

REGENT OF GRESIK

REGULATION OF THE REGENT OF GRESIK

NUMBER 12 OF 2014

ON

UNIFORM OF CIVIL SERVANTS

WITHIN THE ENVIRONMENT OF THE REGENCY OF GRESIK GOVERNMENT

BY THE BLESSINGS OF ALMIGHTY GOD

THE REGENT OF GRESIK,

Considering: a. that in order to improve discipline, authority, and work motivation of civil servants, it is necessary to prepare guidelines on the Uniform of Civil Servants within the Environment of the Regency of Gresik Government;

b. that the Regulation of the Regent of Gresik Number 47 of 2006 on Guidelines for the Uniform of Civil Servants and Officials within the Environment of the Regency of Gresik Government is no longer relevant and needs to be replaced;

c. that based on the considerations as referred to in points a and b, it is necessary to issue a Regulation of the Regent on the Uniform of Civil Servants within the Environment of the Regency of Gresik Government;

Considering: 1. Law Number 8 of 1974 on the Principles of Civil Servants (State Gazette of the Republic of Indonesia of 1974 Number 55, Supplement to the State Gazette of the Republic of Indonesia Number 3041) as amended by Law Number 43 of 1999 on Amendments to Law Number 8 of 1974 on the Principles of Civil Servants (State Gazette of the Republic of Indonesia of 1999 Number 169, Supplement to the State Gazette of the Republic of Indonesia Number 3890); 2. Law Number 32 of 2004 on Regional Government (State Gazette of the Republic of Indonesia of 2004 Number 125, Supplement to the State Gazette of the Republic of Indonesia Number 4437) as amended twice by Law Number 12 of 2008 on the Second Amendment to Law Number 32 of 2004 on Regional Government (State Gazette of the Republic of Indonesia of 2008 Number 59, Supplement to the State Gazette of the Republic of Indonesia Number 4844);

3. Law Number 12 of 2011 on the Formation of Legislation (State Gazette of the Republic of Indonesia Number 82, Supplement to the State Gazette of the Republic of Indonesia Number 5234);
4. Government Regulation Number 53 of 2010 on the Discipline of Civil Servants (State Gazette of the Republic of Indonesia of 2010 Number 74, Supplement to the State Gazette of the Republic of Indonesia Number 5135);
5. Government Regulation Number 42 of 2004 on the Development of Corps Spirit and Code of Ethics of Civil Servants (State Gazette of the Republic of Indonesia of 2004 Number 144);
6. Government Regulation Number 41 of 2007 on Guidelines for Regional Apparatus Organization (State Gazette of the Republic of Indonesia of 2007 Number 89, Supplement to the State Gazette of the Republic of Indonesia Number 4741);
7. Presidential Decree Number 82 of 1971 on the Corps of Republic of Indonesia Civil Servants; 8. Presidential Decree Number 18 of 1972 on the Types of Civilian Clothing, as amended by Presidential Decree Number 50 of 1990 on Amendments to Presidential Decree Number 18 of 1972 on the Types of Civilian Clothing;
9. Regulation of the Minister of Home Affairs Number 60 of 2007 on the Uniform of Civil Servants within the Environment of the Ministry of Home Affairs and Regional Governments, as amended by Regulation of the Minister of Home Affairs Number 53 of 2009;
10. Regulation of the Minister of Home Affairs Number 53 of 2011 on the Formation of Regional Legal Products;
11. Regulation of the Minister of Home Affairs Number 19 of 2013 on Guidelines for Uniforms, Equipment, and Operational Tools of the Regional Public Order Agency;
12. Regional Regulation of the Regency of Gresik Number 2 of 2008 on the Regional Apparatus Organization of the Regency of Gresik as amended twice by Regional Regulation of the Regency of Gresik Number 2 of 2013;
13. Regional Regulation of the Regency of Gresik Number 6 of 2007 on Government Affairs within the Authority of the Regency of Gresik;
14. Regional Regulation of the Regency of Gresik Number 2 of 2008 on the Organization of Other Institutions of the Regency of Gresik;
15. Regional Regulation of the Regency of Gresik Number 2 of 2012 on Guidelines for the Formation of Local Legislation;

DECIDES:

To Enact: REGULATION OF THE REGENT ON THE UNIFORM OF CIVIL SERVANTS WITHIN THE ENVIRONMENT OF THE REGENCY OF GRESIK GOVERNMENT.

