



Implementation Of Work Discipline In Improving Performance Of Karawang State Court Employees Class 1 B

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ARTICLE INFO

Article history:

Received Jul 30, 2022
Revised Aug 30, 2022
Accepted Sep 19, 2022

Keywords:

Work Discipline,
Employee Performance

ABSTRACT

The Karawang District Court is a general judicial environment under the Supreme Court of the Republic of Indonesia as the executor of independent judicial powers to administer justice in upholding Law and Justice, the Karawang District Court as the "front guard" (Voorj post) of the Supreme Court, has the duty and authority receive, examine, decide and settle cases that are entered at the first level. This study aims to find out and analyze how the work discipline of Karawang District Court employees, find out and analyze how the performance of Karawang District Court employees, and to find out how the implementation of work discipline to improve employee performance in the Karawang District Court Office Class 1 B. The type of research used by the author namely descriptive qualitative research. This study uses 2 kinds of data sources, namely primary data sources and secondary data sources. Data collection techniques used in the form of observation or direct observation, documentation, and interviews and the data analysis technique is using triangulation of data sources. The data is processed properly so that it becomes a tool of information that can be concluded. The results of the research and discussion show that the implementation of employee work discipline is good in terms of employee work targets and employee performance appraisals achieved, although it is inseparable from several shortcomings. In the future, it is hoped that the application of work discipline to Karawang District Court employees will be further improved in order to maximize employee performance so that organizational or agency goals can be achieved.

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INTRODUCTION

Various provisions and regulations that regulate and limit every activity and human behavior in their daily lives. However, these regulations will be meaningless if they are not accompanied by sanctions for violators. Humans as individuals who sometimes want to live freely, so that they want to break away from all the ties and regulations that limit their activities and behavior. In the current era of globalization, human resources play a very important role in organizations or agencies, because human resources are the main capital in order to demonstrate success and efforts in increasing the usability and achievement of the goals of an organization or agency.

In an agency or organization, it will be very necessary for the obedience of its members to the provisions and regulations that have been determined in the agency. Work discipline is a person's self-awareness when complying with all applicable regulations contained in the agency. The existence of good discipline will reflect that someone feels responsible when completing all tasks as their responsibility (Endah Wiranti et al., 2021). So that it will be a driving force for employee morale when working, so that the goals of the organization can be realized.

The success of an employee when carrying out his work can be assessed or seen from the results of their performance. Performance is the result of a job that is produced by employees who are shown based on their roles in the organization, (Nana Marlina, 2020). The influence of employee performance is very large in determining the level of achievement of organizational or agency goals. So that agencies and organizations must empower their employees so that employees can produce a quality and superior performance. One thing that affects employee performance is the application of work discipline. The application of work discipline aims so that employees always obey the provisions and regulations of an organization. Work discipline is very important for every employee.

The court is an official body or institution that carries out the court system, namely examining, adjudicating, and deciding cases. While the District Court is a judicial institution within the general judiciary domiciled in the capital city or district. The Karawang District Court is located at Jalan Jendral Ahmad Yani, Bypass, Karawang, West Karawang District, Karawang Regency, West Java 41315. The Karawang District Court, like other District Courts, has the main task of receiving, examining, adjudicating, and deciding on incoming appeals. The Karawang District Court as the "front guard" (Voorj post) of the Supreme Court, has the duty and authority to receive, examine, decide, and resolve cases that are entered at the first level. The Karawang District Court strives to always discipline its employees in order to produce better performance. Because good employee discipline will accelerate the organization to achieve its goals, while indiscipline will become an obstacle in the organization or agency to achieve its goals. This study aims to determine and analyze how the implementation of work discipline in improving employee performance at the Karawang District Court Class 1 B.

Studies on work discipline in improving employee performance have been carried out by several authors. The results of proprietary research (Michael Ricardo & Marlon Sihombing, 2022) show that the application of work discipline has been going well and can be observed from an increase in employee performance. In contrast to the results of proprietary research (Martha Oxtaviani et al., 2021) suggesting that the condition of work discipline is still not good, causing employee performance to decline. In line with the results of proprietary research (Chairunisa et al., 2021) which proves that work discipline is still not optimal so that employee performance in their work is still not optimal. Based on the phenomenon and several studies that have been carried out, further research is needed on the implementation of work disciplines that have an influence on improving employee performance, apart from the existing problems that greatly affect the process of running the company's goals, the authors have an interest in carrying out research with the title "Implementation Work Discipline in Improving the Performance of Karawang District Court Employees Class 1 B".

