status becomes active automatically and it will be processed immediately. There are several steps of the process in the active transaction.

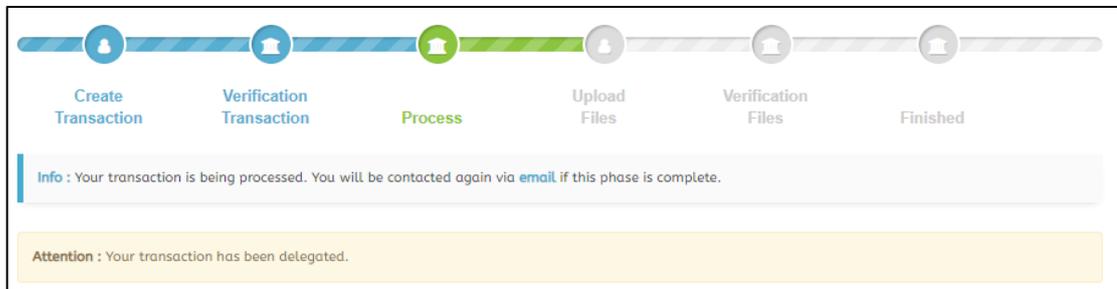
1. Review Process /

BPS services administrator will assess your application and send the notification by email. This process may take up to 8 working days.



2. Publication Request Processing

Step of Publication Request Processing indicates that user request is being processed by the data officer. Once it has been done, user will receive notification by email to continue the next procedure. Time duration of the publication request processing depends on the queue.



Information of time duration can be seen by selecting the **Transaction** menu>>**My Transaction**>>**Active**>>**View**.

3. Upload Required Document

Step of Upload Required Document asks user to upload scan of the proof of payment. It must be fulfilled so that user gets access to the requested publication. User need to accomplish this step within a month or the transaction will be canceled. There are a number of points to consider in this step.

- **Payment**
User need to complete the payment process based on the nominal amount by using billing payment as shown below.

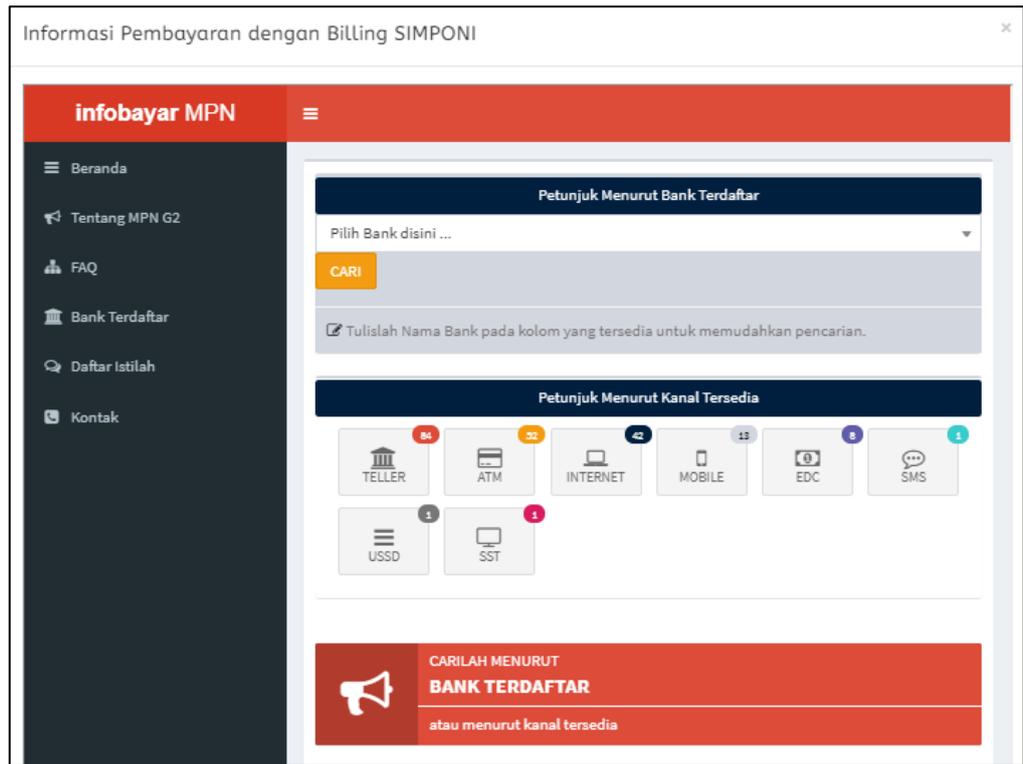
Step 1 Payment

Info : Please download [Invoice.pdf](#) Cara pembayaran layanan *online* kami hanya bisa dilakukan dengan cara *billing payment*

