

The Influence of Discipline on Performance of Employees Office of the Ministry of Religion, Pekanbaru City

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Abstract. This study aims to determine the effect of discipline on employee performance of the Ministry of Religion Office in Pekanbaru, the problem is known that the work results of employees at the Ministry of Religion Ministry of Pekanbaru, that some employees work with discipline is still low, but there are still some more employees who use work time to unproductive things or some even leave the office for their personal interests. Conditions like this, shows the low level of work discipline which ultimately affects the overall work achievement. This research is a descriptive analysis used to get an overview of each variable and test the effect of these variables, while the quantitative research methods. The sample in this study is the Office of the Ministry of Religion in Pekanbaru City, totaling 45 (fifty) people. The overall results of the study fall into the category of "Good" with the results of calculations that show that Work discipline variables have a significant influence on performance variables, so the hypothesis that work discipline has a significant effect on the performance of Employees of the Ministry of Religion in the City of Pekanbaru means that performance employees will increase if work discipline increases.

Keywords: Discipline, Performance, State Civil Apparatus

1 Introduction

As mandated in the legislation, the state apparatus in improving the quality of the state apparatus by improving welfare and professionalism and implementing a career system based on work performance with the principle of giving awards and sanctions, the state apparatus should be able to be disciplined in realizing a clean and authoritative government.

In order to achieve the above national goals, it is necessary to have civil servants who are full of loyalty and obedience to the Pancasila and the 1945 Constitution, the state and government are united, well-mented, authoritative, efficient and effective, of high quality, have a high awareness of his responsibilities as a state apparatus, state servants, and public servants. To realize the civil service as mentioned above, it is necessary to provide guidance as well as possible on the basis of a career system and work performance system.

The career system is a staffing system where a first appointment is based on the skills concerned, while in further development that can be considered is the period of work, loyalty, service and other objective conditions. Implementation of performance Each Civil Servant must obey all applicable laws and regulations and carry out official duties entrusted to him with full devotion, awareness, and responsibility which is known that the Civil Servant consists of:

a) Civil Servants;

- b) Members of the Indonesian National Army; and
- c) Members of the Indonesian National Police .

Public Servants are elements of the state apparatus, to organize government and development in the context of efforts to achieve national goals. National development goals one of which is to realize a just and prosperous society that is equitable and sustainable between the material and spiritual, based on Pancasila in the Unitary State of the Republic of Indonesia's independence, friendly, orderly, and peaceful.

Civil servant discipline rules are regulations that govern obligations, prohibitions and sanctions if obligations are not obeyed (violated) by civil servants. The regulation is intended to educate and foster civil servants who commit violations. Discipline is any speech, writing, or act of a civil servant that does not comply with the obligations and / or violates the provisions of the discipline of civil servants, both those that are done inside and outside working hours. For civil servants who commit violations will be subject to sanctions in the form of disciplinary punishment. From the above description indicates the importance of a work discipline as a public servant, who provides community service. Discipline is also a measuring tool to find out the extent of the achievement of work.

In an effort to improve the discipline of civil servants, the government has provided a policy with the issuance of Government Regulation Number 53 of 2010, which is about Civil Servant Discipline Regulation. In PP Number 53 Year 2010 clearly stipulated obligations that must be obeyed and prohibitions that must not be violated by any civil servant. With the stipulation of regulations on discipline for civil servants is important to ensure orderly and smooth implementation of the tasks entrusted to them. The Civil Servant Discipline Regulation in question is a regulation that regulates obligations, prohibitions, and sanctions if the obligations are not obeyed or violated by the Civil Servants. With a view to educating and fostering Civil Servants, those who violate obligations and prohibitions are subject to sanctions in the form of disciplinary action

Based on the description above, then the obligations and rights of each Civil Servant arises. One of the obligations is that every Civil Servant must obey the working hours and work order regulations. Regulation of working hours stipulated by the minister who entrusted the affairs of employees, was the order of work is set by a ministerial decree in question. But in reality today it appears that more public servants are less disciplined in working. Especially in the discipline of work time as well as delays to absent from the obligation to work.

The Pekanbaru City Ministry of Religion Office is a vertical institution of the Ministry of Religion under and responsible directly to the Head of the Riau Ministry of Religion Regional Office. Therefore, the main task is to carry out the main tasks and functions of the Ministry of Religion within the regency / city based on the policy of the Head of the Regional Office of the Ministry of Religion of the Riau Province and the applicable laws and regulations.

