RISALAH PENGOLAHAN DATA (RPD)

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| --- | --- | --- | --- | --- | --- | --- |
| A. | | RISALAH PENGOLAHAN DATA (RPD) SEBAGAI DOKUMEN RESMI YANG DIPERTANGGUNG JAWABKAN | | | | |
|  | | Risalah Pengolahan Data (RPD) ini merupakan risalah telaah akhir yang disajikan oleh jajaran staf Kepala Kantor Pertanahan Kabupaten Agam (Staf Pengolah Data, Kepala Sub Seksi dan Kepala Seksi yang bertanggung jawab atas hak tanah) yang menjadi dasar bagi Kepala Kantor Pertanahan Kabupaten Agam dalam menetapkan hak atas tanah bagi suatu subyek hak yang memenuhi syarat menurut Peraturan Perundangan yang berlaku.  Risalah Pengolahan Data (RPD) ini adalah dokumen resmi yang menyertai dokumen resmi pertanahan lainnya dan yang disimpan bersama dokumen hak atas tanah lainnya, dipertanggung jawabkan kebenarannya oleh seluruh jajaran Staf/Pejabat Kantor Pertanahan Kabupaten Agam baik secara hukum, administrasi maupun secara fisik. | | | | |
| B. | | URAIAN ATAS HAK YANG DITETAPKAN | | | | |
| 1. | Jenis Hak | | : | Hak Milik |
| 2. | Jangka Waktu | | : | selama dipergunakan |
| 3. | Subyek Hak | | : | ${nama} |
| 4. | Luas | | : | ${luas} M² (${luas\_huruf} meter persegi) |
| 5. | Peta Bidang | | : | Nomor ${no\_pbt} NIB ${nib} tanggal ${tanggal\_pbt}; |
| 6. | Letak :   1. Jalan / Jorong 2. Nagari 3. Kecamatan 4. Kabupaten/Kota 5. Propinsi | | :  :  :  :  : | ${jorong}  ${nagari}  ${kecamatan}  Agam  Sumatera Barat |
| 7. | Penggunaan :   1. Penggunaan saat ini 2. Rencana Penggunaan | | :  : | ${penggunaan\_saat\_ini}  ${rencana\_penggunaan} |
| |  |  | | --- | --- | | C. | DATA PENDUKUNG : | | | | | | | |
| 1. | | Asli Risalah Pemeriksaan Pemeriksaan Tanah tanggal ${tanggal\_ris} No. ${no\_ris}; | | | |
| 2. | | Asli Ikhtisar Permohonan Hak Pakai Nomor: ${no\_ikhtisar} tanggal ${tanggal\_ikhtisar}; | | | |
| 3. | | Asli Surat Permohonan, tanggal ${tanggal\_surat\_permohonan}; | | | |
| 4. | | Asli Surat Pernyataan Penguasaan Fisik Bidang Tanah tanggal ${tanggal\_penguasaan\_fisik}; | | | |
| 5. | | Asli Surat Keterangan Wali Nagari Nomor: ${no\_suket\_wali\_nagari}, tanggal ${tanggal\_suket\_wali\_nagari}; | | | |
| 6. | | Asli surat Keputusan Kerapatan Adat Nagari (KAN), Nomor: ${no\_sk\_kan} tanggal ${tanggal\_sk\_kan}; | | | |
| 7. | | Asli Surat Setoran Pajak Daerah Bea Perolehan Hak Atas Tanah Dan Bangunan (BPHTB) tanggal ${tanggal\_surat\_setoran\_bphtb}; | | | |
| 8. | | Surat Pernyataan Tanah - Tanah yang dipunyai Pemohon tanggal ${tgl\_pernyataan\_tanah\_yg\_dipunyai}; | | | |
| 9. | | Surat Pernyataan Perolehan tanah dari Kerapatan Adat Nagari dengan Nomor: ${no\_sk\_kan} tanggal ${tanggal\_sk\_kan}; | | | |
| 10. | | Surat Pernyataan Pemasangan Tanda Batas tanggal ${tanggal\_tanda\_batas}; | | | |
