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Public Employee Discipline

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ABSTRACT

The achievement of the goals, vision and mission of an agency or institution cannot be realized without the role and cooperation of parties in it. This research aims to analyze and document Employee Discipline in the office of the Food Security Office of South Sulawesi Province. This research is a qualitative research with data collection techniques using observation, interview and documentation methods with informant subjects, one of the leaders and four people who are also staff at the Office of the Food Security Office of South Sulawesi Province. The results of this research show that employee discipline at the Office of the Food Security Office of South Sulawesi Province is still lacking. This can be seen from the indicators of discipline, namely presence, responsibility, attitude, and norms. Where employees are present less in accordance with established regulations and observations proven through attendance list recaps, the implementation of responsibilities that are included in the category of very good, very good attitudes, and compliance with regulations that are still not good. The results of this research are still not as expected based on discipline indicators. This study presents new information by linking detailed theories and research loci different from previous research on employee discipline so that it can be used as evaluation material for research loci to improve employee discipline.

INTRODUCTION

Human Resources (HR) bear tasks that are certainly very important in every agency and institution both individually and in groups. Every agency and every institution certainly needs quality human resources so that goods, services, tools and products can be designed and produced optimally or as expected (Nasrullah et al., 2024; Niswaty et al., 2023; Suprianto & Arhas, 2022). Employees and employees who have a maximum discipline attitude are certainly very important for every agency and every institution because of work productivity, the work will be completed properly and maximally and carried out as expected (Harcang et al., 2021; Kale et al., 2019; Taliang et al., 2023).

The achievement of the goals, vision and mission of an agency or institution cannot be realized without the role and cooperation of parties in it. The best performance certainly needs to be inscribed from all elements, both from leaders to employees and employees. Employee discipline is one of several methods that is certainly very effective and has a great influence on the achievement of the goals of every agency and every institution, especially in the field of government that has the authority to serve the community.

Work discipline is basically an attitude of respect for the rules and regulations of the organization, which exists in the employee, which can cause him to be able to conform voluntarily to the rules and regulations of the organization (Hariyono et al., 2019; Hidayat, 2020; Jamaluddin et al., 2022; Suprapto et al., 2018). Basically, a high discipline attitude from an

employee is a must for agencies and institutions, in order to achieve an agency or institution's goals.

Employee and employee discipline is one part that is certainly very important from human resource management because if employees and employees have a maximum discipline attitude, it can produce a maximum performance or as expected. Employee Discipline certainly provides enormous benefits for improving the skills and abilities of an employee to support attitude change in the hope of becoming a responsible individual (Arhas, Riskawati, et al., 2021; Niswaty & Didin, 2020; Wilandari & Dinantara, 2020). Employees and employees who have a maximum discipline attitude is one of several main factors to generate employee work productivity in addition to other factors that also support employee discipline.

Employee and employee discipline certainly does not just exist without several factors that certainly influence. One of them is the attitude of leadership, for example for employees and employees who have leaders with the maximum level of discipline, of course, the staff will usually apply a disciplined attitude in themselves. But on the contrary, if there are employees or employees who commit violations and the leader does not give a reprimand in the form of warnings or sanctions, then employees and other employees will look in the mirror and think that discipline is not a meaningful thing and present a perception that discipline is just a mere formality owned by an employee or employee.

One of several factors that have an influence on employee discipline is Sanctions, sanctions or punishments certainly have a very important role to maintain employee and employee discipline because of the provision of sanctions and severe disciplinary penalties make employees feel afraid to disobey the rules to minimize undisciplined attitudes and behaviors.

