

## ENFORCEMENT OF THE DISCIPLINE REGULATIONS OF CIVIL SERVANTS SPECIFICALLY EDUCATORS IN THE EDUCATION, YOUTH AND SPORTS OFFICE OF KUDUS REGENCY BASED ON LAW NO. 43 OF 1999 ON STAFFING POINTS

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**Abstract.** Enforcement of Civil Servant Discipline Regulations at the Kudus Regency Education, Youth and Sports Office is an effort or effort made by the Kudus Regency Government, especially at the Kudus Regency Education, Youth and Sports Office in creating disciplined and quality civil servants, and providing services to the public because civil servants as government officials and public servants to serve the public interest are expected to always be ready to carry out the duties that have become their responsibilities properly. The problems studied in this study are: (1) How is the application of discipline for Civil Servants specifically for educators at the Education Office, Kudus Regency Youth and Sports? (2) What are the factors that influence the occurrence of violations of Civil Servants specifically for educators in the Office of Education, Youth and Sports of Kudus Regency? (3) What are the efforts that have been made by the Education, Youth and Sports Office of Kudus Regency in increasing the discipline of Civil Servants especially for Kudus Regency educators? This study aims to: (1) To determine the level of work discipline of Civil Servants especially educators in the Office of Education, Youth and Sports of Kudus Regency. (2) To find out the inhibiting factors in improving the discipline of Civil Servants, especially educators at the Kudus Regency Education, Youth and Sports Office. (3) To improve the performance of Civil Servants, especially educators in the Education Office, Kudus Regency Youth and Sports. This study uses a descriptive qualitative method, while the approach is a sociological juridical approach. The location of this research is the Office of the Education, Youth and Sports Office of the Kudus Regency. Sources of research data through: 1) Informants. 2) Respondents. For the informants are employees of the Education Office and the researchers interviewed 5 people and for the respondents were educators and the researchers interviewed 6 people. Data collection techniques are carried out through: 1) Interviews. 2) Observation 3) Documentation. The data is then selected and analyzed through 1) Data collection, 2) Data presentation, 3) Data verification. This study obtained the following results: (1) The number of educators who were affected by minor violations were 2 people, moderate disciplinary violations were 1 person,

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### 1. INTRODUCTION

Civil servants as government officials and public servants are expected to always be ready to carry out their duties properly. However, it often happens in a government agency that employees commit disciplinary violations such as arriving late, leaving early, working while chatting and other irregularities that cause the employee's performance to be less effective. This research is devoted to civil servants, especially educators at the Office of Education, Youth and Sports, Kudus Regency[1].

Discipline of civil servants is very important, and is highly expected in any government agency, discipline itself means one's awareness of obeying all existing social rules and norms. Good discipline reflects a person's sense of responsibility for the tasks assigned to him, but in reality the discipline is still not enforced by civil servants and in this study is devoted to educators where disciplinary violations are essentially one of the social problems that are important for can be solved because it

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greatly affects the quality of education in our country. In this regard, the utilization of the state apparatus must continue to be improved, especially with regard to quality, The efficiency of service and protection of the state apparatus in the community as well as the professional ability and welfare of the apparatus are very much considered in supporting the implementation of the duties of civil servants. Improving the quality of the state apparatus by improving welfare and professionalism based on work performance with the principle of giving rewards and sanctions, the state apparatus should be able to be disciplined in realizing a clean and authoritative government. According to the research that the author did, there were several disciplinary violations committed by civil servants specifically for educators at the Kudus Regency Education, Youth and Sports Office. Improving the quality of the state apparatus by improving welfare and professionalism based on work performance with the principle of giving rewards and sanctions, the state apparatus should be able to be disciplined in realizing a clean and authoritative government. According to the research that the author did, there were several disciplinary violations committed by civil servants specifically for educators at the Kudus Regency Education, Youth and Sports Office. Improving the quality of the state apparatus by improving welfare and professionalism based on work performance with the principle of giving rewards and sanctions, the state apparatus should be able to be disciplined in realizing a clean and authoritative government. According to the research that the author did, there were several disciplinary violations committed by civil servants specifically for educators at the Kudus Regency Education, Youth and Sports Office.[2], [3].