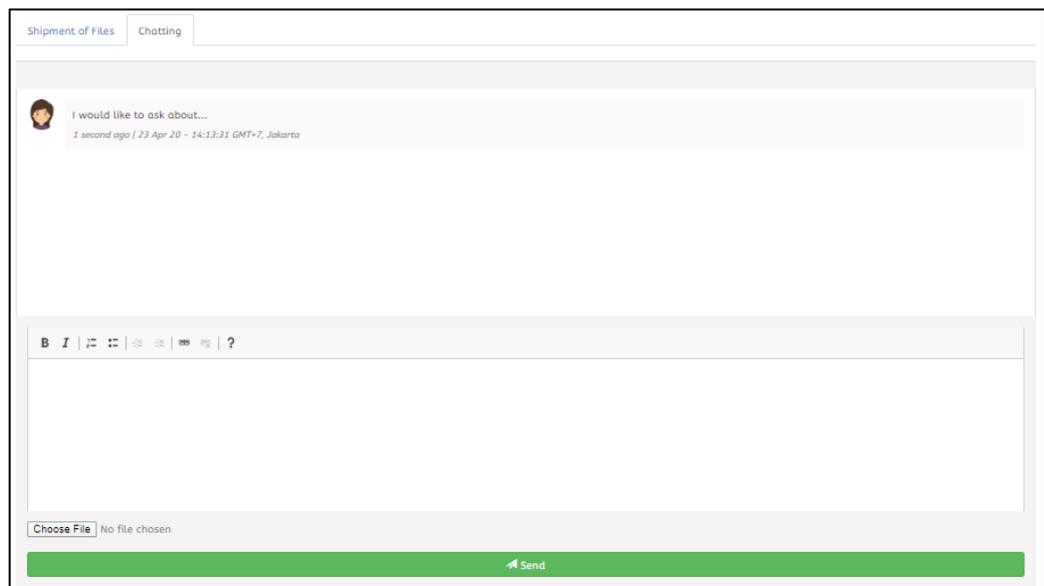
Method of Payment :

Attention : Transfer total biaya pada kode billing berikut :

Total	Rp. 140.000,00
Atas Nama	stefanie
Kode Billing	820200423486476
Tanggal Billing	23 Apr 20 - 12:02:31 GMT+7, Jakarta
Tanggal Expired	23 May 20 - 12:02:29 GMT+7, Jakarta



- Conversation
If there are any questions during the transaction process, user can communicate with data officer through the **Chat** tab.



4. Documents Verification

BPS administrator will verify the uploaded documents, such the payment settlement and signed LADU.

COMPLETED TRANSACTION

If all procedures have been carried out correctly, the transaction is considered to be completed. User has already had access to the publication and able to give a rating and complaints about the statistical services and data provided. There are several functions that can be used as follows.

- **Feedback**

User is expected to rate the perceived statistical services during the data request processing. Besides, user is able to give input and criticism by writing it in the **Message** box.

Feedback - Transaction ID #5477

Info : Your transaction has been completed. If there is an incorrect/damaged data download link, you can notice us on the complaints menu in the details of the data after sending this feedback.

Data Purchase

					Link
	Harga Konsumen Beberapa Barang dan Jasa Kelompok Kesehatan, Pendidikan, dan Transpor 82 Kota di Indonesia 2019	Rp. 90.000,00	1	Rp. 90.000,00	Not Active Your link is expired
	Kabupaten Lampung Selatan Dalam Angka 2020, Penyediaan Data Untuk Perencanaan Pembangunan	Rp. 50.000,00	1	Rp. 50.000,00	Not Active Your link is expired
TOTAL				Rp. 140.000,00	

Info : Assesst our service by giving stars and messages below. This message below is not to be re-discussed by the service admin.

