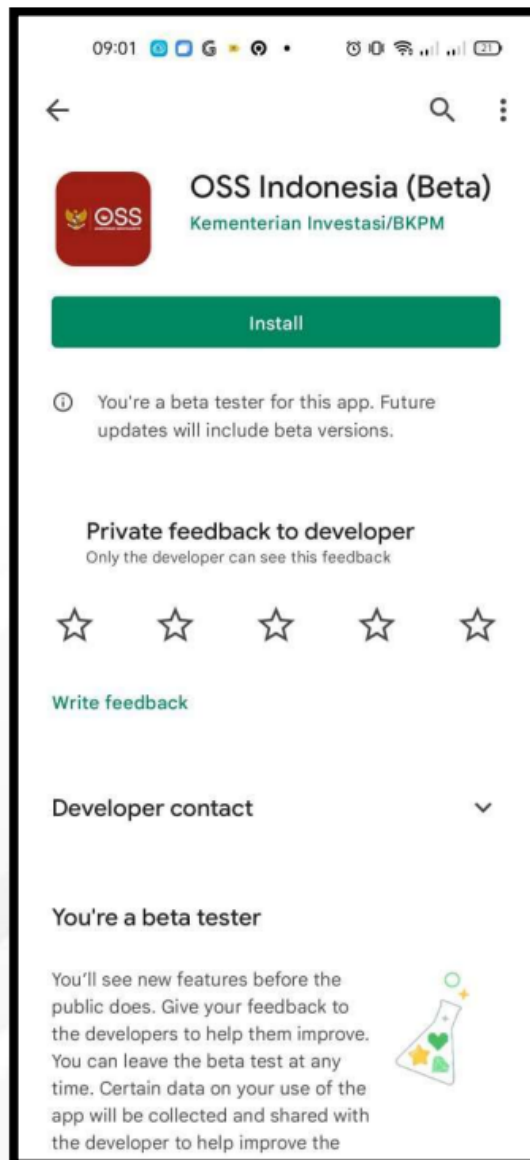


Individual UMK Licensing through OSS Indonesia Application

If you have difficulty registering a business license using the OSS Indonesia Mobile Application. You can follow the steps below:

1. Install **OSS Indonesia Application**



2. Launch OSS Indonesia Application and klik **“Daftar”** (Register)



3. Fill in your correct mobile number, active, and has never been used in the OSS System before. Then click **“Kirim kode verifikasi melalui WhatsApp”** (Send verification code via WhatsApp)

The screenshot shows a mobile application interface for registration. At the top, there is a red header bar with a back arrow, the word "Daftar", and a help icon. Below the header, there are two informational boxes. The first box states that registration is only for Micro, Small, and Medium Enterprises (UMKM) and provides the link oss.go.id. The second box instructs the user to ensure their mobile number is connected to WhatsApp. Below these boxes, the section "Nomor Telepon Seluler" (Mobile Phone Number) is displayed. It includes a dropdown menu for the country code, currently set to "+62" (Indonesia), and a text input field for the mobile number. Below the input field is a blue button labeled "Kirim kode verifikasi melalui WhatsApp".

00:49

← Daftar

Pendaftaran hanya untuk pelaku Usaha Mikro dan Kecil (UMK) orang perseorangan. Bagi jenis pelaku usaha lainnya, silakan mendaftar melalui situs oss.go.id

Pastikan nomor seluler Anda sudah terhubung dengan WhatsApp

Nomor Telepon Seluler

+62

Nomor telepon seluler

Kirim kode verifikasi melalui WhatsApp

4. Look at the Code Verification on WhatsApp



5. Enter your Code Verification



The image shows a mobile phone screen with a red header bar. The header bar contains a back arrow, the word "Daftar", and a question mark icon. Below the header, the word "Verifikasi" is centered. Underneath, the text "Masukkan kode verifikasi yang dikirim ke WhatsApp Anda" is displayed. There are five input boxes for the verification code, containing the digits 9, 2, 5, 9, and 1, followed by an empty box. Below the input boxes, the text "Mohon tunggu 84 detik untuk mengirim ulang" is shown. At the bottom of the screen, there are two buttons: "Cara Lain" and "Kirim Ulang". A numeric keypad is visible at the very bottom of the screen, with a green checkmark button on the right.