A clean, strong and authoritative state that depends on the apparatus whose entire actions can be accounted for, both in terms of morals and noble values of the nation as well as in terms of laws and regulations and does not prioritize the orientation of the power that exists within itself to serve the interests of the nation. in the framework of administering government and implementing national development. The employee spirit that has the characteristics as mentioned above will have a negative impact on the work performance of the civil servant concerned because there is no development of a cooperative mindset and the use of complete equipment to support the smooth running of the task. Based on this, civil servants are considered to have many shortcomings, namely the lack of respect for time, efficient energy and work discipline[10].

The Basic Employment Law, namely Law Number 8 of 1974 has been amended by Law Number 43 of 1999 concerning the Basics of Employment, which is a legal basis to guarantee civil servants and can be used as the basis for regulating the preparation of good and correct state apparatus. . The preparation of the state apparatus towards perfect administration is very dependent on the quality of civil servants and the neatness of the organization of the apparatus itself. The position of civil servants is very important and decisive. The success or failure of the government's mission depends on the state apparatus because civil servants are the state apparatus to organize the government in realizing the ideals of national development.[4], [6].

## 2. METHOD

The research method used by the author is to obtain complete and accountable data. The research method that will be used by the author is a qualitative method with a sociological juridical approach. This research is a legal research using qualitative methods with a sociological juridical approach. Qualitative research is a research procedure that produces descriptive data in the form of written or spoken words from people and observable behavior. This approach is directed at the background and the individual holistically (whole)[5], [7]. So in this case it is not permissible to isolate individuals or organizations into variables or hypotheses, but view them as part of a research. This research is intended to obtain quality data and arguments and also use methods that are in accordance with research objectives. continuously adapted to the realities of the field. Qualitative research does not aim to examine or prove the truth of a theory but existing theories are developed using the collected data. On this basis, it is hoped that this research will be able to provide an overview of the enforcement of disciplinary regulations for civil servants, especially for educators in the Department of Education

Determination of research focus is a very decisive stage in qualitative research. Because

qualitative research does not start from something empty or without problems, both problems that come from the experience of researchers or through scientific literature (Moleong, 2007: 62). So the focus in qualitative research is actually the problem itself. This research is focused on civil servants specifically for educators as government officials and public servants who are expected to always be ready to carry out the tasks that have become their responsibilities properly, but often occur in a government agency. employees commit disciplinary violations, Thus this research is focused on:

1. Discipline for civil servants, especially for educators at the Kudus Regency Education, Youth and Sports Office.
2. Inhibiting factors in improving the discipline of civil servants, especially educators at the Office of Education, Youth and Sports, Kudus Regency.
3. Increasing the discipline of civil servants, especially educators at the Kudus Regency Education, Youth and Sports Office.

Primary data is the source of data obtained from the results of research in the field directly with parties who know exactly the problem to be discussed Arikunto (2002: 107), which is obtained by researchers from 1) Respondents are people who are directly related to this research, both from the community one of them Central Java people who already have the right to vote: political party leaders, community leaders, religious leaders, and academic leaders. Examples of respondents at the Education, Youth and Sports Office of Kudus Regency are brother Suwardjo, a teacher at Tanjung Rejo State Elementary School 1, Kudus Regency, sister Asih, a teacher at Kaliwungu Elementary School, Kudus Regency, and brother Suryono, a teacher at SMK 2 Kudus Regency. 2) Informants Informants can be insiders, people who are used to provide information about the situation and condition of the object of research, what is meant by informants here can be in the form of: information from authorized persons or preliminary interviews conducted by researchers (Moleong, 2006: 186). The informants in this study were civil servants. An example of an informant at the Kudus Regency Education, Youth and Sports Office is Dra. Ratna Yulietti Kassubag. General Affairs and Personnel, Bambang Gunadi, MM Head of Elementary Education and Education Personnel and Kusnipah, S.Pd Head of Secondary Education Head of Education and Education Personnel. The documentation used in this study is written sources in the form of books, archival sources, personal documents, and official documents According to Arikunto (2002:107). This can be done by searching and collecting data through informants or respondents. The sources of secondary data in this study are:

