The Implementation of Work Discipline in Improving Employee Performance At Hilimegai South Nias Regency

Yance Erni Kasih Ndruru1*, Cardinal Pranatal Mendrofa2, Delipiter Lase3 Otanius Laia4
Universitas Nias1234, Gunungsitoli, Indonesia
yancendruru@gmail.com

Abstract
The focus of research in this study is to understand the symptoms of objects thoroughly so that researchers can identify existing problems and formulate problems to be studied. This research focused on the application of work discipline to improve employee performance at the Hilimegai Sub-district Office, South Nias Regency with a descriptive approach. The purpose of descriptive research is to describe and analyze research data related to phenomena, social activities, and human attitudes in various situations. At the Hilimegai Sub-district Office of South Nias Regency, the implementation of work discipline is quite good because most employees arrive on time although a small number are sometimes late due to long distances from home, but this is not used as an excuse and they still obey the rules. Employees there also always take care of office equipment as a form of discipline. They also show high responsibility by diligently completing work and are willing to work overtime to achieve work targets. However, adherence to the rules still needs to be improved because some employees often neglect their duties. Employees at the Hilimegai Subdistrict Office of South Nias Regency work for 8 hours a day, from 8 am to 4 pm, and always follow the rules that apply in their office.

Keywords: Discipline, Performance, Employee

INTRODUCTION
Indonesia as a country with a large and diverse population has many employees (ASN). Employees (ASN) who work in an agency are required to be able to contribute to providing good work results to achieve organizational goals. To realize reliable and quality human resources, the government implements rules that require employees to obey and comply with these rules. (Telambanua, et al, 2022) one form of the real effort of the State Civil Apparatus (ASN) to improve discipline can be seen some time ago the government launched the National Discipline Movement (GDN). This program aims to create an orderly culture, work culture and clean culture as a form of discipline and for the achievement of good service quality, especially to the community. National discipline can be encouraged in an integrated, simultaneous and comprehensive manner to support efforts to increase understanding, appreciation and practice of all state administrators who are based on the rule of law and norms that apply in the life of society, nation and state".
State Civil Officers are required to be able to follow government regulations and policies which include work entry schedules, following apples regularly, attendance, and carrying out work rules. Employee work discipline is not an easy thing to do, it takes self-awareness without coercion, so it will produce good performance. Telaumbanua (2024:14) By having clear and measurable goals, organizations can coordinate the efforts of team members more effectively. Setting SMART (specific, measurable, achievable, relevant, time-bound) goals is an important step in ensuring performance can be assessed objectively and measurably. According to Irawan, Roy, (2018) performance is a concrete work result, which can be observed and can be measured. So that performance is the result of work achieved by employees in carrying out tasks based on predetermined size and time. According to Fattah (2017: 11) employee or employee performance, has an important role for the organization, if the performance displayed by employees is low, it will cause the organization to achieve goals to be hampered. To find out the results of employee or employee performance, superiors in the organization need to conduct performance appraisals (performance evaluations).

The relationship between work discipline and employee performance has been studied in a variety of contexts. The findings of Bagudek Tumanggor & Rosita Manawari Girsang (2021), show that performance can be influenced by work discipline factors. If a person has high work discipline will tend to have better or high performance. Work discipline is very necessary in order to be able to carry out its work programs to achieve the targets that have been set. Research has found that good work discipline can be said to be behavior and actions that are in accordance with the regulations that have been determined by the agency, both written and unwritten regulations. So in this case, good work discipline is very influential on one's performance, because with good work discipline, work will be completed quickly and will get the desired results (Ulfah Nour Aulia, 2020).

According to Hasibuan (2019: 193) suggests that discipline is the awareness and willingness of an employee to obey all rules and social norms that apply to an organization. Discipline must be enforced in an organization. Without good disciplinary support, it is difficult for an organization to realize its goals. So, discipline is the key to the success of an organization in achieving its goals so that it can produce good performance. (Hulu, et.al. 2022) Related to indicators of increasing work productivity where the level of employee ability is a trigger or benchmark for measuring work productivity.

