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REGENT SUKOHARJO
PROVINCE OF CENTRAL JAVA

SUKOHARJO REGENCY REGULATIONS
NUMBER 76 OF 2020

ABOUT

IMPLEMENTATION OF ELECTRONIC-BASED GOVERNMENT SYSTEMS
BY THE GRACE OF GOD ALMIGHTY
REGENT SUKOHARJO,

- Considering:
- a. that to support the implementation of good governance in services to the community as one of the efforts in providing effective, efficient, transparent and accountable government in line with the implementation of the bureaucratic reform program in order to improve the quality of government administration, it is necessary to support an integrated Electronic-Based Government System ;
 - b. that based on the provisions of Article 12 paragraph (2) letter j and Attachment letter p Law Number 23 of 2014 concerning Regional Government as amended several times, most recently by Law Number 11 of 2020 concerning Job Creation, management of Electronic-Based Government Systems within the scope of regional government is a Mandatory Government Affairs that is not related to Basic Services provided by the Regional Government;
 - c. that for the implementation of the Electronic-Based Government System as intended in letters a and b, it is necessary to have a Regent's Regulation in its implementation that is harmonious and in line with national policy, regional development vision and good governance;

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d. that based on the considerations as intended in letters a, b and c, it is necessary to determine the Regent regarding the Implementation of Electronic-Based Government Systems;

Remember :

1. Law Number 13 of 1950 concerning the Establishment of Regency Areas within the Province of Central Java;
2. Law Number 11 of 2008 concerning Information and Electronic Transactions (State Gazette of the Republic of Indonesia of 2008 Number 58, Supplement to State Gazette of the Republic of Indonesia Number 4843), as amended by Law Number 19 of 2016 concerning Amendments to the Law Number 11 of 2008 concerning Electronic Information and Transactions (State Gazette of the Republic of Indonesia of 2016 Number 251, Supplement to the State Gazette of the Republic of Indonesia Number 5952);
3. Law Number 14 of 2008 concerning Openness of Public Information (State Gazette of the Republic of Indonesia of 2008 Number 61, Supplement to State Gazette of the Republic of Indonesia Number 4846);
4. Law Number 25 of 2009 concerning Public Services (State Gazette of the Republic of Indonesia of 2009 Number 112, Supplement to State Gazette of the Republic of Indonesia Number 5038);
5. Law Number 12 of 2011 concerning 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);
6. Law Number 23 of 2014 concerning Regional Government (State Gazette of the Republic of Indonesia of 2014 Number 244, Supplement to State Gazette of the Republic of Indonesia Number 5587) as amended several times, most recently by Law Number 11 of 2020 concerning Job Creation (State Gazette Republic of Indonesia 2020 Number 245, Supplement to the State Gazette of the Republic of Indonesia Number 6573);
7. Law Number 30 of 2014 concerning Government Administration (State Gazette of the Republic of Indonesia of 2014 Number 292, Supplement to the State Gazette of the Republic of Indonesia Number 5601);

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- 8. Government Regulation Number 61 of 2010 concerning Implementation of Law Number 14 of 2008 concerning Openness of Public Information (State Gazette of the Republic of Indonesia of 2010 Number 99), Supplement to the State Gazette of the Republic of Indonesia Number 5149);
- 9. Government Regulation Number 82 of 2012 concerning the Implementation of Electronic Systems and Transactions as most recently amended by Government Regulation Number 71 of 2019 concerning the Implementation of Electronic Transaction Systems (State Gazette of the Republic of Indonesia of 2019 Number 185), Supplement to the State Gazette of the Republic of Indonesia Number 6400); 10. Presidential Regulation Number 95 of 2018 concerning Electronic-
Based Government Systems (State Gazette of the Republic of Indonesia of 2018 Number 182);
- 11. Presidential Regulation Number 39 of 2019 concerning One Indonesian Data (State Gazette of the Republic of Indonesia of 2019 Number 112);
- 12. Regulation of the Minister for Empowerment of State Apparatus and Bureaucratic Reform Number 5 of 2018 concerning Guidelines for Evaluation of Electronic-Based Government Systems (State Gazette of the Republic of Indonesia of 2018 Number 154);
- 13. Sukoharjo Regency Regional Regulation Number 12 of 2016 concerning the Formation and Structure of Sukoharjo Regency Regional Apparatus (Sukoharjo Regency Regional Gazette of 2016 Number 12, Supplement to Sukoharjo Regency Regional Gazette Number 236);

DECIDE:

To stipulate: REGENT'S REGULATIONS CONCERNING OPERATION
ELECTRONIC-BASED GOVERNMENT SYSTEM.

PIG

GENERAL REQUIREMENTS

article 1

In this Regent's Regulation what is meant by:

- 1. The region is Sukoharjo Regency.
- 2. Regional Government is the Regent as an element of regional government administrators who leads the implementation of government affairs which fall under the authority of the autonomous region.