1. Law Number 43 of 1999 concerning the Basics of Personnel.
2. Law Number 14 of 2005 concerning Teachers and Lecturers.
3. Government Regulation Number 30 of 1980. Concerning Discipline Regulations for Civil Servants.
4. Government Regulation No. 16/1994. Regarding Functional Positions of Civil Servants.
5. Presidential Regulation Number 58 of 2006 concerning Education Personnel Allowances.
6. Kudus Regent Regulation Number 47 of 2009 concerning the Elaboration of the Main Duties, Functions, and Work Procedures of the Kudus Regency Regional Office.
7. Kudus Regent Regulation No. 29 of 2006 concerning the Main Staffing of Regional Honorary Employees of the Kudus Regency Government.
8. Data from the Office of Education, Youth and Sports of Kudus Regency includes: organizational structure, Regent of Kudus Regulation, list of civil servants, data on violations of civil servants, especially in the field of education.

Data collection is intended to find data related to the discipline of civil servants, especially educators at the Kudus Regency Education, Youth and Sports Office. Data collection is done by: Researchers ask for data to the secretary, Kassubag. General Affairs and Personnel, and to further strengthen the research, the researcher also requested data on violations of civil servants from the Head of Educators and Education Personnel of Basic Education and Head of Head of Educators and Secondary Education Personnel.

### **3. RESULTS AND DISCUSSION**

#### **Misdemeanor Type.**

Minor violations are types of disciplinary violations whose first sanction is in the form of a verbal warning, and if it persists, it can be up to a written warning. Examples of minor violations of civil servants specifically for educators, namely teachers at the Kudus Regency Education, Youth and Sports Office, are arriving late and leaving the office before the specified time, leaving during office hours without official official permission, not being allowed to enter the office. The type of light disciplinary punishment that is often handed down to teachers is in the form of verbal warnings because this warning is the first stage of reprimand to the offender, the violator can get a further warning, namely a written warning if the violator still repeats the violation he has committed, besides that the perpetrator of the disciplinary violation from the Education Office, coaching will be carried out by the cations for Kindergarten & Elementary, Middle & High School and this is all with the knowledge of the Head of the Kudus Regency Education, Youth and Sports Office. The results of interviews conducted by the author with Bambang Gunadi, MM Head of Educators and Basic Education Education Personnel about the types of violations that are often carried out by civil servants, especially teachers, he said that: In the Education Office,

#### **Moderate Violation Type.**

Moderate violations are types of disciplinary violations committed by civil servants, especially teachers who are usually subject to sanctions or punishments in the form of delaying periodic salary increases for a maximum of 1 (one) year, a decrease in salary of 1 (one) periodic salary increase for a maximum of 1 (one) year. (one) year, and there may also be a delay in promotion for a maximum of 1 (one) year. Disciplinary penalties in the form of delaying periodic salary increases and salary reductions are set for a period of at least 3 months and a maximum of 1 (one) year. Every civil servant has the right to get a decent salary in accordance with his work and responsibilities. The income of a civil servant consists of basic salary, periodic salary, special salary and allowances. For this reason, an explanation of the basic salary, allowances, periodical salary and special salary can be seen as follows: A civil servant who is appointed to a rank according to a Government Regulation is given a basic salary based on the class assigned to that rank. Meanwhile, someone who is appointed as a civil servant candidate is given a basic salary of 80% of the basic salary. In addition to the basic salary, civil servants are given family allowances, position allowances, food allowances and other allowances. Position allowances are given to civil servants who hold certain positions. Position allowances consist of 2 types: Structural position allowances and functional position allowances Structural allowances are job allowances given to civil servants who hold structural positions in state organizational units and functional allowances are position allowances given to civil servants who carry out certain functions, such as educators, judges, prosecutors, medical personnel and others. For periodic salary increases, the provision of periodic salaries is carried out with a notification letter by the head of the office/organizational unit concerned on behalf of the authorized official two months before the periodic salary increase takes effect. The provision of periodic salary increases can be postponed for a maximum of 1 year if the civil servant does not meet the requirements for evaluating the work performance or in other words, the Work Implementation Assessment List (DP3) has a value below sufficient. This periodic salary delay is carried out by a decree of the authorized official. Furthermore, regarding a special salary increase for a civil servant, a special salary increase is given to a civil servant whose Job Implementation Assessment List (DP3) has a "very good" value so that it can be an example. (Abdullah, 1986: 96-99). Furthermore, regarding a special salary increase for a civil servant, a special salary increase is given to a civil servant whose Job Implementation Assessment List (DP3) has a "very good" value so that it can be an example. (Abdullah, 1986: 96-99). Furthermore, regarding a special salary increase for a civil servant, a special salary increase is given to a civil servant whose Job Implementation Assessment List (DP3) has a "very good" value so that it can be an example. (Abdullah, 1986: 96-99).