Discipline at work is very important for an organization that refers to attitudes, behaviors, and rules that must be followed and obeyed by people who work in the institution or agency. An organization in the sub-district is said to be effective if its services have discipline and good employee performance. The formation of employee discipline begins with the initiative of the employee himself in complying with existing rules. This allows employees to have reliable abilities and the right goals in completing work.

Thus, the application of work discipline by employees is a form of sincerity and shows a great sense of responsibility in carrying out their duties. Discipline is not only in the form of obedience, but also the responsibility given by the agency. Such is the case with agencies in the District Office which is the smallest unit as an extension of the government. Employees who are entrusted to work in the subdistrict office area, must still heed the rules set by the government, so that the implementation of duties can run effectively and efficiently so that it can produce good performance.

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with existing rules. This allows employees to have reliable abilities and the right goals in completing work.

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Hartatik (2018: 190) in Tabroni (2022) there are many types of work disciplines including the following:

a. Self-Discipline
   Self-discipline has a very big role to achieve organizational goals. By having self-discipline, employees will feel responsible and can manage themselves and will respect others.

b. Group Discipline
   A group will produce more optimal work where each employee in the group plays a role according to their respective responsibilities. This can be realized if each employee instills group discipline.

c. Disiplin Preventif
   Preventive discipline is an effort made by an organization to create an organizational attitude and climate, all employees in the organization carry out and comply with all applicable rules. This is done to prevent employees from doing bad deeds and violating rules in an organization.

d. Progressive Discipline
   Progressive discipline is the provision of harsher punishments for repeated violations. Progressive disciplinary punishment given to an employee as a verbal reprimand by a superior, suspended or dismissed.

The focus of research referred to in this study is the symptoms of an object that is comprehensive so that researchers determine the overall problems that occur and formulate the problems to be studied. Based on this understanding, this study focused on the application of work discipline in improving employee performance at the Hilimegai Sub-district Office, South Nias Regency.

METHOD
The approach used in this study is descriptive. The purpose of descriptive research is to describe and analyze phenomena, social activities, attitudes and humans. Variety of events, thoughts and perceptions of people or groups. According to Sugiyono (2018: 213), "Qualitative research methods are research methods based on philosophy used to examine scientific conditions (experiments) where researchers as instruments, data collection techniques and qualitative analysis emphasize meaning".

The qualitative data analysis cycle that will be used in this study is using an interactive model by Miles and Huberman (Miles et al., 2014), which consists of (1) data collection, (2) data reduction, (3) display data and (4) conclusions.
RESULTS AND DISCUSSION
The Hilimegai sub-district office of South Nias Regency is located in Togizita village close to the highway. This sub-district office was established and inaugurated on August 14, 2008 and authorized by the Regent of Fahuwusa Laia, SH. MH (alm). Since the establishment of the Hilimegai sub-district office, there has been a change of leader or sub-district head in Hilimegai until now. The following is the description of the leaders at the Hilimegai Sub-district Office, South Nias Regency:

1. Sukahati Halawa S.Pd period 2008 s/d 2015
2. Tafakhoi Halawa S.Pd period 2016 s/d 2017
3. Leo Faigimano Halawa S.Pd masa bakti 2018 s/d 2019
4. Darilius Laia S.Pd period 2019 s/d 2020
5. Apolonias Ndruru S.Pd period 2020 hitherto.
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<th>No.</th>
<th>Name</th>
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<td>1.</td>
<td>Apolonias Ndruru, S.Pd</td>
<td>Camat</td>
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<td>NIP.19720415 200701 1 007 Pembina / IV.a</td>
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<td>2.</td>
<td>Stefanus Waruwu, S.Pd</td>
<td>Secretary of Subdistrict</td>
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<td>NIP. 19760510 200611 1 001 Penata Tk I / III.d</td>
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<td>Faomasi Laia, A.Md</td>
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<td>NIP. 19800131 200903 2 005 Penata Muda Tk. I / III.b</td>
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<td>4.</td>
<td>Hermanto Ndruru, S.E</td>
<td>Kasubag Umum dan Kepegawaian</td>
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<td>Head of Governance Section</td>
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<td>Emanuel Laia, S.E</td>
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<td>Galieli Ndruru</td>
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<td>9.</td>
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<td>Head of Public Peace and Order Section</td>
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<td>Obat Hati Sarumaha</td>
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<td>Marianus Ndruru, S.Pd</td>
<td>General Manager</td>
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<td>16.</td>
<td>Fabianus Fetiaro Halawa</td>
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<td>17.</td>
<td>Foanoita Gulo</td>
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The results of the study are part that describes the results of research that are adjusted based on indicators of work discipline, namely punctuality, use of means, high responsibility, and obedience to the rules (Alfred R. Lateiner in Siregar & Irwani, 2017). While performance indicators consist of the quantity of work results, quality of work results, implementation of duties, and responsibilities (Mangkunegara, 2017: 75). In this study, researchers discussed how to apply work discipline and how
to improve employee performance at the Hilimegai Sub-district Office of South Nias Regency, as explained that in this study the data collection techniques used were through observation, interviews, and documentation as tools to support this study. The following researchers will present research data based on the following indicators:

1. **Work discipline**
   a. Punctuality

   Punctuality is the ability to perform an action or activity on time that has been determined or scheduled. This includes readiness, discipline, and responsibility to meet the time set. Punctuality is expected so that employees are able to comply with these rules. Therefore, do employees of the Hilimegai Subdistrict Office of South Nias Regency always arrive on time to start work?

   Based on the results of interviews with three (3) informants, namely the father of the Head of Apolonias Ndruru, S.Pd as the Head of Hilimegai Sub-District, South Nias Regency, on Monday, September 18, 2023, stated that:

   "Most of the employees in this office tend to arrive on time, but there are some people who are sometimes late. Usually certain reasons, such as the distance traveled from home to work is quite far, causing delays or inaccuracy of time".

   A statement from the sub-district head said that most employees at the Hilimegai sub-district office in South Nias Regency tend to arrive on time, but there are some who are sometimes late. The main reason mentioned is the considerable distance between home and office which can be a contributing factor to inaccuracy of time. This shows that most employees try to adhere to work schedules. Furthermore, Mr. Stefanus Waruwu, S.Pd as secretary of the Subdistrict, on Tuesday, September 19, 2023 explained that:

   "If the problem is punctuality, it depends on the employees themselves. Some always arrive on time and some don’t. Maybe it was because there was a sudden personal affair that caused the employee to be late. So it comes back to the employee himself how he can manage his time to keep coming on time at the office".

   From the explanation of the Subdistrict Secretary, it can be concluded that some employees are always on time and some are not. Judging from the distance from home to the office is a bit far apart and also sudden personal matters, causing delays in entering the office. Inaccuracy in the time employees come to the office can cause work not to be completed. Therefore, it is very important for employees at the Hilimegai Subdistrict Office to always be on time. Then, Mr. Galieli Ndruru as the head of Kessos, on Friday, September 22, 2023 stated that:

   "Yes, there are employees who arrive on time and some who don’t. Working hours start from 08.00 WIB but there are still employees who have not come. The cause of the delay may be because there is a sudden business outside or someone takes the child to school, causing delays".

   From the opinion and explanation of Mr. Kasi Kessos, it is relevant to the opinion of previous informants, namely the father of the sub-district head and the sub-district secretary. Therefore, it can be concluded that the majority of employees at the Hilimegai Sub-district Office of South Nias Regency arrive on time, although there are still some who are sometimes late. The reasons for being late also vary, such as the distance from home to work is quite far or sudden personal affairs. Inaccuracy of time depends on each employee.

   b. Use of means

   The use of office facilities or facilities is the use and utilization of equipment available in the office to support and assist employee work activities. These facilities are in the form of computers, printers, ATK, tables, and others. The researcher conducted an interview with the informant Mr.
Apolonias Ndruru, S.Pd as the Sub-District. Therefore, how is the use of facilities at the Hilimegai Sub-district Office of South Nias Regency?