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- 3. The Regent is the Regent of Sukoharjo.
- 4. Regional Apparatus is the supporting element of the Regent and the Regional People's Representative Council in administering government affairs which fall under the authority of the Region.
- 5. Electronic Based Government System, hereinafter abbreviated as SPBE, is government administration that utilizes information and communication technology to provide services to SPBE Users.
- 6. SPBE Governance is a framework that ensures the implementation of regulation, direction and control in the implementation of SPBE in an integrated manner.
- 7. SPBE management is a series of processes to achieve effective, efficient and sustainable SPBE implementation, as well as quality SPBE services.
- 8. The Regional Government SPBE Master Plan is a SPBE planning document that supports the implementation of SPBE within the Regional Government for a period of 5 (five) years.
- 9. SPBE architecture is a basic framework that describes the integration of business processes, data and information, SPBE infrastructure, SPBE applications, and SPBE security to produce SPBE services that integrated.
- 10. The SPBE Plan Map is a document that describes the direction and steps for preparing and implementing an integrated SPBE.
- 11. The SPBE business process is a set of structured and interrelated activities in implementing the duties and functions of each Regional Apparatus.
- 12. SPBE infrastructure is all hardware, software, and facilities that are the main support for running systems, applications, data communications, data processing and storage, integration/connection devices, and other electronic devices.
- 13. SPBE application is one or a set of computer programs and procedures designed to perform SPBE service tasks or functions.
- 14. Common applications are SPBE applications that are the same, standard, and used on a shared basis by Central Agencies and/or Regional Governments.
- 15. Special applications are SPBE applications that are built, developed, used and managed by certain central agencies or regional governments to meet special needs that are not the needs of other central agencies or regional governments.

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16. SPBE security is integrated security control in the implementation of SPBE.
17. SPBE Information and Communication Technology Audit is a systematic process for objectively obtaining and evaluating evidence of information and communication technology assets with the aim of determining the level of conformity between information and communication technology and established criteria and/or standards.
18. SPBE users are Regional Governments, State Civil Apparatus employees, individuals, communities, business actors and other parties who use SPBE Services.
19. Electronic System is a series of electronic devices and procedures that function to prepare, collect, process, analyze, store, display, transmit and/or disseminate Electronic Information.
20. Electronic transactions are legal acts carried out using computers, computer networks and/or other electronic media.
21. Implementation of Electronic Transactions is a series of Electronic Transaction activities carried out by the Sender and Recipient using an Electronic System.
22. Data Center is a facility used for the placement of electronic systems and other related components for the purposes of placement, storage and processing of data, and data recovery.
23. Information is information, statements, ideas and signs that contain values, meanings and messages, including data, facts and explanations that can be seen, heard and read, presented in various packages and formats in accordance with the development of electronic and non-electronic information and communication technology. electronic.
24. Public Information is Information that is produced, stored, managed, sent and/or received by a public body relating to the administration and administration of the state and/or the administration and administration of other public bodies in accordance with the Law as well as other related Information with the public interest.
25. Public Service is an activity or series of activities in order to fulfill service needs in accordance with statutory regulations for every citizen and resident for goods, services and/or administrative services provided by public service providers.

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- 26. Data is a record of a collection of facts or descriptions in the form of numbers, characters, symbols, images, maps, signs, signals, writing, sounds and/or sounds, which represent the actual situation or show an idea, object, condition or situation.
- 27. One Regional Data is the Data management policy of the Sukoharjo Regency government to produce data that is accurate, up-to-date, integrated and accountable, as well as easy to access and share between Regional Apparatus through compliance with Data Standards, Metadata, Data Interoperability, and using Reference Codes and Master Data.

Section 2

- (1) The implementation of SPBE is carried out based on the principles:
 - a. effectiveness;
 - b. cohesiveness;
 - c. continuity;
 - d. efficiency;
 - e. accountability;
 - f. interoperability; And
 - g. security.
- (2) The principle of effectiveness as referred to in paragraph (1) letter a is the successful optimization of the use of resources that support SPBE in accordance with needs.
- (3) The principle of integration as referred to in paragraph (1) letter b is the integration of resources that support SPBE.
- (4) The principle of continuity as referred to in paragraph (1) letter c is the implementation of SPBE in a planned, gradual and continuous manner in accordance with developments.
- (5) The principle of efficiency as referred to in paragraph (1) letter d is the optimization of the use of resources that support SPBE in an effective manner.
- (6) The principle of accountability as referred to in paragraph (1) letter e is clarity of function and accountability implementation of SPBE.
- (7) The principle of interoperability as referred to in paragraph (1) letter f is coordination and collaboration between business processes and between electronic systems, in the context of exchanging data, information or SPBE services.
- (8) The security principles as referred to in paragraph (1) letter g are confidentiality, integrity and availability of data and information, SPBE infrastructure and SPBE applications.

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Article 3

Regulations regarding the implementation of SPBE are intended as guidelines for Regional Apparatus in the implementation and development of SPBE in the Region.

Article 4

The SPBE implementation arrangements aim to:

- a. increase efficiency, effectiveness and accountability in government administration;
- b. make it easier for people to get public services; And
- c. realizing order and legal certainty in implementation SPBE in the Regional Government environment.

