Assessment Application System Web-Based Employee Performance Objective

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Abstract—SKP/EPO is Employee Performance Objective that included in PNS Work Performance Assessment factors regulated on Government Regulation Number 46 Year of 2011. EPO is needed to determine the target of educator and educational staff for one year in advance. Through assessment, educator and educational staff expected having good achievement and performance. This application is built to provide information about employee performance target through employee performance assessment report from the target made before and approved by assessment functionary (Head Master). In one year, the system will show the achievement of employee’s performance, the application will check off the final score with the initial target that have been made and announce the assessment result (report). In this application, employee performance assessment service is simply made, which is by inputting employee’s data and filling the target that will be implemented. In the middle of semester, there is a warning from the system about the target achieved then user will find their score inadequacy that must be fulfilled.

Keywords—EPO; Assessment

I. INTRODUCTION

Being a nation apparatus, Civil Servants/PNSs have a governmental duty and able to provide a good service to public. In carrying out their duty well, it needs Professional, responsible, honest, and fair civil servant. Performance assessment is needed to motivate and ensure the realization of performance.

Government Regulation of Republic of Indonesia number 46 Year of 2011 about Civil Servant Work Performance Assessment against Employee Work Objective. Work Performance Assessment of Civil Servant is systematically assessment process performed by assessment functionary toward employee work objective and Civil Servant working habit [1]. The objective is to evaluate Civil Servant performance, which can provide a direction for management side in evaluating unit performance and organization performance wholly. Civil Servant Work Performance Assessment combine Civil Servant Work Objective Assessment with Working Habit Assessment. Work Performance Assessment including 2 substances, i.e SKP/EPO (Employee Work Objective) and Working Habit with assessment weight of each substance of SKP as 60% and Working Habit as 40%. Civil Servant Work Performance Assessment Result used as consideration base.

Additional duty owned by related employee with its function may be included in EPO and get a score as additional duty. According to GR number 46 Year of 2011 Article 10 said the Additional Duty is another duty or others that related to functionary duty itself and is not included in defined EPO. Beside Additional Duty, Civil Servant who already showed useful creativity for the organization in carrying out the main functionary duty, and the result can be evaluated as a part of EPO achievement (Employee Work Objective).

II. LITERATURE REVIEW

A. Employee Work Objective

According to GR numb. 46 Year of 2011 said each employee must arrange EPO (Employee Performance Objective), that in implementation ought to in accordance with functionary duty, function, authority, responsibility as well as job description that generally defined at Organizational Structure and Working System. EPO Assessment Substances are loyalty, Work Performance, Responsibility, Fidelity, Honesty, Corporation, Initiative and Leadership

Employee Performance Objective is systematically assessment process performed by assessment functionary against employee work objective and employee’s working habit. Work Performance is work result that achieved by each employee in an organization according to employee work objective and working habit. Employee Work Objective or shortened as SKP in Bahasa is working and target plan that are going to be achieved by an employee. Target is the amount of working load that are going to be achieved in every functionary duty implementation.

Working Habit refers to each habit, attitude or action performed by the employee or doing what they aren’t supposed to do in accordance with the act regulation. Yearly Working Plan is a plan including yearly activities and targets that are going to achieve as an explanation of the objectives and programmes defined by the government.
According to [2] Civil Servant Work Performance Assessment is divided into 2 substances, i.e:
1. Employee Work Objective refers to working and target Plan that are going to be achieved by a single civil servant and performed in a defined time. Employee Work Objective including these following substances:
   a. Quantity belongs to size number or the amount of work result achieved by an employee.
   b. Quality belongs to grade standard of each work result achieved by an employee.
   c. Time refers to process duration of each work result achieved by an employee.
   d. Cost refers to the amount of budget used in each work result by an employee.
2. Working habit is every habit, attitude, and action taken by a single civil servant that are supposed to do or not, in accordance with the effective regulation of act. The following work habit substances are:
   a. Service Orientation is attitude and work habit of Civil Servant in providing services to customer including society, boss, working partner, related unit, and/or other intuition.
   b. Integrity is a ability of Civil Servant to act in accordance with organization’s value, norm and ethic.
   c. Commitment refers to Civil Servant’s desire and ability in balancing the attitude and the action to achieve organization objective with giving the priority for government importance than self-importance, someone and/or group.
   d. Discipline refers to Civil Servant ability to obey their duty and avoid the prohibition defined by the act regulation or official regulation which is not obeyed or broken, there is a cost for it.
   e. Corporation belongs to Civil Servant’s desire and ability to work together with working partner, boss, down line in working unit as well as other intuition to complete the duty and the responsibility they have.

f. Leadership belongs to the ability and the desire of Civil Servant to motivate and influence their down line or others related with their filed of duty in achieving organization Objective.

B. Indicator Measured
Some indicators in SKP are:
2. Carrying another duty which is relevant with intuition/ Islamic school function.
4. Teacher Collective Activities which increasing teacher’s competency and/or professionality.
5. Participation in Scientific activity (seminar, colloquium and discussion panel).
7. Carrying out Scientific Publication of Study Result or Science concept in Formal Education Field.
13. Carrying out Innovative work, finding out effective technology
15. Carrying out Innovative Work, creating/ modifying learning tool/ visual aid/ practical work.
17. Carrying out Innovative Work, arranging practical work tool.
19. Achieving title/ certificate that doesn’t suit with the field owned.
20. Carrying out the activity that support teacher’s duty, as assessment examination administrative and evaluation against level of study process and result.
21. Being the member of profession organization.
22. Being the member of scout activity.

III. PLANNING AND IMPLEMENTATION
A. System Planning
Programme flowchart for user grade as administrator and user can be seen in Figure 2.
B. Implementation

1) System Development Method
Waterfall Method is a chronologically software development process, where the improvement seen as continuously flow down (like a waterfall) passing planning phase, modelling phase, implementation (construction), and examination phase. The following chronologically/linear software development is shown below:

Requirement step or system needs specification is system needs analysis made in understandable form by developer client and staff. In this step clients or users are explaining all barriers and objectives as well as giving the definition what are expected from the system. After all specification documents approved, then the documents will become such a work agreement between the client and developer. The next step is design, in this step the developer will produce a kind of wholly system architectural, in this step defining software flow until detailed-algorithm step. The Next step is Implementation step, refers to a step where all design changed into programme codes. Programme code resulted is still in modules form which will be integrated into complete system in order to convince that software requirement has been fulfilled. Further step is Verification by client, client examine whether the system has been appropriate with the approved-contract. The last step is maintenance that including installation and system correction process in accordance with the contract.

2) Interface Design
There are 2 pages in this system, i.e administrator and user. Basically the interface is similar but different at realization page, assessment, counting formula and print out menu.

Requirement

Design

Implementation

Verification

Maintenance
IV. CLOSING

A. Conclusion
1. Civil Servant Work Performance Assessment is a systematically assessment process performed by assessment functionary against employee’s work objective and Civil Servant’s working habit [1].
2. SKP is work and target planning that will be achieved by a single Civil Servant and performed according to defined time.
3. Study System developed by using web-based PHP Programme database and language

B. Advice
This Assessment System is expected can be well-functioned by Civil Servant without any changes data.

REFERENCES