

CHAPTER II

RESEARCH OBJECT OVERVIEW

1. Overview of Dumai Timur Sub-District

As one of the sub-districts in Dumai City, Dumai Timur is an expanding area of Dumai Municipality which was formed based on Government Regulation Number 8 Year 1979 concerning the Formation of the Administrative City of Dumai on April 11, 1979.

Dumai Timur is one of the oldest sub-districts in Dumai City with a land area of 47.52 km². The location of Dumai Timur District is located in the center of Dumai City with sub-district capital of Teluk Binjai Urban Community. Dumai Timur Sub-District according to elevation (altitude above sea level / asl) is located between 0-25 m. Whole region is land and its topography is relatively flat. Bordering area directly is by sea or coastal area beach, namely Buluh Kasap and Tanjung Palas Village, meanwhile other urban communities are not coastal areas beach.

A. Vision and Mission

Vision of Dumai regency is realizing an excellent service and foremost in the field of empowerment in order to achieve a prosperous, harmonious, safe regency based on Melayu culture.

The mission of Dumai Timur Subdistrict are as follows :

- 1) Increasing a service to the society
- 2) Engaging the caretaker of the facilities
- 3) Implementing the activities in empowering the society
- 4) Realizing the peace and public order
- 5) Optimalizing all activities in subdistrict level

B. Geographical

Following with the formation of Regional Autonomy based on Law Number 22 year 1999, the Administrative City of Dumai became the Municipality of Dumai which was once the number of subdistricts consists of 3 urban communities later was divided into 5 urban communities namely :

1. Tanjung Palas Urban Community
2. Jaya Mukti Urban Community
3. Teluk Binjai Urban Community
4. Buluh Kasap Urban Community
5. Bukit Batrem Urban Community

Dumai Timur Sub-District has a wide range 47,52 km² surrounded with Rupert Strait in the north, Medang Kampai subdistrict in the east, Bukit Kapur subdistrict in the south, and Dumai Kota and Dumai Selatan subdistricts in the south. The land is dominated with the housing and agriculture sector which are paddy field and palm trees.

C. Demographic

The Dumai Timur subdistrict in 2017 is amounted to 64.127 people which consist of 32.441 men and 31.686 women. Through this measurement, each square of Dumai Timur subdistrict is populated by 1.349 people. Complete population data based on territories are as follows :

Table 2.1 Data Based on Territories

No	Urban Community	Area (km ²)	Male	Female	Population Amount	Population Density
1	Tanjung Palas	26,00	3897	3807	7704	296
2.	Jaya Mukti	3,90	9770	9543	19313	4952
3	Teluk Binjai	12,02	9840	9610	19450	1618
4	Buluh Kasap	4,50	3890	3800	7690	1709
5	Bukit Batrem	1,10	5044	4926	9970	9064
Total		47,52	32441	31686	64127	1349

Source: BPS-Statistics of Dumai City

D. Social Condition

1. Education Aspect

In 2017, the education facilities in Dumai Timur subdistrict were consist of 26 elementary schools, 8 junior high schools, 7 senior high schools, and 5 private universitys. The number of students in the spreaded areas are as follows :

Table 2.2 Education Level in Dumai Timur Subdistrict

No	Grade	Status		Total
		Public	Private	
1.	Kindergaten	131	1365	1496
2.	Elementary School	8320	2047	10367
3.	Secondary School	2249	916	3165
4.	Senior High School	1111	466	1577
5.	Vocational High School	-	270	270

Source: BPS-Statistics Dumai City

From the table above, it is indicates that the the peer group is dominating with the elementary school students aged 5-11 years old. Regardless the education level, improvement in each sector is needed by the related institution to realize the educational spreading in a proper condition. It is includes those who still not get the proper facilities in education.

2. Health

In improving health condition, the government provides the health center to maintain the society conditon in a reachable approach. Until 2017, the government started to invent the health center in Jaya Mukti since this area has a massive population compared to other districts. Moreover, to support the people needs, the government invented others facilities, including 5 units of village health post. In terms of maternal and children health services, the government invented 51 units of integrated post to cover the needs of children which spreaded in each urban

communities. Complete spreadings of health facilities are as follows:

Table 2.3. Health Facilities in Dumai Timur Subdistrict

No	Areas	Hospital	Public Health Care	Health Village Post	Family Planning Post
1	Tanjung Palas	-	-	1	4
2	Jaya Mukti	-	1	1	14
3	Teluk Binjai	-	-	1	16
4	Buluh Kasap	2	-	1	11
5	Bukit Batrem	-	-	1	6
Total		2	1	5	51

Source: BPS-Statistics Dumai City

E. Potential

1. Natural resources

Dumai city is well known as one of a national potential in petroleum industry and Dumai Timur subdistrict is the center of this resources. There is no doubt that this area mostly has a coastal-factory in its sidebeach areas. Other than that, palm oil industry is also being a strenght in running the agriculture industries.