00:49

← Daftar ?

Verifikasi

Masukkan kode verifikasi yang dikirim ke WhatsApp Anda

9 2 5 9 1

Mohon tunggu 84 detik untuk mengirim ulang

Cara Lain Kirim Ulang

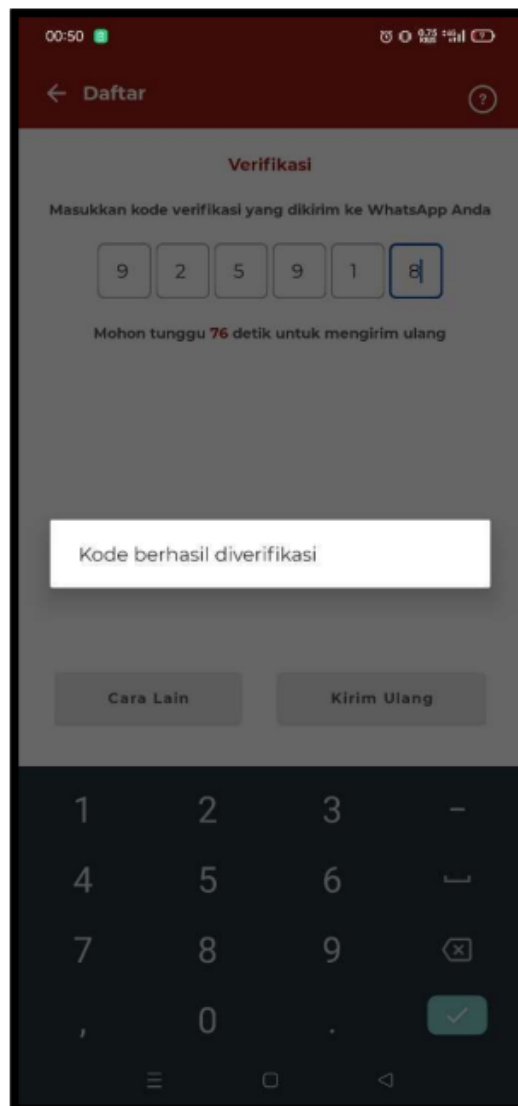
1 2 3 -

4 5 6 _

7 8 9 ×

, 0 . ✓

6. After you enter the Verification Code, a notification that the Code has been successfully verified will appear



- Set a password using **at least 8 characters with a combination of capital letters, lowercase letters, numbers, and special characters (!@#\$%^&* _-)**

The screenshot shows a mobile application interface for setting a password. At the top, there is a red header bar with a back arrow and the text 'Daftar' on the left, and a question mark icon on the right. Below the header, the title 'Atur Password Anda' is centered. The form consists of two input fields: 'Password' and 'Konfirmasi Password', each with a toggle icon for visibility. Below the second field, there is a note: 'Gunakan minimal 8 karakter, kombinasi huruf kapital, huruf kecil, angka, dan karakter spesial (!@#\$%^&* _-)'.

00:51

← Daftar ?

Atur Password Anda

Password

Password

Konfirmasi Password

Konfirmasi Password

Gunakan minimal 8 karakter, kombinasi huruf kapital, huruf kecil, angka, dan karakter spesial (!@#\$%^&* _-)