Feedback

Service Stars :
★★★★★

Mana yang menurut Anda sudah baik?

Data Sistem Petugas Alur

Message :
Isikan pesan (opsional)...

- **Download Data**

Link of data will be available when the transaction has been completed. Click the **download** button to access the data.

Data	Price	Quantity	Total	Link	Status Link
Harga Konsumen Beberapa Barang dan Jasa Kelompok Kesehatan, Pendidikan, dan Transportasi 82 Kota di Indonesia 2019	Rp. 90.000,00	1	Rp. 90.000,00		Your link is expired
Kabupaten Lampung Selatan Dalam Angka 2020, Penyediaan Data Untuk Perencanaan Pembangunan	Rp. 50.000,00	1	Rp. 50.000,00		Your link is expired
TOTAL			Rp. 140.000,00		

From the dialog box of **Details of Data**, user can also send notification to data officer if there are any problem with the data completeness or the access link.

- **Complaints**

Click the button to send any complaints. Report of complaints may available in 3 types of cases, such as broken link, mismatch link, and expired link. The complaints will be handled by the data officer according to our procedure.

Complaint

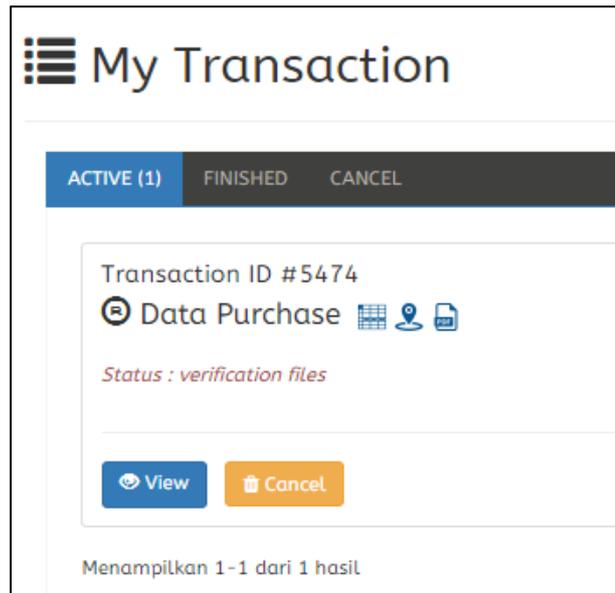
Report the following data link :
 Harga Konsumen Beberapa Barang Dan Jasa Kelompok Kesehatan, Pendidikan, Dan Transportasi 82 Kota Di Indonesia 2019

Choose reason :
 Your link is expired

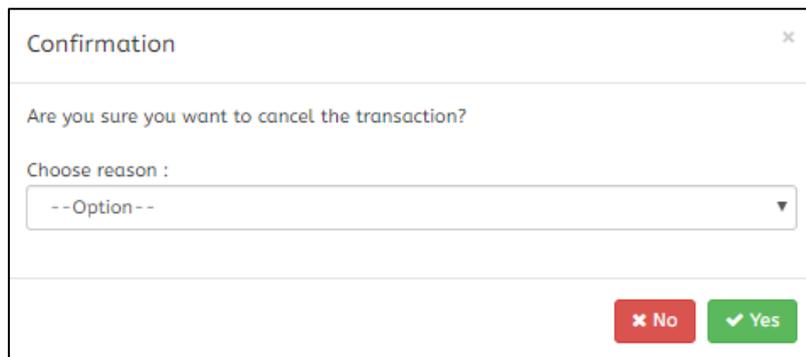
Message (Optional) :
 Type something...