Employee Discipline Attitude will be greatly influenced by many factors and according to Hasibuan (2014) quoted by Sinulingga (2019) "Some of the factors that influence employee discipline are leadership example, goals and abilities, fairness, retribution, inherent supervision, firmness, sanctions, and humanitarian relations". The explanation is described as follows: a) Exemplary leaders, exemplary leaders are certainly very influential on the discipline of employees and employees because leaders are certainly examples and examples in behaving by their staff. b) Goals and abilities, each agency has goals and in the process of achieving these goals must certainly be clear and ideally determined and make employees feel challenged in achieving these goals. c) Justice, Justice is certainly the main basis for the leader's policy in repaying the services of his staff, recognition by the leader and punishment will lead to maximum employee discipline. d) Remuneration, basically the rewards and guarantees of employee welfare greatly affect the level of discipline because appropriate rewards and guaranteed welfare can cause employee satisfaction and love for the institution and its work. e) Inherent supervision, inherent supervision is very effective in stimulating employee discipline and morale because employees feel given guidance, guidance, attention, supervision and direction by their leaders. f) Assertiveness, to lead an agency a leader must be brave and decisive when taking action if it is proven that there are staff who lack discipline and provide punishment in accordance with the rules that have certainly been set. g) Sanctions, sanctions or punishments certainly have a very important role to maintain the disciplinary attitude of employees and employees because the provision of sanctions and the imposition of severe disciplinary penalties makes employees feel afraid to disobey the rules to minimize undisciplined attitudes and behavior. h) Humanitarian relations, a leader must be able to provide an atmosphere of harmonious human relations between fellow employees both vertically and horizontally.

METHOD

The research entitled Employee Discipline (Study at the Office of the Food Security Office of South Sulawesi Province) used qualitative research methods. The type of research used is using the type of descriptive research. "Descriptive research is research carried out to find out the value of independent variables, both one variable and more without presenting elements of

comparison or synchronizing between one variable and another".

The focus of this research is Employee Discipline and uses four discipline indicators, namely presence, responsibility, attitude and norms. The description of the focus in this study is that Employee Discipline is obedient and obedient to every value that is considered their responsibility. Discipline is an effort to grow values and obligations so that employees will certainly have a feeling of being obliged to obey and obey the rules. The indicators of Employee Discipline, as follows: 1) Attendance is the main demand for employees to be present in the workspace every working day and on time. 2) Responsibility is to carry out all tasks assigned to employees optimally and on time. 3) Attitude is the ability to communicate positively with employees to staff and to the community they want to provide services. 4) Norms are regulations that have been made must be agreed and obeyed by every employee. Because compliance with the rules can support employee discipline.

This research consisted of five informant subjects, namely one leader and four staff, which was carried out at the Office of the Food Security Office of South Sulawesi Province. The techniques used in collecting data are observation, interview and documentation techniques. The data analysis technique used in this research is an interactive technique Miles et al, yang dikutip oleh Suprianto (2024) bahwa "analisis data kualitatif meliputi kondensasi data, penyajian data (*data display*) serta penarikan kesimpulan (*conclusion drawing*)".

RESULT AND DISCUSSION

To find out the picture of employee discipline and supporting factors and factors that inhibit employee discipline at the office of the Food Security Office of South Sulawesi Province, it is necessary to process and present data obtained during the process of carrying out research and using observation, interview and documentation techniques, which are presented in descriptive form based on the theory proposed by Saydam (2005) in Julianto (2019) that "there are several indicators of employee discipline achievement, namely attendance, responsibility, attitude and norms". The results of data analysis found during the process of carrying out research are as follows:

Presence

Attendance is a major demand for employees to be present at the workspace every working day and on time. At the office of the Food Security Office of South Sulawesi Province, the discipline of its employees is regulated in Government Regulation Number 94 of 2021 followed by State Civil Service Agency Regulation Number 6 of 2022.

Based on the results of data analysis with the five informants, it can be concluded that the presence of employees at the South Sulawesi Provincial Food Security Office can be considered unfavorable. Based on observations, it can be concluded that the presence of employees at the office of the Food Security Office of South Sulawesi Province is still included in the category of Lack of Discipline. This is evidenced by the results of direct interviews conducted and attendance list recap documents that show delays.

Attendance is included in employee discipline indicators, therefore attendance can be used as a benchmark in conducting research to find out the extent of employee discipline and employees in an agency or institution, starting from the punctuality of employee arrival to return time all have been stated in regulations that must be obeyed. In this case, there are still many employees who misunderstand discipline. Talking about discipline, especially employee attendance, being present on time is not enough to assess the maximum employee discipline, return time is also one of the benchmarks for assessing attendance, this is evidenced by attendance when the time to go home has arrived. Therefore, employees who leave prematurely or employees who return more than working hours except employees who have a letter of duty as a sign that the employee has additional duties are still included in the category of employees who lack discipline.

