

## **Implementation of Working Discipline In Improving Employee Performance: Case Study on the CV. XYZ**

**Apriyani<sup>1</sup>, Puji Isyanto<sup>1</sup>, Dini Yani<sup>1</sup>**

Management Study Program, Faculty of Economics and Business,  
Universitas Buana Perjuangan Karawang  
Email: mn20.apriyani@mhs.ubpkarawang.ac.id

### **Abstract**

CV. XYZ is a company engaged in trading goods and services. Employee performance in the organization refers to the ability of employees to carry out the overall tasks that are their responsibility. The importance of employee quality in improving company performance, especially in trade and services, encourages management to always provide coaching and development of existing human resources through training and work motivation to all employees, which are the main variables in improving the quality of their performance. This study aims to determine the application of work discipline in improving the performance of CV employees. XYZ. The method used in this study is a descriptive analysis method with a qualitative approach. Data collection techniques by interviewing and observation. It can be concluded that the application of employee discipline CV. XYZ is still not good because employees are late for work, play games during working hours, and always procrastinate. The lack of responsibility of employees occurs due to a lack of awareness of each employee.

**Keywords:** Work Discipline, Employees, Performance

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### **A. INTRODUCTION**

A good company always has internal rules to improve performance, professionalism, and the institution's responsibility. Discipline, in the true sense, results from the interaction of norms that must be adhered to. These norms are nothing but concerned with legalistic measures but are concerned with ethics and karmic systems (Hadistira & Ayungtis, 2018). Employees who are skilled and dedicated and have reliable qualities, as much as they can be paid more attention to so that employees do not feel bored and employees will try more to have a good image in front of their leaders. The development of the business undertaken by institutions or agencies is expected to continue to improve business and create high productivity and employees who can perform optimally in the form of work effectiveness. Every agency will always try so that the productivity of each employee can be increased. In order to improve work discipline, one of the agency's efforts is to create good work discipline. Therefore, it is appropriate for agencies to try to encourage each employee to have good work discipline because by creating work discipline, it is hoped that employee work productivity can be increased (Trianna et al., 2020).

In order for discipline to be carried out properly, discipline should be able to support the goals and be following the abilities of the employees because the upholding of work discipline from employees causes the implementation of the performance of the institution or organization more effectively and efficiently, and facilitates the achievement of the desired goals. In general, discipline shows employees' condition or attitude of respect towards company rules and regulations. Discipline includes obedience and respect for agreements made between the company and employees. Thus, if the rules or regulations in the company are ignored or often violated, then employees have poor discipline. Conversely, if employees are subject to company regulations, it illustrates good disciplinary conditions.

CV. XYZ is one of the companies engaged in trading goods and services; employee discipline is still lacking because it is caused by several problems, namely always procrastinating work, playing games during working hours, employees who are often late for work, and employees who do not use id cards. Therefore, leaders must be able to monitor closely through CCTV and must be able to win the hearts of employees so that employees can work diligently without feeling burdened by conducting two-way communication or giving rewards/rewards to employees who succeed in achieving work targets; this can increase the credibility of a company.

\* Corresponding author

### *Definition Review*

According to (Sutrisno, 2012), Human resource management (HRM) is a strategic area of the organization. Human resource management should be seen as an extension of the traditional view of managing people effectively, and to do so requires knowledge of human behaviour and the ability to manage it. Human resource management is the activity of planning, searching, developing, maintaining, and using human resources to achieve the goals of individuals and organizations. Although the subjects are all human, there are key differences between human resource management and labour or personnel management.

According to (Noor Arifin, 2012), Human resource management is the use, development, organization, planning, evaluation, communication, and monitoring of provisions to achieve organizational goals. Human resource management is also concerned with job appraisal and implementing employee development systems. Based on the opinions of these experts, it can be concluded that human resource management is a strategic area of the organization. Human resource management is using, developing, planning, finding, developing, maintaining, and related to work appraisal and employee development to achieve individual and organizational goals.

Discipline is an effort to prevent violations of mutually agreed provisions in activities so that punishment coaching on a person or group can be avoided. Discipline is a tool a manager uses to coordinate with employees. The goal is to emphasize employee changes in increasing awareness to comply with social norms and regulations that apply in the company. If the company's provisions are ignored, employees have poor work discipline. Conversely, 'if' employees obey the applicable regulations in the company, then employees show good work discipline conditions (Pranitasari & Khotimah, 2021).