CANCELED TRANSACTION

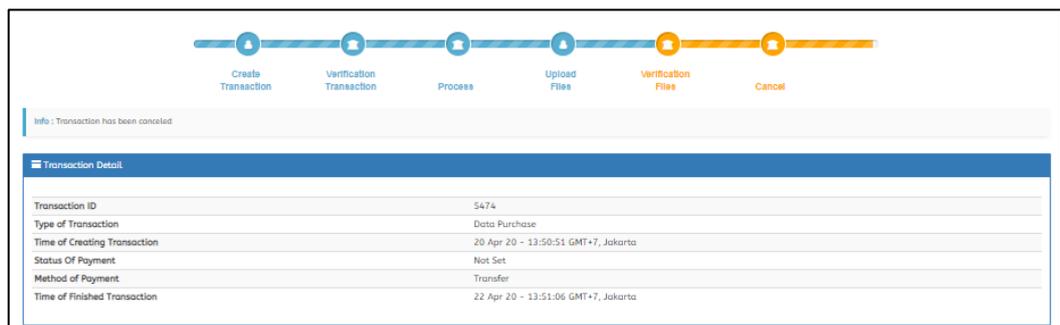
Submitted transaction may be canceled by user, system (if the payment settlement process is over the deadline), or statistical services administrator. Click the **Cancel** button for transaction cancellation.



Then select **Yes** in the confirmation box.



Status of canceled transaction will be shown as below.



CHAPTER VI

STATISTICAL CONSULTATION TRANSACTION

Statistical consultation accommodates data user to be able to take a consultation session with data officer about statistics related to data as the result of BPS census or survey as well as those that have been published both in publication or microdata. In contrast to other transactions, statistical consultation is simple and free of charge. Steps of statistical consultation are as follows:

FIND A STATISTICAL CONSULTATION

- At first, we recommend you to find any similar statistical consultation from previous transaction documentation in SILASTIK. Select **Transaction** menu>>**Searching**.
- Enter the keyword of consultation topic then click **submit**.



The screenshot displays a search interface. At the top left, there is a magnifying glass icon followed by the word 'Searching'. Below this is a light gray information box with a blue vertical bar on the left and the text 'Info : Type a keyword then click submit'. At the bottom, there is a white text input field containing the text 'price index' and a green button labeled 'Submit'.

MAKE A STATISTICAL CONSULTATION SESSION

If you do not find any related consultation topic based on previous transactions, please make a new consultation transaction to communicate with the data officer by selecting the **Create Transaction** button.

Progress bar: Create Transaction (Active), Waiting, Process, Finished

Info :
 • Fill in your Transaction information correctly

Type of Consultation
 Data Consultation
 Metadata Consultation
 Classification Consultation
 Other Consultations

Topik:

Message: **B I** | | ?

Attachment (Optional) Max 2 MB
 No file chosen

ACTIVE TRANSACTION

Once the transaction is submitted by the user, the status will active automatically and be processed immediately. There are several steps of the process in the active transaction.

1. Waiting

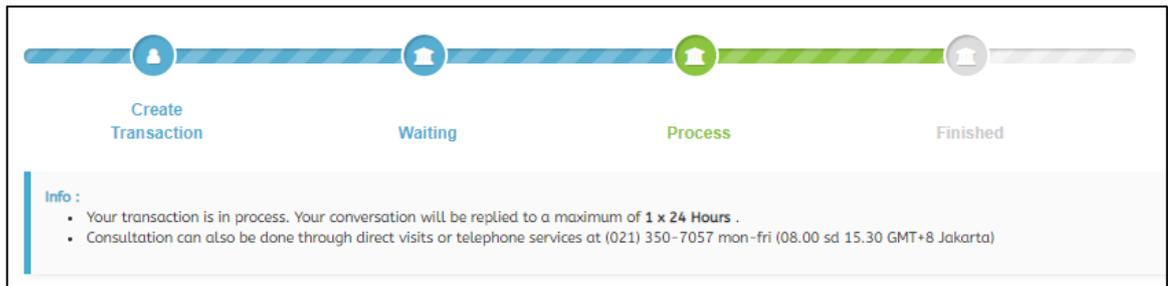
“Waiting” in transaction status means that it is being verified by the administrator and will be processed immediately by data officer.

Progress bar: Create Transaction, Waiting (Active), Process, Finished

Info :
 • Your transaction is being verified. You will be contacted again via email if this phase is complete.

2. Process

“Process” in transaction status indicates that statistical consultation is being processed and data officer will respond the conversation in 24 hours or less.



