

**PENETAPAN
PEJABAT PENGELOLA INFORMASI DAN DOKUMENTASI
PT GARUDA INDONESIA (PERSERO) Tbk.
NOMOR**

TENTANG

DAFTAR INFORMASI PUBLIK (DIP) TAHUN 2023

- MENIMBANG** : a. Bahwa Informasi Publik bersifat terbuka dan dapat diakses oleh setiap Pengguna Informasi Publik
- b. bahwa Informasi Publik bersifat terbuka harus mudah diakses oleh setiap Pengguna Informasi Publik
- c. bahwa berdasarkan pertimbangan sebagaimana huruf a dan huruf b, maka perlu ditetapkan Penetapan Daftar Informasi Publik (DIP) Tahun 2023
- MENINGAT** : 1. Undang-undang Nomor 14 Tahun 2008 Tentang Keterbukaan Informasi Publik (Lembaran Negara Republik Indonesia Tahun 2008 No. 61, Tambahan Lembaran Negara Republik Indonesia Nomor 4846);
2. Peraturan Pemerintah Nomor 61 Tahun 2010 Tentang Pelaksanaan Undang-undang Nomor 14 Tahun 2008 Tentang Keterbukaan Informasi Publik (Lembaran Negara Republik Indonesia Tahun 2010 Nomor 99, Tambahan Lembaran Negara Republik Indonesia Nomor 5149);
3. Peraturan Komisi Informasi Nomor 1 Tahun 2021 Tentang Standar Layanan Informasi Publik.
- MEMPERHATIKAN** : Pengumpulan Informasi Publik dari Unit Kerja PT Garuda Indonesia (Persero) Tbk.

MEMUTUSKAN

MENETAPKAN : PENETAPAN DAFTAR INFORMASI YANG DIKECUALIKAN TAHUN 2023
PERTAMA : Daftar Informasi Publik Tahun 2023 pada Lampiran 1 ini merupakan bagian yang tidak terpisahkan dari Penetapan ini.
KEDUA : Penetapan ini berlaku selama 1 (satu) tahun kedepan.

Ditetapkan di : Tangerang

Pada tanggal : 20 September 2023

Plh. Atasan Pejabat Pengelola Informasi dan Dokumentasi



Dicky Irchamsyah

| NO | RINGKASAN ISI INFORMASI | SATUAN KERJA YANG Menguasai Informasi | PENANGGUNGJAWAB PEMBUATAN/ PENERBITAN INFORMASI | BENTUK INFORMASI YANG TERSEDIA | |
|--------------------------|---------------------------|---|---|--------------------------------|----------|
| | | | | HARDCOPY | SOFTCOPY |
| INFORMASI BERKALA | | | | | |
| 1 | PROFIL PERUSAHAAN | | | | |
| a | VISI DAN MISI | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| b | TUGAS DAN FUNGSI DIREKSI | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| c | SEJARAH PERUSAHAAN | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| d | STRUKTUR ORGANISASI | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| e | ALAMAT KANTOR PUSAT | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| f | PENGHARGAAN PERUSAHAAN | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| g | ANGGARAN DASAR | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| h | PROFIL DEWAN KOMISARIS | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| i | PROFIL DIREKSI | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| j | INFORMASI UNIT BISNIS | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| k | INFORMASI ANAK PERUSAHAAN | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |

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| 2 | PENGADAAN BARANG DAN JASA | | | | |
| a | PENGUMUMAN PENGADAAN BARANG DAN JASA | BUSINESS SUPPORT & GENERAL AFFAIRS | BUSINESS SUPPORT & GENERAL AFFAIRS | V | V |
| b | KEBIJAKAN VENDOR | BUSINESS SUPPORT & GENERAL AFFAIRS | BUSINESS SUPPORT & GENERAL AFFAIRS | V | V |
| c | SOP PENGADAAN BARANG DAN JASA | BUSINESS SUPPORT & GENERAL AFFAIRS | BUSINESS SUPPORT & GENERAL AFFAIRS | V | V |
| 3 | TATA KELOLA PERUSAHAAN | | | | |
| a | IMPLEMENTASI TATA KELOLA PERUSAHAAN | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| b | KEBIJAKAN TATA KELOLA PERUSAHAAN | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| c | PENILAIAN TATA KELOLA PERUSAHAAN | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| d | AKSI KORPORASI | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| e | KETERBUKAAN INFORMASI | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| f | RAPAT UMUM PEMEGANG SAHAM | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| g | PAPARAN PUBLIK | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| h | BOARD MANUAL | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| i | PENGENDALIAN GRATIFIKASI | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| 4 | DATA PERUSAHAAN | | | | |
| a | DATA HISTORIKAL ARMADA | ACQUISITION & AIRCRFT MANAGEMENT | ACQUISITION & AIRCRFT MANAGEMENT | V | V |

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| b | DATA HISTORIKAN OPERASIONAL | ACQUISITION & AIRCRFT MANAGEMENT | ACQUISITION & AIRCRFT MANAGEMENT | V | V |
| c | DATA OPERASIONAL BULANAN | BUSINESS DEVELOPMENT | BUSINESS DEVELOPMENT | V | V |
| d | PERATURAN TERKAIT | ENTERPRISE RISK MANAGEMENT | ENTERPRISE RISK MANAGEMENT | V | V |
| 5 | LAPORAN KEUANGAN | | | | |
| a | PRESENTASI PERUSAHAAN | FINANCE & MANAGEMENT ACCOUNTING | FINANCE & MANAGEMENT ACCOUNTING | V | V |
| b | LAPORAN KEUANGAN | FINANCE & MANAGEMENT ACCOUNTING | FINANCE & MANAGEMENT ACCOUNTING | V | V |
| c | REKAMAN ANALYST MEETING QUARTERLY | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| 6 | LAPORAN TAHUNAN DAN LAPORAN BERKELANJUTAN | | | | |
| a | LAPORAN TAHUNAN | FINANCE & MANAGEMENT ACCOUNTING, CORPORATE SECRETARY AND INVESTOR RELATION | FINANCE & MANAGEMENT ACCOUNTING, CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| b | LAPORAN BERKELANJUTAN | FINANCE & MANAGEMENT ACCOUNTING, CORPORATE SECRETARY AND INVESTOR RELATION | FINANCE & MANAGEMENT ACCOUNTING, CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| 7 | GARUDA MILES | | | | |
| a | PROMO GARUDA MILE | MARKETING & ANCILLARY | MARKETING & ANCILLARY | V | V |
| b | INFORMASI GARUDA MILES | MARKETING & ANCILLARY | MARKETING & ANCILLARY | V | V |
| c | TENTANG GARUDA MILES | MARKETING & ANCILLARY | MARKETING & ANCILLARY | V | V |
| d | PEROLEHAN GARUDA MILES | MARKETING & ANCILLARY | MARKETING & ANCILLARY | V | V |