Lanjut

8. Fill in the form according to your Electronic KTP (Identity Card)

00:53

← Daftar

Isilah data di bawah ini sesuai KTP Elektronik Anda

Nomor Induk Kependudukan

Nomor Induk Kependudukan

Nama Lengkap

Nama Lengkap

Tanggal Lahir

DD-MM-YYYY

19-01-1992

Jenis Kelamin

Laki-Laki

Alamat

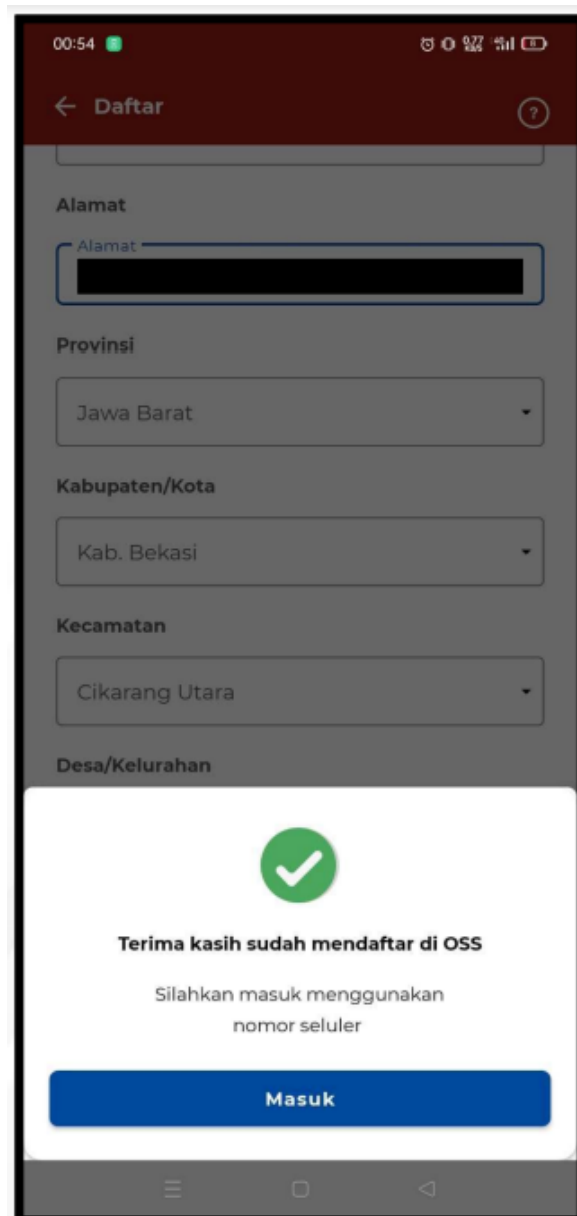
Alamat

Provinsi

Jawa Barat

Kabupaten/Kota

9. After you fill in your form, a successful registration notification will appear.



The screenshot shows a mobile application interface with a dark red header bar. The header contains a back arrow, the text "Daftar", and a help icon. Below the header, there is a registration form with the following fields: "Alamat" (Address), "Provinsi" (Province), "Kabupaten/Kota" (Regency/City), "Kecamatan" (District), and "Desa/Kelurahan" (Village/Neighborhood). The "Alamat" field is filled with a blacked-out string. The "Provinsi" field is set to "Jawa Barat", "Kabupaten/Kota" is set to "Kab. Bekasi", and "Kecamatan" is set to "Cikarang Utara". Below the form, a white notification box appears with a green checkmark icon. The text in the notification box reads: "Terima kasih sudah mendaftar di OSS" (Thank you for registering on OSS), "Silahkan masuk menggunakan nomor seluler" (Please log in using your mobile number), and a blue button labeled "Masuk" (Log In).

