



KEMENTERIAN LINGKUNGAN HIDUP DAN KEHUTANAN
DIREKTORAT JENDERAL KONSERVASI SUMBER DAYA ALAM DAN EKOSISTEM
BALAI TAMAN NASIONAL GUNUNG RINJANI

DECREE OF THE HEAD OF THE GUNUNG RINJANI NATIONAL PARK OFFICE
NOMOR : SK./9/T.39/TU/KSA/3/2022

ABOUT

REVISION II STANDARD OPERATING PROCEDURES (SOP)
TREKKING GUNUNG RINJANI NATIONAL PARK

WITH THE GRACE OF GOD ALMIGHTY

DECREE OF THE HEAD OF THE GUNUNG RINJANI NATIONAL PARK OFFICE,

- Considering:
- a. that Gunung Rinjani National Park is a Nature Conservation Area which has three main functions, namely protection, preservation and sustainable utilization of biological natural resources and ecosystems in a sustainable;
 - b. that one form of utilization of biological natural resources and ecosystems in the Gunung Rinjani National Park is natural tourism activities at natural tourist attraction objects in the Gunung Rinjani National Park area and one of them is trekking activities;
 - c. that paying attention to the increase in the number of visits, especially for trekking activities in Gunung Rinjani National Park, apart from having a positive impact, it also has negative impacts, including water pollution, rubbish, vandalism and changes in animal behavior, so it needs to be managed well to minimize the negative impacts that arise;
 - d. that based on the considerations as intended in letters a, b and c, it is necessary to establish Revision II of the Standard Operating Procedures (SOP) for Trekking as a guideline for implementing Trekking activities in Gunung Rinjani National Park which has been adapted to health protocols to prevent the transmission of Covid-19.

- In view of:
1. Law Number 5 of 1990 regarding Conservation Natural Resources and Ecosystems;
 2. Law Number 41 of 1999 regarding Forestry;
 3. Law Number 10 of 2009 regarding Tourism;
 4. Law Number 32 of 2009 regarding Environment;

5. Law...

5. Law Number 18 of 2013 regarding Prevention and Eradication of Forest Destruction;
6. Law Number 9 of 2018 regarding Non-Tax State Revenue;
7. Government Regulation Number 45 of 2004 regarding Forest Protection;
8. Government Regulation Number 28 of 2011 in conjunction with Government Regulation Number 108 of 2015 regarding the Amendments of Government Regulation Number 28 of 2011 regarding the Management of Preserve Nature Areas and Nature Conservation Areas;
9. Government Regulation Number 12 of 2014 regarding Types and Rates of Non-Tax State Revenues Applicable to the Ministry of Forestry;
10. Decree of the Minister of Forestry Number SK.298/Menhut-II/2005 dated 3 August 2005 regarding the Determination of the Gunung Rinjani National Park Forest Area covering an area of 41.330 (Forty One Thousand Three Hundred and Thirty) Hectares Located in West Lombok, Central Lombok and East Lombok, West Nusa Tenggara Province;
11. Decree of the Minister of Environment and Forestry Number SK.261/MENLHK/KSDAE/KSA.0/6/2020 dated 23 Juni 2020 regarding Gradual Reactivation of National Park Areas, Nature Tourism Parks and Wildlife Reserves for Nature Tourism Visits in the Final Transition Conditions of Covid-19;
12. Instruction of the Minister of Home Affairs of the Republic of Indonesia Number 69 of 2021 regarding Implementing Restrictions on Community Activities Level 3, Level 2, and Level 11 and Optimizing Posts for Handling *Corona Virus Disease* 2019 at the Village and Subdistrict Levels to Control the Spread of *Corona Virus Disease* 2019 in the Sumatra, Nusa Tenggara, Kalimantan, Sulawesi, Maluku and Papua;
13. Regulation of the Minister of Forestry Number P.37/Menhut-II/2014 dated 4 June 2014 regarding Procedures for Imposing, Collecting and Remitting Non-Tax State Revenue in the Division of Forest Protection and Nature Conservation;
14. Regulation of Minister of Forestry Number P.38/Menhut-II/2014 dated Juni 2014 regarding Procedures and Requirements for Certain Activities for Imposing a Tariff of Rp. 0.00 (Zero Rupiah) in KSA, KPA, Hunt Park and Natural Forest;
15. Regulation of Minister of Environment and Forestry Number P.7/Menlhk/Setjen/OTL.0/1/2016 dated 10 February 2016 regarding Organization and Work Procedures of the National Park Technical Implementation Unit;
16. Regulation of the Minister of Environment and Forestry of the Republic of Indonesia Number P.8/MENLHK/SETJEN/KUM.1/3/2019 regarding Natural Tourism Businesses in Wildlife Reserves, National Parks, Grand Forest Parks and Nature Tourism Parks;
17. Regulation...

