

COORDINATION OF APPARATUS IN THE MANAGEMENT OF POPULATION ADMINISTRATION IN MONANO DISTRICT, NORTH GORONTALO REGENCY

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Abstract

The purpose of this study was to find out and obtain an objective picture of the coordination of the apparatus in the management of population administration and to determine the supporting and inhibiting factors for carrying out the coordination of the Monano sub-district office apparatus, North Gorontalo Regency. The results showed that the apparatus in managing the coordination of the apparatus in the management of population administration at the Monano subdistrict office, coordinating activity planning, coordination of the implementation of activities and coordination of evaluation of activities in general has been arranged, but in particular the coordination of planning management and evaluation of population administration management activities has not been maximized, this can be seen from the lack of coordination of administrative management planning, both long term and medium term and short term, especially at the Monano sub-district office. alone. The supporting factor in achieving the success of population administration at the Monano sub-district office is the loyalty and cooperation of all components and human resources involved in the service process.

Keywords: *Coordination, Apparatus, Administrative Management*

PRELIMINARY

Local governments need data or information on the potential of their resources, especially human resources in making decisions and program policies. Human resources here are related to population issues which are the subject of development. Population is an important thing in a development because the population is a development target.

Law No. 23 of 2006 concerning population is an activity of publishing population documents and data through population registration, civil registration and information management of population administration, the utilization of which is through the results of public sector development. The law requires each region to compile its population administration in the form of documents in the form of monthly reports starting from the bottom, namely the village to the provincial level, both regarding births, marriages, divorces, moving, coming to death.

Management of population administration is important, because human life is dynamic or not permanent from the occurrence of processes of birth, marriage, divorce, moving, coming to death. This life process cannot be avoided by anyone, so the government needs to pay attention to the polemics that occurred above. Thus, poor management of population administration will lead to discrepancies in data and information.

The population data available in each village is reported every month and should be in accordance with the actual situation based on changes in population due to death, birth, moving, marriage, divorce, and those who come from other places. The importance of population data, especially to serve as information material for decision makers in preparing development programs. In order to provide valid and objective population data, coordination is needed

among the apparatus in each sub-district to identify, compile, and process population data based on data in the field.

In the context of implementing population administration, (Hasibuan 2007), suggests that coordination is needed in planning activities, implementation, and evaluation. Planning coordination consists of long-term, short-term, integrated and harmonious planning. According to him, the coordination itself can be divided into 2, namely: (1) vertical coordination, and (2) horizontal coordination, which is divided into (a) Interdisciplinary, namely a coordination in uniting actions to realize, create discipline between units with one another. internally and externally in units with the same task. (b) interrelated, namely between agencies or between agencies.

Based on initial observations that the coordination of the Camat Office Apparatus in population administration management activities, especially population administration planning activities, has not been maximized. This can be seen from the preparation of population management reports which are still based on reports from Regional Family Planning Extension Officers (PPKBD) regarding births and the Village Office, while data on residents who have moved or come are not recorded. Likewise, the implementation of population administration management, especially in the context of updating data, has not been fully carried out by the Monano District apparatus. Population data processing has not been implemented properly.

Coordination of the apparatus in the management of population administration has not worked as expected from the theory (Hasibuan, 2007) that coordination is needed in activity planning, implementation, and evaluation. Planning coordination consists of long-term, short-term, integrated and harmonious planning. The problem of population administration services that are needed by the community almost every time there are even residents who ask for a resident certificate, but it is not known whether the person concerned is a resident of the village. Officials at the lower level, have less role and coordination in population management starting from the process of identification, compilation, to processing data into reports contained in the Village population administration format.

These problems need to be explored through a scientific study in order to obtain an overview of the coordination of the Monano District Office apparatus in the management of population administration in Monano District, North Gorontalo Regency.

RESEARCH METHODS

This research was conducted at the Monano Sub-District Office, North Gorontalo Regency. Research on the coordination of the apparatus in the management of population administration in Monano District, North Gorontalo Regency, uses a descriptive qualitative approach. This type of research was chosen to take a generalization from descriptive observations.

The presence of researchers during data collection at the research location, namely in Monano District, North Gorontalo Regency. The researcher as an instrument must conduct in-depth direct interviews, observe (observe) the subjects and objects being studied on an ongoing basis to obtain conclusions that will be stated in the research report.

In this study, the main data sources are sentences and actions which are additional data such as documents and others. For this reason, in this study there are two sources of data,

namely: Primary data, namely, data taken or observed from the interviewees in this case are informants consisting of: Monano Sub-District Office officials, and Village Heads; Secondary data, namely, data collected from various important notes related to operational cost budget issues, including regulations, decisions, guidelines and operational guidelines for budget implementation.

RESULTS AND DISCUSSION

In this study, researchers' picture regarding Coordination of Apparatuses in the Management of Population Administration in Monano Subdistrict, North Gorontalo Regency. In line with the focus of the problems studied, namely how the coordination of the apparatus in the management of population administration at the Monano sub-district office, and factor what are the factors supporter and p factor hinder Implementation of the Coordination of Officials at the Monano Sub-district Office, North Gorontalo Regency.