CHAPTER I

GENERAL PROVISIONS

Section 1 In this Regulation:

1. Regency Government means the Regency Government of Gresik.
2. Regent means the Regent of Gresik.
3. Uniform means the uniform worn to show the identity of Civil Servants in carrying out their duties.
4. Civil Servant, hereinafter referred to as Employee, means a Civil Servant working in the Regency Government of Gresik.
5. Non-Civil Servant Employee means a non-permanent employee who carries out duties and functions in the SKPD based on a cooperation agreement with the Budget User (PA) or the Authorized Budget User (KPA).
6. Sub-district Head means a Civil Servant who leads a Sub-district.
7. Village Head means a Civil Servant who leads a Village.
8. Uniform Complements means the complements of clothing worn or used by Civil Servants according to the type of uniform, including belts, socks, and shoes with their attributes.
9. Attribute means a sign that complements the Uniform.

CHAPTER II

UNIFORM

Part One

Function of the Uniform

Section 2

The function of the Uniform is as:

- a. a manifestation of solidarity among civil servants;
- b. a manifestation of order, discipline, and dedication of civil servants; and
- c. a manifestation of the development and supervision of civil servants.

Part Two

Types of Uniforms

Section 3

(1) Uniforms within the Environment of the Regency of Gresik Government consist of:

- a. daily uniform, abbreviated as PDH, consisting of:
 1. khaki PDH;
 2. Sub-district Head PDH and Village Head PDH; and
 3. long-sleeved PDH, abbreviated as PDH P.
- b. daily civilian clothes, abbreviated as PSH;
- c. formal civilian clothes, abbreviated as PSR;
- d. complete civilian clothes, abbreviated as PSL;
- e. ceremony uniform, abbreviated as PDU; and
- f. special uniform.

(2) In addition to the uniforms as referred to in section (1), within the Environment of the Regency of Gresik Government there are Uniforms for certain days, consisting of:

- a. Gresik traditional clothes;
- b. batik clothes;
- c. sports clothes; and
- d. Muslim attire.

(3) The Uniform as referred to in section (2) point d is excluded for non-Muslim employees.

Part Three

Daily Uniform

Section 4

(1) The khaki PDH as referred to in Section 3 section (1) point a number 1 is used for carrying out daily duties.

(2) The khaki PDH consists of:

a. Male PDH:

1. short-sleeved shirt, with epaulets, khaki color;
2. khaki colored trousers; and
3. nylon/leather belt, socks, and black shoes.

b. Female PDH:

1. short-sleeved shirt, with epaulets, khaki color;
2. khaki colored skirt 15 cm below the knee; and
3. black pantovel shoes.

c. Female PDH with hijab:

1. long-sleeved shirt, with epaulets, khaki color, shirt end 20 cm below the hip;
2. khaki colored long skirt or trousers to the ankles;
3. plain light brown hijab matching the khaki color;
4. black pantovel shoes.

d. Pregnant female PDH is adjusted accordingly.

(3) The PDH for Structural Officials of Eselon II and Eselon III, besides khaki color, can also be dark colored.

(4) The PDH model for Eselon II and Eselon III general functional, specific functional, and Eselon IV structural officials as listed in Appendix I, is a single entity and an inseparable part of this Regulation of the Regent.