| 11. | | Asli Peta Bidang Tanah Nomor ${no\_pbt} NIB ${nib} tanggal ${tanggal\_pbt}; | | | |
| 12. | | Fc. KTP atas Nama ${nama} | | | |
| 13. | | Fc. KK atas Nama ${nama} | | | |
| 14. | | Fc. PBB / Pajak | | | |
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| D. | | | DASAR HUKUM : | |
|  | |  | 1. | | Undang-Undang Republik Indonesia Nomor. 5 tahun 1960 tentang Peraturan Dasar Pokok-Pokok Agraria (Lembaran Negara Republik Indonesia Tahun 1960 Nomor 104, TambahanLembaran Negara Republik Indonesia Nomor 2043); | |
|  | |  | 2. | | Undang Undang Nomor 20 Tahun 2000, Tentang Perubahan Atas Undang Undang Nomro 21 Tahun 1997 Tentang Bea Perolehan Hak Atas Tanah Dan Bangunan; | |
|  | |  | 3. | | Undang – Undang Nomor 28 Tahun 2009 tentang Pajak Daerah dan Restribusi Daerah, Lembaran Negara Republik Indonesia Tahun 2009 Nomor 130, Tambahan Lembaran Negara Republik Indonesia Nomor 5049 ); | |
|  | |  | 4. | | Undang Undang Nomor 30 Tahun 2014 Tentang Administrasi Pemerintahan, (Lembaran Negara Republik Indonesia Tahun 2014 Nomor 292, Tambahan Lembaran Negara Republik Indonesia Nomor 5601); | |
|  | |  | 5. | | Peraturan Pemerintah Republik Indonesia Nomor 24 tahun 1997 tentang Pendaftaran Tanah (Lembaran Negara Republik Indonesia Tahun 1997 Nomor 59, Tambahan Lembaran Negara Republik Indonesia Nomor 3696); | |
|  | |  | 6. | | Peraturan Pemerintah Republik Indonesia Nomor 16 tahun 2004 tentang Penatagunaan Tanah (Lembaran Negara Republik Indonesia Tahun 2004 Nomor 45, Tambahan Lembaran Negara Republik Indonesia Nomor 4385); | |
|  | |  | 7. | | Peraturan Pemerintah Republik Indonesia Nomor 128 Tahun 2015 Tentang Jenis Dan Tarif Atas Jenis Penerimaan Negara Bukan Pajak Yang Berlaku Pada Kementerian Agraria Dan Tata Ruamg /Badan Pertahanan Nasional; | |
|  | |  | 8. | | Peraturan Presiden Nomor 17 Tahun 2015 Tentang Kementerian Agraria Dan Tata Ruang; | |
|  | |  | 9. | | Peraturan Presiden Republik Indonesia Nomor 20 Tahun 2015 Tentang Badan Pertanahan Nasional Republik Indonesia; | |
|  | |  | 10. | | Keputusan Presiden Republik Indonesia Nomor 121 Tahun 2014 tentang Pembentukan Kementerian dan Pengangkatan Menteri Kabinet Kerja Periode 2014-2019; | |
|  | |  | 11. | | Peraturan Menteri Negara Agraria / Kepala Badan Pertanahan Nasional Nomor 3 tahun 1997 tentang Ketentuan Pelaksanaan Peraturan Pemerintah Nomor 24 tahun 1997 tentang Pendaftaran Tanah; | |
|  | |  | 12. | | Peraturan Menteri Negara Agraria / Kepala Badan Pertanahan Nasional Nomor 9 tahun 1999 tentang Tata Cara Pemberian dan Pembatalan Hak Atas Tanah dan Hak Pengelolaan; | |
|  | |  | 13. | | Peraturan Menteri Agraria Dan Tata Ruang/ Kepala Badan Pertanahan Nasional Republik Indonesia Nomor 38 Tahun 2016. Tentang Organisasi Dan Tata Kerja Kantor Wilayar Badan Pertanahan Nasional Dan Kantor Pertanahan; | |