Article 5

The scope of regulations for implementing SPBE includes:

- a. SPBE Governance;
- b. SPBE management;
- c. Information and Communication Technology audit;
- d. SPBE organizer;
- e. SPBE acceleration; And
- f. SPBE monitoring and evaluation.

CHAPTER II

SPBE GOVERNANCE

Part One

General

Article 6

- (1) SPBE Governance as intended in Article 5 letter a aims to ensure the implementation of SPBE elements in an integrated manner.
- (2) SPBE elements as intended in paragraph (1) include:
 - a. SPBE master plan;
 - b. SPBE architecture;
 - c. SPBE plan map;
 - d. SPBE plan and budget;
 - e. business process;

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- f. data and information;
- g. SPBE infrastructure;
- h. SPBE application;
- i. SPBE security; And
- j. SPBE services.

The second part
SPBE Master Plan

Article 7

- (1) The SPBE Master Plan as intended in Article 6 paragraph (2) letter a, aims to provide direction for integrated and sustainable SPBE implementation.
- (2) The SPBE Master Plan as intended in paragraph (1) contains at least:
 - a. SPBE's vision, mission, goals and objectives;
 - b. SPBE policy direction;
 - c. SPBE strategy; and
 - D. SPBE strategic plan map.
- (3) The SPBE Master Plan is prepared based on the Regional Long Term Development Plan, Regional Medium Term Development Plan and Regional Government Bureaucratic Reform *Road Map* .
- (4) The SPBE Master Plan as intended in paragraph (1) is outlined in the SPBE Master Plan *Road Map* .
- (5) The preparation of the SPBE Master Plan *Road Map* is coordinated by Department of Communications and Informatics.
- (6) SPBE Master Plan *road map* as intended in paragraph (1) listed in the Attachment which is an inseparable part of the Regent's Regulations.

Article 8

- (1) The SPBE Master Plan as intended in Article 7 paragraph (1) can be reviewed at any time based on:
 - a. results of monitoring and evaluation of the implementation of the Master Plan SPBE; and/or
 - b. changes in regional strategic policies.
- (2) Monitoring and evaluation of the SPBE Master Plan is coordinated by the Communications and Informatics Service.

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Part Three
SPBE Architecture

Article 9

- (1) The SPBE architecture as intended in Article 6 paragraph (2) letter b is prepared based on the National SPBE Architecture and the Regional Medium Term Development Plan.**
- (2) The SPBE architecture as intended in paragraph (1) is prepared for a period of 5 (five) years and is determined by the Regent.**
- (3) To align the SPBE Architecture with the National SPBE Architecture, the Regent coordinates and can consult with the Minister for Administrative Reform and Bureaucratic Reform.**
- (4) The SPBE architecture is reviewed at any time as needed, based on:**
 - a. changes to the National SPBE Architecture;**
 - b. SPBE monitoring and evaluation results;**
 - c. changes to the SPBE elements as intended in Article 6 paragraph (2) letters d to letter j; or**
 - d. changes to the Regional Medium Term Development Plan.**
- (5) SPBE Architectural Review as intended in paragraph (4) carried out by the Communications and Informatics Service.**

Part Four
SPBE Plan Map

Article 10

- (1) The SPBE Plan Map as intended in Article 6 paragraph (2) letter c is prepared based on the National SPBE Plan Map, SPBE Architecture and Regional Medium Term Development Plan.**
- (2) The SPBE Plan Map as intended in paragraph (1) is prepared and determined by the Regent for a period of 5 (five) years.**
- (3) To align the SPBE Plan Map with the National SPBE Plan Map, the Regent coordinates and can consult with the Minister for Administrative Reform and Bureaucratic Reform.**
- (4) The SPBE Plan Map is reviewed at any time in accordance with needs, based on:**
 - a. changes to the National SPBE Plan Map; b.**
 - changes to the Regional Government's strategic plan;**
 - c. changes to SPB Architecture; or**
 - d. SPBE monitoring and evaluation results.**

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- (5) Review the Regional Government SPBE Plan Map as follows referred to in paragraph (4) is carried out by the Communications and Informatics Service.

Part Five

SPBE Plan and Budget

Article 11

The SPBE plan and budget as intended in Article 6 paragraph (2) letter d are prepared in accordance with the Regional Government's annual planning and budgeting process.

Article 12

- (1) The Regional Government prepares SPBE plans and budgets as intended in Article 11, guided by the SPBE Architecture and SPBE Plan Map.
- (2) For the integration of SPBE plans and budgets, the preparation of SPBE plans and budgets is coordinated by the Communications and Informatics Service.

Part Six

Business process

Article 13

- (1) The preparation of Business Processes as intended in Article 6 paragraph (2) letter e aims to provide guidelines for the use of data and information as well as the implementation of SPBE Applications, SPBE Security and SPBE Services.
- (2) The Regional Apparatus who owns the SPBE service prepares the Business Process based on SPBE Architecture.
- (3) Interrelated Business Processes are arranged in an integrated manner to support the development or development of integrated SPBE Applications and SPBE Services.

Part Seven

Data and Information

Article 14

- (1) Data and information as intended in Article 6 paragraph (2) letter f includes all types of data and information owned by the Regional Government and/or obtained from the public, business actors and/or other parties.
- (2) The Regional Government uses data and information as follows referred to in paragraph (1) in the SPBE.