00:54

← Daftar

Alamat

Alamat

Provinsi

Jawa Barat

Kabupaten/Kota

Kab. Bekasi

Kecamatan

Cikarang Utara

Desa/Kelurahan

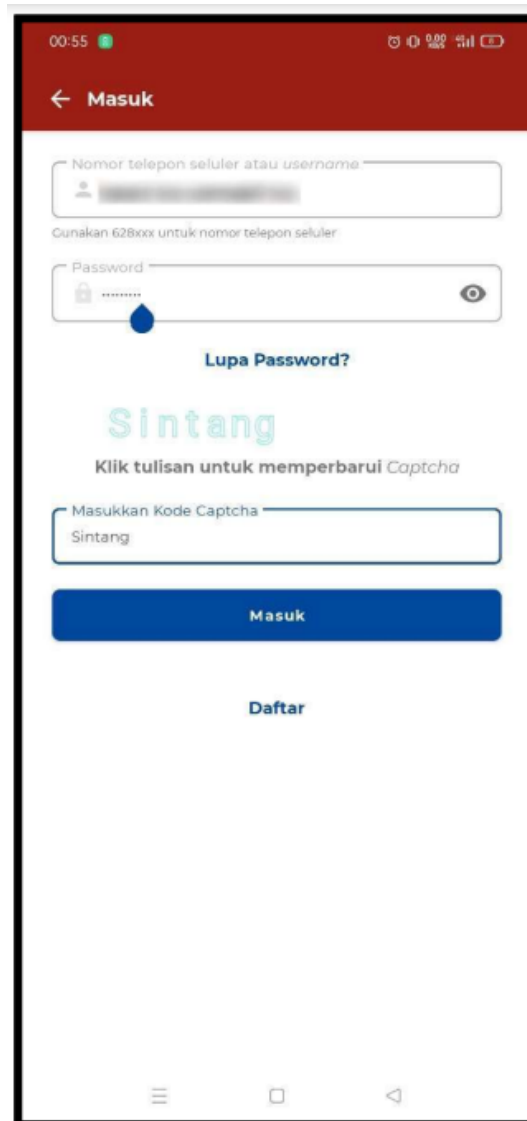
✓

Terima kasih sudah mendaftar di OSS

Silahkan masuk menggunakan nomor seluler

Masuk

10. Fill in your business data (Fill in NPWP, BPJS Ketenagakerjaan, dan BPJS Kesehatan if you already have them)



The screenshot shows a mobile application interface for logging in. At the top, there is a red header bar with a back arrow and the word "Masuk". Below this, there are two input fields: "Nomor telepon seluler atau username" and "Password". The password field has a blue dot below it and an eye icon to toggle visibility. A link "Lupa Password?" is positioned below the password field. The app's logo, "Sintang", is displayed in a stylized green font, followed by the instruction "Klik tulisan untuk memperbarui Captcha". Below this is a "Masukkan Kode Captcha" input field containing the text "Sintang". A large blue "Masuk" button is centered below the captcha field. At the bottom, there is a "Daftar" link. The status bar at the very top shows the time as 00:55 and various system icons. The bottom of the screen features standard Android navigation icons.

00:55

← Masuk

Nomor telepon seluler atau username

Gunakan 628xxx untuk nomor telepon seluler

Password

Lupa Password?

Sintang

Klik tulisan untuk memperbarui *Captcha*

Masukkan Kode Captcha

Sintang

Masuk

Daftar

11. Fill in your business data (Fill in NPWP, BPJS Ketenagakerjaan, dan BPJS Kesehatan if you already have them)

00:59

← Permohonan Baru

Data Pelaku Usaha

NIK

Nama

Jenis Kelamin Laki-laki

Nomor Telepon

Email

Alamat

NPWP

BPJS Ketenagakerjaan

BPJS Kesehatan

Lanjut

12. Fill in the business field with the 2020 KBLI 5-digit code/number. The Indonesian Standard Industrial Classification (KBLI) is a guide for determining the type of business activity prepared by the Central Bureau of Statistics. Information about KBLI is already available in the OSS system. You can type keywords to search for the correct KBLI number, for example, food stalls, fishing, and street vendors. Each business actor can only have one NIB and one NIB is allowed to consist of one or more KBLI

01:00

← Permohonan Baru

Berdasarkan Klasifikasi Baku Lapangan Usaha Indonesia (KBLI) 2020

Jenis Kegiatan Usaha

Utama

Bidang Usaha

Cari bidang usaha

56102 - Rumah/Warung Makan

Kelompok ini mencakup jenis usaha jasa penyediaan makanan dan minuman untuk dikonsumsi di tempat usahanya yang bertempat di sebagian atau seluruh bangunan tetap (tidak berpindah-pindah), yang menyajikan makanan dan minuman di tempat usahanya.