Discipline of the Office of the Ministry of Religion in the city of Pekanbaru in carrying out its performance in order to achieve the implementation of performance results well, then discipline should be applied in accordance with the rules set starting from the time of work and employee absenteeism this is what really plays a role in achieving employee performance goals. The following levels of employee discipline in the office of the Ministry of Religion in Pekanbaru, viewed from employee absences as follows:

Table 1. Attendance Rate Employees Office of the Ministry of Religion Pekanbaru City 2018

Month	Number of Members	Alpha	Permission	Paid leave	Sick	Foreign Service	Dispens ation	(?)	Learning Task
1	2	3	4	5	6	7	8	9	10

Month	Number of Members	Alpha	Permission	Paid leave	Sick	Foreign Service	Dispensation	(?)	Learning Task
January	100	20	36	20	-	-	41	-	3
February	100	19	24	18	-	-	19	-	1
March	100	23	6	30	-	4	3	2	1
April	100	-	5	17	7	3	-	-	-
May	100	-	5	-	14	21	-	-	-
June	100	-	-	15	-	34	44	-	-
July	100	-	7	5	-	22	121	-	-
August	100	-	-	-	-	2	42	-	-
September	100	3	-	-	2	6	40	-	-
October	100	-	12	-	-	2	41	-	-
November	100	32	5	21	-	33	-	11	1
December	100	42	8	7	29	12	2	30	1
Total		139	108	133	52	139	352	43	7

Source : Pekanbaru Ministry of Religion Office, 2019

Based on the table above, it is known that the Employee Absenteeism Office of the Ministry of Religion in Pekanbaru City from January to December, known as the number of members of the alpha is 139, permits 108, Leave 133, Pain 52, External Services 139, Dispensation 352, no information 43 and learning assignments 7 people. So that the number of members who committed disciplinary violations resulted in the inadequate performance of the employees of the Ministry of Religion in Pekanbaru City.

This study focuses on the problem of employee discipline at the Office of the Ministry of Religion in Pekanbaru, because to achieve organizational goals as expected, one of them is from re-discipline of existing employee discipline in the organization, so that all employees can carry out tasks effectively and efficiently in accordance with standards performance in an organization. However, if the discipline does not run effectively and efficiently then the process of running the performance is not optimal.

Based on the explanation above, the phenomena in the discipline of Employees in the Pekanbaru Ministry of Religion office include:

- a) Discipline of the performance of the employees of the Ministry of Religion in the city of Pekanbaru has not been able to improve employee performance properly in accordance with the rules and basic tasks that have been set, this can be seen in table I, 1 that there are still many employees who are undisciplined in working, among others, Alfa does not come to work information so that many achievement results are not resolved to the maximum performance.
- b) Not yet created the time discipline of employee discipline in carrying out its performance starting from entering the office and leaving the office while said in the Regulation of the

Minister of Religion of the Republic of Indonesia Number 45 Year 2015 Regarding the Discipline of Civil Servants' Attendance in the Ministry of Religion, where said in Article 3 it is said that every Civil Servant (Civil servants) at the Ministry of Religion are required to meet working hours of 7.5 (seven point five) hours per day or equivalent to 37.5 (thirty seven point five) hours a week.

2 Literature Review

Discipline comes from the root word disciple which means learning [1], S ne sika p and behaviors that are carried out voluntarily with full awareness and a willingness to follow the regulations set by the organization or employer, whether written or unwritten [2]. Other opinions expressed that discipline is an act of management to encourage members of the organization to meet various provisions [3].

Discipline have some indicator of which consists of attendance, adherence to labor regulations, and adherence to labor standards. Awareness of someone to complete their duties properly, timeliness in leaving for work and suitability of actions with policies set by the organization is a form of work discipline [4].

3 (three) factors affect work discipline, which are as follows [5]:

- a) Mental *attitude* (*attitude*) which is an attitude of obedience and order as a result of development of mind control exercises and character control.
- b) A good understanding of the system of rules of behavior, norms, criteria and standards in such a way that the understanding fosters a deep understanding or awareness that obedience to the rules; norm; criteria; and these standards are an absolute prerequisite for achieving success .
- c) Attitudes, behaviors that reasonably indicate sincerity to obey all things carefully and in an orderly manner.

Government Regulation Number 53 Year 2010 Article 1 Discipline of Civil Servants is the ability of Civil Servants to obey obligations and avoid prohibitions specified in statutory regulations and / or official regulations which if not obeyed or violated are disciplined. This Government Regulation concerning the discipline of Civil Servants includes, among others, obligations, prohibitions, and disciplinary punishments that can be imposed on Civil Servants who have been proven to have committed violations. The imposition of disciplinary action is intended to foster Civil Servants who have committed violations, so that those concerned have an attitude of regret and try not to repeat and improve themselves in the future.

"Discipline can also help employees to be more productive, thereby benefiting them in the long run. If an employee is disciplined because of failure to monitor the quality of discharge and quality is improved after disciplinary action this will be beneficial in the development of the employee concerned. Effective disciplinary actions can encourage individuals to improve performance which in turn can produce achievements in these individuals [6] .