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- (3) The use of data and information as intended in paragraph (2) is carried out by prioritizing the sharing of data and information between Regional Apparatus based on objectives and scope, providing access to data and information and fulfilling data and information interoperability standards set by the Regional Government in the One Data framework. Area.
- (4) Regional Governments use data and information as intended in paragraph (2) and paragraph (3) based on the SPBE Architecture.

Article 15

- (1) Each Regional Apparatus provides data and information.
- (2) The data and information as intended in paragraph (1) must meet current standards of security, confidentiality, accuracy and integrity of the data and information.
- (3) The data and information structure format as intended in paragraph (1) must comply with the standards determined by taking into account the principles of interoperability and security.
- (4) The implementation of data and information management between Regional Apparatus is coordinated by the Communications and Informatics Service.

Part Eight SPBE Infrastructure

Article 16

- (1) SPBE infrastructure as intended in Article 6 paragraph (2) letter g consists of:
 - a. Data Center;
 - b. Intra-Government Network; And
 - c. Government Service Liaison System.
- (2) The Data Center as referred to in paragraph (1) letter a, is a data center that is shared by Regional Apparatus and is interconnected.
- (3) The intra-government network as referred to in paragraph (2) letter b is a closed interconnection network that connects regional apparatus.
- (4) The Government Service Liaison System as intended in paragraph (1) letter c, is a Service Liaison System organized by the Regional Government to exchange SPBE Services within the Regional Government.

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Article 17

- (1) The use of SPBE Infrastructure as intended in Article 16 aims to increase efficiency, security and ease of integration in order to meet SPBE Infrastructure needs for Regional Governments.
- (2) The use of SPBE Infrastructure as intended in paragraph (1) is carried out on a shared basis within the Regional Government.
- (3) The construction and development of SPBE Infrastructure must be based on the SPBE Architecture.
- (4) The provision and management of SPBE Infrastructure as referred to in paragraph (1) is facilitated by the Communications and Informatics Service.

Article 18

- (1) The use of Data Centers as intended in article 16 paragraph (1) letter a aims to increase efficiency in utilizing Regional Government resources.
- (2) The Data Center is managed by the Communications and Informatics Service.
- (3) Each Regional Apparatus is obliged to place its data and/or servers and carry out periodic *back-up of* data into the Data Center at the Data Center.
- (4) Data Center *provides colocation*, server security and server *up-time* for data storage.
- (5) Data storage as intended in paragraph (4) within the Regional Government is carried out centrally and integrated in the data center.
- (6) In the context of data integration in the Data Center as intended in paragraph (5), the Communications and Informatics Service carries out data management after obtaining approval from the Data Owner Regional Apparatus.
- (7) The Communications and Informatics Service coordinates and supervises Regional Apparatus regarding the implementation of data backup obligations , as well as ensuring data confidentiality and security.

Article 19

- (1) The implementation of the Intra-Government Network as intended in Article 16 paragraph (1) letter b, may use a physical network built by the Regional Government itself and/or built by a network service provider.
- (2) The use of the Intra Network as intended in paragraph (1), aims to maintain security in sending data and information between network nodes within the Regional Government.
- (3) The Regional Government manages and controls the security of the Intra Network which is implemented by the Communications and Informatics Service.
- (4) Each Regional Apparatus must use the Intra-Regional Government Network as intended in paragraph (1).

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- (5) Intra-government network infrastructure that connects regional apparatus and local intra-government network infrastructure in regional apparatus is managed by the Communications and Informatics Service.

Article 20

- (1) The use of the Service Connecting System as intended in Article 16 paragraph (1) letter c aims to facilitate integration between SPBE Services.
- (2) Regional Apparatus must use the government Service Connecting System as intended in paragraph (1).
- (3) When using the Service Connecting System as stated referred to in paragraph (2), Regional Apparatus must:
- a. create connectivity and access to the Intra-Regional Equipment Network with the Intra-Regional Government Network.
 - b. meet the interoperability standards between SPBE Services set by the Regional Government.
 - c. obtain operational feasibility considerations from the Communications and Informatics Service; And
 - d. obtain security suitability consideration from the Cyber Agency and Country Code.

Article 21

The regional government can utilize public service facilities in the form of telecommunications network support poles and electricity network support as well as street lighting.

Article 22

The use of *Closed Circuit Television cameras* belonging to individuals and business entities in public facilities can be accessed by the Regional Government's *Internet Protocol Address* .

Part Nine

SPBE application

Article 23

- (1) The SPBE application as intended in Article 6 letter h is used by the Regional Government to provide SPBE Services.
- (2) The SPBE application as intended in paragraph (1) consists of:
- a. General Applications, and
 - b. Special Application.

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- (3) Integrated development and development of the SPBE Application**
coordinated by the Communications and Informatics Service.