17. Regulation of Minister of Environment and Forestry Number 3 of 2021 regarding Standard for Business Activities in the Implementation of Risk-Based Business Licensing in the Environment and Forestry Sector;
18. Decree of Director General of Forest Protection and Nature Conservation Number SK.133/IV-SET/2014 dated 17 June 2014 regarding Determination of Rayon in National Parks, Grand Forest Parks, Nature Tourism Parks, Hunt Parks in the Context of Imposing Non-Tax State Revenues;
19. Decree of Director General of Conservation Resources and Ecosystems Number SK.247/KSDA/SET.3/KSA.0 /12/2020 dated 30 December 2020 regarding Zoning of Gunung Rinjani National Park, West Lombok, Central Lombok and East Lombok Regencies, West Nusa Tenggara Province;
20. Regulation of Director General of Forest Protection and Nature Conservation Number 7 of 2011 regarding Procedures for Entering Nature Reserve Areas, Nature Conservation Areas and Hunt Park;
21. Circular Letter of the Minister of Environment and Forestry of the Republic of Indonesia Number SE.1/MENLHK/SETJEN/SET.1/3/2020 regarding Prevention of the Spread of *Corona Virus Disease* 2019 (COVID-19) in the Ministry of Environment and Forestry;
22. Circular Letter of the Minister of Home Affairs of the Republic of Indonesia Number : 440/7183/SJ dated 21 Desember 2021 regarding Prevention and Countermeasures of *Corona Virus Disease* 2019 Omicron Variant and Enforcement of the Use of the PeduliLindungi Application;
23. Circular Letter of the Director General of KSDAE Number S.954/KSDAE/PJLHK/KSA.3/11/2020 dated 10 November 2020 regarding Proposals to Increase Quotas and Additional Time for Climbing Tourist Visits in Gunung Rinjani National Park;
24. Circular Letter of Director of Conservation Forest Environmental Services Utilization Number SE.3/PJLHK/PJLWA/KSA-3/12/2018 dated 19 December 2018 regarding Integration of the Bank *Virtual Account* System in *Online Booking* for Trekking Activities.

DECIDES :

- Established : REVISION II STANDARD OPERATING PROCEDURES (SOP) TREKKING GUNUNG RINJANI NATIONAL PARK.
- FIRST : Established Revision II Standard Operating Procedures (SOP) Trekking Gunung Rinjani National Park as a guideline for implementation of trekking activities in Gunung Rinjani National Park as stated in the attachment to this decree.
- SECOND : Matters that have not been regulated in this decree will be determined later.

THIRD...

THIRD : This decree be valid from the date determined with the provision that if in the future there are errors in this determination, will be corrected accordingly.

Determined in : Mataram
On _____ : 1 March 2022
HEAD OFICCE,

DEDY ASRIADY
NIP 19740818 200003 1 001

A copy of this decree was submitted to the Honorable.:

1. Governor of NTB
2. Director General of KSDAE
3. Director of Conservation Forest Environmental Services Utilization
4. Head of the Environment and Forestry Service of NTB Province
5. Head of the Tourism Department of NTB Province
6. Head of the Tourism Department of North Lombok Regency
7. Head of the Tourism and Culture Department Central Lombok Regency
8. Head of the Tourism Department of East Lombok Regency
9. PB-PJWA holders scope the Gunung Rinjani National Park Office

CHAPTER I. INTRODUCTION

A. Background

Gunung Rinjani National Park is one of the leading tourist destinations in the West Nusa Tenggara Province, particularly for mountain trekking. The relatively easy access to Gunung Rinjani National Park area, and the challenging trails have made mountain trekking in Gunung Rinjani very popular among various layers of domestic and international trekkers (students, university students, nature enthusiasts, etc.). The number of people visiting Gunung Rinjani for trekking activities has been increasing each year. This condition undoubtedly has a positive impact on the Non-Tax State Revenue (PNBP) and the welfare improvement of tourism service providers in Gunung Rinjani area and the surrounding communities of Gunung Rinjani National Park.

Since the occurrence of an extraordinary non-natural disaster event, namely the Covid-19 pandemic, which affected the entire world including Indonesia in early 2020, all sectors of life, including tourism development, have been hindered. All tourist destinations in Indonesia were closed to prevent the spread of Covid-19, which led to the downturn of the tourism industry.

This condition also occurred in Gunung Rinjani National Park, both in mountain trekking and non-trekking activities, causing thousands of tourism industry practitioners in Rinjani (porters, guides, trekking organizers, and other tourism service providers) to lose their livelihoods.

Gunung Rinjani National Park Office, as the manager of Gunung Rinjani National Park area, has formulated and issued the 2nd Revision of the Standard Operating Procedure (SOP) for Gunung Rinjani Mountain Trekking, adjusted to the Cleanliness, Health, Safety, and Environment Sustainability (CHSE) protocols, in order to protect the staff, trekkers, and tourism service providers from the transmission of the Covid-19 pandemic. The 2nd Revision of the SOP for Gunung Rinjani Mountain Trekking was established through the Decree of the Head of Gunung Rinjani National Park Office and serves as a guideline for the staff of Gunung Rinjani National Park Office, all trekkers, mountain guides, and tourism service providers involved in mountain trekking activities in Gunung Rinjani National Park.

B. Objectives

1. The objectives of establishing this Mountain Trekking Standard Operating Procedure (SOP) are:
 - a. To serve as a guideline for mountain trekking in Gunung Rinjani National Park.
 - b. To minimize risks for trekkers and negative impacts on ecosystem sustainability.
 - c. To protect and safeguard the staff, trekkers, tourism practitioners, and local communities around Gunung Rinjani National Park from the transmission of Covid-19.

C. Benefits

The benefits of the Standard Operating Procedure (SOP) are the realization of clean, healthy, safe, and environmentally sustainable mountain trekking (*Cleanliness, Health, Safety and Environment sustainability*) in Gunung Rinjani National Park.