Basic Theory, human Resource management, human resource management is a science as well as a way of how to effectively and efficiently manage the relationship and role of individual resources (labor) that can be used optimally so that the maximum common goals of the company, employees, and society are achieved (Bintoro and Daryanto, 2017: 15). Sinambela (2016: 9) argues that human resources are the management of human resources as the main resources and assets, from the implementation of management functions or operational functions so that the vision and mission of the organization that has been previously set can run well.

Whereas Adam (2016:4) put forward the definition of Human Resource Management as a process carried out by the company's superiors in order to obtain, maintain, and increase manpower in terms of quality and quantity so that manpower can be utilized effectively and efficiently to achieve company success. Based on the definitions from the experts above, it can be concluded that human resource management is a method and knowledge of how to manage human resources from the process of implementing management functions or operational functions so that companies can improve the quality and quantity of labor effectively and efficiently in order to achieve company goals. the.

Work Discipline, Sinambela (2016:335) argues that work discipline is a tool used by leaders when communicating with employees, so that they want to change their behavior to obey the rules that have been set. Discipline must be enforced in an organization. This means that without the support of good employee discipline, it is difficult for the organization to realize their goals. So that discipline is a key to the success of an organization when it reaches its goals. Hasibuan (2021:193) explained that work discipline can be interpreted if employees always come and go home on time, carry out all work properly, comply with all company regulations and applicable norms. To Discipline is an operative function of human resource management, if employee performance is high, the results will be better.

Meanwhile, Edy Sutrisno (2017: 89) argues that discipline is a person's behavior based on applicable work regulations and procedures. Discipline is actions, attitudes, and behavior based on the rules of the organization, both written and unwritten. From the various definitions of these experts, it is concluded that discipline is a tool used by leaders to regulate the behavior of employees in accordance with written and unwritten organizational policies and regulations.

Work discipline indicators, the various indicators of employee work discipline based on Singodimedjo in Edy Sutrisno (2017: 94) are: Obey the rules of time, It can be observed from working hours, coming home from work, as well as timely breaks based on the rules that apply in the company. Comply with agency regulations, basic rules regarding how to dress and behave at work. Obey the rules of conduct at work, shown by how to carry out various jobs in accordance with the positions, duties, and responsibilities given as well as how to relate to other work units. Comply with other regulations in the agency, regulations regarding what employees can and cannot do in the organization and so on.

Employee Performance, Marbawi Adamy (2016: 94) argues that performance is a result or level of success achieved by employees in their field of work based on the responsibilities given. Employee performance is the result of work in quality and quantity achieved by employees when carrying out their duties based on the responsibilities given to them (Mangkunegara, 2017:9). While Busro (2018: 89) suggests that performance is the result of work that can be achieved by employees, both individuals and groups in an organization, based on the responsibilities and authorities of the organization in an effort to achieve the vision, mission, and goals of the organization concerned by including ability, independence, perseverance, as well as the ability to solve problems based on legally given time limits, According to various definitions of experts, it can be concluded that performance is a result or achievement achieved by employees, both individuals and groups in order to achieve the vision, mission, and goals of the organization or agency based on the responsibilities given to them.

Performance indicators, the various employee performance indicators based on Mangkunegara (2017:75) are work quality, work quantity, implementation of duties and responsibilities for work. The following is a discussion of various performance indicators based on Mangkunegara (2017:75): Work quality That is how well the process or results that have been achieved by the employee when doing the tasks assigned to him. Working quantity, relating to the amount produced and how much work has been completed at one time from each of these employees. Task execution that is how far employees can carry out their work accurately and without errors. Responsibility for work, namely awareness of the obligations of employees in carrying out the work assigned by the agency.