### Types of Serious Discipline Violations

Serious disciplinary violations are types of disciplinary violations committed by civil servants with the highest level of violation which can be subject to sanctions or penalties in the form of demotion to a lower level for a maximum of 1 (one) year, release from office, honorable dismissal not at his request, himself, and dishonorable dismissal. It was recorded at the Kudus Regency Education, Youth and Sports Office that in 2009 there were 2 (two) cases of serious disciplinary violations that received sanctions in the form of being dishonorably dismissed, and for 2010 currently there are 3 (three) cases of serious disciplinary violations that received sanctions in the form of being honorably dismissed by 3 people, and this 1 case is still in process. For example, in the case of Suryono, one of the teachers who teaches at one of the SMK Negeri 2 Kudus, who commits acts of violation of civil servants who are members of a political party. For the Education, Youth and Sports Office of Kudus Regency, Suryono, was given the sanction of being dismissed with honor. Based on Article 23 Paragraph (3a) of Law Number 43 of 1999, it stipulates that: Civil servants can be dismissed with honor or not dismissed for violating the oath/promise of the civil servant and the oath/promise of office other than the violation of the oath/promise of the civil servant and the oath/promise of office for not being loyal to Pancasila, the 1945 Constitution, the State and the Government. In the process of dismissal, it depends on the severity of the violation or paying attention to the services and dedication of the civil servant concerned. Furthermore, Article 23 Paragraph (5) of Law Number 43 of 1999 reads: Civil servants are dismissed with honor because:

- a. Violating the oath of promise for Civil Servants and the oath of office for not being loyal to Pancasila, the 1945 Constitution, the State, and the Government
- b. deviate from ideology State, Pancasila, the 1945 Constitution or engaging in activities against the state and government; or
- c. sentenced to imprisonment or confinement based on the decision of a court that has permanent legal force for committing a crime of office or a crime related to the position.

The sentence that Mr. Suryono received was honorable dismissal by obtaining a Decree from the Governor No. 888/035/2009 because Mr. Suryono had committed a civil servant violation to become a member of a political party, to be precise, he joined the PKP party and now after receiving a severe disciplinary punishment, Mr. Suryono he is no longer a civil servant because he has been sentenced to be dismissed with honor and the case has basically been handled in accordance with the existing procedures and provisions for imposing severe discipline, according to his statement, he actually really regrets his actions but what can't be done because everything has already happened. In fact, in the past he really wanted to be able to become a member of a political party to launch his desire to become a member of the council but everything ended up not according to his wishes and now for his busy life every day he runs his private business because before he became a civil servant, he already had a private business. Objections can be raised for the imposition of severe disciplinary punishment, but not all types of severe disciplinary punishment can be objected, according to Kusniphah, S.Pd Head of Education and Secondary Education Personnel, who said that: a serious disciplinary violation with a sanction in the form of release from office, so it can be concluded that in the case of Mr. Suryono no objection can be raised" (interview on 9 September 2010 at 11.00).

Article 35 Paragraph (2) of Law Number 43 of 1999 also explains that if a certain class of civil servants who are sentenced to a disciplinary punishment are not honorably discharged at their own request and dishonorably discharged as civil servants can submit an administrative appeal to the Personnel Advisory Board. In the imposition of severe disciplinary punishment by the Office of the Education, Youth and Sports Office of the Kudus Regency, it is as an examiner and makes an Examination Report (BAP). The preparation of the BAP was based on an order from the Head of the Kudus Regency Education, Youth and Sports Office, which was then delegated to the Head of the Education Office and Basic Education Education Personnel, which was held by Bambang Gunadi, MM. After making the BAP, the case was then transferred to the Regent for



follow-up. According to data from the Education Office of Kudus Regency, the most common types of civil servant disciplinary violations committed by elementary, junior high, public and private high school teachers in Kudus Regency are minor disciplinary violations. However, does not rule out the types of disciplinary violations, minor violations will become the types of moderate or even serious violations. For example, the case of a minor disciplinary violation committed by Sister Asih, one of the teachers at SD Kaliwungu, Kudus Regency, which has taken disciplinary action because she did not come to work without permission starting from March 13, 2009 to April 17, 2009 (Thirty four) days work. At first, Sister Asih was only given regular warnings and verbal warnings by the Principal but they were ignored. Later, the District Technical Service Unit also gave warnings but they were ignored. Furthermore, UPT has given summons 3 (three) times, but he still does not want to come to the District Technical Service Unit.