Section 5

(1) The Sub-district Head PDH and Village Head PDH as referred to in Section 3 section (1) point a number 2 consists of:

a. Male Sub-district Head PDH and Male Village Head PDH:

1. short-sleeved shirt, with epaulets, khaki color;

2. khaki colored trousers; and

3. nylon/leather belt, socks, black shoes, position insignia and rank insignia.

b. Female Sub-district Head PDH and Female Village Head PDH:

1. short-sleeved shirt, with epaulets, khaki color;

2. khaki colored skirt 15 cm below the knee; and

3. black shoes, position insignia and rank insignia.

c. Female Sub-district Head PDH and Female Village Head PDH with hijab are adjusted accordingly as referred to in Section 4 section (2) point c.

d. Pregnant Female Sub-district Head PDH and Female Village Head PDH are adjusted accordingly.

(2) For Sub-district Heads, besides the PDH as referred to in points a and b number 1, in carrying out their duties they can wear a long-sleeved shirt, with epaulets, khaki color.

Section 6

(1) The PDH P as referred to in Section 3 section (1) point a is used by Civil Servants holding Eselon II and Eselon III structural positions, consisting of:

a. Male PDH P:

1. long-sleeved shirt, with epaulets, khaki color;

2. khaki colored trousers; and

3. nylon/leather belt, socks, and black shoes.

b. Female PDH P:

1. long-sleeved shirt, with epaulets, khaki color;

2. khaki colored skirt 15 cm below the knee; and

3. black pantovel shoes.

c. Female PDH P with hijab:

1. long-sleeved shirt, with epaulets, khaki color, shirt end 20 cm below the hip;

2. khaki colored long skirt to the ankles;

3. plain light brown hijab matching the khaki color;

4. black pantovel shoes.

d. Long-sleeved PDH for pregnant women is adjusted accordingly.

(2) The PDH P, besides khaki color, can be dark colored.

(3) The dark colored PDH P as referred to in section (2) is used on Wednesdays or other days.

Part Three

Daily Civilian Clothes

Section 7

(1) The PSH as referred to in Section 3 section (1) point b is worn for working daily and for other general purposes.

(2) Male PSH:

- a. short-sleeved jacket and trousers of the same color;
- b. stand-up and open collar;
- c. three pockets, one on the upper left and two on the lower right and left; and
- d. 5 (five) buttons.

(3) Female PSH:

- a. short-sleeved and long-sleeved jacket and skirt 15 cm below the knee of the same color;
- b. stand-up and open collar;
- c. three pockets, one on the upper left and two on the lower right and left; and
- d. 5 (five) buttons.

(4) Female PSH with hijab:

- a. long-sleeved shirt, shirt end 20 cm below the hip;
- b. long skirt to the ankles, same color as the shirt;
- c. plain hijab matching the shirt color; and
- d. black pantovel shoes.

(5) Pregnant female PSH is adjusted accordingly.

Part Four

Formal Civilian Clothes

Section 8

(1) The PSR as referred to in Section 3 section (1) point c is worn to attend non-state ceremonies, receive foreign guests, and is worn at night.

(2) Male PSR:

- a. long-sleeved jacket and trousers of the same color;
- b. stand-up and open collar;
- c. three pockets, one on the upper left and two on the lower right and left; and
- d. 5 (five) buttons.

(3) Female PSR:

- a. long-sleeved jacket and skirt 15 cm below the knee of the same color;
- b. stand-up and open collar;
- c. three pockets, one on the upper left and two on the lower right and left; and
- d. 5 (five) buttons.

(4) Female PSR with hijab is adjusted accordingly as referred to in Section 7 section (4).

(5) Pregnant female PSR is adjusted accordingly.

Part Five

Complete Civilian Clothes

Section 9

(1) The PSL as referred to in Section 3 section (1) point f is worn at official state ceremonies or official trips abroad.

(2) Male PSL:

- a. dark colored jacket;
- b. trousers of the same color as the jacket; and
- c. shirt with a tie.

(3) Female PSL:

- a. dark colored jacket;
- b. skirt 15 cm below the knee of the same color as the jacket; and
- c. shirt with a tie.

(4) Female PSL with hijab is adjusted accordingly as referred to in Section 7 section (4).

(5) Pregnant female PSL is adjusted accordingly.