CHAPTER II. GENERAL CONDITIONS

What is mean by :

1. Gunung Rinjani National Park Office is a technical implementing unit of the Ministry of Environment and Forestry entrusted with the management of Gunung Rinjani National Park.
2. OSS Management and Implementation Agency, hereinafter referred to as OSS Agency, is a non-ministerial government institution that carries out government affairs in the coordination of investment coordination.
3. Trekkers are visitors who engage in trekking activities on the official routes and have fulfilled the trekking requirements and possess an entry ticket to Gunung Rinjani National Park.
4. Domestic trekkers are Indonesian citizens (WNI) who engage in trekking activities in Gunung Rinjani National Park. Nationality is verified by presenting an ID card/family card.
5. Foreign trekkers are foreign nationals (WNA) who engage in trekking activities in Gunung Rinjani National Park. Nationality is verified by citizenship status in their identification documents.
6. Trekking is the activity of ascending a mountain through the official entrance of Gunung Rinjani National Park.
7. Trekking quota refers to the maximum number of trekkers allowed to trek each official entry point per day.
8. Non-quota trekking refers to trekking activities that are not included in the eRinjani application quota.
9. Natural Tourism Service Provider Business Permit, abbreviated as PB-PJWA, is a business permit granted for the provision of natural tourism services in the activities of Nature Tourism Management in Wildlife Sanctuaries, National Parks, State Forest Parks, and Nature Tourism Parks.
10. Trekking Organizer (TO) refers to individuals/organizations/cooperatives that have obtained a Natural Tourism Service Provider Business Permit (PB-PJWA) issued by the Ministry of Environment and Forestry to provide mountain trekking travel services.
11. Tour Guide Service Provider refers to individuals/organizations/cooperatives that have obtained a Natural Tourism Service Provider Business Permit (PB-PJWA) issued by the Ministry of Environment and Forestry to provide tour guide services.
12. Food and Beverage Service Provider refers to individuals/organizations/cooperatives that have obtained a Natural Tourism Service Provider Business Permit (PB-PJWA) issued by the Ministry of Environment and Forestry to provide food and beverage services.
13. Mountain Guides refer to Guides and Porters who operate within Gunung Rinjani National Park.
14. Guides are individuals who provide guidance to trekkers and possess a permit card issued by the Head of Gunung Rinjani National Park Office.
15. Porters are individuals who assist in carrying equipment and preparing the needs of trekkers during the trek in Gunung Rinjani National Park and possess a permit card issued by the Head of Gunung Rinjani National Park Office.

16. Trekking Fee refers to the entrance ticket price for trekking activities in Gunung Rinjani National Park based on applicable regulations.
17. *Online Booking* refers to the process of booking entrance tickets to Gunung Rinjani National Park online through the eRinjani application.
18. eRinjani application is the application used for booking online entrance tickets for trekking activities in Gunung Rinjani National Park (available on *Google Play Store eRinjani* and the website www.rinjaninationalpark.id).
19. *ePrint ticket* is the proof of payment for the entrance ticket, which contains a booking code sent through the application and registered email.
20. Health Certificate is a certificate issued by government doctors, Health Centers, Health Clinics, or Hospitals, stating that the individual is in a suitable condition for trekking. The health certificate must be obtained no more than 3 days before commencing the trek.
21. *Waste Checklist Data* refers to a list of items carried by trekkers that may generate waste.
22. *Standard Trekking Equipment Checklist Data* refers to a list of standard trekking equipment that must be carried by trekkers.
23. *Corona Virus Disease 2019 (COVID-19)* is an infectious disease caused by a newly discovered *Corona Virus* that affects the respiratory system.
24. *Rapid Test* is an initial screening method to detect antibodies produced by the body to fight the Corona virus.
25. *Polymerase Chain Reaction (PCR)* is a laboratory test to detect the presence of genetic material from cells, bacteria, or viruses.

CHAPTER III. TREKKING PROCEDURES

A. General Guidelines

These trekking procedures, in accordance with health protocols, apply to Park Rangers, Domestic Trekkers, Foreign Trekkers, *Trekking Organizer (TO)*, *Guide*, *Porter*, and Food and Beverage Service Providers. The mandatory considerations are as follows :

1. Adhere to health protocols.
2. Use personal equipments during trekking and recreational activities, such as eating utensils, prayer equipment, seating mats/cushions, etc.
3. Avoid contact with wildlife.
4. The maximum group size consists of 6 (six) people.
5. Sort and dispose of personal waste independently when checking out at the exit gate of the trek (*check out*).
6. The daily trekking quota is adjusted based on the carrying capacity, guidelines, and applicable policies.
7. Report any accidents, violations, or other incidents that need to be followed up by the Gunung Rinjani National Park Office by contacting the Gunung Rinjani National Park *call center* at +62811283939 via WhatsApp (WA) or through the email address of the Gunung Rinjani National Park Office: erinjani.cs@gmail.com, the Gunung Rinjani National Park Office website: www.rinjaninationalpark.id, and the eRinjani application.

B. Specific Guidelines

I. Information Center/Entrance Gate/Exit Gate of the Trekking Trail

1. Provision of facilities, such as:
 - a. Handwashing stations with running water and soap;
 - b. *Hand sanitizer* at necessary locations;
 - c. Body temperature measuring devices (*thermo guns*);
 - d. Tables and chairs arranged with proper spacing at the Information Center/Ticket counters of the trekking trail;
 - e. Self-sorting and waste disposal facilities;
 - f. Barriers/partitions at visitor service counters;
 - g. Posters or other informative materials about health protocols.
2. Arrangement of time intervals and the number of trekkers served to prevent crowding.

II. Public Facilities (Toilets and Shelters)

1. Regular cleaning and disinfection.
2. Public facilities are equipped with:
 - a. Handwashing stations with running water and soap;
 - b. *Hand sanitizers* at necessary locations;
 - c. Dedicated trash bins in toilets;
3. Regulation of spacing and limitations on the number of trekkers using public facilities.

III. Personnel

1. Wear appropriate clothing/uniform.
2. Use personnel identification.
3. Regularly clean handrails, toilets, equipment, and other shared items.
4. Require tourists to wash their hands before *check in*.
5. Conduct health protocol checks on visitors.
6. Verify the validity of documents required from trekkers (*ePrint*, trekker identification, health certificate, letter of responsibility for visitor safety, security, and health, potential waste item *check list*, and standard trekking equipment *check list*).
7. Regulate spacing and limit the number of trekkers during *check in* and the use of public facilities, ensuring there are no crowds.
8. Provide information about hospitals, doctors, pharmacies, or other healthcare services in the vicinity of the trekking trail.