From the above quotation, it is clear that discipline is related to the level of achievement of employee performance in an agency or company. The higher the employee discipline, the greater the possibility of an employee achieving optimal performance. Further explained that employees who do work without discipline will have a negative impact on the company or agency. This can be seen from the failure to achieve company targets that have been programmed, the development of negative cases that must be resolved, the declining productivity of the quality of work and waste in the use of materials and equipment.

Organizational performance is the overall effectiveness of the organization to meet the needs determined by each group regarding the systemic efforts and improve the organization's ability to continuously achieve their needs effectively [7]. Performance appraisal refers to a formal system and structure used to measure, assess and influence traits related to work, behavior and results, including the level of absence. The definition of performance appraisal (work performance) is defined as follows [7]:

- a) Performance appraisal (work performance) is a manager's activity to evaluate employee work performance behavior and determine further policies.

- b) Performance appraisal (work performance) is to assess the risk of real work results with quality and quantity standards produced by each employee.

3 Research Method

Descriptive type is the type of research that describes the variables studied in research by looking at the actual situation by making a thorough and deep understanding of the object under study so that a clear picture is obtained by using quantitative research methods where quantitative methods are methods for testing certain theories by examining the relationships between variables. Measurement of variables is usually done with research instruments so as to produce data in the form of numbers that can be analyzed using statistical procedures.

In this study the population and sample are as follows:

Table 2. Population Units and Research Samples

No	Population Unit	Total Population	Number of Samples	%
	Informant			
1	The Ministry of Religion	1	1	100%
2	Head of Administration	1	1	100%
3	Head of Sharia Provider	1	1	100%
4	Kasi	1	1	100%
	Hajj and Umrah organizer			
	total	4	4	100%
	Respondents			
	Kasi and Organizer	5	5	100%
5	PNS staff			
	Male	26	15	58%
	Girl	31	15	48%
6	Non PNS Staff			
	Male	20	5	25%
	Girl	10	5	50%
	Total	87	45	52%

Source: Pekanbaru Ministry of Religion Office, 2019

4 Result and Discussion

To measure the level of discipline and performance of Pekanbaru City Ministry of Religion Office Employees, the method used is by distributing questionnaires to 45 (forty five) respondents with several question indicators of each variable to be examined. The results of respondents' answers were tabulated using a Likert scale, where each question was given the highest score level of 5 and the lowest of 1.

Table 3. Recapitulation of Respondents' Response Assessment Regarding Indicators Employee Discipline

No	Rating Items	Frequency					Score
		SS	S.	KS	TS	STS	

No	Rating Items	Frequency					Score
1	Mental attitude (<i>Attitude</i>).	20	19	6	0	0	207
2	Understanding of Applicable Regulations	17	22	6	0	0	205
3	Responsible.	22	18	5	0	0	198
Total Score						610: 3 = 203	
Score Interval						201-300	
Category						Well	

Source: Processed Research Questionnaire, 2019

Based on Table 3 above, the Respondents' Rating Assessment Summary Regarding Employee Discipline Indicators is said to be good, based on the results of field observations that the Employees of the Ministry of Religion in Pekanbaru City have implemented work discipline with the aim of creating appropriate work achievements in accordance with the achievement of performance that will be completed starting from the provision of time come to work, absenteeism and achievement of predetermined work targets but it seems that not all employees can apply work discipline where there are still employees who are late entering the office, are not found during office hours and adsen are absent from the office so that the activities will not be achieved as a whole can be implemented well, this is obtained from the indicators of Mental Attitude (*Attitude*), Understanding of Applicable Regulations, and Responsibilities. With a total score of 610: 3 = 203, interval, 201-300.

According to Rivai (2004: 309), performance is a function of motivation and ability. To complete a task or work a person should have a certain degree of willingness and level of ability. A person's willingness and skills are not effective enough to do something without a clear understanding of what will be done and how to do it.

An employee can have good performance if the implementation of work is supported by sufficient ability. But ability alone is not complete. This is where the role of motivation as a distinguishing factor between employees with one another. Therefore, even though an employee has sufficient ability to carry out his duties and work, but if not supported by strong discipline, the performance is not optimal. The recapitulation of Indicators and sub-indicators examined from the performance of the Ministry of Religion Office of Pekanbaru City includes:

Table 4. Recapitulation of Respondents' Response Assessment Regarding Indicators Employee Performance

No	Rating Items	Frequency					Score
		SS	S.	KS	TS	STS	
1	Work quality	21	20	4	0	0	207
2	Work Quantity	17	22	6	0	0	205
3	Reliability	24	16	5	0	0	209
4	Cooperation Attitude	24	16	5			209
Total Score						830 : 4 = 207	
Score Interval						201-300	
Category						Well	

Source: Research questionnaire results, 2019

Based on Table 4 above, the Respondents 'Rating Evaluation of Respondents' Responses Regarding Employee Performance Indicators is said to be good where based on field observations, employees of the Ministry of Religion Office of Pekanbaru City have implemented their performance achievements starting from the completion of report preparation, sending data and achieving work targets, but not all employees carry out the

achievement performance to the maximum this is due to lack of employee cooperation, lack of employee desire to achieve performance targets and the existence of new employees who have to adapt in the performance to be done so that overall employee performance results have not been carried out to the maximum, this is obtained from consisting of Work Quality indicators, Work Quantity, Reliability and Attitude of Cooperation. With a total score of $830: 4 = 207$, interval, 201-300.

