

Staffing Data Management Through SIMPEG at the Education Quality Assurance Institution of South Sulawesi Province

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Abstract. Staffing data management through the personnel management information system (SIMPEG) is all process activities carried out by SIMPEG operators in a WEB-based application that is designed as a solution to handle various matters in managing personnel data. Given the importance of managing employee data, improving the quality of personnel data management through the SIMPEG application is one of the priorities in the e-Government development stage. SIMPEG is very important in providing services to all existing personnel, because employees are an organizational asset that needs to be managed properly. Good employee management will improve employee performance in an agency. This study aims to determine the management of personnel data through the personnel management information system at the Education Quality Assurance Institute of South Sulawesi Province. This research uses qualitative method with descriptive research type. Informants in this study are; head of administration, SIMPEG operator, and 1 SIMPEG User. Data was collected using observation, interview and documentation techniques. The data analyzed is data collected at the time of the study. Activities in data analysis are data collection, data condensation, data presentation and data verification or conclusions. The results showed that the management of personnel data through the personnel management information system was in the good category. From the aspect of data collection, data management.

Keywords: Staffing Data Management, SIMPEG

1. Introduction

In the industrial era 4.0, technological development is increasingly rapid, it can be seen from the use of technology by humans in completing a job or office tasks. The more sophisticated the technology used by humans, so this is the starting point for increasingly sophisticated and sophisticated technology, such as the internet (Suprianto et al., 2020; Takdir et al., 2021). The use of technology at this time is increasingly widespread and helps the leaders of a public service agency in making decisions in government operations, be it administrative activities, services, or in processing personnel data.

Personnel management is an employee management activity starting from the preparation of needs, recruitment, control and development, protection to dismissal (Adebanjo et al., 2020; Masri & Suliman, 2019; Rishabh Bajpayi, 2020; Zubair, 2018) Within the scope of government organizations, the management of personnel has been regulated in Law Number 5 of 2014 concerning State Civil Apparatus that: "ASN management is the management of ASN to produce professional ASN employees, have basic values, professional ethics, free from political intervention, clean from practical corruption, collusion and nepotism". State Civil Apparatus (ASN) as the main element of human resources because ASN has a role that determines the success of governance and development because it is he who is the driving force and determinant of the running of the organization. (Hariyono et al., 2019; Nurwahidah et al., 2018; Steel et al., 2017)

Since the first service is certainly inseparable from a system or a procedure. Despite the lack of sophisticated equipment and lack of technology, service is still an eternal fascination with a procedure. As the times and changing times, a service and system will evolve with several things that support it with the help of increasingly advanced technology. One of them is an administrative service system from a manual system to an online system. This can be seen from the use of information systems and

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the development of information technology that cannot be separated in all aspects of human life. To get to good governance, it is necessary to use information technology in every activity of government administration, Therefore, one of the efforts in realizing good governance is by using information and communication technology which is popularly called Electronic Government (E-Government). according to (Karniawati & Rahmadani, 2008, p. 233) that : *E-Government* is a form of implementation of public services based on information and communication technology, as a medium of information and interactive communication facilities between the government and other parties, both community groups, business circles and among government agencies.

according to (Napitulu et al., 2020) that: "*E*'Government or Electronic Government is the use of information technology in every government management activity, starting from planning, organizing, to monitoring and controlling government". E-Government initiatives in Indonesia have been introduced through Presidential Instruction No. 3 of 2003 concerning national policies and strategies for the development of E-Government that: "E-Government development is an effort to develop government administration based on (using) electronics in order to improve the quality of public services effectively and efficiently".

One of the priorities in the development stage of E-Government is to improve the quality of personnel management through the implementation of the personnel management information system (SIMPEG). Regulation of the Minister of Home Affairs of the Republic of Indonesia Number 125 of 2017 Article 1 Number 3 concerning the Ministry of Home Affairs Personnel Management Information System states the meaning of SIMPEG, namely: The Ministry of Home Affairs Personnel Management Information System, hereinafter referred to as SIMPEG-KDN, is a series of information and employee data compiled in a systematic, comprehensive, and integrated manner based on technology that functions to carry out business processes and produce useful information in the implementation of personnel management. The objectives of SIMPEG according to the Regulation of the Minister of Home Affairs of the Republic of Indonesia Number 125 of 2017 Article 3 are; Decision making in the implementation of personnel management efficiently and effectively. And provide staffing services that are fast and accurate. According to the Regulation of the Minister of National Education of the Republic of Indonesia number 7 of 2007 concerning the organization and work procedures of the education quality assurance institution, it is stated that the Education Quality Assurance Institution, hereinafter referred to as LPMP, is the technical implementing unit of the Ministry of National Education.