Based on the results of research at the Office of the Food Security Office of South Sulawesi Province, it was found that the presence of employees was not in accordance with Government Regulation of the Republic of Indonesia Number 94 of 2021 concerning Civil Servant Discipline, State Civil Service Agency Regulation Number 6 of 2022 concerning the Implementation of Government Regulation of the Republic of Indonesia Number 94 of 2021 and Governor Regulation Number 9 of 2008 concerning Working Hours of Civil Servants within the Scope of the Provincial Government South Sulawesi. This is evidenced by the results of an interview by one of the leaders at the office who stated that "At the time of returning home there were once some employees who left before the time agreed in the regulations, but after being given verbal reprimands, they finally understood and returned to compliance with the rules". It seems that waiting to be given a reprimand first and then they obey the existing regulations. In addition to interviews, observations were also made, it can be concluded that the presence of employees at the office of the Food Security Office of South Sulawesi Province is still included in the category of Lack of Discipline because there are several employees who are still late and absent. This is slightly different from the opinion expressed by Sarman et al. (2015) that attendance is a clerk or employee scheduled to work must be present on time without any reason.

Tanggung Jawab

Responsibility is an employee who is assigned a task by the leader to him that can be done well and optimally and completed on time. Based on the results of data analysis with the five informants, it can be concluded that the responsibilities held by employees at the South Sulawesi Provincial Food Security Office are as expected, or in the sense of Very Good. This is evidenced by the results of direct interviews conducted and several Employee Work Target documents that show the percentage of employee performance quality of 100%.

Based on the results of research at the Office of the Food Security Office of South Sulawesi Province, it was found that the responsibilities possessed by employees can be categorized very well because the main duties are in accordance with Regulation of the Governor of South Sulawesi Province Number 7 of 2023 concerning the Position can implemented and completed optimally and on time. This is evidenced by the results of an interview by one of the leaders in the office who stated that "In carrying out their duties, they are all on time, there are no obstacles, both internal and external constraints." The four informants also revealed that there were consequences that were avoided and realized that completing the main task was one of the responsibilities so they also felt demanded. This is in line with the opinion expressed by Arhas, et al. (2021) that responsibility is the ability of an employee to complete the work given to him with maximum results and completed on time and dare to bear the risks of the work given to him.

Attitude

Attitude is the ability to communicate positively with employees to staff and to the community who want to be given services. The use of the right uniform can display the difference between leadership and staff. Employees must also be ready to accept criticism and suggestions and establish good communication and cooperation with other fellow employees.

Based on the results of data analysis with the five informants, it can be concluded that the attitude possessed by employees of the South Sulawesi Provincial Food Security Office is as expected, or in the sense of Very Good. This is proven through the results of direct interviews conducted.

Based on the results of research at the Office of the Food Security Office of South Sulawesi Province, it was found that the attitude possessed by employees can be categorized as very good because communication and cooperation are well established and the use of office uniforms is appropriate. This is evidenced by the results of an interview by one of the leaders at the office who stated that "All employees so far have all used office uniforms appropriately according to regulations. The attitude of employees in communicating with fellow employees, all of them

establish good communication and there are no problems, and they all establish close cooperation, so that if there are tasks that must be completed in groups they can complete them together". The regulations governing the uniforms of the South Sulawesi Provincial Food Security Office are: Regulation of the Governor of South Sulawesi Province Number 35 of 2016 concerning Service Clothing of State Civil Apparatus Employees within the Regional Government of South Sulawesi Province and affirmed its application through Circular Letter of the Regional Secretary of South Sulawesi Province Number: 061.2/9422/B/.Org. concerning Affirmation of the Use of Official Clothing for ASN & Non-ASN Employees within the Scope of the South Sulawesi Provincial Government. Regarding communication and cooperation, the four informants also stated that in the office there were several tasks that were completed in the form of teams so that communication and cooperation were one of the things that supported in completing the team tasks that had been given.

