

REGENT OF GRESIK

EAST JAVA PROVINCE

REGULATION OF THE REGENT OF GRESIK

NUMBER 41 OF 2018

ON

THE POSITION, ORGANIZATIONAL STRUCTURE, DUTIES, FUNCTIONS,
AND WORK PROCEDURES OF TECHNICAL IMPLEMENTING UNITS AT THE
ENVIRONMENT AGENCY OF REGENCY OF GRESIK

BY THE BLESSINGS OF ALMIGHTY GOD

The Regent of Gresik,

Considering: a. that to implement the provisions of Section 20 section (3) of the Regulation of the Minister of Home Affairs Number 12 of 2017 concerning Guidelines for the Formation and Classification of Regional Sub-Agencies and Technical Implementing Units, the formation of the Regional Technical Implementing Units of the Regency is stipulated by the Regents Regulation after written consultation with the Governor;

b. that based on the results of the consultation, the Recommendation of the Governor of East Java Number: 061/8374/031.1/2018 concerning the formation of Regional Technical Implementing Units has been issued, it is necessary to form and establish the organizational structure of the Technical Implementing Units at the Environment Agency of Regency of Gresik;

c. that based on the considerations referred to in points a and b, it is necessary to issue a Regional Regulation on the Position, Organizational Structure, Duties, Functions, and Work Procedures of Technical Implementing Units at the Environment Agency of Regency of Gresik.

Considering: 1. Law Number 12 of 1950 on the Formation of Regions within the Province of East Java, (State Gazette of the Republic of Indonesia of 1950 Number 19, Supplement to the State Gazette of the Republic of Indonesia Number 2930) as amended by Law Number 2 of 1965 on the Change of the Boundary of the Surabaya Municipality and the Type II Region of Surabaya (State

Gazette of the Republic of Indonesia of 1965 Number 19, Supplement to the State Gazette of the Republic of Indonesia Number 2730);

2. Law Number 12 of 2011 on the Formation of Legislation (State Gazette of the Republic of Indonesia of 2011 Number 82, Supplement to the State Gazette of the Republic of Indonesia Number 5234);

3. Law Number 5 of 2014 on State Civil Apparatus (State Gazette of the Republic of Indonesia of 2014 Number 6, Supplement to the State Gazette of the Republic of Indonesia Number 5494);

4. Law Number 23 of 2014 on Regional Government (State Gazette of the Republic of Indonesia of 2014 Number 244, Supplement to the State Gazette of the Republic of Indonesia Number 5587) as amended several times lastly by Law Number 9 of 2015 on the Second Amendment to Law Number 23 of 2014 on Regional Government (State Gazette of the Republic of Indonesia of 2015 Number 58, Supplement to the State Gazette of the Republic of Indonesia Number 5679);

5. Government Regulation Number 38 of 1974 on the Change of Name of Surabaya Regency (State Gazette of the Republic of Indonesia of 1974 Number 52, Supplement to the State Gazette of the Republic of Indonesia Number 3038);

6. Government Regulation Number 18 of 2016 on Regional Apparatus (State Gazette of the Republic of Indonesia of 2016 Number 114, Supplement to the State Gazette of the Republic of Indonesia Number 5887);

7. Government Regulation Number 11 of 2017 on Civil Servant Management (State Gazette of the Republic of Indonesia of 2016 Number 63, Supplement to the State Gazette of the Republic of Indonesia Number 6037);

8. Presidential Regulation Number 87 of 2014 on the Implementation Regulation of Law Number 12 of 2011 on the Formation of Legislation;

9. Government Regulation Number 12 of 2017 on Guidance and Supervision of Regional Government Administration (State Gazette of the Republic of Indonesia of 2017 Number 73, Supplement to the State Gazette of the Republic of Indonesia Number 6041);

10. Regulation of the Minister of Home Affairs Number 80 of 2015 on the Formation of Regional Legal Products (State News of the Republic of Indonesia of 2015 Number 2036);

11. Regulation of the Minister of Home Affairs Number 12 of 2017 concerning Guidelines for the Formation and Classification of Regional Sub-Agencies and Technical Implementing Units;

12. Regional Regulation of Gresik Regency Number 2 of 2012 concerning Guidelines for the Formation of Regional Legislation (Gresik Regency Regional Gazette of 2012 Number 2);
13. Regional Regulation of Gresik Regency Number 12 of 2016 concerning the Formation of Regional Apparatus (Gresik Regency Regional Gazette of 2016 Number 18).

DECIDES:

To stipulate: A REGENTS REGULATION ON THE POSITION, ORGANIZATIONAL STRUCTURE, DUTIES, FUNCTIONS, AND WORK PROCEDURES OF TECHNICAL IMPLEMENTING UNITS AT THE ENVIRONMENT AGENCY OF REGENCY OF GRESIK.