Ruang Lingkup Kegiatan

Seluruh

Lanjut

13. Fill in the land area and business capital, then click **“Validasi risiko”** (Validate Risk

01:00

← Permohonan Baru

Data Usaha

Luas Lahan Usaha

50

Satuan

m²

Modal Usaha

Rp 200.000.000

Validasi Risiko

14. The system will show your business scale and your business risk level

The screenshot shows a mobile application interface for a new business registration form. At the top, there is a red header bar with a back arrow and the text "Permohonan Baru". Below the header, a green box contains a checkmark icon and the text "-Skala usaha: Mikro" and "-Risiko usaha: Rendah". The main section is titled "Data Usaha" and contains several form fields: a question "Kegiatan usaha ini sudah berjalan?" with radio buttons for "Belum" and "Sudah" (selected); a text field for "Nama Usaha / Kegiatan" with a placeholder "Contoh : Pabrik Sepatu" and the input "Warung Makan"; a dropdown menu for "Deskripsi Kegiatan Usaha" with the selected option "Kabupaten/Kota"; and a text field for "Jumlah Tenaga Kerja Indonesia" with the input "4". At the bottom, there is a blue button labeled "Lanjut". The mobile status bar at the very top shows the time "01:01" and various icons.

01:01

← Permohonan Baru

✓ -Skala usaha: Mikro
-Risiko usaha: Rendah

Data Usaha

Kegiatan usaha ini sudah berjalan?

☐ Belum ☒ Sudah

Nama Usaha / Kegiatan
Contoh : Pabrik Sepatu
Warung Makan

Deskripsi Kegiatan Usaha
Kabupaten/Kota

Jumlah Tenaga Kerja Indonesia
4

Lanjut

15. Fill in your New Application Form

01:02

← Permohonan Baru

Gunakan alamat yang sama dengan domisili atau kegiatan usaha sebelumnya?

☐ Tidak ☒ Ya

Alamat Usaha

Provinsi

Jawa Barat

Kabupaten/Kota

Kab. Bekasi

Kecamatan

Cikarang Utara

Desa/Kelurahan

Mekarmukti

Kode Pos

11772

Lanjut

16. Fill in the list of products/services. If the products/services are required to be halal and/or SNI (Indonesian National Standard), the system will ask if you already have a halal certificate and/or SNI certificate. If not, select "No".

The screenshot shows a mobile application interface for a new application. At the top, there is a red header bar with a back arrow and the text "Permohonan Baru". Below this, the form is divided into several sections. The first section is labeled "Jenis Produk/Jasa" and contains a dropdown menu with the text "Lainnya". The second section is also labeled "Jenis Produk/Jasa" and contains a text input field with the text "Nasi Rames". The third section is labeled "Kapasitas" and contains a text input field with the text "20.000" and a unit selector with the text "/ Tahun". The fourth section is labeled "Satuan Kapasitas" and contains a dropdown menu with the text "Kursi". Below these sections are two questions, each with two radio button options: "Apakah Anda sudah memiliki sertifikat Standar Nasional Indonesia (SNI)?" with options "Tidak" (selected) and "Ya", and "Apakah Anda sudah memiliki sertifikat halal?" with options "Tidak" (selected) and "Ya". At the bottom of the form is a blue button labeled "Lanjut". The bottom of the screen shows the Android navigation bar with three icons: a hamburger menu, a square, and a back arrow.

01:03

← Permohonan Baru

Jenis Produk/Jasa

Lainnya

Jenis Produk/Jasa

Nasi Rames

Kapasitas

20.000 / Tahun

Satuan Kapasitas

Kursi

Apakah Anda sudah memiliki sertifikat Standar Nasional Indonesia (SNI)?

☒ Tidak ☐ Ya

Apakah Anda sudah memiliki sertifikat halal?

☒ Tidak ☐ Ya

Lanjut

17. Click on the self-statement by checking the box provided. One of the basic requirements in business licensing is the Conformity of Space Utilization Activities (KKPR). UMK actors are allowed to agree to a self-statement stating that they will comply with spatial planning. This means that UMK actors must follow the spatial provisions in each region.