Based on the results of interviews with three (3) informants, namely Mr. Apolonias Ndruru, S.Pd as the Head of Hilimegai Sub-District, South Nias Regency on Monday, September 25, 2023, stated that:

"The use of facilities in this office has been well maintained by our employees. Because if it is not maintained, it will become an obstacle in doing work".

From the statement of the sub-district head above, it can be indicated that the use of facilities at the Hilimegai sub-district office in South Nias Regency has been well maintained by employees. In addition, Mr. Stefanus Waruwu, S.Pd as the secretary of the Subdistrict, on Wednesday, September 27, 2023 explained that:

"The use of facilities in this office still has employees who cannot operate it such as the use of computers. That’s because of age, but it is not an obstacle in carrying out work, because in each field there are several young staff who can use facilities such as computers. And after finishing using the computer, they will store it well. So that the facilities or facilities in this office are very guarded by employees".

From the explanation of the Subdistrict Secretary above, it can be concluded that the facilities owned by the Hilimegai Sub-district Office of South Nias Regency are quite well maintained. Meanwhile, according to Mr. Galieli Ndruru, as Head of Kessos on Friday, September 29, 2023 said that:

"In this office, the facilities exist and are still maintained by employees who use them".

From the explanation of Mr. Kasi Kessos, it can be concluded that office facilities or equipment exist and are always maintained by employees.

Of the three informant opinions above, it is very much in line or relevant. So it can be concluded that the use of facilities or facilities at the Hilimegai Sub-district Office, South Nias Regency, is important in supporting the success of employees at work, and has been well maintained by employees who use it. So that it can support the work activities carried out by these employees.

c. High responsibility

High responsibility is a person's obligation that is very large and important in performing a task or job. People who have high responsibility, must have the ability to make the right decisions, work effectively, and be able to be responsible for the results of the work obtained. Then, researchers analyze how responsible employees are in carrying out their duties?

The results of interviews from three (3) informants, Mr. Apolonias Ndruru, S.Pd as the sub-district head on Monday, October 2, 2023 said that:

"Employees in carrying out their duties and responsibilities are very serious and understand their roles in accordance with their respective fields, try to improve and provide good work results, and are able to maintain good communication between colleagues to continue to work together in achieving the work targets given".

The sub-district head believes that employees at the Hilimegai sub-district office in South Nias Regency understand what their roles and duties are, are able to collaborate with colleagues, and try to achieve the work targets that have been set. In addition, the opinion of Mr. Stefanus Waruwu, S.Pd as Subdistrict Secretary, on Wednesday, October 4, 2023 explained that:

"Yes, employees in this office are responsible for the tasks assigned".
The opinion of the subdistrict secretary, that the duties given must be accounted for by the employees themselves. Furthermore, Mr. Galieli Ndruru, as the head of social affairs on Friday, October 6, 2023, said that:

"In doing tasks, sometimes it can be completed in two or three days, sometimes it is missed. It is impossible to finish within a day. But it comes back to the employees how they participated in getting it done."

The statement of Mr. Kasi Kessos who said that the responsibility given to the employee returned to the employee himself, how he was able to participate in completing it.

d. Compliance with rules

Adherence to the rules is a behavior or action that follows and complies with all applicable rules and policies at the Subdistrict Office. This includes all regulations related to the duties and responsibilities of employees, and the proper use of office facilities. Adherence to the rules at the Hilimegai Sub-district Office, South Nias Regency, is very important to maintain work discipline, in order to improve the efficiency of employee performance. So the researcher wants to analyze how employees comply with the regulations that have been set. The results of an interview with Mr. Apolonias Ndruru, S.Pd as the Head of Sub-district said that:

"The officers’ obedience to the rules is quite good. But we also acknowledge that there are cases where employees may have violated the rules."