COMPLETED TRANSACTION

Transaction is complete if data officer and user have completed a statistical conversation. Data user has received responses and information according to the statistical topic being asked. User is expected to be able to rate the perceived statistical services during the statistical consultation. Besides, user is also able to give input and criticism by writing it in the **Message** box.

Feedback

Service Stars :

★★★★★

Mana yang menurut Anda sudah baik?

Data Sistem Petugas Alur

Message :

isikan pesan (opsional)...

Click the  button to send any complaints. Complaints can be made related to inappropriate answers and/or other technical issues. The complaints will be handled by the data officer according to our procedure.

CANCELED TRANSACTION

Submitted transaction may be canceled by user, system (if user response in conversation is over the deadline), or statistical services administrator. Click the **Cancel** button for transaction cancelation.

Then select **Yes** in the confirmation box.

Status of canceled transaction will be shown as below.

Progress bar with four stages: Create Transaction (blue), Waiting (orange), Process (orange), and Cancel (orange).

Info :

- Transaction has been canceled

Transaction Detail

Transaction ID	5478
Media	Layanan Online
Type of Transaction	Data Consultation
Time of Creating Transaction	27 Apr 20 - 10:53:34 GMT+7, Jakarta
Time of Finished Transaction	27 Apr 20 - 13:43:56 GMT+7, Jakarta

CHAPTER VII MODE

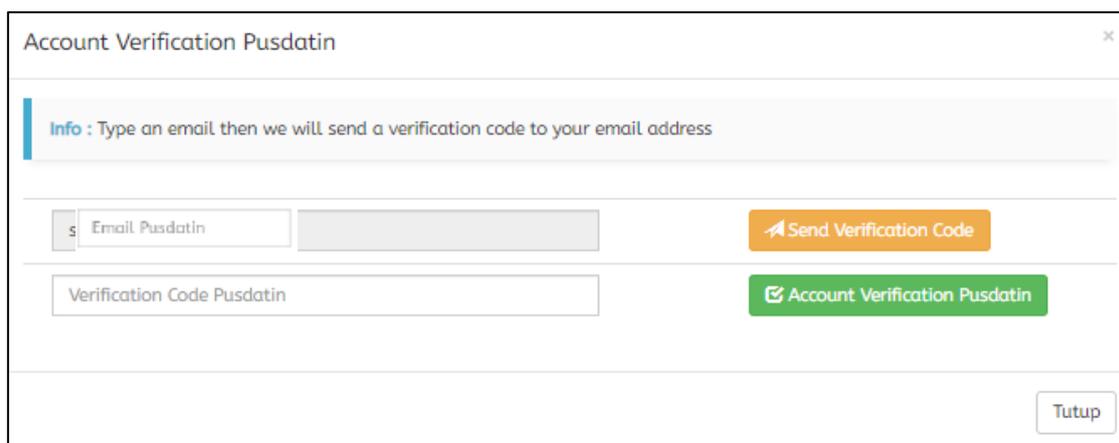
Mode in SILASTIK is a user segmentation based on statistical service transaction activity. User's mode will determine the service features. This mode is divided into **paid service mode** and **zero rupiah mode**.

PAID SERVICE MODE

User in this segmentation mode does not need to be verified and will be charged according to the "Indonesia Government Regulation No. 7/2015 about Type and Tariff of Non-Tax State Revenue" that is implemented by BPS.

ZERO RUPIAH MODE

Zero rupiah mode is specifically design for the Data and Information Center Unit in Ministry or Institution based on "Chief of Statistics Indonesia Regulation No. 1/2012". To activate zero rupiah mode, user needs to verify email and code, as shown below.



The screenshot shows a web form titled "Account Verification Pusdatin". At the top, there is an information message: "Info : Type an email then we will send a verification code to your email address". Below this, there are two input fields: "Email Pusdatin" and "Verification Code Pusdatin". To the right of the "Email Pusdatin" field is an orange button labeled "Send Verification Code". To the right of the "Verification Code Pusdatin" field is a green button labeled "Account Verification Pusdatin". In the bottom right corner of the form, there is a button labeled "Tutup".

CHAPTER VIII OTHERS

SEARCHING MENU

Searching menu is used to search for data availability on all BPS website nationwide. Search result will be shown as below.