Initially this case was a minor disciplinary violation, then turned into a moderate disciplinary violation case because after being reprimanded verbally and in writing, Asih did not heed it. In the end, Asih's sister was sentenced to a moderate disciplinary sentence, namely a postponement of her regular salary for a maximum of one year. According to the author, the disciplinary punishment received by Sister Asih is in accordance with the existing provisions.

### **The Process of Implementing Disciplinary Penalties for Educators**

At the Education, Youth and Sports Office of Kudus Regency, all this time, in managing water disciplinary cases, they always wait for reports from below, both from the District Technical Service Unit and from the community by sending a letter of complaint. According to the results of interviews conducted by the author with Dian Vitayani W,S.Ps, M.Si Head of the Planning, Evaluation and Reporting Subdivision said that:For the mechanism in an effort to resolve disciplinary cases, the reporting is still carried out in stages according to the hierarchy. What is meant by tiered according to the hierarchy is from the lowest level, namely the community, school teachers, school principals, and up to the education office and if the disciplinary violation case is still not resolved then the settlement is delegated to the regent. For example, in an effort to resolve severe disciplinary cases, the Regent has the right to decide to resolve them, but the Regent in resolving these disciplinary cases will instruct the INSPECTORATE to assist in resolving the case. But the one who has the right to decide is still the Regent. However, for cases of severe water indiscipline that cannot be resolved at the District UPT, then the Head of the Sub-district UPT immediately delegated the case to the Head of the Kudus Regency Education, Youth and Sports Office. After being deposited by the Head of the Kudus Regency Education Office, the case file was submitted to the Head of the Planning, Evaluation and Reporting Sub-division which was held by Dian Vitayani W,S.Ps , M.Si at the Office of Education, Youth and Sports of the Kudus Regency to be followed up. In order for a government agency to run well, the system of fostering civil servants, especially teachers, really needs to be done as well as possible based on the work performance system. This is intended to provide opportunities for high achieving teachers to improve their abilities professionally and compete in a healthy manner and to a lesser extent this will also reduce disciplinary violations committed by teachers because by competing for satisfactory work performance they will at least be able to set aside and even eliminate acts that violate discipline. For this reason, appointments in positions must be based on a work performance system that is based on an objective assessment of the achievements, competencies, and training of teachers. In fostering promotions, in addition to being based on the work performance system, the career system is also considered. According to Article 12 Paragraph (2) of Law Number 43 of 1999, it reads:

In the context of efforts to improve quality and skills and foster enthusiasm for work, it is necessary to carry out the best possible development of civil servants on the basis of a work performance system and a career system that focuses on the work performance system. Thus, an objective assessment of the competence of civil servants, especially teachers, will be obtained. To be able to increase the usability and usability as much as possible.

The procedure for the first examination must be known whether or not the violations committed by civil servants, especially teachers, for the initial stage of the examination process

are to summon teachers who are suspected of having violated discipline. The call is carried out in writing addressed directly to the teacher concerned. Meanwhile, a copy of the letter will be sent to the teacher's direct supervisor. If the teacher who is suspected of committing a disciplinary violation does not fulfill the summons for examination without valid reasons, he cannot fulfill the first summons, then a second summons is made and in the second summons there must be a grace period to fulfill the summons to deliver the summons, the second summons is also in writing. If the teacher who is suspected of having committed a disciplinary violation does not fulfill the second summons, then this does not prevent the imposition of disciplinary punishment. From the results of an interview with Dian Vitayani W, S.Ps, M.Si, the head of the Planning, Evaluation and Reporting Sub-Division, revealed that: "For the inspection process at the checking service, it is carried out by a special officer from the service to carry out the inspection, for the nature of the examination itself it is closed. ,