Part Six

Ceremony Uniform

Section 10 (1) The PDU as referred to in Section 3 section (1) point e is worn in carrying out ceremonies for other national holidays;

(2) The Sub-district Head PDU and Village Head PDU as referred to in Section 3 section (1) point e consists of:

a. Male Sub-district Head PDU and Male Village Head PDU:

1. white jacket with golden yellow buttons;
2. white trousers;
3. white shirt, plain black tie; and
4. white socks and leather shoes.

b. Female Sub-district Head PDU and Female Village Head PDU:

1. white jacket with yellow buttons;
2. white skirt 15 cm below the knee;
3. white shirt, plain black tie; and
4. white pantovel shoes.

c. Female Sub-district Head PDU and Female Village Head PDU with hijab:

1. white jacket with yellow buttons;
2. white skirt to the ankles;
3. white shirt, plain black tie; and
4. white pantovel shoes;
5. plain white hijab.

d. Pregnant female Sub-district Head and Village Head are adjusted accordingly.

Part Eight

Special Uniform

Section 11

(1) The special uniform as referred to in Section 3 section (1) point f is:

- a. a uniform whose type and model are determined by legislation;
- b. a uniform used according to function; and
- c. the uniform of the Regional Apparatus Organization of other institutions determined by the Regulation of the Head of Non-Ministry State Institution.

(2) The uniform whose type and model are determined by legislation as referred to in section (1) point a, include:

- a. toga, worn by Employees when appearing in court;
- b. Regional Public Order Agency; and
- c. Transportation Agency.

(3) The uniform used according to function and needs as referred to in section (1) point b, include:

- a. paramedics;
- b. laboratory personnel;
- c. tax and/or levy collectors;
- d. sanitation workers;
- e. firefighters;
- f. Community Protection (Linmas) officers;
- g. protocol officers;
- h. receptionists; and
- i. office guards.

(4) The type, model, and material of the Uniform as referred to in section (2) point b, point c, and section (3) are determined by the Decision of the Head of the SKPD.

(5) The Decision of the Head of the SKPD as referred to in section (4) is submitted to the Regent for approval.

Part Nine

Gresik Traditional Clothes

Section 12

(1) The Gresik traditional clothes as referred to in Section 3 section (2) consist of:

a. Male Gresik Traditional Clothes:

1. long-sleeved white jacket with golden yellow buttons;
2. stand-up and closed collar;
3. three pockets, one above the left, and two below the right and left;
4. white trousers;
5. wearing a sarong 20 cm above the knee, the upper fold of the sarong is covered by the jacket;
6. black songkok head covering;
7. pocket watch accessories with a golden yellow chain; and
8. leather sandals.

b. Female Gresik Traditional Clothes:

1. long-sleeved kebaya;
2. batik sarong;
3. hijab;
4. long kurosi; and
5. leather sandals.

(2) Pregnant female Gresik Traditional Clothes are adjusted accordingly.

(3) The schedule for wearing Gresik Traditional Clothes is determined by the Regent.

Part Ten

Batik Clothes

Section 13

(1) Batik clothes within the Environment of the Regency of Gresik Government consist of:

- a. Regional Characteristic Batik; and
- b. Korpri Batik.

(2) The model, color, and material of the Regional Characteristic Batik as referred to in section (1) point b are adjusted to the principles of politeness, neatness, aesthetics, and culture in the work environment.

(3) The model, color, and material of the Korpri batik clothes are based on the provisions of the

National Korpri Supervisory Board.

(4) The schedule for wearing batik clothes as referred to in section (1) is determined by the Regent.

Part Eleven

Sports Clothes

Section 14 (1) The model and material of sports clothes are adjusted to the principles of politeness, neatness, aesthetics, and culture in the work environment;

(2) The schedule for wearing Sports Clothes is determined by the Regent.

Part Twelve

Muslim Attire

Section 15

(1) The model and material of Muslim attire are adjusted to the principles of politeness, neatness, aesthetics, and culture in the work environment;

(2) The schedule for wearing Muslim Attire is determined by the Regent.