|  | |  | 14. | | Peraturan Kepala Badan Pertanahan Nasional Republik Indonesia Nomor 7 Tahun 2007 tentang Panitia Pemeriksaan Tanah; | |
|  | |  | 15. | | Peraturan Kepala Badan Pertanahan Nasional Republik Indonesia Nomor 8 Tahun 2009 Tentang Tata Naskah Dinas dan Tata Kearsipan di Lingkungan Badan Pertanahan Nasional Republik Indonesia; | |
|  | |  | 16. | | Kewenangan,Pemberian Hak Atas Tanah Dan Kegiatan Pendaftaran Tanah; Peraturan Kepala Badan Pertanahan Nasional Nomor 2 Tahun 2013 Tentang Pelimpahan Kewenangan, Pemberian Hak Atas Tanah Dan Kegiatan Pendaftaran Tanah; | |

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| . | URAIAN DAN TELAAHAN ATAS SUBJEK HAK BADAN HUKUM  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 1. | | | | YUSRIZAL,SH.MH.  NIP.197110231992031005 | | | | | | | | | | : | | | | Kepala Seksi Hubungan Hukum Pertanahan sebagai Ketua merangkap anggota | | | | 2. | | | | RULZAMI AZDI,SH.  NIP.197910062006041003 | | | | | | | | | | : | | | | Kepala Sub Seksi Pengukuran dan Pemetaan Kadasteral sebagai Wakil Ketua merangkap anggota. | | | | 3. | | | | RONI,SH.  NIP.198801082018031001 | | | | | | | | | | : | | | | Kepala Sub Seksi Penatagunaan Tanah dan Kawasan Tertentu sebagai anggota. | | | | 4. | | | | AMRIS,S.Sos | | | | | | | | | | : | | | | Wali Nagari ${nagari} sebagai anggota | | | | 5. | | | | LENY WIDIA, SH  NIP. 19730729201408 002 | | | | | | | | | | : | | | | Kepala Sub Seksi Penetapan Hak Tanah dan Pemberdayaan Tanah Masyarakat Sebagai Sekretaris bukan anggota. | | | | Secara bersama–sama merupakan Panitia “A” sebagaimana dimaksud dalam Peraturan Kepala Badan Pertanahan Nasional Republik Indonesia Nomor 07 tahun 2007, berdasarkan Keputusan Kepala Kantor Pertanahan Kabupaten Agam tanggal ${tgl\_sk\_kantah\_panitia\_a} Nomor: ${no\_sk\_kantah\_panitia\_a} dan 3 (tiga) orang Anggota telah datang ke lokasi tanah yang dimohon oleh : Witna Dewita untuk mengadakan pemeriksaan lapang tanah terletak di Nagari ${nagari}, Kecamatan ${kecamatan}, Kabupaten Agam, Provinsi Sumatera Barat. | | | | | | | | | | | | | | | | | | | | | | I.URAIAN ATAS HAK YANG DITETAPKAN | | | | | | | | | | | | | | | | | | | | | | 1. | | | Jenis Hak | | | | | : | | | | Hak Milik | | | | | | 2. | | | Jangka Waktu | | | | | : | | | | - | | | | | | 3. | | | Subyek Hak | | | | | : | | | | ${nama} | | | | | | 4. | | | Luas | | | | | : | | | | ${luas} M² (${luas\_huruf} meter persegi) | | | | | | 5. | | | Peta Bidang Tanah | | | | | : | | | | Nomor | | | : | ${no\_pbt} | |  | | |  | | | | |  | | | | Tanggal | | | : | ${tanggal\_pbt} | |  | | |  | | | | |  | | | | NIB | | | : | ${nib} | | 6. | | | Letak | | | | : | |  | | | |  | | | | |  | | | a. Jalan | | | | | : | | | | ${jorong} | | | | | |  | | | b. Nagari | | | | | : | | | | ${nagari} | | | | | |  | | | c .Kecamatan | | | | | : | | | | ${kecamatan} | | | | | |  | | | d. Kabupaten/Kota | | | | | : | | | | Agam | | | | | |  | | | e.Provinsi | | | | | : | | | | Sumatera Barat | | | | | | 7. | | | Penggunaan | | | | : | |  | | | |  | | | | |  | | | a.Penggunaan saat ini | | | | | : | | | | ${penggunaan\_saat\_ini} | | | | | |  | | | b. Rencana Penggunaan | | | | | : | | | | ${rencana\_penggunaan} | | | | | | II.DATA PENDUKUNG | | | | | | | | | | | | | | | | | | | | | | 1. | | | Asli Risalah Pemeriksaan Pemeriksaan Tanah tanggal ${tanggal\_ris} No. ${no\_ris}; | | | | | | | | | | | | | | | | 2. | | | Asli Ikhtisar Permohonan Hak Pakai Nomor : ${no\_ikhtisar} tanggal ${tanggal\_ikhtisar}; | | | | | | | | | | | | | | | | 3. | | | Asli Surat Permohonan tanggal ${tanggal\_surat\_permohonan}; | | | | | | | | | | | | | | | | 4. | | | Asli Surat Pernyataan Penguasaan Fisik Bidang Tanah tanggal ${tanggal\_penguasaan\_fisik}; | | | | | | | | | | | | | | | | 5. | | | Asli Surat Keterangan Wali Nagari Nomor: ${no\_suket\_wali\_nagari}, tanggal ${tanggal\_suket\_wali\_nagari}; | | | | | | | | | | | | | | | | 6. | | | Asli surat Keputusan Kerapatan Adat Nagari (KAN), Nomor: ${no\_sk\_kan}, tanggal ${tanggal\_sk\_kan}; | | | | | | | | | | | | | | | | 7. | | | Asli Surat Setoran Pajak Daerah Bea Perolehan Hak Atas Tanah Dan Bangunan (BPHTB) tanggal ${tanggal\_surat\_setoran\_bphtb}; | | | | | | | | | | | | | | | | 8. | | | Surat Pernyataan Tanah - Tanah yang dipunyai Pemohon ${tgl\_pernyataan\_tanah\_yg\_dipunyai}; | | | | | | | | | | | | | | | | 9. | | | Surat Pernyataan Perolehan tanah dari Kerapatan Adat Nagari dengan Nomor ${no\_sk\_kan} tanggal ${tanggal\_sk\_kan}; | | | | | | | | | | | | | | | | 10. | | | Surat Pernyataan Pemasangan Tanda Batas tanggal ${tanggal\_penguasaan\_fisik}; | | | | | | | | | | | | | | | | 11. | | | Asli Peta Bidang Tanah Nomor ${no\_pbt} NIB ${nib} tanggal ${tanggal\_pbt}; | | | | | | | | | | | | | | | | 12. | | | Fc. KTP atas Nama ${nama} dan Fc KK atas Nama ${nama} | | | | | | | | | | | | | | | | 13. | | | Fc PBB / Pajak | | | | | | | | | | | | | | | | III.DASAR HUKUM | | | | | | | | | | | | | | | | | | | | | 1. | | | Undang-Undang Republik Indonesia Nomor. 