



USE OF PERSONNEL APPLICATIONS (KEPO) IN THE FRAMEWORK OF PERSONNEL DATA MANAGEMENT OF THE SOLOK CITY PERSONNEL AND HUMAN RESOURCES DEVELOPMENT AGENCY (BKPSDM)

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Abstract

This research aims to find out how the Analysis of the Use of Online Personnel Applications (KEPO) on Personnel Data Management, Personnel Agency and Human Resources Development (BKPSDM) in Solok City, in making a breakthrough in the digital world of employees throughout Solok City. The type of research used is descriptive qualitative. The data collection techniques used in this research are observation and documentation. The type of data used is qualitative and the data source uses primary data sources. The data analysis technique used in this research is a qualitative descriptive method. The employee data used in this research was 41 people, consisting of Head of Section, Head of Subdivision and General Functional Staff (BKPSDM). The research results show that a comparative analysis of employee absence management, before and after using the Kepo application to make a breakthrough in the digital world of employees throughout Solok City, can make data management easier. Most application processing systems initially followed a manual processing system design using a fingerprint machine so that the processing of personnel data was slow which could result in slow delivery of information. The use of the KEPO (Online Personnel) application, which is an application that will make it easier to carry out personnel administration, store personnel data digitally, and make the process of managing personnel administration easier compared to previously using a fingerprint machine for attendance is the right choice compared to others.

Keywords: Data management, BKPSDM, digitalization, KEPO

Introduction

Today's increasingly advanced and rapid technological developments will certainly have an impact on the conveniences provided in everyday life, especially in the fields of government, companies and education, (Panji, 2020). Information technology in the current era of globalization has entered almost all aspects of life, information processing which used

to be done with a bookkeeping system, has now changed with technological advances so that it can be done with the help of software specifically designed to make this job easier. Moreover, nowadays internet technology has developed so much that to get information, someone simply needs to access it via a supporting device from anywhere and at any time, (Asman & Darmalia, 2021).

Information Technology (IT) is a combination of computer technology and communication technology used to process data, including processing, obtaining, compiling, storing, manipulating data in various ways to produce quality information, namely information that is relevant, accurate and precise. time, which is used for personal, business and government purposes and is strategic information for decision making (Effendy & Mardiani, 2022). As technology develops, the web is an application of information presentation which is currently the most widely accessed media by humans. Thus it can be said that humans become dependent on this media to fulfill their need for information, (Satrya et al., 2021). The role of information technology is very striking and has a big influence on globalization. Information technology is developing very rapidly in almost all corners of the world. This is characterized by the existence of media that assist human work in the form of machines, digital tools and computerized data processing software, , (Hadi et al., 2022).

Web-based applications are applications that can be accessed using a web browser or web explorer via the internet or intranet network. Even though up to now it turns out to be wider, more numerous, and also more commercial in its use, many developing companies are using web-based applications in planning resources and managing their companies, (Rut et al., 2020). Meanwhile, another definition of web-based applications is that programs are stored on a server and then sent via the internet and accessed with an interface in the form of a web browser. Based on the understanding and explanation above, we can conclude that a web-based application is an application that is accessed via a web browser using the network as the transmission medium, (Nada & Desi, 2022).

Thus, it can be concluded that the definition of application is a design of a system that can be used specifically to be able to carry out a certain task or command that has been arranged in accordance with the person who developed the design.

The existence of Civil Servants (PNS) in Indonesia as the front guard in all government activities to be able to serve the community and be the driving force behind the rotation of government processes in Indonesia, (Sufi & Herlinda, 2017). In the current era of globalization, most government agencies have carried out work processes online. The presence of applications that can be accessed easily by the entire community makes government services faster, (Nursyifa, 2022).

At the Solok City BKPSDM (Personnel and Human Resources Development Agency) office, the management information system used in online-based personnel. The information system used by the office is the KEPO (Online Personnel) application, which is an application that will make it easier to carry out personnel administration, store personnel data digitally, and facilitate the process of managing personnel administration. One of them is absences, positions, pensions, and employee services such as leave management services and employee transfer application services.

With the KEPO (Online Personnel) Application Personnel Information System, data management can be made easier. Most application processing systems initially follow a manual processing system design so that the processing of personnel data is slow which can result in slow delivery of information, (Habibullah & Ferawati, 2022). This is the importance

of applying computerization and information technology in managing employee data and starting to optimize the personnel management information system to improve the quality of personnel management. The personnel management information system at the Solok City BKPSDM (Personnel and Human Resources Development Agency) aims to resolve existing problems in the agency.