Article 24

- (1) Regional Apparatus uses the General Application as intended in Article 23 paragraph (2) letter a which is determined by the Minister of State Apparatus Empowerment and Bureaucratic Reform.**
- (2) In the event that Regional Apparatus does not use the General Application as intended in paragraph (1), Regional Apparatus can use an application similar to the General Application.**
- (3) In using similar applications as intended in paragraph (2), Regional Apparatus must:**
- a. have operated similar applications before the Common Application set;**
 - b. conducting cost and benefit studies on the use and development of similar applications;**
 - c. develop similar applications that are adapted to Business Processes and functions in General Applications; And**
 - d. receive consideration from the Communications Service and Informatics.**

Article 25

- (1) Regional Apparatus can develop SPBE Applications using open source code and closed source code.**
- (2) Regional Apparatus in developing the SPBE Application as intended in paragraph (1) prioritizes the use of open source code.**
- (3) In the case of SPBE Application development using closed source code, Regional Apparatus must obtain consideration from the Communications and Informatics Service.**

Article 26

- (1) Regional Apparatus can carry out construction and development of Special Applications as intended in Article 23 paragraph (2) letter b.**
- (2) The construction and development of Special Applications as intended in paragraph (1) is based on the SPBE Architecture.**
- (3) Before carrying out application development and development Specifically as intended in paragraph (1), Regional Apparatus must receive consideration from the Communications and Information Service.**
- (4) The construction and development of Special Applications as intended in paragraph (1) must meet technical standards and procedures for the development and development of Special Applications determined by the Government.**

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- (5) Regional Apparatus carrying out development and/or Special application developers are required to test the designed application before implementation.
- (6) Based on the results of application testing as intended in paragraph (5), special applications must be equipped with:
 - a. software requirements documents;
 - b. application design documents;
 - c. application usage manual documents; And
 - d. *Source code* with an explanation of the function of each *procedure*.
- (7) The special application and its completeness as intended in paragraph (6) must be submitted to the Regional Apparatus that carries out government affairs in the field of communications and informatics for documentation and storage in the Repository.
- (8) Copyright for the special application and its accessories as intended in paragraph (6) belongs to the Regional Government.
- (9) The special application as intended in paragraph (1) must be able to be checked for suitability for its function by the Regional Apparatus carry out government affairs in the field of communications and informatics.

Part Ten

SPBE Security

Article 27

- (1) SPBE security as intended in Article 6 letter i includes guarantees of confidentiality, integrity, availability, authenticity and non-repudiation of resources related to data and information, SPBE Infrastructure and SPBE Applications.
- (2) Guaranteeing confidentiality as intended in paragraph (1) is carried out through determining security classifications and restrictions access, and other security controls.
- (3) Guaranteed integrity as intended in paragraph (1) is carried out through modification detection.
- (4) Guarantee of availability as intended in paragraph (1) is carried out through the provision of backup and recovery.
- (5) Guarantee of authenticity as intended in paragraph (1) is carried out through the provision of verification and validation mechanisms.
- (6) Guarantee of non-repudiation as intended in paragraph (1) is carried out through the application of digital signatures and guarantees from trusted third parties through the use of digital certificates.

Article 28

- (1) Regional Apparatus must implement SPBE Security as follows referred to in Article 25.

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- (2) In implementing SPBE Security and resolving SPBE Security problems, Regional Apparatus can consult and/or coordinate with the Communications Service and Informatics.
- (3) SPBE Security Application must meet technical standards and SPBE Security procedures established by the Government.

Part Eleven
SPBE Services

Article 29

- (1) SPBE services as intended in Article 6 letter j consist of from:
 - a. electronic-based government administration services, and b. electronic-based public services.
- (2) Electronic-based government administration services as referred to in paragraph (1) letter a, are SPBE services that support internal bureaucratic management in order to improve the performance and accountability of Regional Government.
- (3) Electronic-based public services as referred to in paragraph (1) letter b, are SPBE services that support the implementation of public services in the Regional Government.
- (4) The SPBE services as intended in paragraph (1) which are applied to the Regional Government are coordinated by the Regional Apparatus which carries out communications and information technology affairs.

Article 30

- (1) Electronic-based government administration services as intended in Article 29 paragraph (1) letter a, include services that support activities in the fields of planning, budgeting, finance, procurement of goods and services, personnel, archives, management of state property, supervision, performance accountability and other services in accordance with the internal needs of the government bureaucracy.
- (2) Electronic-based government administration services are implemented by building and developing General Applications as intended in Article 23 paragraph (2) letter a.

Article 31

- (1) Electronic-based public services as intended in Article 29 paragraph (1) letter b, include services that support activities in the education, teaching, work and business, housing, communication and information, environment, health, social security, energy sectors. , banking, transportation, natural resources, tourism and other strategic sectors.

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- (2) Electronic-based public services as referred to in paragraph (1) can be developed in accordance with public service needs in the Region.
- (3) Electronic-based public services are implemented by prioritizing the use of the General Application as intended in Article 23 paragraph (2) letter a.
- (4) In the event that electronic-based public services require a Special Application, the Regional Government can develop and develop a Special Application.

Article 32

- (1) The Regional Government implements SPBE Service integration based on the SPBE Architecture.
- (2) SPBE Service Integration as referred to in paragraph (1) is the process of connecting and unifying several SPBE Services into one unified SPBE Service workflow.
- (3) The integration of SPBE Services between Regional Apparatus is coordinated by the Regional Apparatus which handles communications and informatics affairs.