5 tahun 1960 tentang Peraturan dasar Pokok-Pokok Agraria (Lembaran Negara Republik Indonesia Tahun 1960 Nomor 104, TambahanLembaran Negara Republik Indonesia Nomor 2043); | | | | | | | | | | | | | | 2. | | | Undang Undang Nomor 20 Tahun 2000, Tentang Perubahan Atas Undang Undang Nomro 21 Tahun 1997 Tentang Bea Perolehan Hak Atas Tanah Dan Bangunan; | | | | | | | | | | | | | | 3. | | | Undang – Undang Nomor 28 Tahun 2009 tentang Pajak Daerah dan Restribusi Daerah, (Lembaran Negara Republik Indonesia Tahun 2009 Nomor 130, Tambahan Lembaran Negara Republik Indonesia Nomor 5049 ); | | | | | | | | | | | | | | 4. | | | Undang Undang Nomor 30 Tahun 2014 Tentang Administrasi Pemerintahan, (Lembaran Negara Republik Indonesia Tahun 2014 Nomor 292, Tambahan Lembaran Negara Republik Indonesia Nomor 5601); | | | | | | | | | | | | | | 5. | | | Peraturan Pemerintah Republik Indonesia Nomor 24 tahun 1997 tentang Pendaftaran Tanah (Lembaran Negara Republik Indonesia Tahun 1997 Nomor 59, Tambahan Lembaran Negara Republik Indonesia Nomor 3696); | | | | | | | | | | | | | | 6. | | | Peraturan Pemerintah Republik Indonesia Nomor 16 tahun 2004 tentang Penatagunaan Tanah (Lembaran Negara Republik Indonesia Tahun 2004 Nomor 45, Tambahan Lembaran Negara Republik Indonesia Nomor 4385); | | | | | | | | | | | | | | 7. | | | Peraturan Pemerintah Republik Indonesia Nomor 128 Tahun 2015 Tentang Jenis Dan Tarif Atas Jenis Penerimaan Negara Bukan Pajak Yang Berlaku Pada Kementerian Agraria Dan Tata Ruamg / Badan Pertahanan Nasional; | | | | | | | | | | | | | | 8. | | | Peraturan Presiden Nomor 17 Tahun 2015 Tentang Kementerian Agraria Dan Tata Ruang | | | | | | | | | | | | | | 9. | | | Peraturan Presiden Republik Indonesia Nomor 20 Tahun 2015 Tentang Badan Pertanahan Nasional Republik Indonesia | | | | | | | | | | | | | | 10. | | | Keputusan Presiden Republik Indonesia Nomor 121 / P Tahun 2014 Tentang Pembentukan Kementerian Dan Pengangkatan Menteri Kabinet Kerja Periode 2014-2019; | | | | | | | | | | | | | | 11. | | | Peraturan Menteri Negara Agraria / Kepala Badan Pertanahan Nasional Nomor 3 tahun 1997 tentang Ketentuan Pelaksanaan Peraturan Pemerintah Nomor 24 tahun 1997 tentang Pendaftaran Tanah; | | | | | | | | | | | | | | 12. | | | Peraturan Menteri Negara Agraria / Kepala Badan Pertanahan Nasional Nomor 9 tahun 1999 tentang Tata Cara Pemberian dan Pembatalan Hak Atas Tanah dan Hak Pengelolaan; | | | | | | | | | | | | | | 13. | | | Peraturan Kepala Badan Pertanahan Nasional Republik Indonesia Nomor 4 tahun 2006 tentang Organisasin dan Tata Kerja Kantor Wilayah Badan Pertanahan Nasional Provinsi dan Kantor Pertanahan; | | | | | | | | | | | | | | 14. | | | Peraturan Kepala Badan Pertanahan Nasional Republik Indonesia Nomor 7 Tahun 2007 tentang Panitia Pemeriksaan Tanah; | | | | | | | | | | | | | | 15. | | | Peraturan Kepala Badan Pertanahan Nasional Republik Indonesia Nomor 8 Tahun 2009 Tentang Tata Naskah Dinas dan Tata Kearsipan di Lingkungan Badan Pertanahan Nasional Republik Indonesia; | | | | | | | | | | | | | | 16. 12.  17.  