A. Coordination of Apparatus in the Management of Population Administration in Monano District, North Gorontalo Regency

The coordination of the apparatus at the Monano Sub-district Office in question is the management of population administration in coordinating activity planning, coordinating implementation, and coordinating population administration data processing, based on interviews and observations and secondary data collection, the results of the study are described as follows: Based on the results of interviews with research informants about how coordination of activity planning, coordination of activity implementation and coordination of population administration data processing shows that the existing work planning at the Monano Sub-District Office is only in the form of a general government work plan (*renja*). While in particular, Population management activities are carried out in the form of periodic reports from the village using a standardized format and then sent to the Camat Office every quarter (3 months). The coordination carried out by the Camat Office apparatus is only in the form of clarification of the data contained in the quarterly report. As the results of interviews with informants stated that "there is no specific work plan regarding the management of population administration as questioned. In the preparation of population administration, my apparatus coordinates with the head of the hamlet to clarify population data that has been sent to the village office". The coordination carried out by the Camat Office apparatus is only in the form of clarification of the data contained in the quarterly report. As the results of interviews with informants stated that "there is no specific work plan regarding the management of population administration as questioned. In the preparation of population administration, my apparatus coordinates with the head of the hamlet to clarify population data that has been sent to the village office". The coordination carried out by the Camat Office apparatus is only in the form of clarification of the data contained in the quarterly report. As the results of interviews with informants stated that "there is no specific work plan regarding the management of population administration as questioned. In the preparation of population administration, my apparatus coordinates with the head of the hamlet to clarify population data that has been sent to the village office".

Coordination in the implementation of tasks is to unite various components or parts in one activity simultaneously in order to achieve goals. Each field has a specific goal with the structure of the group or organization that organizes it. According to Fieldler (in Effendi et al.,

2001:48), “the goal can only be achieved if the coordination process within the government is sufficiently functional and solid. Therefore interacting groups require careful coordination of each team member in carrying out their main tasks. And this shows that the expectations of Fieldler's theory in Effendi et al, 2001:48 are not found in the management of population administration at the Monano District Office. On the other hand, according to Hasibuan (2007:89-90), coordination is needed in planning activities, implementing, and evaluating. Planning coordination consists of long-term, short-term, integrated and harmonious planning. And this is not found in the field research.

Related to implementation coordination, namely coordination in the framework of planning actions and determining work relations and clear division of tasks. The results showed that Implementation of coordination of the apparatus in the management of population administration, which begins with identifying data due to changes in the population in each village due to death, birth, moving or entry and other causes such as natural disasters. Population data is also needed to evaluate the social life of the community and ensure that the population experiences dynamic changes every day, or every month, maybe even every year. Therefore, in each village a population register book is provided as a format that must be filled out every working day if there is a change in the data.

Based on the register book, population data can be identified in the available formats. Once compiled, the data is then processed into a monthly, quarterly, and annual report. The availability of accurate and objective data will benefit the village concerned, especially in the context of making decisions on the determination of development programs launched by local, provincial and central governments. The population data is always readily available at the Monano Sub-District Office or at each Village Office in archive form after being sent to the Regent at the request of one of the agencies or agencies in need. It's just that archiving and storing population data, still takes a long time if needed again. In addition, the computerized system as a supporting facility in storage and archiving, is still experiencing problems due to unstable electricity flow. Computerized facilities are damaged and there is no maintenance fee. That is why, existing population data must be reproduced by copying if there are people or agencies that need it.

Evaluation coordination, which is conducting an ongoing assessment of the results of actions on the progress of work that has been determined previously. Such a storage system cannot guarantee security because it is only placed on the table. In addition, things that require attention are the provision of operational costs and the welfare of the apparatus. The lack of wages received by officials who work on data processing does not motivate him to work regularly. Provision of wages that do not meet the elements of eligibility, especially for daily needs, so that the service becomes less than optimal. The inability of the apparatus to work optimally is not because they are unable but because the supporting facilities are not adequate. Officials as ordinary people, of course, have needs beyond their own needs.

B. Supporting and Inhibiting Factors Coordination of apparatus in the management of population administration at the Monano Sub-district Office, North Gorontalo Regency

Adequate fulfillment of the needs of the apparatus will motivate him to work better in realizing more effective cooperation to achieve the goals of the Regional Government in the context of the welfare of the community. Cooperation that allows all units and all personnel to

move simultaneously towards the same goal. Cooperation developed on the basis of awareness and understanding that all officials have the same interests for the realization of organizational goals. Another thing that is very important in achieving organizational goals as a whole is the need to carry out continuous guidance regarding abilities, skills, expertise, mental apparatus, quantity and quality. The quantity of the apparatus is related to the availability of a number of apparatuses that allow them to work well together. The quality of the apparatus is related to the level of skills and expertise it has available in carrying out the workload. While mental quality concerns attitudes in the form of willingness to work together with high loyalty and openness to team work based on mutual respect and appreciation. Without sufficient apparatus and having adequate skills and without a good mental attitude, it is difficult to expect the workload to be carried out effectively. In addition, a factor that cannot be ignored is the availability of supporting facilities in the provision of services in the form of work equipment or equipment and the welfare of the apparatus. While mental quality concerns attitudes in the form of willingness to work together with high loyalty and openness to teamwork based on mutual respect and appreciation. Without sufficient apparatus and having adequate skills and without a good mental attitude, it is difficult to expect the workload to be carried out effectively. In addition, a factor that cannot be ignored is the availability of supporting facilities in the provision of services in the form of work equipment or equipment and the welfare of the apparatus. While mental quality concerns attitudes in the form of willingness to work together with high loyalty and openness to teamwork based on mutual respect and appreciation. Without sufficient apparatus and having adequate skills and without a good mental attitude, it is difficult to expect the workload to be carried out effectively. In addition, a factor that cannot be ignored is the availability of supporting facilities in the provision of services in the form of work equipment or equipment and the welfare of the apparatus.

CONCLUSION

Supporting factors in achieving the success of the Population Administration at the Monano Sub-District Office are the loyalty and cooperation of all components and human resources involved in the service process. And the inhibiting factor for the Coordination of the Monano District Office Apparatus is the problem of the level of understanding and knowledge of the apparatus in carrying out the coordination function related to the implementation process of development that has not been maximized, where services require knowledge and skills.

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