IV. Domestic Trekkers

Trekkers planning to ascend Gunung Rinjani National Park are required to register. Registration aims to ensure administrative order, compliance with legal regulations, establish legitimacy as a Gunung Rinjani National Park trekker, and monitor trekkers. The trekking process is conducted in the following stages:

1. Prospective trekkers must register through the eRinjani application. If trekkers use the services of a Trekking Organizer (TO) or tourist guide provider, the registration will be facilitated through the TO or provider.
2. If prospective trekkers use a guide (minimum of 1 *guide* per 6 domestic trekkers) and/or local porter (1 porter serving a maximum of 3 trekkers with a maximum load of 25 kilograms per porter) who possess an authorization card from the Head of the Gunung Rinjani National Park Office.
3. *Online* registration is carried out by individual or group prospective trekkers and/or TO or tourist guide providers, using their valid identification cards (KTP/KK).
4. *Online* registration can be done from 05:00 WITA to 20:00 WITA (Central Indonesian Time).
5. Prospective trekkers, TO, and/or tourist guide providers make *ticket bookings* by filling out the required data in the registration form.
6. If the quota is available, the system will provide payment instructions to be processed by the prospective trekkers, TO, and/or tourist guide providers.
7. Prospective trekkers, TO, and/or tourist guide providers make payments according to the confirmed amount through bank transfer to the account listed in the eRinjani application.
8. Once the payment is completed, prospective trekkers, TO, and/or tourist guide providers will receive the *ePrint/ booking code* automatically from the eRinjani application and the registered email.
9. To ensure accident protection, prospective trekkers are required to purchase life insurance tickets

from an insurance company designated by the Gunung Rinjani National Park Office.

10. Prospective trekkers must fulfill the following requirements before *check in* at the entrance:
 - a. Adhere to the general trekking procedure guidelines and implement health protocols.
 - b. Fill out and present the travel registration form applicable in the NTB Province for tourists originating from outside the NTB Province.
 - c. Download the peduliLindungi application.
 - d. Present the required trekking documents, including:
 - 1) *ePrint/ booking code*.
 - 2) Identification card.
 - 3) Health certificate.
 - 4) Letter of responsibility (with a Rp 10,000 stamp) for visitor safety, security, and health (stating no history of Heart Disease, Kidney Disorder, Asthma, Hypertension, Epilepsy, Chronic Gastritis, Hemorrhoids, Gout, presence of foreign objects in the body less than 2 years (due to bone fracture)).
11. Prospective trekkers are required to enter the *Briefing Room* or the designated location prepared by the personnel to receive information through videos, photos, *booklets, leaflets, or other informative media*.
12. Prospective trekkers must present their standard trekking equipment and potential waste items to the inspecting personnel for verification based on the completed *checklist*. If there are any items that do not comply with the regulations, those items must be deposited with the personnel to be retrieved within a maximum of 3 days after completing the trek (*check-out*). *Re-packing* is done in the designated area.
13. Once all the processes are completed and verified, trekkers can proceed with the trek while following the applicable regulations.
14. During the trek, trekkers must:
 - a. Keep the *ePrint* and waste *checklist*.
 - b. Bring their own trash bag as a temporary waste container.
 - c. In the event of an accident, getting lost, or falling ill, trekkers must report the incident to the *Call Center* or Gunung Rinjani National Park personnel, providing photo/video evidence and identification.
15. Trekkers must understand and follow the Trekking Standard Operating Procedures (SOP) and respect local cultural wisdom.
16. Conduct the trek according to the time stated in the *ePrint*.
17. After completing the trek, trekkers are required to report to the personnel at the exit gate to verify the end of their trekking activity and ensure the duration of the visit matches the purchased entrance ticket by presenting the *ePrint/booking code* and sorting and submitting the waste according to the waste *checklist*.
18. The trekking service at the entrance (*check in*) is available from 07:00 WITA to 15:00 WITA, while the service at the exit gate (*check out*) is available from 07:00 WITA to 17:00 WITA,

unless there are specific conditions confirmed with the personnel.

19. Rescheduling can be done with the following conditions:
 - a. Only allowed once within the same year;
 - b. Quota availability;
 - c. Must match the registered identity;
 - d. Must be done at least 1 day before the scheduled trek.
20. Refunds can be requested in the event of incidental closure.

V. Foreign Trekkers

Foreign visitors planning to trek Gunung Rinjani National Park are required to register. This registration aims to ensure administrative order, comply with legal regulations, establish legitimacy as a Gunung Rinjani National Park trekker, and monitor trekkers. The trekking process is conducted in the following stages:

1. Foreign prospective trekkers must use the services of a Trekking Organizer (TO) or tourist guide provider with a valid permit (PB-PJWA) and hire a guide (1 guide accompanying a maximum of 6 foreign trekkers) and local porter (1 porter serving a maximum of 3 trekkers with a maximum load of 25 kg per porter) who possess an authorization card from the Head of the Gunung Rinjani National Park Office.
2. *Online* registration can be done by the TO or tourist guide provider, or by the prospective trekkers themselves with the approval of the TO or tourist guide provider they will be using, using their valid identification documents.
3. *Online* registration can be done from 05:00 WITA to 20:00 WITA (Central Indonesian Time).
4. TO or tourist guide providers, or prospective trekkers can make *ticket bookings* by filling out the required data in the registration form.
5. If the quota is available and there is approval from the TO or tourist guide provider with a valid permit (PB-PJWA), the system will provide payment instructions to be processed by the TO or tourist guide provider.
6. TO or tourist guide providers, or prospective trekkers make payments according to the confirmed amount through bank transfer to the account listed in the eRinjani application.
7. Once the payment is completed, TO or tourist guide providers, or prospective trekkers will receive the ePrint/booking code automatically through the eRinjani application and the registered email.
8. For accident protection, prospective trekkers are required to purchase life insurance tickets from an insurance company designated by the Gunung Rinjani National Park Office.
9. Before checking in at the entrance, prospective trekkers must:
 - a. Adhere to the general trekking procedure guidelines and implement health protocols.
 - b. Download the "Peduli Lindungi" application.
 - c. Present the required trekking documents, including:
 - 1) ePrint/booking code;

- 2) Identification card;
 - 3) Health certificate;
 - 4) Letter of responsibility (with a Rp 10,000 stamp) for visitor safety, security, and health (stating no history of Heart Disease, Kidney Disorder, Asthma, Hypertension, Epilepsy, Chronic Gastritis, Hemorrhoids, Gout, presence of foreign objects in the body less than 2 years (due to bone fracture)).
10. Prospective trekkers are required to enter the *Briefing Room* or the designated location prepared by the personnel to receive information through videos, photos, booklets, leaflets, or other informative media.
 11. Prospective trekkers must present their standard trekking equipment and potential waste items to the inspecting personnel for verification based on the completed checklist. If there are any items that do not comply with the regulations, those items must be deposited with the personnel to be retrieved within a maximum of 3 days after completing the trek (check-out). Repacking is done in the designated area.
 12. Once all the processes are completed and verified, trekkers can proceed with the trek while following the applicable regulations.
 13. During the trek, trekkers must:
 - a. Keep the *ePrint* and waste checklist.
 - b. Bring their own trash bag as a temporary waste container.
 - c. In the event of an accident, getting lost, or falling ill, trekkers must report the incident to the Call Center or Gunung Rinjani National Park personnel, providing photo/video evidence and identification.
 14. Hikers are required to understand and follow the Trekking Standard Operating Procedures (SOP) and respect the local cultural wisdom.
 15. Conduct the trek according to the designated time stated on the *ePrint*.
 16. After completing the trek, it is mandatory to report to the officer at the exit gate of the trek to verify that the hiker's activity has ended and ensure the duration of the visit matches the purchased entrance ticket by showing the *ePrint*/booking code, sorting and handing over trash according to the trash checklist data.
 17. The trekking service at the entrance gate (check-in) starts from 07:00 WITA to 15:00 WITA, while the service time for the exit gate (check-out) is from 07:00 WITA to 17:00 WITA, unless there are special conditions confirmed with the officer.
 18. Rescheduling is allowed under the following conditions:
 - a. Can only be done once in the same year.
 - b. Quota is still available.
 - c. Must match the registered identity.
 - d. Must be done at least 1 day before the scheduled trek.
 19. Refunds can be issued in the event of incidental closure.

VI. **Trekking Organizer (TO) and Tourism Service Providers**

Trekking Organizers (TO) and tourism service providers are required to:

1. Have an account in the eRinjani application.
2. Register each prospective trekker who uses their services. The registration process is carried out in the following stages:
 - a. Log in to the eRinjani application;
 - b. Fill in the available form in the eRinjani application according to the valid identity card of each prospective trekker (ID card/family card/passport);
 - c. If the quota is available, the system will provide a payment order that must be processed by the TO/tourism service provider;
 - d. Make payments according to the confirmed amount through the transfer process to the bank account listed in the eRinjani application;
 - e. Upon completion of the payment, the TO/tourism service provider will automatically receive the *ePrint/booking code* from the eRinjani application and the registered email.
3. In serving prospective trekkers, TO/tourism service providers must:
 - a. Provide standard trekking equipment for prospective trekkers;
 - b. Provide 1 (one) guide for a maximum of 6 trekkers;
 - c. Provide 1 (one) porter to serve a maximum of 3 foreign trekkers with a maximum baggage load of 25 kg;
 - d. Provide 1 (one) porter to serve a maximum of 5 domestic trekkers with a maximum baggage load of 25 kg;
 - e. Fill out potential waste *check list* and standard trekking equipment *check list*;
 - f. Provide food and drinks with reusable and refillable containers and not in *styrofoam*, glass, and tin packaging for each trekker and mountain guide;
 - g. Provide a *toilet tent*.
 - h. Provide communication equipment (HT) connected to the *information center* to each *guide* as an emergency preparedness during trekking activities;
 - i. Ensure trekking equipment (tents, mats, *sleeping bags*, trekking poles, flashlights, stoves, and cooking equipment, personal medications, logistics, jackets, trekking standard clothes, and shoes) are in sterile condition (cleaned and/or sprayed with disinfectant);
 - j. Ensure prospective trekkers bring a liability statement (stamped at Rp 10,000) for the safety, security, and health of visitors (having no history of Heart Disease, Kidney Disorders, Asthma, Hypertension, Epilepsy, Chronic Gastric, Hemorrhoids, High Uric Acid, having an implant in the body less than 2 years (due to bone fractures)), *ePrint/booking code*, and identification card;
 - k. Understand, follow, and explain the Trekking Standard Operating Procedures (SOP) and local cultural wisdom to prospective trekkers.
4. For accident protection, TO/tourism service providers must insure prospective trekkers, *guides*, and *porters* with the designated insurance company in collaboration with the Gunung Rinjani National Park Office.
5. Be responsible for the waste from their service activities.