Q Searching

Info : Type a keyword then click submit

poverty Submit

Tabulation
Electronic Publication (1)
Micro Data
Digital Map
FAQs
Consultation

LIST OF PUBLIKASI ELEKTRONIK

Region	Title	Link
Pusat	Urban Poverty Trends Determinants and Alleviation Strategy	

The following explanation are tabs that appear from the search results.

No	Tab	Keterangan
1	Tabulation	List of static and dynamic tables on BPS websites nationwide.
2	Electronic Publication	List of electronic publication that can be purchased.
3	Microdata	List of microdata that can be purchased.
4	Digital Map of Statistical Work Area	List of digital maps that can be purchased.
5	Statistical Consultation	List of discussion history.

INTEGRATED STATISTICAL SERVICE MEDIA

Every data purchasing will be served as stated in Regulation No. 14/2008 about Public Information Disclosure. You will be served on BPS service hours from **Monday to Friday (08.00 to 15.30 WIB)**. User may obtain BPS data through the following media:

1. **Direct Visit** to BPS office.
2. **Online Service** through BPS official website (www.bps.go.id) or SILASTIK (silastik.bps.go.id).
3. **Postal Mail** sent to the BPS address.

HOW TO GET DATA

There are 3 main ways to get BPS data:

1. Paid

Statistical service that impose tariffs on BPS products. Charges apply based on the Indonesia Government Regulation No. 7/2015 about Type and Tariff of Non-Tax State Revenue (PNBP). The regulation specify types of BPS revenue from PNBP.

- Tariff on hardcopy publication purchasing is based on the number of pages.
- Tariff on electronic publication purchasing is based on the number of PDF pages.
- Microdata is data on the characteristics of units of a population, such as individuals, households, or establishments, collected by a census, survey, administrative compilation, and the development of other relevant science and technology. Tariff on the types of Non-Tax State Revenue (PNBP) from microdata purchasing service are calculated regressively, specifically the tariff calculated by using the imposition of decreasing rates when the file size of microdata increases at a certain interval.
- Digital map of statistical work area purchasing is available in shapefile (.shp) format. Tariff on digital map depends on the types of map coverage.

Tariffs on hardcopy and electronic publication, microdata, and digital map of statistical work area purchasing are exclude banking service fees and any shipping costs.

2. Zero Rupiah

Statistical service that provide Rp0,00 tariff based on “BPS Regulation No. 2/2019 about Requirements and Procedures for the Imposing of Zero-Tariff on Certain Parties as Non-Tax Revenue (PNBP)” which is applied in BPS-Statistics Indonesia. The following is a list of zero-tariff users.

- Central Government Agencies And State Institutions
- Regional Government Agencies
- Domestic Education Institutions
- Representatives of Foreign Countries
- International Institutions

Central and regional government agencies and state institutions that carry out activities related to the tasks of development planning, management of state finances, financial and development oversight and inspection, and / or national and cross-sectoral disaster management is allowed to accept statistic products of more than the stipulated limit as mention below:

- Hardcopy publication as much as one exemplar
- Electronic publication as much as one CD
- Microdata up to 5 MB
- Digital map of statistical work area as much as one kind of map

3. Free of Charge

Statistical service that allows user to receive BPS data or publication for free. This service can be accessed through the website and several free hardcopy publications, such as: Trend of Selected Socio-Economic Indicators of Indonesia and Monthly Report on Socio Economic Data (LBDSE).

TERMS AND CONDITIONS

(Some of the following points apply to microdata and digital map paid transaction only.)

A. SUBMIT TRANSACTION

1. User must upload the abstract that contains the purpose of data analysis.
2. User needs to select the data needs, including variables and/or region through SILASTIK.

B. DATA REQUEST PROCESSING

1. Data requests will be processed according to selected variables and regions of the submitted transaction.
2. Changes to the requested data are not allowed after the transaction is submitted.
3. Microdata will be available in .dbf format.

