

ABSTRAK

Dalam penyelenggaraan pemerintahan apabila terjadi kekosongan Jabatan sering merujuk kepada pejabat pengganti sementara yakni pejabat pelaksana tugas (Plt) dan pejabat pelaksanaan harian (Plh) sesuai dengan ketentuan-ketentuan Surat Kepala Badan Kepegawaian Negara Nomor : K.26-20/V.24-25/99 dan K.26-3/V.5-10/99.

Pelaksana Tugas dan Pelaksana Harian berdasarkan ketentuan Surat Kepala Badan Kepegawaian Negara Nomor : K.26-20/V.24-25/99 dan K.26-3/V.5-10/99 mempunyai kewenangan menetapkan sasaran kerja pegawai dan penilaian prestasi kerja, menetapkan kenaikan gaji berkala, menetapkan cuti selain Cuti di Luar Tanggungan Negara (CLTN), menetapkan surat penugasan pegawai, menyampaikan usul mutasi kepegawaian kecuali perpindahan antar instansi; dan memberikan izin belajar, izin mengikuti seleksi jabatan pimpinan tinggi/administrasi, dan izin tidak masuk kerja. Pelaksana Tugas dan Pelaksana Harian dalam melaksanakan kewajibannya tidak berwenang mengambil keputusan dan atau tindakan yang bersifat strategis yang berdampak pada perubahan status hukum pada aspek organisasi, kepegawaian, dan alokasi anggaran.

Kata kunci: pelaksana tugas, pelaksana harian, kewenangan

ABSTRACT

In organization of government there if had a blankness position often to refer temporary substitute. That is organizer official of duty (plt) and organizer official of daily (plh). Appropriate which determinates of employment agency leader of state's letter number : K.26-20/V.24-25/99 and K.26-3/V.5-10/99.

Organizer duty and organizer daily based of determinate of employment agency leader of state's letter number : K.26-20/V.24-25/99 and K.26-3/V.5-10/99. Has an authority to decides staff targets and marking work achievement, decides a salary sector periodic, decides a furlough be sides furlough out of a dependent state (CLTN), decides the assignment of the employee's letter, inform the origins of mutations employee, except for displacement of the inter-agency: and gives an allows studies, an allows to join the selection of leadership positions or administration, and an allows for do not come to work. Organizer duty and organizer daily in carrying out its obligations. Not authorized to take a decision and or actions of a strategic nature which the impact to change of legal status in organization aspect, staffing, and budget allocation.

Key words : organizer duty, organizer daily, and authority.