So every time there is a delegation of cases of teacher discipline violations, from the Head of the sub-district UPT, the Kudus District Education Office after carrying out the above steps immediately makes an Examination Report" (interview conducted on September 23, 2010 at 01.00). In this case, it is also reinforced by the Elucidation of Article 24 of Law Number 43 of 1999 which reads: To ensure the smoothness of the examination, civil servants who are suspected by the competent authorities of committing a criminal act are subject to temporary suspension until a court decision has the power of attorney. permanent law. The temporary dismissal is a temporary dismissal from a state position, not a temporary dismissal as a civil servant. If the examination by the authorities has been completed or there has been a court decision which has permanent legal force and it is found that the civil servant concerned is innocent, the civil servant shall be rehabilitated as of the time he is suspended. The rehabilitation in question implies that the civil servant concerned is activated and returned to his original position. If after the examination by the Court has been completed and it turns out that the civil servant concerned is guilty and therefore sentenced to imprisonment or confinement based on a court decision that has permanent legal force, the civil servant can be dismissed by taking into account the provisions of Article 23 paragraph (3) letter b, paragraph (4) letter a, and paragraph (5) letter c.

Basically, the Head of the Kudus Regency Education, Youth and Sports Office is not authorized to impose sanctions in the form of disciplinary penalties to school teachers who have the status as central civil servants who are seconded to autonomous regions, the governor who has the authority to punish or impose disciplinary penalties. So the function of the Office of Education, Youth and Sports of the Kudus Regency in the matter of sentencing is only to act as a case manager. After finishing researching all the files, then reporting the results of the examination to the Governor through the Head of the Central Java Provincial Education Office. Meanwhile, the final process of imposing disciplinary sentences is entirely left to the Regent's policy and all forms of disciplinary punishment can be decided by the Regent and also need a review. In the process of imposing disciplinary penalties, teachers who have violated the rules can object to the disciplinary punishment imposed.

### **Discussion About the Implementation of Educator Discipline**

The main purpose of implementing civil servant discipline, especially teachers at the Kudus Regency Education, Youth and Sports Office is to improve the quality of local government administration, to improve the performance of civil servants specifically for educators, namely teachers at the Kudus Regency Education, Youth and Sports Office so that they do not commit crimes. disciplinary violations. Discipline violations of civil servants, especially teachers at the Kudus Regency Education, Youth and Sports Office can be categorized as a social problem because in it social deviations arise which should not be done by the teacher, because the teacher is one of the role models in social life, but in society in general the discipline problem of civil servants, especially teachers, has received less attention. Basically the purpose of disciplinary punishment itself is to correct and educate teachers who violate discipline. The existence of disciplinary violations by teachers is the author's consideration to find out the extent of the

application of civil servant discipline, especially teachers at the Kudus Regency Education, Youth and Sports Office. Discipline at work is easy to say but hard to do in reality. Although for civil servants, especially teachers who are the government's extension in providing the best service for the community,

### **Factors Affecting the Occurrence of Teacher Violations**

The factors that influence the emergence of disciplinary violations have been described, the authors conclude that in looking for the causes of violations, certain factors will be found that will affect the occurrence of violations. That according to him the factors that influence the emergence of discipline are economic and family factors, an example of economic factors that can be a factor causing a disciplinary violation is because the teacher works outside the teacher's duties or has a side job that is done during class hours, because he is entangled in debt that must be paid immediately. While the family factor, according to him, is because for those who are married, he has to prepare everything for the family every day before leaving for the office.

### **Efforts Made to Prevent Violations of Employee Discipline**

Efforts to prevent the emergence of disciplinary violations of civil servants, especially teachers at the Education Office of Kudus Regency have carried out several alternative activities. If these supervision activities are carried out intensively, they will provide effective results, especially for the development of civil servants or school teachers in the regions. Because with the supervision, civil servants or teachers who are absent or have violated discipline are known, and the Principal will receive a direct warning from the Elementary, Middle, and High School Supervisors. This is also reinforced by a statement from Sugito, Principal of the State Elementary School 1 Bulung Cangkring, Jekulo District, Kudus Regency, who stated that: "I receive guidance in the form of supervision once every 1 (one) month regarding KBM,