2. Human resources

Dumai Timur subdistrict is dominated with the industrial company which is filled with expertises. Hence, the various type of skills are available. Meanwhile, in grassroot areas it still can be found people with less skill.

3. Social groups

The social potencies which are involved in Dumai Timur subdistrict are study group, NGO, save and loan, youth group, environmentalist group, and one of the strongest is the custom group.

4. Economic resources

Located in a strategic location which is in east coast of Sumatra island, made the economic progress in Dumai Timur subdistrict is growing significantly each year. A easily connected access to the surrounding cities which may engage the various commodities become the potential of this area. It includes the agricultural sector, petroleum commodities, and fisheries.

F. Problem

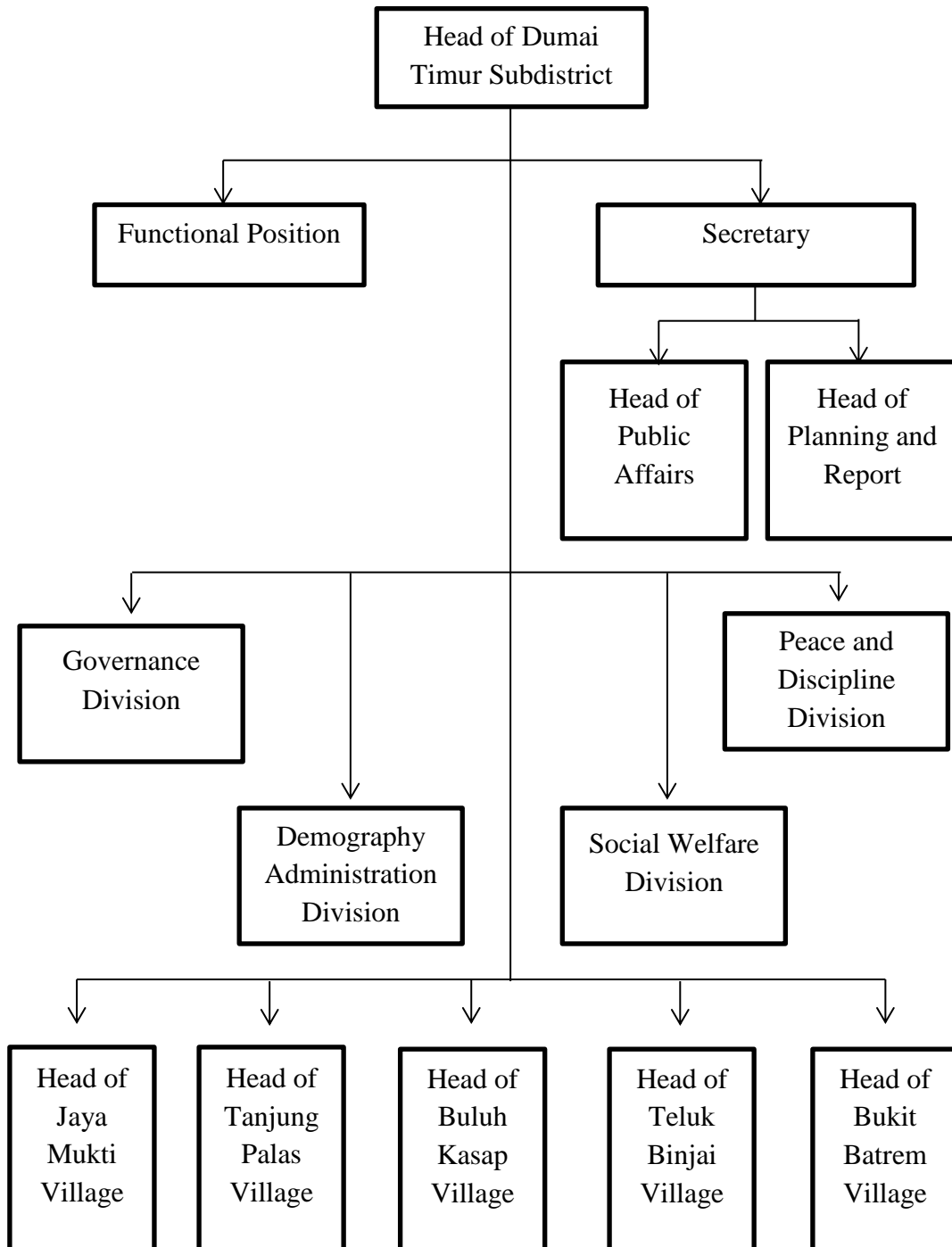
1. Infrastructure

Infrastructure problems in Dumai Timur subdistrict are dominated with lack in road development including in the populated areas to the remote areas. Low level in building maintenance awareness is also being a concern which needs to be improved.