Section 16

The model of Uniforms within the Environment of the Regency of Gresik Government as listed in Appendix I, is a single entity and an inseparable part of this Regulation of the Regent.

CHAPTER III

UNIFORM ATTRIBUTES

Part One

Types of Uniform Attributes

Section 17

Uniform Attributes consist of:

- a. head covering;
- b. rank insignia;
- c. position insignia;
- d. KORPRI emblem;
- e. service medal;
- f. nameplate;
- g. name of the Regency of Gresik;
- h. emblem of the Regency of Gresik;
- i. name of the SKPD; and
- j. identification tag.

Part Two

Head Covering

Section 18

The head covering as referred to in Section 17 point a consists of:

- a. ceremony hat made of black fabric;
- b. mutz made of khaki fabric; and
- c. field hat.

Part Three

Rank Insignia

Section 19

(1) The Rank Insignia as referred to in Section 17 point b indicates the level in status as Sub-district Head and Village Head.

(2) The rank insignia as referred to in section (1) consists of:

- a. daily rank insignia made of fabric and metal, golden yellow color; and
- b. ceremony rank insignia made of fabric and metal.

(3) The Rank Insignia is worn on the left and right shoulders.

Part Four

Position Insignia

Section 20

- (1) The Position Insignia as referred to in Section 17 point c indicates the position as Sub-district Head and Village Head.
- (2) The Position Insignia is made of metal.
- (3) The Position Insignia is worn on the right chest.

Part Five

Korpri Emblem

Section 21

- (1) The Korpri Emblem as referred to in Section 17 point d is worn on all types of Uniforms except Gresik Traditional Clothes and Sports Clothes.
- (2) The Korpri Emblem as referred to in section (1) for PDH and PDU is made of golden yellow metal and for PDL is made of golden yellow embroidered fabric.
- (3) The Korpri Emblem is worn on the left chest.

Part Six

Service Medal

Section 22

- (1) The Service Medal as referred to in Section 17 point e is an attribute of honor for ones service and dedication to the nation and state.
- (2) The service medal as referred to in section (1) consists of:
 - a. Service Medal ribbon; and
 - b. Service Medal star.
- (3) The Service Medal on the Ceremony Uniform of the Sub-district Head and Village Head is worn

on the left chest above the pocket, the distance is adjusted to the number of Service Medals and Service Medal Stars.

Part Seven

Nameplate

Section 23

- (1) The nameplate as referred to in Section 17 point f shows a persons name, worn on the right chest 1 cm above the pocket.
- (2) The nameplate as referred to in section (1) consists of:
 - a. ebonite/plastic material, black color with white writing for PDH and PDU; and
 - b. khaki fabric material with black embroidered writing for PDL.

Part Eight

Name of the Regency of Gresik Government

Section 24

- (1) The name of the Regency of Gresik Government as referred to in Section 18 point g indicates the place of work.
- (2) The name of the Regency of Gresik Government is placed on the right sleeve 2 cm below the epaulet.
- (3) The material of the name of the Regency of Gresik Government is fabric with embroidered stitching, reading KABUPATEN GRESIK.

Part Nine

Emblem of the Regency of Gresik

Section 25

- (1) The Emblem of the Regency of Gresik as referred to in Section 17 point h depicts the philosophical basis of the Region and the spirit of dedication and characteristics of the Regency of

Gresik;

(2) The Emblem of the Regency of Gresik is placed on the right sleeve 2 cm below the name of the Regency of Gresik;

(3) The material of the Emblem of the Regency of Gresik is fabric which is drawn and written with embroidered stitching, the shape, color, and size of which are in accordance with the established provisions.

Part Ten

Name of the SKPD

Section 26

(1) The name of the SKPD as referred to in Section 17 point i indicates the duty location.

(2) The name of the SKPD is placed on the left sleeve 2 cm below the epaulet.

(3) The material of the SKPD name is fabric with embroidered stitching.

Part Eleven

Identification Tag

Section 27

(1) The employee identification tag as referred to in Section 17 point j is used to identify an employee.

(2) The Employee Identification Tag is worn by employees in carrying out their duties.