Method

The type of research used is qualitative research. Qualitative research is research that is descriptive in nature and tends to use analysis. Process and meaning (subject perspective) are more emphasized in qualitative research, (Mursalini, 2019). The data collection techniques used are observation and documentation. In this research, to determine informants using data source retrieval techniques, where the researcher will select all employees who will provide the required data because this research is qualitative research. The data analysis techniques used are triangulation, data reduction and conclusion drawing.

Result

Research Findings

This research describes the comparison of processing employee absences, before and after using the Kepo application at BKPSDM (Personnel and Human Resources Development Agency), Solok City.

Previously, BKPSDM (Personnel and Human Resources Development Agency), Solok City implemented attendance using finger print, which was one of the applications of technology to achieve the goal of increasing work effectiveness, namely by increasing work discipline. Each person's fingerprints are not the same, therefore the machine cannot automatically be manipulated, so the process carried out can produce a report quickly and precisely.

The technology used in fingerprint machines is biometric technology, there are several biometric technologies used, namely fingerprints, hands, facial shape, voice and retina. However, what is most widely used is fingerprint technology, this is because fingerprint technology is much cheaper and more accurate than other technologies. Based on a survey by Kevin Young from PC Magazine in 2011, almost 85% of the biometric technology used is fingerprints.

In making reports, attendance software is generally equipped with reporting time span settings, which can be set according to the needs of the report time period, can be set daily, weekly, monthly or even annually.

A new innovation used by BKPSDM (Personnel and Human Resources Development Agency), Solok City to make it easier to carry out personnel administration, store personnel data digitally, and simplify the process of managing personnel administration. One of them is absences, positions, pensions, and employee services such as leave management services and employee transfer request services, namely with an online-based information system through the KEPO (Online Personnel) application.

With the KEPO (Online Personnel) Application Personnel Information System, data management can be made easier. Most application processing systems initially followed a manual processing system design using a fingerprint machine so that the processing of

personnel data was slow which could result in slow delivery of information. This is the importance of applying computerization and information technology in managing employee data and starting to optimize the personnel management information system to improve the quality of personnel management. The personnel management information system at the Solok City BKPSDM (Personnel and Human Resources Development Agency) aims to resolve existing problems in the agency.

KEPO (Online Personnel) application, which is an application that will make it easier to carry out personnel administration, store personnel data digitally, and facilitate the process of managing personnel administration. One of them is absences, positions, pensions, and employee services such as leave management services and employee transfer application services. The KEPO application at BKPSDM (Personnel and Human Resources Development Agency), Solok City began to be implemented in 2019. The existence of KEPO was created to facilitate the implementation and management of personnel administration.

Thus, based on the author's research, the application of the Kepo application at BKPSDM (Agency for Personnel and Human Resources Development), Solok City is more effective and efficient than using the application of finger print attendance for Civil Servant Discipline.

Conclusion

Based on the discussion that the author wrote in the previous chapter regarding the implementation of the Kepo application at BKPSDM, which previously implemented an employee attendance system using Fingerprint, it can be concluded that :

1. The use of fingerprints is one of the applications of technology in recording personnel data which still has weaknesses in its use for recording. Performance fingerprints place more emphasis on the aspect of responsibility, namely the extent to which employees can complete and be accountable for their tasks quickly and on time. Employees in the Governance section have a high sense of responsibility in completing work. However, in terms of time discipline (attendance), the level of responsibility held by employees is still low.
2. Implementation of the KEPO application at BKPSDM (Personnel and Human Resources Development Agency), Solok City with the KEPO (Online Personnel) Application Personnel Information System which can make data management easier. Most application processing systems initially followed a manual processing system design using a fingerprint machine so that the processing of personnel data was slow which could result in slow delivery of information. This is the importance of applying computerization and information technology in managing employee data and starting to optimize the personnel management information system to improve the quality of personnel management. The personnel management information system at the Solok City BKPSDM (Personnel and Human Resources Development Agency) aims to resolve existing problems in the agency.
3. Using the KEPO website application for attendance compared to a fingerprint machine for attendance is the right choice compared to the others. According to observations in the field, the role of the KEPO application in managing personnel information data quickly and accurately with the support of valid personnel documents, can facilitate the preparation of personnel reports so that the implementation of personnel maintenance can be carried out easily (Increase in rank for civil servants, periodic salary increase for civil

servants, retirement period for civil servants , leave and training for civil servants), makes it easier to plan employee needs as a basis for recruiting new employees and using the KEPO application, employee data is stored and can be opened and accessed easily and quickly.

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