2. Socio-Cultural

The society still lack inadequate development in local culture. It made the authentic cultural behaviour slowly will scraped.

G. Organizational Structure



H. Job Description and Function

1. Sub-District Leader

Based on Government Regulation No.19 of 2008 Article 15 concerning sub-districts and Government Regulation No. 41 of 2007, a subdistrict head has a general duty of government which includes:

- 1) Implementing government authority delegated by the Regent to handle part of the Regional Autonomy affairs
- 2) Carrying out other tasks given by the Regent in accordance with his field of duty

Moreover, a subdistrict head has these following functions:

- 1) Coordinating community empowerment activities,
- 2) Coordinating efforts to organize peace and public order,
- 3) Coordinating the implementation and enforcement of legislation,
- 4) Coordinating maintenance of public service facilities and infrastructure,
- 5) Coordinating the implementation of government activities at the sub-district level,

- 6) Fostering the administration of village and / or village administration, and
- 7) Carrying out community services which are the scope of their duties and / or that cannot be implemented by the village or sub-district government.

2. Secretary

A secretary has a duty are as follows :

- Assisting the Head of Subdistrict in coordinating the implementation of administrative guidance which includes administration, management, housekeeping, public relations, equipment, staffing, data collection, reporting, materials for formulating program plans, finance and providing technical and administrative services to the Head of Sub-District and all elements in the Sub-district environment.

The functions are :

- 1) Carrying out the planning, controlling and evaluating the implementation;
- 2) Preparing staffing guidance, file proposals for civil servants in the context of periodic salary increases, promotions, pensions and other transfers;
- 3) Preparing materials for preparing Work and Budget Plans (RKA) and Budget Implementation Documents (DPA);

- 4) Planning the procurement of office stationery and other equipment and carrying out office cleaning activities;
- 5) Carrying out coaching administration and providing technical and administrative services to all District Government Devices;
- 6) Coordinating all activities carried out by District Devices in the framework of administering government administration.

3. Head of Public Affairs

Head of Public Affairs has a duty:

- Carrying out the administration of correspondence, archives, procurement, equipment and assets, administrative travel official households, office maintenance, managing office inventory and managing employee affairs and employee welfare, education and training, periodic salary, leave, attendance, organization, management and public relations and monitoring and evaluating the implementation of tasks based on data and regulations.

In addition, Head of Public Affairs has these following functions :

- 1) Collecting and processing statutory regulations, guidelines, technical instructions, data and information and other materials related to administration, staffing, household affairs, equipment as guidelines and work basis;

- 2) Finding problems related to administrative affairs, staffing, household affairs and equipment and prepares the problem solving instructions;
- 3) Arranging plans, work programs and performance-based budgets based on the main tasks and functions of sub-districts guided by sub-district strategic plans;
- 4) Dividing tasks to subordinates in accordance with the tasks in order to create even distribution of tasks;
- 5) Giving instructions and direction about the task implementation;
- 6) Supervising the implementation of subordinate duties so that there is no deviation;
- 7) Checking the work of subordinates to find out the difficulties and obstacles and provide the solutions.

4. Head of Planning and Report

Head of Planning and Report has a duty:

- Conceptualizing the plan of activities, dividing the tasks, giving instructions to the implementation of activities in planning and reporting subdivisions, organizing the planning programs, reporting in the sense of coordinating program preparation, presenting data, synchronizing and analyzing data, preparing planning programs, carrying out monitoring, evaluating and reporting according to supervisor instructions and guidelines and provisions.

The functions are as follows :

- 1) Finding problems related to program affairs and prepare problem solving instructions
- 2) Studying and implementing regulations, regional policies, and other legal bases relating to the tasks of sub-planning and reporting
- 3) Concepting the sub-plan for planning and reporting activities based on basic tasks and functions as well as existing resources guided by the sub-district strategic plan as a guideline for implementing tasks
- 4) Dividing assignments to subordinates according to the task field to create even distribution of tasks
- 5) Giving instructions and direction to subordinates for clarity of implementation of tasks\

5. Governance Division

The Governance Division has a main duty to carry out general government affairs, and foster domestic politics. To support the duties, the governance division has these following functions:

- 1) Conducting guidance and orderly supervising of subdistrict administration;
- 2) Providing guidance, supervision, facilitation and consultation on the administration of the subdistrict;

- 3) Helping to prepare materials for guidance and supervision of the Village Head;
- 4) Fostering and supervising the subdistrict apparatus;
- 5) Evaluating the implementation of subdistrict government at the sub-district level;
- 6) Collecting, systematizing and analyzing the data on government and socio-political fields in sub-districts;
- 7) Carrying out guidance on the implementation of population administration and civil registration as well as carrying out administrative administration of the village;
- 8) Reporting and accounting for the implementation of duties to the Camat according to the standards set.