18. | | | Kewenangan,Pemberian Hak Atas Tanah Dan Kegiatan Pendaftaran Tanah; Peraturan Kepala Badan Pertanahan Nasional Nomor 2 Tahun 2013 Tentang Pelimpahan Kewenangan, Pemberian Hak Atas Tanah Dan Kegiatan Pendaftaran Tanah  Peraturan Daerah Kabupaten Agam Nomor 7 Tahun 2011 Tentang Pajak Daerah.  Peraturan Bupati Agam Nomor 45 Tahun 2016 Tentang Perubahan Atas Peraturan Bupati Agam Nomor 32 Tahun 2011 Tentang Petunjuk Pelaksanaan Peraturan Daerah Nomor 7 Tahun 2011 Tentang Pajak Daerah. | | | | | | | | | | | | | | IV.URAIAN DAN TELAAHAN ATAS SUBJEK HAK PERORANGAN :  1. ${perorangan} | | | | | | | | | | | | | | | | | | | | | |  | | |  | |  | |  | | |  | | | | | | | 2. | | | Berdasarkan pasal 32 Peraturan Menteri Negara Agraria /Kepala Badan Pertanahan Nasional Nomor. 9 Tahun 1999 tentang Tata Cara Pemberian dan Pembatalan Hak Atas Tanah Negara dan Hak Pengelolaan, pemohon telah memenuhi syarat sebagai Subyek Hak Milik. | | | | | | | | | | | | | | V. URAIAN DAN TELAAHAN ATAS OBJEK HAK | | | | | | | | | | | | | | | | | | | | | 1. Alas Hak : | | | | | | | | | | | | | | | | | a. | | Riwayat Tanah : | | | | | | | | | | | | |  | | Bahwa tanah yang dimohon adalah tanah Negara (bekas tanah ulayat nagari) di mohon semula berstatus tanah ulayat nagari ${nagari} atas Nama ${nama} Seluas ${luas} M² (${luas\_huruf} meter persegi) sesuai dengan Surat Keputusan Kerapatan Adat Nagari (KAN) ${nagari} Nomor Nomor: ${no\_sk\_kan} tanggal ${tanggal\_sk\_kan} ke hak millik. | | | | | | | | | | | | | b. | | Riwayat Perolehan Tanah : | | | | | | | | | | | | | c. | | Pemanfaatan, Penggunaan dan Penguasaan Tanah : | | | | | | | | | | | | |  | | bahwa tanah yang dimohon dimanfaatkan,digunakan dan dikuasai oleh pemohon (${nama}) untuk ${rencana\_penggunaan}. | | | | | | | | | | | | | 2.Data Fisik : | | | | | | | | | | | | | | | | | | | | a. | | Bahwa tanah negara yang dimohon seluas ${luas} M² (${luas\_huruf} meter persegi) terletak di Nagari ${nagari} yang masih dikuasai berdasarkan keputusan Kerapatan Adat Nagari (KAN) Nagari ${nagari} Kecamatan ${kecamatan} Kabupaten Agam Nomor : ${no\_sk\_kan} tanggal ${tanggal\_sk\_kan}; | | | | | | | | | | | | | b. | | Bahwa Tanah yang di mohon seluas ${luas} M² (${luas\_huruf} meter persegi), sebagaimana diuraikan dalam Peta bidang Tanah Nomor ${no\_pbt}, tanggal ${tanggal\_pbt}, NIB. ${nib} yang dilampirkan pada risalah ini sesuai dengan keadaan dilapangan; | | | | | | | | | | | | | c. | | Bahwa berdasarkan data fisik di atas pemohon telah memenuhi syarat mendapatkan sesuatu hak atas tanah. | | | | | | | | | | | |   Demikian Risalah Pengolahan Data (RPD) ini dibuat untuk dapat dipergunakan sebagaimana mestinya.  Lubuk Basung, Oktober 20 Penata Pertanahan PertamaSebagai Sekretaris bukan Anggota .  NIP. .  Menyetujui :  Kepala Seksi Penetaan Hak  dan Pendaftaran  LENY WIDIA, SH.  NIP. 197307292014082002 |