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| e | PENUKARAN MILES | MARKETING & ANCILLARY | MARKETING & ANCILLARY | V | V |
| 8 | DESTINASI | | | | |
| a | RUTE DOMESTIK | NETWORK MANAGEMENT | NETWORK MANAGEMENT | V | V |
| b | RUTE INTERNASIONAL | NETWORK MANAGEMENT | NETWORK MANAGEMENT | V | V |
| c | RUTE CODESHARE | NETWORK MANAGEMENT | NETWORK MANAGEMENT | V | V |
| 9 | KANTOR GARUDA INDONESIA | | | | |
| a | GARUDA INDONESIA OFFICE | CORPORATE & CHANNEL | CORPORATE & CHANNEL | | |
| b | GARUDA INDONESIA SALES OFFICE | CORPORATE & CHANNEL | CORPORATE & CHANNEL | | |
| c | GARUDA INDONESIA SERVICE CENTER | SERVICE MANAGEMENT | SERVICE MANAGEMENT | | |
| d | PEDOMAN UMUM STANDART LAYANAN | SERVICE MANAGEMENT | SERVICE MANAGEMENT | | |
| 10 | LAYANAN | | | | |
| a | ARMADA | ACQUISITION & AIRCRFT MANAGEMENT | ACQUISITION & AIRCRFT MANAGEMENT | V | V |
| b | DENAH PESAWAT | ACQUISITION & AIRCRFT MANAGEMENT | ACQUISITION & AIRCRFT MANAGEMENT | V | V |
| 11 | INFORMASI PROGRAM DAN KEGIATAN PERUSAHAAN | | | | |
| a | KALENDER KEGIATAN | BUSINESS DEVELOPMENT | BUSINESS DEVELOPMENT | V | V |
| b | LAPORAN SURVEY KEPUASAAN PELANGGAN | SERVICE MANAGEMENT | SERVICE MANAGEMENT | V | V |
| c | INFORMASI REKRUTMEN PEGAWAI | HUMAN CAPITAL MANAGEMENT | HUMAN CAPITAL MANAGEMENT | V | V |
| d | KINERJA OPERASIONAL PERUSAHAAN (INNER FEATURE) | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| e | INFORMASI SAHAM | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| 12 | INFORMASI TATA CARA MEMPEROLEH INFORMASI PUBLIK, PENGJUAN KEBERATAN DAN PENYELESAIAN SENGKETA INFORMASI PUBLIK | | | | |

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| a | MAKLUMAT PELAYANAN INFORMASI PUBLIK | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| b | PROSEDUR PERMOHONAN INFORMASI PUBLIK | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| c | PROSEDUR PERMOHONAN KEBERATAN | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| d | PROSEDUR SENGKETA INFORMASI | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| e | JAM PELAYANAN INFORMASI | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| 13 | DAFTAR PERATURAN, KEPUTUSAN, ATAU KEBIJAKAN YANG MENGIKAT DAN BERDAMPAK BAGI PUBLIK | | | | |
| a | DAFTAR PERATURAN, KEPUTUSAN, ATAU KEBIJAKAN YANG TELAH DI TETAPKAN | ENTERPRISE RISK MANAGEMENT, CORPORATE SECRETARY AND INVESTOR RELATION | ENTERPRISE RISK MANAGEMENT, CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| b | DAFTAR RANCANGAN PERATURAN, KEPUTUSAN, ATAU KEBIJAKAN YANG SEDANG DALAM PEMBUATAN | ENTERPRISE RISK MANAGEMENT, CORPORATE SECRETARY AND INVESTOR RELATION | ENTERPRISE RISK MANAGEMENT, CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| 14 | INFORMASI TATA CARA PENGADUAN PENYALAHGUNAAN WEWENANG ATAU PELANGGARAN DILAKUKAN OLEH PEJABAT PUBLIK | CORPORATE LEGAL & COMPLINCE | CORPORATE LEGAL & COMPLINCE | V | V |
| INFORMASI YANG WAJIB DI UMUMKAN SECARA SERTA MERTA | | | | | |
| | KEBIJAKAN PERUSAHAAN SELAMA COVID19 | BUSINESS SUPPORT & GENERAL AFFAIRS, JKTDV | BUSINESS SUPPORT & GENERAL AFFAIRS, JKTDV | V | V |
| | PEDOMAN PERJALANAN SELAMA COVID19 | JKTDV, MARKETING & ANCILLARY | JKTDV, MARKETING & ANCILLARY | V | V |
| | NEWS RELEASE | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| INFORMASI YANG WAJIB TERSEDIA SETIAP SAAT | | | | | |

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| | DAFTAR INFORMASI PUBLIK | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| | LAPORAN PELAYANAN AKSES INFORMASI PUBLIK | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| | LAPORAN KEPUASAN PELAYANAN INFORMASI PUBLIK | CORPORATE SECRETARY AND INVESTOR RELATION | CORPORATE SECRETARY AND INVESTOR RELATION | V | V |
| | PERJANJIAN PERUSAHAAN DENGAN PIHAK KETIGA MENGENAI PENGADAAN BARANG DAN LASA | BUSINESS SUPPORT & GENERAL AFFAIRS | BUSINESS SUPPORT & GENERAL AFFAIRS | V | V |