One of the tasks of LPMP contained in Article 3, Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 14 of 2015 concerning the Organization and Work Procedure of the Education Quality Assurance Agency is "Implementation of LPMP administrative affairs". Educational quality assurance institutions in managing their personnel have used the application of the Personnel Management Information System. It is intended to provide convenience in managing employee data and to find information on employee data easily.

2. Method

This study uses a qualitative approach, where this qualitative approach aims to understand the things experienced by the research subjects, descriptively in the form of words and language from field data and theories as supporters. (Sugiyono, 2018a, p. 15) defines that a qualitative approach is a research method based on the philosophy of postpositivism, used to examine the condition of natural objects, (as opposed to an experiment) where the researcher is the key instrument, the sampling of data sources is carried out purposively and snowball, the collection technique is triangulation (combined), data analysis is inductive/qualitative, and qualitative research results

emphasize meaning rather than generalization. While the type of research used is descriptive research. Descriptive research according to (Sugiyono, 2017) is a research conducted to determine the value of independent variables, either one or more (independent) variables without making comparisons or connecting one variable to another.

This study aims to collect and describe data, develop concepts, and interpret data obtained from the field. The focus of this research, namely on the index of staffing data management through the personnel management information system at the Education Quality Assurance Institute of South Sulawesi Province, includes: 1) Collection of staffing data; 2) Staffing data management; 3) Staffing data storage; 4) Reporting of personnel data. Whereas the informants in this study, namely the Head of Administration, Operators and Users of SIMPEG at the Education Quality Assurance Institution of South Sulawesi Province. The data collection techniques in this study are using observation, interview and documentation techniques. Data analysis techniques in this study are data collection, data condensation, data presentation and data verification or conclusions, (Sugiyono, 2018).

3. Results and Discussion

This study seeks to discuss one main problem, namely how to manage personnel data through SIMPEG at the Education Quality Assurance Institute of South Sulawesi Province. After the research data is presented and processed, it is known that the management of personnel data through SIMPEG at the Education Quality Assurance Institute of South Sulawesi Province is classified as good. This perception is based on several components of the important requirements for good personnel data management, which have been fulfilled and carried out according to the applicable procedures in data management through SIMPEG. These requirements include data collection, data management, data storage, and data reporting. The results of data analysis presented in this study are data obtained from observations:

3.1 Employment Data Collection

Personnel data collection is an integrated system in the personnel management information system. The collection of personnel data through SIMPEG at the Education Quality Assurance Institute of South Sulawesi Province has been carried out well, based on the results of the study it can be seen from the way SIMPEG operators notify employees to collect incomplete data via virtual and supported by official letters. And if there are employees who have made changes to their employment status, the employee comes directly to the personnel department to update their employment data and bring supporting evidence for updating the data.

3.2 Staffing Data Management

Staffing data management is in good category. Staffing data management is an activity carried out by an administrator, operator or staff manager himself either in a room or in the SIMPEG application. The results of the study indicate that the management of personnel data at the Education Quality Assurance Institution of South Sulawesi Province has been carried out well. This can be seen from the employee data in the SIMPEG application which has been updated and the input is fast and in the SIMPEG user application itself the personal data of employees can be viewed and downloaded if one day it is needed.

3.3 Employee Data Storage

Staffing data storage through the SIMPEG application at the Education Quality Assurance Institute of South Sulawesi Province is in the very good category. Staffing data storage is the activity of storing employee data and documents using the personnel management information system application and also through manual archive system storage. The results of the study show that storing personnel data through SIMPEG will make it easier for employees to manage staffing and will also make it easier to find data when searching. And storage through the archive system manually will make it easier for employees to input employee data into the SIMPEG application.