RESEARCH METHOD

The method applied in this study is a qualitative descriptive method. Descriptive qualitative research is research that applies case study methods and approaches, and portfolio documents of the results of activities (Sugiyono, 2017). This type of research is descriptive which tends to use analysis. The truth of using qualitative research is obtained from a "holistic integrative" understanding, which means that the truth is not only observed in terms of information and observed data, but also from information that is not visible and then explored in depth. (Samsu, 2017:16).

According to Sugiyono (2017:225) data collection can use primary and secondary sources. Primary sources are data sources that directly provide data to data collectors, while secondary sources are sources that do not directly provide data to data collectors, for example from other people or through documents. Then when observed in terms of methods and techniques of data collection, data collection techniques can be carried out by means of observation (observation), documentation, and interviews. The data sources of this article were obtained from primary data and secondary data. Primary data is data that comes from direct observation and interviews with 2 employees of the Karawang District Court Class 1 B, while the secondary data in this article comes from recapitulation of SKP (Employee Work Target).

In this qualitative research, the researcher applies the triangulation technique. Samsu (2017:114) put forward the definition of triangulation as an analysis used when testing the reliability of the data (checking the validity of the data) by utilizing various other things that are outside the data for checking purposes and as data comparisons. The triangulation used in this research is triangulation of data sources.

The time of data collection was carried out on July 06, 2022 to August 29, 2022. The place of study for this article is the Karawang District Court having its address at Jalan Jendral Ahmad Yani, Bypass, Karawang, West Karawang District, Karawang Regency, West Java 41315. With the research title "Implementation of Discipline Work in Improving the Performance of Karawang District Court Employees Class 1 B".

RESULTS AND DISCUSSIONS

Results

a. How is the work discipline of Karawang District Court Class 1 B employees?

From the results of interviews with resource persons, namely Mr. Subhan, SH as Secretary and Mr. Fauzi Ahadiat, SH as Staff of the Civil Registrar of the Karawang District Court about work discipline in Karawang District Court Class 1 B employees based on various indicators of employee discipline based on Singodimedjo in Edy Sutrisno (2017:94) namely:

a) Obey the rules of time

It can be observed from working hours, coming home from work, as well as timely breaks based on the rules that apply in the agency. Based on interviews with resource persons,

namely Mr. Subhan, SH "The provisions of working hours, rest hours and hours of work are based on article 5 paragraph (2) of the decision of the chairman of the Supreme Court of the Republic of Indonesia Number: 071/KMA/SK/V/2008 dated 14 May 2008, working hours which applies to the Karawang District Court for Monday to Thursday at 08.00 to 16.30 WIB except for Friday working hours start earlier, namely at 07.30 to 16.30 WIB while rest hours are from Monday to Thursday at 12.00-13.00 WIB and on Friday the break time is 11:30-13:00 according to the Friday prayer time. Every employee must obey the rules of the time that have been set and if there are employees who are late they will be reprimanded verbally or in writing. Then interview with Mr. Fauzi Ahadiat, SH as Staff of the Civil Registrar "Employees must obey the rules of time in accordance with the provisions of working hours, rest hours and hours of work based on established regulations, namely work hours at 08.00 WIB, rest hours 12.00-13.00 WIB and work hours at 16.30 WIB and if there are employees who are late there is no policy because they will immediately be recorded as late in the staffing system."

b) Comply with agency regulations

Basic rules regarding how to dress and behave at work. Based on an interview with Mr. Subhan, SH "For the dress code for the employees of the Karawang District Court, it is based on the decision of the chairman of the Supreme Court of the Republic of Indonesia Number KMA/033/SK/V/2004 regarding guidelines for the implementation of the use of stamps, logos, nameplates, official attire and court flags in one roof judicial framework under the Supreme Court of the Republic of Indonesia and based on the Decree of the Secretary of the Supreme Court of the Republic of Indonesia Number 588/SEK/SK/VI/2021 that in order to improve the discipline, identity and authority of the State Civil Apparatus, it is necessary to uniform the official attire for State Civil Apparatus in the environment. The Supreme Court and the judicial bodies under it, it is necessary to make guidelines for the implementation of official attire for Judges and Apparatus at the Bandung High Court.