### **Obstacles That Arise in the Implementation of Discipline for Educators**

The obstacles that arise in the implementation of civil servant discipline, especially teachers at the Kudus Regency Education, Youth and Sports Office, are the difficulty of providing periodic guidance to civil servants, especially teachers, and also in this case the personality factor of the violator is the most dominant. A person's behavior is influenced by two factors, namely internal factors from personality and external factors, namely from the environment. Personality here is more defined as the overall individual characteristics that he has brought and he has, both those he was born with as talents and those he brought and acquired through the process of life as a result of education. The environmental factor in question, it can be concluded that every violation of discipline committed by the school teacher depends on the work environment. For example, if there is a teacher who enters the work environment who always ignores discipline, then he will be able to participate in that environment. Environmental factors also greatly influence a person's behavior. In addition, there are still erroneous assumptions, such as: "What time I go to work it doesn't matter". This assumption is what makes someone will work carelessly. Economic factors also affect the emergence of disciplinary violations, because they are not satisfied with the material obtained, they end up looking for odd jobs outside the teacher.

Factors from the Education Office, such as less than optimal supervision. From the data that the authors managed to obtain from the Education, Youth and Sports Office of Kudus Regency, the number of supervisors amounted to 27 (twenty seven) spread over 9 (nine) sub-districts, in Kudus Regency, so that the controlling function was less than optimal. Besides that it's usually from the supervisor have a bad feeling if the teacher who commits the offense is his brother, friend, or neighbor, this can also result in improper disciplinary punishment. The research above covers the types of disciplinary violations committed by elementary, middle, and high school teachers, the factors that influence them, and the efforts of the Kudus Regency Education, Youth and Sports Office in overcoming disciplinary violations of civil servants, especially teachers. Regarding



the perpetrators of disciplinary violations referred to in the author of this thesis, namely the educators, namely teachers. The results of this study indicate that teachers in Kudus Regency have not been able to apply discipline, even though the Kudus Regency Education, Youth and Sports Office has tried to prevent it. This can be seen from elementary, middle, and high school teachers.

#### 4. CONCLUSION

The types of disciplinary violations that are mostly carried out by educators in Kudus Regency are minor disciplinary violations, with punishments in the form of oral and written warnings. Because on average minor violations can be resolved at the District Technical Service Unit, even within the school scope sometimes these minor violations can be resolved because usually with verbal warnings or advice by the Principal of each school it can be resolved, so many minor disciplinary problems are resolved at the school level and are not recorded up to the Education Office, The factors that influence the emergence of disciplinary violations committed by educators in Kudus Regency are two factors, namely internal factors from personality and external factors, namely from the environment. Personality here is more defined as the overall individual characteristics that he has brought and possessed, both those that were brought from birth as talents and those that he brought and acquired through the process of life as a result of the education of environmental factors in question, it can be concluded that any disciplinary violations committed by educators depends on the work environment. For example, if there is a teacher who enters the work environment who always ignores discipline, then he will be able to participate in that environment. Personality here is more defined as the overall individual characteristics that he has brought and possessed, both those that were brought from birth as talents and those that he brought and acquired through the process of life as a result of the education of environmental factors in question, it can be concluded that any disciplinary violations committed by educators depends on the work environment. For example, if there is a teacher who enters the work environment who always ignores discipline, then he will be able to participate in that environment. Personality here is more defined as the overall individual characteristics that he has brought and possessed, both those that were brought from birth as talents and those that he brought and acquired through the process of life as a result of the education of environmental factors in question, it can be concluded that any disciplinary violations committed by educators depends on the work environment. For example, if there is a teacher who enters the work environment who always ignores discipline, then he will be able to participate in that environment. It can be concluded that every violation of discipline committed by educators depends on the work environment. For example, if there is a teacher who enters a work environment who always ignores discipline, then he will be able to participate in that environment. It can be concluded that every violation of discipline committed by educators depends on the work environment. For example, if there is a teacher who enters the work environment who always ignores discipline, then he will be able to participate in that environment. Efforts made by the Kudus Regency Education, Youth and Sports Office to prevent violations committed by educators in Kudus Regency are carrying out regular socialization and guidance to school teachers, and carrying out supervision of all schools in Kudus Regency.

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