CHAPTER I

GENERAL PROVISIONS

Section 1

In this Regents Regulation:

1. Region means Regency of Gresik.
2. Regional Government means the Regency Government of Gresik.
3. Regent means the Regent of Gresik.
4. Environment Agency means the Environment Agency of Regency of Gresik.
5. Head of Agency means the Head of the Environment Agency of Regency of Gresik.
6. Technical Implementing Unit hereinafter abbreviated as TIU means the Technical Implementing Unit of the Agency at the Environment Agency of Regency of Gresik.

CHAPTER II

POSITION

Section 2

(1) The TIU is led by a Head of TIU who is under and responsible to the Head of Agency.

(2) The TIUs at the Environment Agency as referred to in section (1) consist of:

- a. Environmental Quality Testing Laboratory TIU; and
- b. Final Waste Processing Site TIU.

CHAPTER III

CLASS AND ORGANIZATIONAL STRUCTURE

Section 3

The TIU as referred to in Section 2 is a Class B TIU.

Section 4

(1) The organizational structure of the Environmental Quality Testing Laboratory TIU consists of:

- a. Head of TIU;
- b. Executive Position; and
- c. Group of Functional Positions.

(2) The organizational structure of the Final Waste Processing Site TIU consists of:

- a. Head of TIU; and
- b. Executive Position.

(3) The organizational structure chart of the TIU, as stated in the Appendix which is an inseparable part of this Regents Regulation.

CHAPTER IV

DETAILS OF DUTIES AND FUNCTIONS

Part One

Environmental Quality Testing Laboratory TIU

Section 5

(1) The Environmental Quality Testing Laboratory TIU is led by a Head of TIU, and has the task of coordinating and controlling the implementation of technical operational and technical functional activities in the management of the environmental quality testing laboratory at the Environment Agency.

(2) In carrying out his/her duties, the Head of TIU is responsible to the Head of Agency.

Section 6

In carrying out the duties as referred to in Section 5 section (1), the Head of the Environmental Quality Testing Laboratory TIU performs the following functions:

- a. preparation of the planning of technical operational activities in the management of the environmental quality testing laboratory;
- b. implementation of the management of the environmental quality testing laboratory;
- c. provision of environmental quality testing laboratory services to government agencies, private sector, and the public;
- d. implementation of environmental observation, examination, and analysis;
- e. implementation of facilitation and technical guidance in the field of environmental laboratories;
- f. implementation of technical cooperation policies between government and private institutions in the management and utilization of environmental quality testing laboratories;
- g. provision of consideration in issuing recommendations and/or permits for environmental quality feasibility in accordance with applicable regulations;
- h. implementation of monitoring, evaluation, and reporting of environmental quality examination results; and
- i. implementation of other official duties assigned by the Head of the Environment Agency in accordance with his/her duties.

Section 7

The Head of the Environmental Quality Testing Laboratory TIU supervises:

- a. Executive Positions; and
- b. Group of Functional Positions.

Section 8

(1) The Executive Positions as referred to in Section 7 point a, have the task of carrying out the technical operational activities of the Environmental Quality Testing Laboratory in accordance with their competence.

(2) The Executive Positions as referred to in section (1) consist of a number of positions in accordance with the results of Job Analysis and Workload Analysis.

Section 9

The duties as referred to in Section 8 section (1) include:

- a. preparing a plan of activities for the management of the environmental quality testing laboratory in accordance with the duties and responsibilities;
- b. carrying out activities in the management of the environmental quality testing laboratory in accordance with the duties and responsibilities;
- c. detailing each stage of the environmental quality testing laboratory management activities so that the workload can be measured;
- d. conducting evaluations and preparing reports on the management of the environmental quality testing laboratory in accordance with the field of duties and responsibilities; and
- e. carrying out other official duties assigned by the Head of TIU in accordance with his/her duties.

Section 10

(1) The Group of Functional Positions as referred to in Section 7 point b, have the task of carrying out technical functional activities of the Environmental Quality Testing Laboratory in accordance with their specifications and expertise.

(2) The Group of Functional Positions as referred to in section (1) consists of a number of functional positions that have been appointed by the competent authority.

Section 11

The duties as referred to in Section 10 section (1) include:

- a. planning the stages of technical activities of the environmental quality testing laboratory in

- accordance with the functional specifications and expertise that are their responsibility;
- b. carrying out technical functional duties in the management of the environmental quality testing laboratory in accordance with the specifications and expertise that are their responsibility;
- c. detailing each stage of the technical functional activities of the environmental quality testing laboratory so that the workload and credit score can be measured;
- d. evaluating and preparing reports on the results of technical functional activities in the management of the environmental quality testing laboratory in accordance with the functional specifications and expertise that are their responsibility; and
- e. carrying out other official duties assigned by the Head of TIU in accordance with his/her duties.

Part Two

Final Waste Processing Site TIU

Section 12

(1) The Final Waste Processing Site TIU is led by a Head of TIU, and has the task of leading, coordinating, and controlling the implementation of technical operational activities in final waste management.

(2) In carrying out his/her duties, the Head of TIU is responsible to the Head of Agency.