Table 1. Determine the official attire for Judges and Apparatus at the Bandung High Court as follows

No	Day	Clothing Type	Information
1.	Monday	White Shirt Service Wear	"Dark blue pants/skirt (navy) and dark blue/ navy hijab (for Muslim female employees who wear hijab)" according to the Decree of the Secretary of the Supreme Court of the Republic of Indonesia No. 588/SEK/SK/VI/2021
2.	Tuesday	Daily Service Clothes (PDH)	Based on the Decree of the Chief Justice of the Supreme Court of the Republic of Indonesia No. KMA/033/SK/V/2004
3.	Wednesday	Daily Service Clothes (PDH)	Based on the Decree of the Chief Justice of the Supreme Court of the Republic of Indonesia No. KMA/033/SK/V/2004
4.	Thursday	Batik Clothes	
5.	Friday	Batik Clothes	

Source: Karawang District Court

c) Obey the rules of conduct at work

Shown by how to carry out various jobs based on the positions, duties, and responsibilities given as well as how to relate to other work units. Based on an interview with Mr. Subhan, SH as Secretary "The employees of the Karawang District Court in carrying out their work are in accordance with the duties, positions and responsibilities of the work that has been assigned to the employee. In accordance with one of the missions at the Karawang District Court, namely increasing credibility and transparency in the Karawang District Court. With one of these missions, it can encourage employee performance improvement and

harmonious relations between other work units. Then the results of the interview with Mr. Fauzi Ahadiat, S.

d) Obey other regulations

Regulations regarding something that can and cannot be carried out by employees in the organization and so on. Based on an interview with Mr. Subhan, SH as Secretary "Employees of the Karawang District Court must provide fair legal services for justice seekers and should not act arbitrarily against justice seekers. Thus the service to the community becomes good so that it can foster public trust in the Karawang District Court class 1 B ". As said by Mr. Fauzi Ahadiat, SH as the Civil Registrar's Staff "Regulations that may and may not be carried out by employees are such as being allowed to wear sandals only to go to the toilet or to the prayer room, not to receive guests in the room, and not to smoke in the room. indoor".

b. How is the performance of the Karawang District Court Class 1 B employees?

From the results of interviews with resource persons, namely Mr. Subhan, SH as Secretary and Mr. Fauzi Ahadiat, SH as Staff of the Civil Registry Section of the Karawang District Court Class 1 B regarding how the performance of Karawang District Court Class 1 B employees based on various employee performance indicators from Mangkunegara (2017:75) are as follows:

a) Work quality

Quality of work is how well the process or results achieved by the employee in carrying out the tasks assigned to him. Based on interviews with resource persons, namely Mr. Subhan, SH as Secretary "In the Karawang District Court, basically the tasks given to employees are appropriate and the employee is able to complete them well although they are not always completed on time because it depends on the type of work so it takes a little longer to complete. and it is still natural and not fatal so that it does not have a bad impact on the performance of the employees of the Karawang District Court". Then the results of the interview with Mr. Fauzi Ahadiat, S.

b) Working quantity

The quantity of work is related to the amount produced or how much work has been completed at one time from each employee. Based on the results of an interview with Mr. Subhan, SH as Secretary of the Karawang District Court "Employees of the Karawang District Court have carried out their assigned tasks well but not all work is carried out in accordance with the specified time but the Karawang District Court employees have tried their best in order to achieve the target and complete the work in accordance with the allotted time. As said by the resource person, namely Mr. Fauzi Ahadiat, SH as the Civil Registrar's Staff "how much work has been produced at one time for example 3-5 files or more depending on the level of complexity of the work".

c) Task execution

Task execution is the extent to which employees are able to do their jobs accurately and without errors. Based on interviews with resource persons, namely Mr. Subhan, SH as Secretary "The employees of the Karawang District Court always work together in carrying out a job so that the work can be done well and there are no mistakes". Then an interview with Mr. Fauzi Ahadiat, SH as the Civil Registrar's Staff "in carrying out their duties the employees are quite accurate because the employees already understand in doing their respective duties".