3.4 Employee Data Reporting

Reporting of personnel data is in a fairly good category. Reporting of employment data is an activity to convey information updates to the state civil apparatus (ASN) related to changes in employment status. The results of the study show reporting employee data in the SIMPEG application will automatically recap employee data ranging from personal data, employment data, family data and historical data. However, SIMPEG users rarely use this information from the SIMPEG application, SIMPEG users more often come directly to the personnel department to inquire and ask for their employment files

Discussion

3.1 Data collection

Data collection can be interpreted that all data and documents needed by an administrator or SIMPEG processor are available, either using manual techniques or using technology. (Fahlefi, 2014, p. 161) argues that "licensing services through data management utilizing information technology in accordance with the needs of the licensing community with the aim of avoiding brokers and to carry out optimization of licensing services". Based on the results of data analysis obtained in the field, it can be seen that the collection of staffing data by SIMPEG operators at the Education Quality Assurance Institute of South Sulawesi Province is classified as good. This is viewed from the operator's strategy of using technology as an intermediary medium, namely informing virtually through the WhatsApp Group to employees who have made changes to their employment status. In addition, the SIMPEG operator manually also provides official letters to employees who have changed their employment status. (Sari, 2018, p. 93) also stated that "a letter is a means of communication, orders, reports and responses to a person, one party to another or between institutions to other desired institutions". This is a sign that the management of personnel data through SIMPEG at the Education Quality Assurance Institute of South Sulawesi Province is classified as good in collecting personnel data.

3.2 Data management

Data management can be interpreted if all forms of valid data and documents have been collected through the first process, namely data collection. Based on the results of data analysis obtained in the field, it can be seen that the management of personnel data at the Education Quality Assurance Institution of South Sulawesi Province is classified as good. The results of this study are in line with the opinion of (Parida & Wardany, 2014) who argues that "web-based information systems are one of the solutions in overcoming the problems faced so far. With a web-based information system, information can be accessed more quickly by company leaders. With the construction of a web-based information system, employee data input errors can be resolved because they are well computerized". Based on the results of data analysis

obtained in the field regarding data management at the Education Quality Assurance Institute of South Sulawesi Province, SIMPEG operators work with discipline to input employee data into the SIMPEG application, this can be seen from the updated staffing data in the SIMPEG application and fast data input.

3.3 Data Storage

Data storage through a web-based SIMPEG application can make it easier for users to find the data they need and can reduce duplicate data storage and common errors in data storage. Based on the results of the analysis in the field, it was found that the storage of staffing data through SIMPEG at the Education Quality Assurance Institute of South Sulawesi Province was already classified as good, it can be seen from SIMPEG user accounts that are in accordance with their employment status and there are also some personal documents that can be downloaded when needed so that they can be downloaded. accelerate the implementation of the transfer, dismissal, and retirement of employees. Employee data storage in the SIMPEG application is only carried out by one person or called the SIMPEG manager/operator. This is in line with research (Komalasari et al., 2014, p. 613) who stated that "SIMPEG was created with the aim of assisting in the management of personnel data information that can produce valid, integrated and up-to-date data. The SIMPEG program is also a forum for civil servants who want to know staffing information in one system".

3.4 Data Reporting

Data reporting can be interpreted as the results or output of the SIMPEG application where the information contained in the SIMPEG application can be used as a report for decision making by the leader or head of a government agency. The output generated from the SIMPEG application is employee data such as promotions, birthdays, dismissals and retired employees. The data is complete, timely, trustworthy by the user and accurate. Based on the results of field analysis, reporting of personnel data through SIMPEG at the Education Quality Assurance Institute of South Sulawesi Province is quite good, this is because SIMPEG users are still very rarely using or monitoring information about staffing in the SIMPEG application. Employees tend to directly ask for personnel information in the personnel and administration department or wait for information from staffing employees. This is due to the lack of socialization in the use of the SIMPEG application and the absence of modules that are distributed to users regarding the use of the SIMPEG application. So in this case it is not in line with research (Jamaluddin, 2019, p. 2) which states "information systems for management decision making, information systems will help users make better, more precise, and more meaningful decisions

4. Conclusion

Based on the discussion and research results that have been described previously, the management of personnel data through the personnel management information system through SIMPEG is good. Looking at the focus in this research, namely: 1. Data collection is in good category, 2. Data management is in good category, 3. Data storage gets good results, and 4. Data reporting gets pretty good results.

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