Section 13

In carrying out the duties as referred to in Section 12 section (1), the Head of the Final Waste Processing Site TIU performs the following functions:

- a. implementation of the preparation of plans for the management of the final waste processing site;
- b. implementation of activities and technical policies at the final waste processing site;
- c. implementation of waste reduction efforts;
- d. implementation of the management of the final waste processing site;
- e. implementation of waste analysis at the final waste processing site;
- f. implementation of technical cooperation policies between government and private institutions in the management of the final waste processing site;

- g. implementation of waste empowerment;
- h. implementation of the collection of waste levies at the final waste processing site;
- i. implementation of administrative services at the final waste processing site;
- j. implementation of monitoring, evaluation, and reporting of the results of the implementation of the management of the final waste processing site; and
- k. implementation of other official duties assigned by the Head of the Environment Agency in accordance with his/her duties.

Section 14

The Head of the Final Waste Processing Site TIU in carrying out his/her duties and functions is assisted by Executive Positions.

Section 15

- (1) The Executive Positions as referred to in Section 14 point a, have the task of carrying out technical operational activities in final waste processing in accordance with their competence.
- (2) The Executive Positions as referred to in section (1) consist of a number of positions in accordance with the results of Job Analysis and Workload Analysis.

Section 16

The duties as referred to in Section 15 section (1) include:

- a. preparing a plan of activities for final waste management in accordance with the duties and responsibilities;
- b. carrying out final waste management activities in accordance with the duties and responsibilities;
- c. detailing each stage of final waste management activities so that the workload can be measured;
- d. carrying out final waste management collection;
- e. conducting evaluations and preparing reports on final waste management in accordance with the field of duties and responsibilities; and
- f. carrying out other official duties assigned by the Head of TIU in accordance with his/her duties.

CHAPTER V

POSITION CLASSIFICATION

Section 17

The Head of Class B TIU is a structural position of echelon IV/b or Supervisory Position.

CHAPTER VI

WORK PROCEDURES

Section 18

- (1) The Head of TIU in carrying out his/her duties applies the principles of coordination, integration, and synchronization with those he/she leads.
- (2) The Head of TIU implements an internal control system within his/her environment.
- (3) The Head of TIU is responsible for leading and coordinating subordinates and providing guidance and instructions for the performance of subordinate duties.
- (4) The Head of TIU in carrying out his/her duties conducts guidance and supervision of the organizational units under him/her.

CHAPTER VII

FINAL PROVISIONS

Section 19

Upon the enactment of this Regents Regulation, the provisions in Sections 44, 45, 46, 47, and 48 of the Regents Regulation of Gresik Regency Number 72 of 2016 concerning Technical Implementing Units at Agencies and Institutions in Gresik Regency (Gresik Regency Regional Gazette Number 756) are revoked and declared null and void.

Section 20

This Regents Regulation shall come into force on the date of its promulgation.

In order for everyone to know, the promulgation of this Regents Regulation is ordered by placing it in the Gresik Regency Regional Gazette.

Stipulated in Gresik

On December 31, 2018

REGENT OF GRESIK,

(signature)

Dr. Ir. H. SAMBARI HALIM RADIANTO, S.T., M.Si.

Promulgated in Gresik

on December 31, 2018

ACTING SECRETARY OF REGENCY OF GRESIK,

(signature)

Drs. NADLIF, M.Si

Senior Main Official

NIP. 19610926 198603 1 008

GRESIK REGENCY REGIONAL GAZETTE OF 2018 NUMBER 35

APPENDIX I

REGULATION OF THE REGENT OF GRESIK

NUMBER 41 OF 2018

ON THE POSITION, ORGANIZATIONAL STRUCTURE, DUTIES, FUNCTIONS, AND WORK

PROCEDURES OF TECHNICAL IMPLEMENTING UNITS AT THE ENVIRONMENT AGENCY OF
REGENCY OF GRESIK

ORGANIZATIONAL STRUCTURE OF THE TECHNICAL IMPLEMENTING UNIT
FINAL WASTE PROCESSING SITE AT THE ENVIRONMENT AGENCY OF REGENCY OF
GRESIK

HEAD OF TIU
EXECUTIVE POSITIONS

REGENT OF GRESIK,
(signature)
Dr. Ir. H. SAMBARI HALIM RADIANTO, S.T., M.Si

APPENDIX II
REGULATION OF THE REGENT OF GRESIK
NUMBER 41 OF 2018

ON THE POSITION, ORGANIZATIONAL STRUCTURE, DUTIES, FUNCTIONS, AND WORK
PROCEDURES OF TECHNICAL IMPLEMENTING UNITS AT THE ENVIRONMENT AGENCY OF
REGENCY OF GRESIK

ORGANIZATIONAL STRUCTURE OF THE TECHNICAL IMPLEMENTING UNIT
ENVIRONMENTAL QUALITY TESTING LABORATORY AT THE ENVIRONMENT AGENCY OF
REGENCY OF GRESIK

HEAD OF TIU
FUNCTIONAL
POSITIONS
EXECUTIVE POSITIONS

REGENT OF GRESIK,

(signature)

Dr. Ir. H. SAMBARI HALIM RADIANTO, S.T., M.Si