The statement from the sub-district father shows that employees obey the rules, but on the other hand there are still employees who violate them. In addition to the above statement, the opinion of Mr. Stefanus Waruwu, S.Pd said that:

"Employee compliance with the regulations that have been set is quite good. We realize that these regulations are made for the common interest and to maintain discipline in work. In addition, superiors also provide supervision and sanctions for employees who violate regulations, thus making employees more careful in carrying out their duties."

This statement strongly emphasizes that employee compliance with the rules is quite good, because the regulations are considered important for common purposes and are strengthened by supervision and sanctions by superiors, which encourage employees to be careful in carrying out their duties. In addition, the opinion of Mr. Galieli Ndruru, as the head of Kessos said that:

"There are still some employees who do not comply with the rules, especially in terms of time discipline."

From the results of interviews with informants above, it can be concluded that employee compliance with regulations is quite good. However, there are some cases where employees violate the rules, especially in terms of time discipline. Efforts to supervise and apply sanctions by superiors have motivated employees to remain obedient and obey the rules.

2. Employee Performance

a. Quantity of work output

The quantity of work is the amount of work done by a person in a certain period of time. The quantity of work can be measured by the number of tasks completed in a certain period of time. Then researchers analyzed how much time it took employees to work?

Based on the results of an interview with Mr. Apolonias Ndruru, S.Pd as the Head of Subdistrict on Friday, October 13, 2023 said that:

"The time required by employees in this office usually works for 8 hours a day, like standard working hours in general, starting at 08.00 WIB and ending at 16.00 WIB."

Then, the opinion of Mr. Stefanus Waruwu, S.Pd as secretary of the sub-district on Friday, October 13, 2023 said that:
"Sometimes we work overtime to complete this task, because we have to chase targets or predetermined times".

The statement from the informant can be assumed that to complete the task, it takes a long time, because it pursues the target of completing the task that has been given.

Meanwhile, the opinion of Mr. Galieli Ndruru as the head of social affairs on Monday, October 16, 2023 said that:
"The task can be completed quickly in one day or not. It depends on how dexterous the employees are and good cooperation".

From the statement of Mr. Kasi Kessos, it can be concluded that the task can be completed if the employees who do it are dexterous and able to work well together.

From the opinion of informants, it can be concluded that the time required by employees can vary, depending on the type of work and work targets that have been set. Sometimes overtime to meet targets or deadlines that have been set. In addition, the time required to complete tasks can vary, depending on dexterity and good cooperation between employees.

b. Quality of work

The quality of work is the level of excellence or success in doing work. The quality of work can be measured by how well the work was done, and how accurate the results are. So the researcher wants to analyze how the quality of work of employees at the Hilimegai Sub-district Office, South Nias Regency?

The results of the researcher's interview with Mr. Apolonias Ndruru, S, Pd as the sub-district head on Monday, October 17 said that:
"It's pretty good. But we admit that there are still many shortcomings in the work of this task".

Mr. Sub-district believes that the responsibility in doing the task can be successful on time or not. But trying to be able to finish on time.

While the opinion of Mr. Stefanus Waruwu, S.Pd as the sub-district secretary said that;
"Yes, the quality of work is quite good".

From the opinion of Mr. Sekcam, it can be concluded that the quality of work of employees at the Hilimegai Sub-district Office, South Nias Regency, is quite good.

In addition, the opinion of Mr. Galieli ndruru as the head of social affairs on Monday, October 17, 2023 said that:
"The quality of employee work varies greatly, depending on each individual. There are employees who work very well and produce high quality work, but there are also employees who do not pay attention to the quality of their work. However, the quality of the work of employees at the Sub-district Office is quite good and meets the expected standards.".

The opinion of Mr. Kasi Kessos can be concluded that the quality of employee work varies greatly, depending on each employee. There are employees who work very well and produce high quality work, and there are also employees who pay less attention to the quality of work. But the quality of work at the Hilimegai sub-district office is recognized as quite good.