01:03

← Permohonan Baru

Pernyataan Mandiri

Berdasarkan Undang-Undang Nomor 11 Tahun 2020 tentang Cipta Kerja, Pelaku Usaha dengan identitas sebagai berikut:

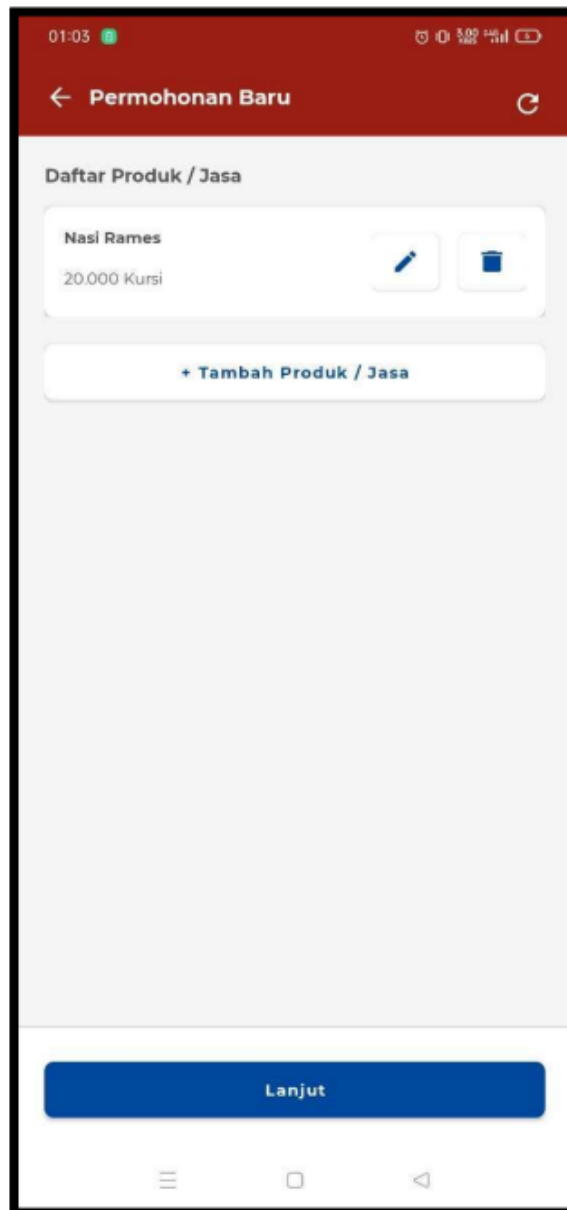
Nama Pelaku Usaha

☒ Saya sudah membaca dan menyetujui:

- Menjaga Keselamatan, Keamanan, Kesehatan dan Pelestarian Fungsi Lingkungan (K3L)
- Kesiediaan Memenuhi Kewajiban
- Kesanggupan Mengikuti Proses Sertifikasi Halal
- Surat Pernyataan Usaha Mikro Atau Usaha Kecil Terkait Tata Ruang
- Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan Hidup (SPPL)

Simpan

18. Click “Tambah bidang usaha” if you want add another KBLI number



19. Select the KBLI for which the business license will be processed

The screenshot shows a mobile application interface for a new business license application. The top bar is red with a back arrow, the text "Permohonan Baru", and a refresh icon. Below this, the section "Kegiatan Usaha" has a link "+ Tambah Bidang Usaha". A search bar contains the text "Cari bidang usaha /lokasi" and a magnifying glass icon. A list item is displayed with a checkbox, the KBLI code "56102", and details: "Modal Usaha : Rp 200.000.000", "Tingkat risiko : Rendah", "Status : KBLI belum diproses", and "Cikarang Utara, Kab. Bekasi". At the bottom, there are two buttons: "Proses Perizinan Berusaha" (blue) and "Cetak Nomor Induk Berusaha (NIB)" (gray). The Android navigation bar is visible at the very bottom.

01:04

Permohonan Baru

Kegiatan Usaha + Tambah Bidang Usaha

Cari bidang usaha /lokasi

56102

Modal Usaha : Rp 200.000.000

☐ Tingkat risiko : Rendah

Status : KBLI belum diproses

Cikarang Utara, Kab. Bekasi

Proses Perizinan Berusaha

Cetak Nomor Induk Berusaha (NIB)

20. NIB Product Successfully published