CHAPTER III

SPBE MANAGEMENT

Part One

General

Article 33

- (1) SPBE management as intended in article 5 letter b includes:
 - a. risk management;
 - b. information security management;
 - c. data management;
 - d. information and communication technology asset management;
 - e. human Resource Management;
 - f. knowledge management;
 - g. change management; And
 - h. SPBE Service management.
- (2) The Regional Government carries out SPBE Management as intended in paragraph (1) guided by the Indonesian National Standards.

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The second part
Risk management

Article 34

- (1) Risk management as intended in Article 33 paragraph (1) letter a, aims to ensure the sustainability of SPBE by minimizing the impact of risks in SPBE.**
- (2) Risk management as referred to in paragraph (1) is carried out through a series of processes of identification, analysis, control, monitoring and evaluation of risks in the SPBE.**
- (3) Risk management as referred to in paragraph (2) is carried out based on the SPBE risk management guidelines established by the Government.**

Part Three
Information Security Management

Article 35

- (1) Information security management as intended in Article 33 paragraph (1) letter b, aims to ensure the sustainability of SPBE by minimizing the impact of information security risks.**
- (2) Information security management is carried out through a series of processes which include determining the scope, determining the person in charge, planning, operational support, performance evaluation and continuous improvement of information security in SPBE.**
- (3) Information security management as referred to in paragraph (2) is carried out based on security management guidelines SPBE information determined by the Government.**

Part Four
Data Management

Article 36

- (1) Data management as intended in Article 33 paragraph (1) letter c, aims to ensure the creation of accurate, up-to-date, integrated and accessible data as a basis for planning, implementing, evaluating and controlling regional development.**
- (2) Data management as referred to in paragraph (1) is carried out through a series of processes for managing data architecture, master data, reference data, database and data quality.**
- (3) Data management as intended in paragraph (2) is carried out based on the SPBE data management guidelines established by the Government.**

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Part Five

Information and Communication Technology Asset Management

Article 37

- (1) Management of information and communication technology assets as intended in Article 33 paragraph (1) letter d, aims to guarantee the availability and optimization of the use of information and communication technology assets in SPBE.**
- (2) Management of information and communication technology assets as referred to in paragraph (1) is carried out through a series of processes of planning, procurement, management and disposal of hardware and software used in SPBE.**
- (3) Information and communication technology asset management as intended in paragraph (2) is carried out based on the SPBE information and communication technology asset management guidelines established by the Government.**

Part Six

Human Resource Management

Article 38

- (1) Human resource management as intended in Article 33 paragraph (1) letter e, aims to ensure the continuity and improvement of service quality in SPBE.**
- (2) Human resource management as referred to in paragraph (1) is carried out through a series of planning, development, coaching and resource utilization processes. humans in SPBE.**
- (3) Human resource management ensures the availability and competency of human resources for the implementation of SPBE Governance and SPBE Management.**
- (4) Human resource management as referred to in paragraph (2) is carried out based on the SPBE human resource management guidelines established by the Government.**

Part Seven

Knowledge Management

Article 39

- (1) Knowledge management as intended in Article 33 paragraph (1) letter f, aims to improve the quality of SPBE Services and support the decision making process in SPBE.**
- (2) Knowledge management as referred to in paragraph (1) is carried out through a series of collection, processing, storage, dissemination and transfer of knowledge and technology produced in SPBE.**

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- (3) Knowledge management as referred to in paragraph (2) is carried out based on the SPBE knowledge management guidelines established by the Government.

Part Eight
Change management
Article 40

- (1) Change management as intended in Article 33 paragraph (1) letter g, aims to ensure continuity and improving the quality of SPBE Services through controlling changes that occur in SPBE.
- (2) Change management as intended in paragraph (1) carried out through a series of processes of planning, analysis, development, implementation, monitoring and evaluation of SPBE changes.
- (3) Change management as intended in paragraph (2) implemented based on the SPBE change management guidelines set by the Government.

Part Nine
SPBE Service Management
Article 41

- (1) SPBE Service Management as intended in Article 33 paragraph (1) letter h, aims to ensure the continuity and improve the quality of SPBE Services to SPBE Users.
- (2) SPBE Service Management as referred to in paragraph (1) is carried out through a series of SPBE User service processes, SPBE Service operation and SPBE Application management.
- (3) SPBE User Services as referred to in paragraph (2) are service activities for complaints, disturbances, problems, requests and changes to SPBE Services from SPBE Users.
- (4) Operation of SPBE Services as referred to in paragraph (2) is an activity for utilization and maintenance of SPBE Infrastructure and SPBE Applications.
- (5) SPBE Application Management as referred to in paragraph (2) is an application development and development activity that is guided by the SPBE Application development and development methodology.
- (6) SPBE Service Management as intended in paragraph (2) is carried out based on SPBE Service management guidelines established by the Government.
- (7) In order to implement SPBE Service Management, Regional Apparatus appoints a minimum of 1 (one) staff person or forms a unit to carry out the job description and function as Admin.