d) Responsibility for work

Namely awareness of the obligations of employees in carrying out the work given by the company. According to the results of an interview with Mr. Subhan, SH as Secretary "Employees have been responsible for their work when assigned tasks by the leadership. When the leader assigns tasks to employees, the leadership will control the extent to which employees carry out the tasks that have been given and employees have a great

responsibility in completing tasks so that these tasks can be completed properly and in accordance with the time set. Then an explanation from Mr. Fauzi Ahadiat, SH as the Civil Registrar's Staff "If there is an error or mistake in carrying out their duties, the employees are directly responsible for their work in accordance with the applicable rules".

c. How is the implementation of work discipline in improving the performance of the Karawang District Court Class 1 B employees?

Based on the results of an interview with Mr. Subhan, SH as the Secretary of the Karawang District Court Class 1 B "with regard to the form of work discipline that has been applied to improve the performance of the Karawang District Court Class 1 B employees, one of them is by filling out absences in available applications such as SIKEP (Personnel System)), IKA (Identification of Apparatus Performance) and manuals, but there are still some employees who forget to fill in the absences in the SIKEP or IKA applications so that the presence of these employees is not monitored. Thus, we always conduct briefings before doing work and remind employees to fill in absences on the SIKEP and IKA applications so that the attendance of employees can be monitored through the system". Then the results of the interview with Mr. Fauzi Ahadiat, S.

Discussion

The Karawang District Court Class 1 B applies working hours, rest hours, and hours after work based on the decision of the chairman of the Supreme Court of the Republic of Indonesia based on article 5 paragraph (2) article no. 071/KMA/SK/V/2008 dated May 14, 2008 which is Monday-Thursday at 08.00-16.30 WIB, while the break time is at 12.00-13.00 WIB except Friday, working hours start at 07.30 WIB and rest time is at 11.30-13.00 according to the Friday prayer time. The provisions for working hours, rest hours and hours of work are made and are intended for employees to comply when carrying out their duties and responsibilities even though there are still employees who don't come on time and use longer rest hours. If employees who arrive late and still use long breaks, the leadership will follow up on employees who violate these rules, thereby reducing employee indiscipline. Based on the results of the interview, it was stated that the work discipline of Karawang District Court Class 1 B employees had been going well, seen from the employees who obeyed various applicable regulations, and if there were employees who violated these regulations, they would be reprimanded verbally or in writing.

Employee performance appraisal includes elements of SKP (Employee Work Target) and work behavior. Based on the recapitulation of the SKP data (Employee Work Target) in 2021, it shows that the employee performance appraisal of the Karawang District Court has been very good and is supported by the results of interviews which state that the employee's performance has been going well. Based on the results of interviews with the Karawang District Court Class 1 B and based on observations in the field where the authors observed directly about how the implementation of work discipline in improving the performance of the Karawang District Court Class 1 B employees, namely with employees arriving on time, being disciplined in dressing and neatly, focus on working hours, briefing every morning before doing work and conducting stricter supervision of employees. With the implementation of work discipline is expected to improve employee performance to be even better. Thus the application of good employee discipline will accelerate the goals of the organization or agency, while indiscipline will become an obstacle in achieving organizational or agency goals. Discipline is always a positive measure and is usually used as an indication of a person's success in achieving his goals. Singodimedjo in Edy Sutrisno (2017: 96) suggests that the better the work discipline of an employee, the higher the work results or performance to be achieved.

CONCLUSION

Based on the description and findings in the field while the author conducted research at the Karawang District Court Class 1 B office, it can be concluded as follows: The work discipline of the Karawang District Court employees is good, it can be observed from the employees who have obeyed various applicable regulations. If there are employees who violate it will be reprimanded verbally or in writing. The performance of employees at the Karawang District Court has been very good, it can be observed from the recapitulation of the SKP data (Employee Work Target) in 2021 that the employee performance appraisal is very good and based on the results of interviews with the Karawang District Court also said that the employee's performance has been running well. good. Implementation of work discipline in improving the performance of employees of the Karawang District Court, namely by arriving on time, being disciplined in dressing and being neat, focusing on working hours, briefing every morning before doing work and carrying out stricter supervision of employees

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