

**Evaluation adopted for training programmes
delivered by Education and Training Centre (ETC) –
BPS Statistics Indonesia**

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1. ETC BPS Statistics Indonesia provide SHORT-TERM and LONG-TERM training course Programmes, as following:

a) Short-term Programmes:

- Duration: 5 - 14 days
- Mode of delivery: virtual (distance learning)
- Number of training courses: 6 types of courses:

Training Course of Sectoral statistics for Ministries (2 batch, @ 9 days),

Training Course of Sectoral Statistics for Municipalities/District (5 Batch, @ 9 days),

Training Course on Interaction Excellence (5 Batch, @ 1 day),

Training Course on Writing Paper (2 Batch),

Training Course on ICT skill for functional officers (3 Batch, @ 10 days),

Training Course for Enhancing Finance Competency (3 Batch, @ 10 days),

Training Course of Goods and Service Procurement Competency (16 Batch, @ 7 days).

- Participants: BPS Staff, Various Ministries Officers, and Various Regional Offices Officers. All are domestic participants.
- International Training: Technical Assistance from the IMF on training course of Producer Price Index for Services. Mode of delivery: virtual training, with lecturer from IMF Washington, and participants from BPS Staff of 34 provinces and Subject Matters areas from BPS Head Quarter. Total participants: 64 participants. Duration of training: 6 days.

b) Long-term programmes:

- Duration: 2- 4 months
- Mode of delivery: Blended learning (synchronous and un-synchronous)
- Number of training courses: 4 courses:
Orientation Program Training Course for New Entry Staff (16 Batch, @ 3.5 months),

Training Course of Leadership for Middle Management Level (1 Batch, @ 4 months),

Training Course of Leadership for Low Management Level (4 Batch, @ 3 months).

- Participants: new entry staff of BPS from 514 BPS Municipalities/34 provinces/Head quarter, Middle and Low Management Level of BPS Officers from 514 BPS Municipalities/34 provinces/Head quarter. All are domestic participants.

2. Methodology adopted, and instruments used for evaluation:

- Methodology adopted:

combine method (online survey and in-depth interview).

Method of evaluation for the training course in general is conducted for lecturer, organizer, facilities, and also for participant by using on-line questionnaires, and also added with in-depth interview to evaluate alumni of the training course.

- Instruments used for evaluation of **the training course, lecturers, facilities:**

Although the course mainly conducted by virtual basis, however the evaluation still could held regularly, and each participants use LMS (Learning Management System) WARKOP (Warung Kompetensi Pegawai - Portal of Competency Platform for Employee) to fill online survey for:

- a) Training course:

- ✓ self-enumeration online survey in LMS WARKOP,

- ✓ type of information collected: quality of material course, time/duration of the course, etc.
- ✓ apply after the course finished;

b) Lecturers/Facilitators:

- ✓ self-enumeration online survey in LMS WARKOP
- ✓ type of information collected: method delivering lecture, time of lecture, performance of lecturers, etc.
- ✓ conduct evaluation directly after class finished by using LMS in WARKOP.

c) Facilities of the training course:

- ✓ self-enumeration online survey in LMS WARKOP
- ✓ type of information collected: internet access, IT facilities, Virtual class facilities, dormitory, food menu, sport facilities, etc.
- ✓ Conduct after the course finish, by using LMS Warkop.

➤ **Evaluation of participants after completion of the course** (pre and post completion of the course):

There are four types evaluation for participant.

a) Evaluation before Course:

- ✓ Pre test: multiple choice online test by using LMS Warkop.

b) During the course:

- ✓ During on virtual class, organizer make an observation and evaluation of attendance, attitude, and participation in the class.
- ✓ Lecturers also observe attitude, and performance the participants based on quiz, assignments, etc.

c) After the course:

- ✓ Post-test: multiple choice online test by using LMS Warkop
- ✓ Online Seminar test is held after course finished to evaluate project paper which reflected knowledge, skill, and attitude of participants after completion all materials of the course.
- ✓ Online Seminar test involve coach, mentor, and examiner to test the project paper of participants as one of requirements to pass the training and obtain the certificate of completion.
- ✓ Final score for participants is using score component of the Knowledge, skill and attitude (hard skill and soft skill aspects).