Norm

Norms are regulations that must be agreed upon and obeyed by every employee. Because compliance with regulations can support employee discipline. Based on the results of data analysis with the five informants, it can be concluded that the level of employee compliance with the agreed norms at the South Sulawesi Provincial Food Security Office can be considered Poor. This is evidenced by the results of direct interviews conducted and documents of reprimand letters for the category of leadership objections given to one of the employees at the Office.

Based on the results of research at the Office of the Food Security Office of South Sulawesi Province, it was found that the level of compliance with regulations owned by employees can be categorized as poor because there are still some employees who are less compliant until they are given a reprimand by the leadership. This is evidenced by the results of an interview by one of the leaders at the office who stated that "Generally they all complied, but there were some who did not comply, after being given a verbal reprimand they finally understood that the action violated the rules". The four informants also said that their leaders had complied, one of the informants provided evidence of their leader's compliance with regulations, where their leaders were appointed directly by the Head of the Service as Acting Financial Administration Officer through Decree of the Acting Head of the Office concerning the Appointment of Financial Administration Officers (PPK) at the Food Security Office of South Sulawesi Province for Fiscal Year 2023 Which means that if their leaders still lack compliance with regulations, it is impossible to be given the mandate to hold two positions at once.

Supporting and Inhibiting Factors

. In this study, supporting factors mean one of the important elements whose contribution greatly supports the achievement of the goals of an organization, especially regarding employee and employee discipline. The existence of supporting factors is also able to streamline the use of time in completing a job. Based on this, it is necessary to analyze factors that support the disciplinary attitude of employees at the South Sulawesi Provincial Food Security Office through the interview method.

Based on the results of data analysis conducted during the research period, the factors that support employee discipline at the South Sulawesi Provincial Food Security Office are the provision of special tasks that make employees feel challenged in the process of completing them, the provision of rewards that can be in the form of money or awards both written and verbal awards make employees feel more valued, compliance with all employees to applicable regulations will make The course of the process of completing a job can be structured appropriately. Leadership skills are also present as supporting factors in this study, both skilled in supervising, skilled in setting examples and skilled in approaching can foster motivation and morale for their staff and broad insight into technology can make it easier for employees to take initiative if there is an obstacle present in the process of completing work. Based on this description, it can be concluded that there are five factors that support employee discipline at the

South Sulawesi Provincial Food Security Office, namely Challenges, Rewards, Compliance, Skills and Insights.

Based on the results of data analysis conducted during the research period, the factors that hinder employee discipline at the South Sulawesi Provincial Food Security Office are environments that can cause laziness and a sense of wanting to postpone a job, for example staying up late at night. Indifference to authority is also present as an inhibiting factor in this study because it can provide a sense of boredom and set a bad example for fellow employees, for example delaying work and lack of firmness in imposing sanctions on employees who violate regulations so that regulations are underestimated by employees. Based on this description, it can be concluded that there are three factors that hinder employee discipline at the South Sulawesi Provincial Food Security Office office, namely Environment, Indifference and Assertiveness.

CONCLUSION

Based on the results of research and discussion about the description of employee discipline at the South Sulawesi Provincial Food Security Office which has been described, it can be concluded that employee discipline at the South Sulawesi Provincial Food Security Office office is included in the category of "Lack of Discipline". This conclusion is proven through the results of data analysis of each discipline indicator which is described as follows: 1) Attendance, Lack of Discipline. This is evidenced by the results of interviews and attendance list recap documents that show there are still some employees who are late. 2) Responsibility, very good. This is evidenced by the results of interviews and Employee Work Target documents which show the percentage of employee performance quality of 100%. 3) Attitude, very good. This is proven based on the results of direct interviews. 4) Norm, less good. This is evidenced based on the results of interviews and documents of letters of reprimand for the category of leadership objections given to one of the employees at the Office.

There are five factors that support employee discipline at the South Sulawesi Provincial Food Security Office, namely, Challenges, Rewards, Compliance, Skills and Insights. Meanwhile, there are three points that hinder employee discipline at the Food Security Office of South Sulawesi Province, namely, Environment, Indifference and Assertiveness.

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