Based on the results of interviews with the three informants, it can be concluded that the work is considered quite good, although it is admitted that there are still some shortcomings in the workmanship. Employees are aware of the suitability of duties with their responsibilities and strive to produce good performance.

c. Execution of duties

In the performance of duties, an employee must understand what is the purpose of the task. Task implementation is a process or step taken to complete a predetermined task. So researchers want to analyze how employees carry out tasks accurately?

Based on the results of an interview with Mr. Apolonias Ndruru, S.Pd as the head of Sub-district explained that:
"Yes, we carried out this task well. Because this is our obligation".

From the explanation of the sub-district head, it can be assumed that the task is carried out properly because it has become the obligation of the employees. While the opinion of Mr. Stefanus Waruwu, S.Pd as Sekcam said that:

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"He, we did it".
In addition, the opinion of Mr. Galieli Ndruru as the head of social affairs explained that: "The performance of that task is our obligation, so we still carry it out".
From the opinion of Mr. Kasi Kessos, it can be concluded that the implementation of the task is their obligation that must be carried out.
Based on the interviews of the three informants, it can be concluded that the employees have carried out their duties well, and they carried them out because it was their duty. Employees feel that the implementation of duties is an obligation that must be fulfilled by them and always carry them out.

d. Responsibility
Responsibility refers to an obligation or duty that must be fulfilled by a person. This includes awareness and obligation to perform or complete tasks properly in accordance with applicable norms, regulations or demands. So researchers want to analyze whether employees are responsible for working? The results of an interview with Mr. Apolonias Ndruru, S.Pd as the Head of Sub-district said that:
"Employees in this office have the responsibility to carry out the assigned duties. They can complete tasks according to predetermined deadlines, even though sometimes they miss a day, but they still complete them".
The statement from the sub-district father shows that employees at the Hilimegai sub-district office, South Nias Regency, are responsible for the tasks given, although sometimes they are not completed on time. In addition to the above statement, the opinion of Mr. Stefánus Waruwu, S.Pd said that:
"Yes, the clerks here are responsible for work. Our responsibilities here include the obligation to carry out tasks in accordance with the stipulated time, maintain the quality of work and good communication between superiors and subordinates and colleagues".
This statement strongly emphasizes that employees at the sub-district office are responsible for work which includes fulfilling the stipulated time, maintaining the quality of work and good communication between employees. In addition, the opinion of Mr. Galieli Ndruru, as the head of Kessos said that:
"Yes, we are responsible".
From the results of interviews with the informants above, it can be concluded that employees at the Hilimegai Subdistrict Office of South Nias Regency are responsible for completing the tasks given, including meeting predetermined time targets, and maintaining the quality of work and good communication between superiors and subordinates and other colleagues. Thus, employees at the Hilimegai Subdistrict Office of South Nias Regency are responsible for their work.

CONCLUSION
The implementation of work discipline at the Hilimegai Sub-district Office of South Nias Regency is relatively good, it can be seen from the activities of employees at work on time, but there are still some employees who are late due to the distance from home from the office far apart and it is not used as an excuse for employees, employees still follow the rules. Then the employees of the Hilimegai Subdistrict Office of South Nias Regency always maintain the equipment used in the sub-district office and consider it as a manifestation of their discipline. Furthermore, employees of the Hilimegai Subdistrict Office of South Nias Regency have a high responsibility as evidenced by always completing work that is not ready and they allow time for overtime to achieve work targets. In addition, in terms of compliance with the rules, employees of the Hilimegai Subdistrict Office of South Nias Regency are still lacking because their employees often neglect their duties. To achieve the quantity of work results, employees at the Hilimegai Subdistrict Office of South Nias Regency work for 8 (eight) hours a day starting from 8 (eight) am to 4 (four) pm. In addition, they are always guided by the rules that apply at the Hilimegai Sub-district Office, South Nias Regency.
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