d) Pasca/Post Training Course:

- ✓ Evaluation is held minimum after 12 months completion the course;
- ✓ Use combine method: online survey and in-depth interview;
- ✓ Respondent: alumni (participants who has finished the training course), mentor of alumni, coach of alumni, and staff/colleague of alumni.
- ✓ Type of information collected:
 - a) attitudes and behavior:

- Accountability
- Nasionalism
- Public ethics
- Quality commitment
- Anti corruption
- ASN management
- Whole of government
- Public services

b) Leadership:

- Integrity
- Collaboration
- Innovation
- Performance

✓ Questionare Structure: Refers to Kirkpatrick Model (level 3/behavior and level 4/result)

- Block I: Respondent identity
- Block II: Behavior
- Block III: Result: knowledge and skill
- Block IV: Suggestions (Note for improvement and identified for training needs analysis)

✓ Main users of evaluation result:

- a) LAN (Lembaga Administrasi Negara) / State Administration Board who have national authority on providing leadership

training for management level and orientation program

training for new entry staff;

b) ETC BPS Statistics Indonesia, as organizer of the training;

c) Institution who sending participants to the training.

d) Participants / alumni of the training course.

3. How the results of the evaluation are analyzed and used:

- Analyzed applied for the evaluation:
 - ✓ descriptive analysis. (simple graph and tabulations).
 - ✓ Score of evaluation (hard skill and soft skill aspects) is used to determined whether participant can pass the course or fail and has to extend the course;
- Presentation of evaluation result:
 - ✓ presented in Post-Training Course Evaluation Report,
 - ✓ submitted to LAN (Lembaga Administrasi Negara) / State Administration Board who have national authority on providing leadership training course for management level and orientation program training for new entry staff;
 - ✓ use to evaluate and improve for the next training cycle, and
 - ✓ to identify “training need analysis” from each BPS Regional offices/Head Quarter.

Cover of Post- Training Course Evaluation Report, 2019

Laporan Evaluasi Pasca Diklat Tahun 2019

Alumni Tahun 2018:

- Pendidikan dan Pelatihan Kepemimpinan Tingkat III
- Pendidikan dan Pelatihan Kepemimpinan Tingkat IV
 - Pelatihan Dasar Kepemimpinan Calon Pegawai Negeri Sipil Golongan III