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- (8) Admin as referred to in paragraph (7) is responsible for resolving various SPBE service problems at the Regional Apparatus level.
- (9) In the event that the Admin is unable to resolve the SPBE service problem at the Regional Apparatus level as intended in paragraph (8), then the Admin submits a request for a solution to the problem to the Regional Apparatus that administers the affairs communications and informatics.

CHAPTER IV

INFORMATION AND COMMUNICATION TECHNOLOGY AUDIT

Part One

General

Article 42

- (1) Information and Communication Technology Audit as intended in article 5 letter c consists of:
- a. SPBE Infrastructure Audit;
 - b. SPBE Application Audit; And
 - c. SPBE Security Audit.
- (2) Information and Communication Technology Audit includes examination of basic technical matters on:
- a. implementation of information technology governance and management and communication;
 - b. information and communication technology functionality;
 - c. the performance of the resulting information and communication technology; And
 - d. other aspects of information and communication technology.
- (3) Information and Communication Technology Audits are carried out by the Information and Communication Technology Audit implementing agency government or accredited Audit institution in accordance with the provisions of the legislation.
- (4) Information and Communication Technology Audits are carried out based on the general policy for the implementation of Information and Communication Technology Audits established by the Government.

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The second part
SPBE Infrastructure Audit
Article 43

- (1) In carrying out the SPBE Infrastructure audit as intended in Article 42 paragraph (1) letter a, the Regional Government carry out monitoring, evaluation and audit reporting SPBE Infrastructure.
- (2) The implementation of the SPBE Infrastructure audit as referred to in paragraph (1) is guided by the provisions of statutory regulations.

Part Three
SPBE Application Audit
Article 44

- (1) SPBE Application Audit as intended in Article 42 paragraph (1) letter b, consists of:
 - a. Common Application Audit; And
 - b. Custom Application Audits.
- (2) The SPBE Application Audit as intended in paragraph (1) is carried out based on the standards and procedures for implementing the SPBE Application Audit with guidance on the provisions of statutory regulations.
- (3) The government may conduct an audit of the Special Application as intended in paragraph (1) letter b at any time according to the requirements of the Communications and Informatics Service.
- (4) In carrying out the Special Application audit as intended in paragraph (2), the Regional Government coordinates with the ministry that carries out government affairs in the field of communications and informatics regarding monitoring, evaluation and reporting of the Special Application audit.

Part Four
SPBE Security Audit
Article 45

- (1) SPBE security audit as intended in Article 42 paragraph (1) letter c, consisting of:
 - a. SPBE Infrastructure security audit; And
 - b. Custom Application security audits.
- (2) The SPBE security audit as intended in paragraph (1) is carried out based on the standards and procedures for implementing the SPBE Security audit.
- (3) SPBE Infrastructure security audits and Special Application security audits as referred to in paragraph (1) are carried out at any time as needed by the Communications and Informatics Service.

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- (4) In carrying out SPBE Infrastructure security audits and Special Application security audits as intended in paragraph (3), the Regional Government coordinates with the relevant ministries
- carrying out government affairs in the fields of communication and informatics related to monitoring, evaluation and audit reporting
- SPBE Infrastructure security and Custom Application security audits.

CHAPTER V

SPBE ORGANIZER

Article 46

- (1) The Regent coordinates and determines the SPBE policy as intended in Article 5 letter d within the Government Region, by forming:
- a. Coordination Team; And
 - b. Implementation Team
- (2) Coordination and determination of SPBE policies within the Regional Government as referred to in paragraph (1) are carried out by the Regional Secretary.
- (3) The SPBE Coordinator as referred to in paragraph (1) letter a has the task of coordinating and implementing SPBE policies within the Regional Government.
- (4) The SPBE Implementation Team as referred to in paragraph (1) letter b has the task of analyzing SPBE needs and services.

CHAPTER VI

SPBE ACCELERATION

Part One

General

Article 47

- (1) To improve the quality of government administration and public services, accelerated SPBE in the environment Local government.
- (2) Acceleration of SPBE as intended in paragraph (1) is carried out by implementing General Applications and can build Special Applications as well as SPBE Infrastructure to provide SPBE Services.
- (3) SPBE services as intended in paragraph (2) are prioritized to support government activities in the areas of:
- a. planning;
 - b. budgeting;
 - c. procurement of government goods and services;
 - d. performance accountability;

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- e. monitoring and evaluation;**
- f. record management;**
- g. staffing; and h.**
- public service complaints.**

The second part
Planning, Budgeting, Procurement of Government Goods and Services,
Performance Accountability, and Monitoring and Evaluation
Article 48