6. Demography Administration Division

This division has a duty to arrange a plan of activities, coordinating, controlling, and giving instructions to subordinates in the implementation of the population administration section. To support the duty, this division has these following functions:

- 1) Collecting, processing and evaluating the data in the administrative field;
- 2) Serving services to the community in the field of administrative services;

- 3) Conducting guidance and providing population administration technical instructions to sub-district and population registration officers;
- 4) Collecting and synchronizing sub-district population data with data on the location and report the data periodically to the Population and Civil Registry Service;
- 5) Supervising the process of population administration services, both technical administration and use of dance services by nagari and sub-district registration officers;
- 6) Conducting a training and socialization to the community in order to regulate population administration.

7. Society Welfare Division

The main duty of Society Welfare division is assisting Head of Subdistrict in preparing materials for policy formulation, coordination, guidance, evaluation and reporting on education activities, public health, the young generation, sports. and women's empowerment. The Society Welfare division has following functions:

- 1) Collecting and processing data to develop work programs for activities in the field of social welfare in the context of carrying out tasks so that they can run smoothly;
- 2) Preparing a technical guidance material by collecting, distributing and analyzing social welfare data;

- 3) Preparing materials in the framework of fostering and supervising the activities of educational programs, the younger generation, sports, culture, scouting, the role of women, religious life and public health in the framework of increasing human resources;
- 4) Preparing materials for cooperation with relevant agencies in accordance with their duties in the context of prevention and control of natural disasters and refugees.

8. Peace and Discipline Division

The Peace and Discipline Division has a main duty to lead, implement, and coordinate the implementation of peace and public order affairs which are the authority, in accordance with laws and regulations and guidelines that apply to the smooth running of the task. To support the duties, it has following functions:

- 1) Preparing annual program plans and activities in the field of peace and public order as guidelines in the implementation of tasks;
- 2) Collecting materials for drafting plans in the peace and public order section;
- 3) Fostering, coordinating and implementing programs and activities in the peace and public order section;
- 4) Monitoring and evaluating the implementation of programs and activities in the peace and public order section;

- 5) Evaluating the implementation of organizational tasks so that they are always according to plan, targets set;
- 6) Assessing subordinate work performance in the context of career development and development

9. Head of Village

According to the Mayor Regulation of Dumai no 43 year 2008 about Main Assignment and Functions of Head of Village are leading, implementing, coordinating, formulating the goals and objectives of administering government, development and community affairs in the urban community area in accordance with the affairs of village administration, empowerment and community service, peace and public order services, maintaining of public service facilities and infrastructure, fostering community organizations and implementing other government duties, in accordance with the provisions of applicable laws and regulations. To support the duties, it has these following functions:

- 1) Implementating the partial delegation of the Government's authority from the Head of Subdistrict;
- 2) Being an organization of Government and development in the urban community;
- 3) Implementing the community life coaching;
- 4) Implementating of community development and empowerment;
- 5) Fostering and controlling peace and public order;

- 6) Implementing of other tasks provided in accordance with the scope of their duties.

Table 2.4 Type of CSR implemented by PT Pertamina RU II Dumai

No	Type of CSR	Benefit	Target	Area
1	Greening Space based on Fruit Park	Advancing the agricultural sector and developing the entrepreneurship	Conventional farmers	Jaya Mukti urban community
2	Adiwiyata Green Schools	Engaging the environmental-based curriculum	Elementary and Junior High school students	Bukit Datuk urban community
3	Women Empowerment through “ADELIS” Convection Bussiness	Developing the potential to become a convection cetral in Dumai city	Women groups	Jaya Mukti urban village
4	SEHATI Integrated Service Post	Advancing knowledge and skill of the officer about children nutritions	Integrated service officers	Jaya Mukti and Tanjung Palas urban community
5	Safetyman and Welder Training	Expand the experience for the youngsters to reduce the unemployment level	The society in productive ages	Jaya Mukti, Tanjung Palas, Buluh Kasap, Teluk Binjai, Bumi Ayu, and Bukit Datuk urban community
6	Waste Bank	Advancing the environmental quality	Jaya Mukti Society	Jaya Mukti urban community
7	Agriculture and Fisheries Integration	Advancing the farmers’ life quality	Farmers	Bukit Datuk urban community

Source: Formulated by author from CSR PT Pertamina RU II Dumai