6. Be responsible for the safety and comfort of trekkers, guides, and porters.
7. Obey the instructions and guidance of the Gunung Rinjani National Park Office officers.
8. Rescheduling is allowed with the following conditions:
 - a. Can only be done once in the same year;
 - b. Quotas are still available;
 - c. According to the registered identity;
 - d. Rescheduling must be done at the latest one day before the scheduled trek.
9. Refunds can be made in case of incidental closures.

VII. Guide

Guides have the following obligations:

1. Adhere to the general trekking procedure guidelines by implementing health protocols.
2. Check-in by showing the Mountain Guide permit card and submitting the potential waste *checklist* form and the standard trekking equipment *checklist* form at the entrance to the trek.
3. Accompany trekkers to *check-in* at the entrance to the trek.
4. Show the standard trekking equipment and potential waste items to the inspecting officers for verification according to the filled *checklist*. If there are items that do not comply with the regulations, those items must be entrusted to the officers to be retrieved at the storage location. *Repacking* should be done at the designated place.
5. For accident protection, *guides* must purchase life insurance tickets from the insurance company appointed by the Gunung Rinjani National Park Office.
6. During the trek, *guides* must:
 - a. Provide education to guided trekkers about Trekking SOP and health protocols, as well as local cultural wisdom;
 - b. Be responsible for trekkers, their belongings, and the cleanliness of the used areas.
7. Accompany trekkers for *check out* at the exit of the trek and sort and submit waste according to the waste *check list* data.
8. Carry an HT connected to the *information center* during the trekking activities.
9. Follow the instructions and guidance of the Gunung Rinjani National Park Office officers.

VIII. Porter

Porters have the following obligations:

1. Adhere to the general trekking procedure guidelines by implementing health protocols.
2. Check-in by showing the Mountain Guide permit card and submitting the potential waste checklist form and the standard trekking equipment checklist form at the entrance to the trek.
3. Accompany trekkers to check-in at the entrance to the trek.
4. Show the standard trekking equipment and potential waste items to the inspecting officers for verification according to the filled checklist. If there are items that do not comply with the regulations,

those items must be entrusted to the officers to be retrieved at the storage location. Repacking should be done at the designated place.

5. For accident protection, porters must purchase life insurance tickets from the insurance company appointed by the Gunung Rinjani National Park Office.
6. During the trek, porters must be responsible for the trekkers' belongings and the cleanliness of the used areas.
7. Accompany trekkers for check-out at the exit of the trek and sort and submit waste according to the waste checklist data.
8. Follow the instructions and guidance of the Gunung Rinjani National Park Office officers.

IX. Food and Beverage Service Providers

Food and beverage service providers have the following obligations:

1. Adhere to the general trekking procedure guidelines by implementing health protocols.
2. *Check in* and *check out* at the trekking gate by presenting:
 - a. PB-PJWA Holder Card;
 - b. List of food and beverages to be sold.
 - c. *Check list* of potential waste items.
3. Maintain cleanliness and hygiene of the business area and its surroundings.
4. Sell food and beverages according to the following provisions:
 - a. At least 50% of the food sold must be products from supporting district communities.
 - b. The food and beverages sold must be hygienic, healthy, and free from alcohol or other substances prohibited by the Government (such as narcotics and other addictive substances).
 - c. Reduce the use of plastic, *styrofoam*, cans, and materials that are difficult to decompose and use environmentally friendly packaging (organic materials) or packaging that can be reused and refilled.
5. Maintain order, cleanliness, and beauty of the premises and its surroundings.
6. Rehabilitate any damages caused by their business activities.
7. Provide a covered temporary waste disposal area that is inaccessible to wildlife and later transported out of the area.
8. Sort and hand over leftover waste upon check-out.
9. Follow the instructions and guidance of the Gunung Rinjani National Park Office officers.

X. WASTE HANDLING

Procedures and waste handling will be further regulated in the Waste Handling SOP.

XI. EVACUATION

Accidents involving trekkers, mountain guides, and other service providers will be handled according to the SOP for Search, Rescue, Accident Evacuation, and Disaster in Gunung Rinjani National Park.

CHAPTER IV. RULES AND SANCTIONS

A. Trekking Regulations

Every trekker, Trekking Organizer (TO), Tour Service Provider, guide, porter, and food and beverage service provider are prohibited from:

1. Engaging in illegal trekking.
2. Forgery of identity documents.
3. Creating false reports regarding the physical condition of trekkers.
4. Exceeding the specified trekking duration as stated in the ePrint.
5. Taking and using wood from within the Gunung Rinjani National Park area during the trek.
6. Building fires, disposing of cigarette butts improperly, burning trash, and engaging in other activities that can cause forest fires.
7. Engaging in vandalism (scribbling), taking, moving, and damaging facilities available during the trek.
8. Damaging, cutting, felling, and/or taking plants and their parts within the Gunung Rinjani National Park area without written permission from the Head of Gunung Rinjani National Park Office.
9. Killing, taking, feeding, and disturbing wildlife within the Gunung Rinjani National Park area, except for fishing in Lake Segara Anak.
10. Bringing animals and/or plants into the Gunung Rinjani National Park area without written permission from the Head of Gunung Rinjani National Park Office.
11. Leaving trash and leftover food within the Gunung Rinjani National Park area.
12. Using soap, shampoo, detergent, wet tissues, and hazardous and toxic substances to the environment within the Gunung Rinjani National Park area.
13. Bringing alcoholic beverages, narcotics, illegal drugs, and other prohibited items into the Gunung Rinjani National Park area as regulated by the government.
14. Carrying sharp weapons such as machetes, cleavers, axes, and similar tools that are not necessary for trekking into the Gunung Rinjani National Park area.
15. Bringing firearms, air rifles, fishing nets, and other hunting equipment into the Gunung Rinjani National Park area.
16. Stealing belongings of trekkers, mountain guides, and other service providers.
17. Using motorized vehicles on trekking routes within the Gunung Rinjani National Park area, except for authorized personnel and/or with oral/written permission from the Head of Gunung Rinjani National Park Office.
18. Disturbing public order.
19. Engaging in trekking activities on unofficial trekking routes, except with special permission.
20. Failing to report to the officials at the trekking entrance (check-in) and trekking exit (check-out) points.
21. Transferring the responsibility of PB-PJWA to another party (specifically for TO and Tour Service Providers).
22. Providing food and beverages in containers that are not reusable and refillable for each

trekker and mountain guide (specifically for TO and Tour Service Providers).