The work discipline system has a very important meaning and influences the performance of the State Civil Apparatus (ASN). This problem becomes very important because work discipline is a motivation or the main spirit of someone to work. Implementing a work discipline system is a complex problem because it will affect the enthusiasm and excitement of the work of employees which will also have an impact on increasing work productivity.

The purpose of an organization to impose work discipline on its employees is so that they are increasingly motivated to work optimally, so as to increase work productivity that is effective and efficient. Based on the results of work discipline analysis and previous employee performance it can be concluded that the application is good and feasible and satisfies the State Civil Apparatus. Based on the results of the previous regression coefficient analysis, it can be stated that the relationship between work discipline and performance is positive and is closely related. This means that granting sanctions or indiscipline of employees indirectly can increase their work capacity.

Discipline in the workplace is not merely obedient and obedient to something invisible, such as the use of work uniforms, coming and going home during working hours, still also obedient and obedient to something invisible but involves commitment, both with oneself or commitment with the organization (work group). If related to organizational goals, work discipline is basically an effort to adjust to organizational rules so that organizational goals are achieved. That means, the fulfillment of performance standard standards is in accordance with the understanding of work discipline, namely attitudes and behaviors that intend to adjust to organizational regulations. Work discipline is a means to achieve organizational goals.

Significance test results between the effect of work discipline on the performance of employees of the Ministry of Religious Affairs Office in Pekanbaru City show that work discipline can affect employee performance. It is that employee productivity increases because employees work productively as a form of their obedience and self-awareness, as well as participate in having an agency as a place where they work. The results of this discussion mean that the performance of the Office of the Ministry of Religion in Pekanbaru will improve if work discipline increases.

5 Conclusion

Based on the results of the analysis conducted on the results of research in order to uncover and answer research questions relating to the Effect of Discipline on the Performance of the Ministry of Religion Office in Pekanbaru, it can be concluded as follows : First, Employee Discipline of the Office of the Ministry of Religion of Pekanbaru City can be seen the results of the respondents regarding Discipline of employees, the overall results of the disciplinary indicators fall into the "Good" category, it can also be seen from the data obtained that a good attendance list of employees at the Ministry of Religion Office of the City of Pekanbaru, due to the implementation of the electronic absence system (*check clock*) for the attendance list employee at the Discipline Office of the Ministry of Religion Pekanbaru City .

Secondly, Secondly, the Performance of Employees of the Ministry of Religion in Pekanbaru City can be seen from the responses of respondents. The overall results of the performance indicators are included in the "Good" category. This can also be seen from the data obtained that the tasks carried out are right on the appointed time. Basically, the performance of employees has been good in the Office of the Ministry of Religion, Pekanbaru City. Whether or not the work discipline system is actually implemented has a big effect because the achievement of employee productivity is good, but all employees make continuous *improvements*, so that it is expected that the Employees of the Ministry of Religion Office of Pekanbaru City will not fall asleep with what is now, but will continue to do improvements to prevent employee performance and productivity. Third, Analysis of the influence of Discipline on performance using simple linear regression obtained coefficient value Calculation results show that the Work discipline variable has a significant influence on the performance variables of the Ministry of Religion Office Employees Pekanbaru City, so the hypothesis which says that work discipline has a significant effect on the performance of Office Staff The Ministry of Religion of the City of Pekanbaru means that employee performance will improve if work discipline increases.

Recommendation

Based on the results of data interpretation and conclusions above, the authors try to recommend a number of things about the effect of discipline on the Performance of Employees of the Ministry of Religion in Pekanbaru, namely: First, the Head of Ministry of Religion of Pekanbaru should apply the Discipline to work obediently to attendance and to be obedient to work and abide by the applicable regulations so that maximum performance results. Second, the Office of the Ministry of Religion of the City of Pekanbaru needs to do solid cooperation among all employees with the aim of achieving employee performance. Third, the Office of the Ministry of Religion of the City of Pekanbaru is still weak in the establishment of Employee Discipline so it is necessary to increase the application of work discipline and compensation to employees because it has proven to have a significant effect on employee performance and is able to foster positive employee perceptions of where they work.

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