(3) The employee identification tag as referred to in section (1) is attached to the left pocket/breast pocket below the Korpri emblem.

Section 28

The shape, material, and size of the Employee Identification Tag are regulated in a separate Regulation of the Regent.

Section 29

The model of Uniform attributes as referred to in Section 17 is listed in Appendix I, and is a single entity and an inseparable part of this Regulation of the Regent.

CHAPTER IV

USE OF ATTRIBUTES

Section 30

(1) The attributes of PDH consist of:

- a. the name and emblem of the Regency of Gresik;
- b. the name of the SKPD;
- c. Korpri emblem;
- d. nameplate; and
- e. identification tag.

(2) The attributes of PDH for Eselon II and Eselon III structural officials consist of:

- a. Korpri emblem;
- b. nameplate; and
- c. identification tag.

(3) The attributes of Sub-district Head PDH and Village Head PDH consist of:

- a. the name and emblem of the Regency of Gresik;
- b. the name of the SKPD;
- c. Korpri emblem;
- d. nameplate;
- e. identification tag;
- f. peci or mutz;
- g. position insignia; and
- h. daily rank insignia.

(4) The attributes of PDH P consist of:

- a. Korpri emblem;
- b. nameplate; and
- c. identification tag.

(5) The attributes of khaki colored Sub-district Head PDH P consist of:

- a. the name and emblem of the Regency of Gresik;
- b. the name of the SKPD;
- c. Korpri emblem;
- d. nameplate;
- e. identification tag;
- f. peci;
- g. position insignia;
- h. daily rank insignia; and
- i. service medal ribbon.

(6) The attributes of PSH consist of:

- a. nameplate;
- b. Korpri emblem; and
- c. identification tag.

(7) The attributes of PSR are only the nameplate.

(8) The attributes of free attire with a tie within the Environment of the Regency of Gresik Government consist of:

- a. Korpri emblem;
- b. nameplate; and
- c. identification tag.

(9) The attributes of Sub-district Head PDU and Village Head PDU consist of:

- a. Korpri emblem;
- b. nameplate;
- c. ceremony hat;
- d. position insignia;
- e. ceremony rank insignia; and
- f. service medal star.

(10) Complete Civilian Clothes (PSL) do not use attributes.

DEVELOPMENT AND SUPERVISION

Section 31

Development and supervision of the use of Uniforms within the Environment of the Regency of Gresik Government are carried out by the SKPD responsible for personnel matters on behalf of the Regent.

CHAPTER VI

OTHER PROVISIONS

Section 32

(1) The Uniform of Non-Civil Servant Employees consists of:

- a. PDH;
- b. Batik clothes; and
- c. sports clothes.

(2) Non-permanent Non-Civil Servant Employees, based on their place of duty, may use special Uniforms as referred to in Section 12 section (2) points b and c, and Section 12 section (3).

(3) The procurement of Uniforms as referred to in Section 2 is budgeted in the Regional Revenue and Expenditure Budget according to the Regional Financial capacity;

(4) The procurement of Uniforms as referred to in section (3) is budgeted for Civil Servants and Non-Civil Servants within the Environment of the Regency of Gresik Government.

CHAPTER VII

FINAL PROVISIONS

Section 33 Upon the commencement of this Regulation of the Regent:

1. Regulation of the Regent of Gresik Number 47 of 2006 on Guidelines for the Uniform of Civil Servants and Officials within the Environment of the Regency of Gresik Government; and
2. Regulation of the Regent of Gresik Number 157 of 2004 on Uniforms and Uniform Equipment of the Gresik Regency Transportation Agency, are revoked and declared null and void.

Section 34

This Regulation of the Regent comes into force on the date of its promulgation.

In order for everyone to know, it is ordered that this Regulation of the Regent be promulgated by placing it in the Gresik Regency Regional News.

Enacted in Gresik

on February 18, 2014

REGENT OF GRESIK,

Ttd.

Dr. Ir. H. SAMBARI HALIM RADIANTO, ST., M.Si.