23. Bringing food and beverages in Styrofoam, glass, and cans packaging.
24. Engaging in trekking outside the designated daily time frame (from morning until evening), except for special treks with prior notification.
25. Ignoring instructions, information, and prohibitions provided along the trekking route and not following directions from the officials of Gunung Rinjani National Park Office, guides, or group leaders.
26. Setting up tents, cooking, and washing outside the designated areas in resting posts, Pelawangan, Lake Segara Anak, and other places.

B. Sanctions

Sanctions are imposed by Gunung Rinjani National Park Office on individuals who violate the trekking regulations as stipulated in the Trekking Standard Operating Procedures (SOP) as follows:

1. Each violation will be subject to sanctions based on the following criteria:
 - a. Minor violation (valued at 1), which refers to violations committed under Trekking Rule numbers 25-26.
 - b. Moderate violation (valued at 3), which refers to violations committed under Trekking Rule numbers 22-24 or the accumulation of three minor violations.
 - c. Severe violation (valued at 6), which refers to violations committed under Trekking Rule numbers 1-21 or the accumulation of two moderate violations.
2. Sanctions imposed for violations are as follows:
 - a. For Trekkers:
 - 1) Minor violation : written first warning.
 - 2) Moderate violation : issued a second warning and required to sign a statement acknowledging readiness to be included in the blacklist.
 - 3) Severe violation : included in the blacklist of Gunung Rinjani National Park and may be restricted from other conservation areas in Indonesia.
 - 4) Any minor, moderate, or severe violation will be publicly announced through online and offline media.
 - b. Trekking Organizers (TO) and Tourism Service Providers:
 - 1) Minor violation, either directly committed by the TO and Tourism Service Provider or the accumulation of three minor violations committed by guides and/or porters working for them: issued a written reprimand.
 - 2) Moderate violation, either directly committed by the TO and Tourism Service Provider or the accumulation of three moderate violations committed by guides and/or porters working for them. The sanctions imposed are as follows:
 - a. Issued a first warning.
 - b. If no response or the response does not align with the content of the first warning within 30 working days: issued a second warning.

- c. If no response or the response does not align with the content of the second warning within 30 working days: issued a third warning.
 - d. If no response or the response does not align with the content of third warning within 30 working days: temporary cessation of business activities by the OSS institution and suspension of access to the eRinjani application.
 - e. If no clarification attempt is made by the TO and Tourism Service Provider to the Head of Gunung Rinjani National Park within 30 working days after receiving the temporary cessation of business letter: revocation of business license by the OSS institution and suspension of access to the eRinjani application.
- 3) Severe violation, either directly committed by the TO and Tourism Service Provider or the accumulation of three severe violations committed by guides and/or porters working for them. The sanctions imposed are as follows:
- a. Issued a second warning.
 - b. If no response or the response does not align with the content of second warning within 30 working days: temporary cessation of business activities by the OSS institution and suspension of access to the eRinjani application.
 - c. If no clarification attempt is made by the TO and Tourism Service Provider to the Head of Gunung Rinjani National Park within 30 working days after receiving the temporary cessation of business letter: revocation of business license by the OSS institution and suspension of access to the eRinjani application.
- c. Guides and Porters:
- a. Minor violation: written first warning.
 - b. Moderate violation: issued a second warning and required to sign a statement acknowledging the possibility of permit revocation.
 - c. Severe violation: included in the blacklist and permit revocation.
- d. Food and Beverage Providers:
- 1. Minor violation, committed by the Food and Beverage Provider: issued a written reprimand.
 - 2. Moderate violation:
 - a. Issued a first warning.
 - b. If no response or the response does not align with the content of the first warning within 30 working days: issued a second warning.
 - c. If no response or the response does not align with the content of the second warning within 30 working days: issued a third warning.

- d. If no response or the response does not align with the content of the third warning within 30 working days: temporary cessation of business activities by the OSS institution.
 - e. If no clarification attempt is made by the Food and Beverage Provider to the Head of Gunung Rinjani National Park within 30 working days after receiving the temporary cessation of business letter: revocation of business license by the OSS institution.
- 3. Any individual engaged in trekking activities or providing trekking services that disrupt public order will be immediately blacklisted without going through the stages.
- 4. Violations classified as other criminal offenses not covered by the Trekking SOP will be processed according to applicable regulations and directly included in the blacklist for trekkers, permit revocation for guides and porters, and license revocation for TOs holding PB-PJWA.

CHAPTER V OTHER PROVISIONS

1. Understanding the Trekking Terrain

Trekkers are advised to study the characteristics of the trekking terrain by visiting the official website of Gunung Rinjani National Park Office, reading the information provided, downloading the trekking route map, and directly consulting with park officials when planning their trek.

2. Guiding

For the safety of trekkers and the empowerment of the local community around Gunung Rinjani National Park, the following guidelines apply:

- a. Indonesian trekkers are encouraged to use the services of registered Mountain Guides (Guide and/or Porter) who have obtained permits from Gunung Rinjani National Park Office and are from the local community.
- b. Foreign trekkers are required to use the services of Trekking Organizers (TO).