- (1) In the context of optimization, transparency and accountability in planning, budgeting and procurement of government goods and services as intended in Article 45 paragraph (3) letters a, b and c, d and e, integration of the Process is required Business planning, budgeting, procurement of government goods and services, performance accountability, and monitoring and evaluation for Regional Government.**
- (2) Preparation of integrated business processes for planning, budgeting, procurement of government goods and services, performance accountability, and monitoring and evaluation as intended in paragraph (1) is carried out in accordance with the provisions of statutory regulations.**
- (3) Integration of business processes of planning, budgeting, procurement of government goods and services, performance accountability, and monitoring and evaluation as intended in paragraph (1) is implemented through integration of SPBE services which includes:**
- a. planning services;**
 - budgeting services;**
 - procurement services;**
 - d. performance accountability services; And**
 - e. monitoring and evaluation services.**
- (4) Integration of SPBE Services as intended in paragraph (3) done through:**
- a. sharing data on planning, budgeting, procurement of government goods and services, performance accountability, and monitoring and evaluation;**
 - b. implementation of an integrated database for data sharing;**
And
 - c. implementation of integrated planning, budgeting, procurement, performance accountability and monitoring and evaluation application systems.**
- (5) Integration of SPBE Services as referred to in paragraph (4) is coordinated by Regional Apparatus in charge of Government Affairs in the Communication and Information Sector.**

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Part Three

Record management

Article 49

- (1) In order to efficiently carry out government administration and organize integrated archives, electronic-based archives are implemented for Regional Governments.**
- (2) The preparation of integrated archive management business processes as intended in paragraph (1) is carried out in accordance with the provisions of statutory regulations.**
- (3) The integration of archives management business processes as intended in paragraph (2) is implemented through the integration of archives services between Regional Apparatus.**
- (4) Integration of archival services as intended in paragraph (3) done through:**
 - a. sharing archives and archival information within the Regional Government and/or between Regional Apparatus;**
 - b. organizing an integrated database for sharing archival data and information; And**
 - c. implementation of an integrated archival application system.**
- (5) Integration of archival services as intended in paragraph (4) coordinated by the Communications and Informatics Service.**

Part Four

Staffing

Article 50

- (1) In the context of efficiency and transparency in the management of Civil Servants, electronic-based Civil Servant management is implemented for Regional Governments.**
- (2) The preparation of integrated Business Process management for Civil Servants is prepared based on the provisions of statutory regulations.**
- (3) The integration of Business Processes towards the management of Civil Servants as referred to in paragraph (2) is implemented through the integration of personnel services for the consolidation of Civil Servant data from all Regional Apparatus.**
- (4) Integration of personnel services as intended in paragraph (3) done through:**
 - a. sharing of personnel data within the Regional Government, and/or between Regional Apparatus carrying out government duties in the field of personnel management and other Regional Apparatus;**
 - b. implementation of an integrated database for data sharing and personnel information;**

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- c. implementation of an integrated personnel application system;
And
- d. implementation of inter-governmental personnel service transactions.

Part Five
Public Service Complaints
Article 51

- (1) In the context of acceleration, transparency and accountability of public services in the Region, electronic-based public service complaints are implemented.
- (2) Preparation of integrated business processes for public service complaints is carried out in accordance with the provisions of statutory regulations.
- (3) The integration of business processes for public service complaints in the regions as intended in paragraph (2) is implemented through the integration of electronic-based complaint services.
- (4) Integration of public service complaint services as follows referred to in paragraph (3) is carried out through:
 - a. share data and information on public service complaints within the Regional Government, and/or between Regional Apparatus;
 - b. organizing an integrated database for sharing data and information on public service complaints; And
 - c. implementation of a public service complaint application system integrated.
- (5) Integration of public service complaint services as referred to in paragraph (4) is coordinated by the Organization Section of the Regional Secretariat of Sukoharjo Regency.

CHAPTER VII
SPBE MONITORING AND EVALUATION
Article 52

- (1) Monitoring and evaluation of SPBE as intended in Article 5 letter f aims to measure progress and improve the quality of SPBE within the Regional Government.
- (2) The SPBE Coordinator within the Regional Government carries out regular monitoring and evaluation of the SPBE.
- (3) Monitoring and evaluation as intended in paragraph (2) is based on the SPBE evaluation guidelines established by the Government.

Article 53

- (1) Monitoring and evaluation as intended in Article 52 is based on the SPBE evaluation guidelines.

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- (2) The SPBE evaluation guidelines as intended in paragraph (1) are used by the SPBE Coordination Team and Regional SPBE coordinators to carry out monitoring and evaluation as intended in Article 52.

CHAPTER VIII

MISCELLANEOUS PROVISIONS

Article 54

The SPBE infrastructure that was already available in the Regional Apparatus environment before this Regent's Regulation came into effect will continue to be utilized until the SPBE Infrastructure is implemented based on this Regent's Regulation.

CHAPTER IX

CLOSING

Article 55

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

So that everyone is aware, this Regent's Regulation is ordered to be promulgated by placing it in the Regional Gazette of Sukoharjo Regency.

Set in Sukoharjo

On November 30, 2020

BUPATISUKOHARJO,

signed.

WARDOYO WIJAYA

Promulgated in Sukoharjo on
November 30 2020

Plh. REGIONAL SECRETARY
OF SUKOHARJO DISTRICT
ASSISTANT FOR ECONOMICS
AND DEVELOPMENT,

signed.

WIDODO

REGIONAL NEWS SUKOHARJO DISTRICT
YEAR 2020 NUMBER 76