C. PAYMENT

1. Data user is required to check the sample data before making a payment.
2. Payments are made based on the nominal amount on the invoice by using billing payment.
3. Total amount of money on the invoice is the net value without tax.
4. The invoice is valid for 30 days from the date of invoice was issued.
5. Payments are made in Indonesian Rupiah currency (IDR).
6. Payment process can be made by:
 - a. Cash, with the following conditions:
 - 1) Make a payment at the Statistical Consultation Room Building 2, 3rd floor of BPS-Statistics Indonesia.
 - 2) Show the transaction invoice.
 - b. Online Billing Payment, with the following conditions:
 - 1) Payment will be verified within 1x24 hours.
 - 2) To facilitate verification of the payment, data user is strongly recommended to add "Transaction ID" information to the notes when transferring funds.
 - 3) It is not recommended to combine payments from several invoice in one payment process.

D. ACCESS TO DATA REQUEST

1. Data request will be sent via file sharing application by providing a link to access the data. The access will be available no longer than 2 working days after the verification process.
2. For any delivery of data in on CD / DVD, there are additional shipping costs that must be paid by user.
3. BPS is not responsible for any form of delays and damage on the data caused by shipping services.

E. REFUND

1. BPS is not responsible for any overpayment due to data user negligence in the payments process.
2. BPS is not responsible for any overpayment caused by errors in banking system.
3. BPS is not responsible for any mistake caused by data user carelessness in the process of data selecting or sample data checking.
4. Refunds can be made with the following conditions:
 - a. Submitted within the warranty period.
 - b. If there is any mistake in calculating the total costs caused by the data officer or system.
 - c. Cash or bank transfer.
 - d. Showing the proof of payment and ID card.

F. PRODUCT RETURN

1. Product returns are valid under the following conditions:
 - a. Submitted during the warranty period, which is 30 days after the date of data sharing.
 - b. If there is any mistake in the data request processing by the data officer.
 - c. If there is any error in the system in the process of data sharing.
 - d. Data user returns the data by direct visit to BPS.
 - e. Data user signs the product return form on the stamp and sends it to the BPS.

CHAPTER IX CLOSING STATEMENT

We hope that SILASTIK application can facilitate BPS statistical service process between data users and BPS become easier and faster. Please give us feedback by email to bpshq@bps.go.id with subject "Feedback of SILASTIK".

CONTACT US:

Subdirector of Statistical of Promotion and Services
BPS-Statistics Indonesia
Building 2, 3rd Floor
Jl. Dr. Sutomo No. 6-8 Jakarta 10710
Email: bpshq@bps.go.id
Phone: +62 21 3507057

GLOSSARY

Abstract	A brief summary of the research that includes the overall purpose and objectives of the study, including research design (if any).
Cart	A basket that contains list of the entire data request.
Catalog	A master file that contains a list of the available micro data, publications, and digital maps of BPS and can be requested to be purchased.
Data Dictionary	Master file of regions and variables information.
Detail	Metadata of census/survey that includes name of activity, year of data, price, file size, sample data link, presentation level, type of data, and others important information.
Digital Map of Statistical Work Area	Map of the area of BPS statistical work (wilkerstat) in shapefile (shp) digital format that can be modified by user.
Electronic Publication	A publication made by using computer devices or other electronic equipment and stored on a storage media (Hard Disk, Flash Disk, CD, etc.) in the form of file, so they can be opened and edited using a computer device
Hardcopy Publication	Printed document.
Information Technology Activity	Information technology activity related to the duty and function of BPS.
LADU	Letter Agreement of Data Use which contains several statements agreed by the data users and BPS.
External Link	Lists of questionnaire and technical documents links.
Microdata	Data on the characteristics of units of a population, such as individuals, households, or establishments, collected by a census, survey, administrative compilation, and the development of other relevant science and technology.
Mode	A feature of user segmentation in conducting transaction.
Regressive Counting	The tariff calculated by using the imposition of decreasing rates when the file size of microdata increases at a certain interval.
Requirements	Rules in data purchase transactions.
Searching Menu	A feature to help users in finding information about the available data and consultation in BPS
SILASTIK	Statistical Service Information System. An information system that builds communication between BPS data user and officer in conducting paid transaction or statistical consultation. is an information system that builds communication between BPS data user and officer in conducting paid transaction or statistical consultation.

Statistical Consultation	A consultation session with data officer about statistics related to data as the result of BPS census or survey as well as those that have been published both in publication or microdata.
Transaction	List of transactions made by user.