3. Duration of the Trek

The duration of the trekking activities in Gunung Rinjani National Park, specifically to Pelawangan (Caldera Rim), Segara Anak Lake, and Rinjani Peak, should adhere to the designated time specified in the eRinjani application.

4. Closure of Trekking Routes

The closure of trekking routes is one of the management measures implemented to facilitate ecosystem recovery and mitigate natural disasters that may endanger the safety of trekkers. Official announcements regarding the closure of trekking routes will be made by Gunung Rinjani National Park Office.

There are two mechanisms for closure:

a. Routine Closure

Routine closure of trekking routes is conducted:

- Every year from January 1st to March 31st for ecosystem recovery purposes.
- For 3 days during the Eid al-Fitr holiday (H-1 to H+1).
- For 1 day during the Eid al-Adha holiday.

b. Incidental Closure

- Closure of trekking routes may be implemented by Gunung Rinjani National Park Office at any time in response to natural disasters, non-natural disasters, or other circumstances based on the park management's considerations.

5. Non-Quota Trekking Research, religious, and social activities regulated under P.38/Menhut-II/2014 dated June 4, 2014, regarding Procedures and Requirements for Certain Activities Subject to a Fee of IDR 0.00 (Zero Rupiah) in Nature Reserves, Nature Conservation Areas, Hunting Parks, and Nature Forests are categorized as non-quota trekking activities. These activities must be reported to the Head of Gunung Rinjani National Park Office, evidenced by the issuance of SIMAKSI (Entry Permit to Conservation Areas).

6. Sanctions for Serious Violations:

- a. Blacklisting will be imposed for the following durations:

1. Trekkers: 2 (two) years.
 2. Guides and Porters: 3 (three) months during the active trekking season.
 - b. Revocation of business permits for Trekking Organizers, Tourism Service Providers, and Food and Beverage Providers:
 1. The revocation will be valid for 2 (two) years, and they can apply for a new permit after the sanction period ends.
 2. If the revocation of business permits has been imposed twice, Gunung Rinjani National Park Office will not process any further permit applications from the concerned parties.
7. Mechanism for Removal from the Blacklist:
- a. Trekkers
 1. Removal from the blacklist can be done after the sanction period has ended.
 2. Required documents:
 - Identification card
 - The account used by the trekker for ticket reservations in eRinjani.
 3. Signing a statement declaring no intention to commit further violations.
 - b. Guides and Porters
 1. Removal from the blacklist can be done after the sanction period has ended.
 2. Required documents:
 - Identification card
 - Guide/Porter license card.
 3. Signing a statement declaring no intention to commit further violations.

CHAPTER VI.
DUTIES AND RESPONSIBILITIES OF TREKKING SERVICE OFFICERS

A. Entrance Gate Service

1. Provide services to trekkers, guides, and porters during operational hours from 07:00 to 15:00 WITA, including:
 - a. Ensure trekkers adhere to the general trekking procedures and health protocols.
 - b. Assist trekkers having difficulty with online registration.
 - c. Check and validate the required documents submitted by trekkers (ePrint, identification, health certificate, safety responsibility statement, visitor safety, security, and health declaration, potential waste checklist, standard trekking equipment checklist).
 - d. Provide information services about trekking in Gunung Rinjani National Park at the briefing room.
 - e. Conduct inspections of the belongings of trekkers, guides, and porters for potential waste and standard trekking equipment, and secure items that are not allowed to be brought into Gunung Rinjani National Park area.
2. Promote the Trekking SOP to relevant parties through social media, posters, banners, etc.
3. Report to superiors and coordinate with other officers in carrying out evacuations in the event of accidents during trekking activities.
4. Report violations and incidents occurring on the trekking routes to the Head of National Park Management Section.

B. Exit Gate Service

1. Provide services to trekkers, guides, and porters descending after trekking from 07:00 to 17:00 WITA, including:
 - a. Ensure trekkers adhere to the general trekking procedures and health protocols.
 - b. Check ePrint tickets and the waste checklist brought by trekkers.
 - c. Check and weigh the waste carried by trekkers according to their waste checklist.
 - d. Monitor the sorting and delivery of waste by trekkers, guides, and porters.
 - e. Provide services outside of service hours for trekkers with special conditions after confirming with the officers.
 - f. Monitor trekkers who have completed their trek.
 - g. Receive reports from trekkers regarding incidents that are deemed necessary to know and requires follow up actions by the officers.
 - h. Prepare incident reports (criminal acts, violations, accidents, etc.) that occur on the trekking routes and submit them to superiors.

C. National Park Office Services

1. Provide technical and administrative services, including:
 - a. Provide information about trekking in Gunung Rinjani National Park.
 - b. Receive information and reports and take necessary follow-up actions.
 - c. Forward the list of online booking trekkers to the service officers at the entrance gate.
 - d. Check the list of trekkers who exceed their trekking time and communicate it to the officers at the exit gate.
 - e. Assist the Treasury Receiver in compiling financial report data.
 - f. Monitor the availability of trekking quotas.
 - g. Report problems faced and unresolved issues to the superiors.
 - h. Submit written reports periodically to the Head of Gunung Rinjani National Park Office.

D. Miscellaneous

Matters not covered in this SOP will be further regulated, and if necessary, changes will be made in accordance with developments.

CHAPTER VI. CONCLUSION

Provisions not stated in this SOP will be further regulated through the Decree of the Head of Gunung Rinjani National Park Office in accordance with applicable regulations.

Thus, this Standard Operating Procedure (SOP) is prepared to serve as a guideline for trekking activities in Gunung Rinjani National Park.