Based on the above understanding, it can be concluded that discipline is the prevention of violations of the provisions that have been set. The goal is to increase employee awareness to comply with social norms and regulations that apply in a company. Employee Performance (work performance) is the result of work in quality and quantity achieved by an employee in carrying out his duties under the responsibilities given to him ( Fadilah, 2018). Based on the above understanding, it can be concluded that performance is the level of success of an employee while carrying out his duties.

### *Theoretical Studies*

According to Hasibuan (2015), the aims and objectives of work discipline are to achieve several goals such as: 1) The overall goal of work discipline is the continuity of the company under the company's motivation; 2) Specific objectives of labour discipline: a) For employees to comply with all applicable labour rules and policies and company policies and regulations, written and unwritten, and carry out management orders; b) Able to perform to the best of his ability and able to provide full service to several parties with business interests relevant to the assigned field of work; c) Be able to make the best use and maintain the facilities and infrastructure of goods and services owned by the company; d) Able to act and behave under applicable company standards; and e) A workforce capable of achieving high levels of productivity in line with business expectations, both in the short and long term.

### *Dimension Study*

Work discipline is influenced by factors that are also indicators of work discipline. Indicators of work discipline are: 1) Punctuality of employees coming to the office on time, orderly and orderly, so it can be said that work discipline is good; 2) Use office equipment well. A careful attitude in using office equipment can show that someone has good work discipline so that office equipment can avoid damage; 3) High responsibility of employees who always complete the tasks assigned to them under procedures and are responsible for the results of their work, can also be said to have good work discipline; and 4) Observance of office rules. Employees wearing office uniforms, using identification cards, and making permits when not entering the office reflect high discipline (Wulandari, 2017).

Based on the formulation of the problem and the purpose of the study, the hypothesis proposed in this study is suspected that discipline positively affects employee performance on the CV. XYZ.

## **B. RESEARCH METHOD**

In this method, the author needs the data to support the author in conducting this study. Therefore, the author uses a qualitative method as a descriptive explanation as an illustration with simple analysis tools. It aims to describe and explain in detail the application of work discipline to the performance of CV employees. XYZ. This research was conducted in CV. XYZ. Karangpawitan, West Karawang District, Karawang, West Java. The research will be conducted in April 2023. The author's data collection technique is through an interview with one of CV's employees. XYZ.

## **C. RESULTS AND DISCUSSION**

CV. XYZ is a company engaged in trading goods and services, including calibration of measuring instruments, fabrication and construction, civil works, electrical installations, and grounding systems located at Jl. R.A.Tohir Mangkudidjojo No.94, Karangpawitan, Kec. Karawang Barat, Karawang, West Java.

Based on the results of interviews with sources that the leader of CV. XYZ has applied discipline to its employees, but some still violate these regulations. Examples include always procrastinating work, playing games during working hours, employees who are often late for work, and employees who do not use id cards. This can affect the performance and quality of the company. Therefore, leaders must monitor more closely, for example, through CCTV connected to mobile phones, and provide sanctions to improve their employees' discipline and performance.

All kinds of obstacles faced to minimize these obstacles are employing leaders to conduct regular supervision, for example, through CCTV connected to mobile phones to monitor employees who are not disciplined. Then leaders also have the right to call these employees to communicate one-on-one to determine the causes of these employees being undisciplined. At the same time, employees should try to eliminate bad habits, such as starting to make small notes as a reminder, avoiding all sources of distractions, and looking for busyness by doing unfinished work. Leaders need to reward employees who succeed in achieving targets to make all employees enthusiastic about completing their duties. If employees still do not reach the target, the leader has the right to give a reprimand at the time of evaluation. While employees must start to implement strategies consistently, for example, such as making small daily targets and managing time to be able to achieve work targets. Moreover, the leader made posters "No playing games during working hours" and "Use work time well" and then pasted them in the room to be visible to employees. This poster means that the leader has warned employees not to play games and focus on the tasks given by each.

## **D. CONCLUSION**

Based on this research, the author can conclude the importance of implementing discipline in a company to improve the quality and performance of employees. Self-awareness of each employee is also very necessary because the sense of responsibility and discipline depends on the self-awareness of each employee—lack of work discipline of CV employees. XYZ is caused by several problems, namely always procrastinating, playing games during working hours, and employees not being stuck coming to work. Therefore, leaders need to monitor regularly and do two-way communication to determine the causes of these employees becoming undisciplined. Leaders need to give reprimand sanctions at the time of evaluation to employees who violate regulations to increase discipline and performance in the company.

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