Example of result

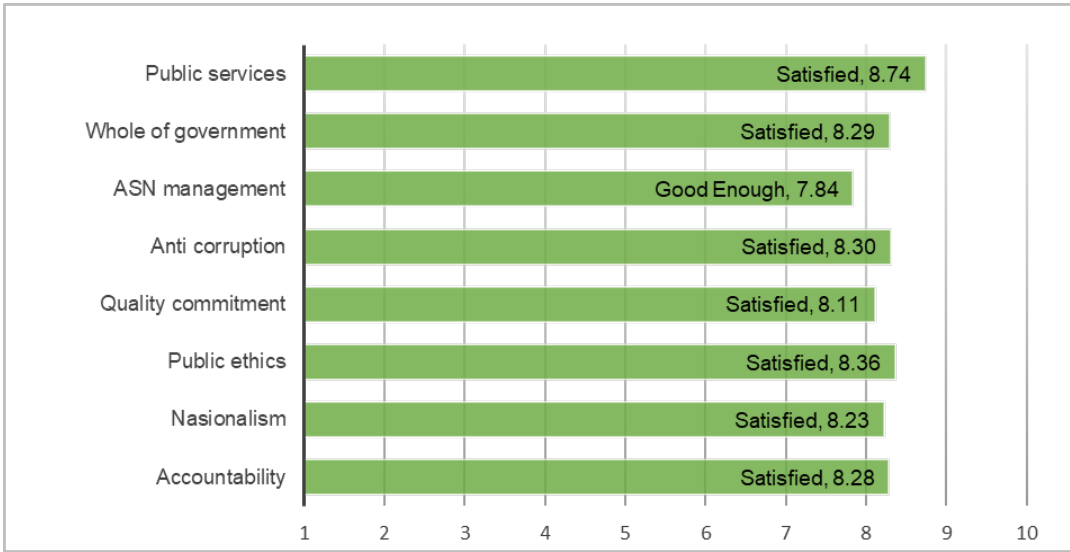


Figure 1. Attitude and behavior of New Entry Staff

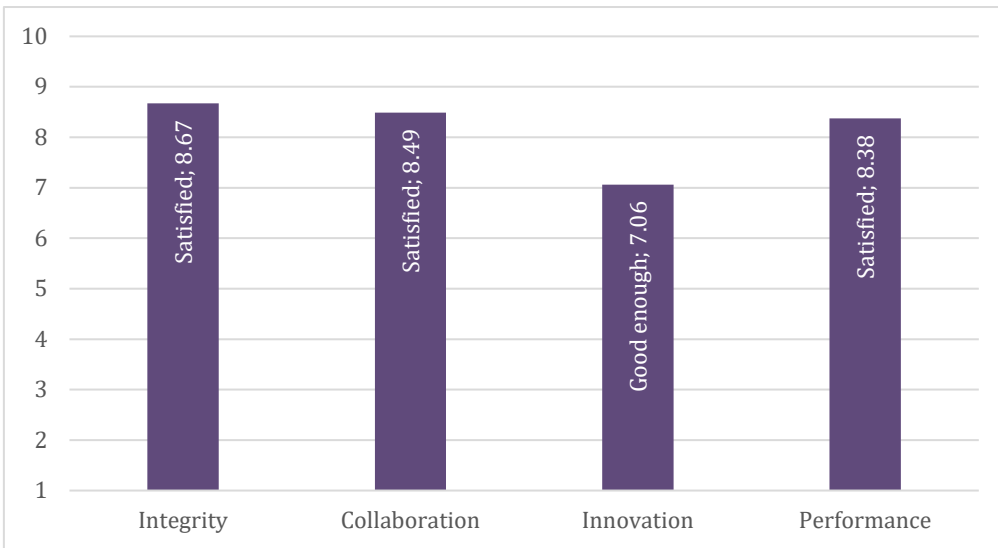


Figure 2. Leadership Indicators of Low Management Level

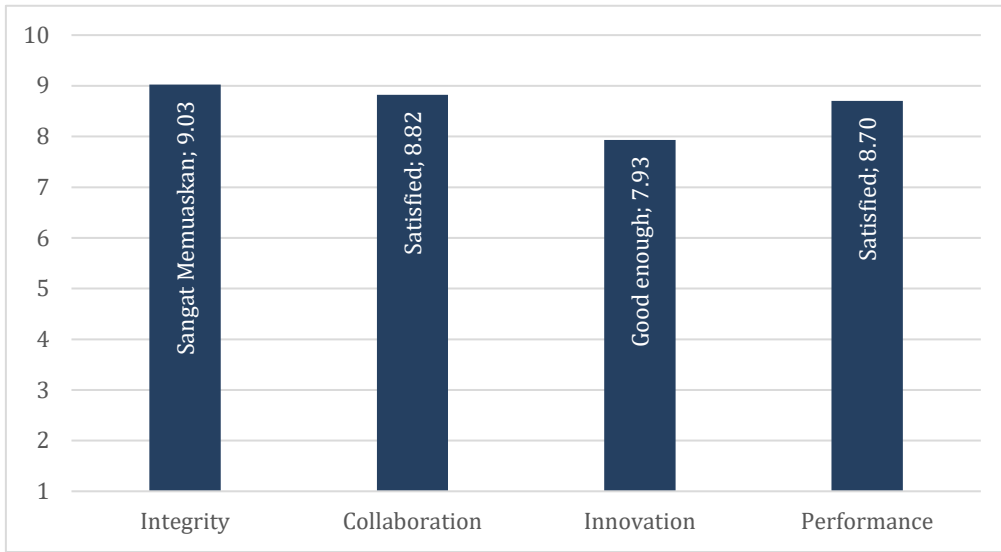


Figure 3. Leadership Indicators of Middle Management Level

**QUESTIONNAIRE OF POST-TRAINING COURSE
FOR ALUMNI**



**EVALUASI PASCA DIKLAT
PELATIHAN DASAR CPNS GOLONGAN III
TAHUN 2019**

DATA ALUMNI:

1. Nama : _____

2. NIP : _____

- Unit kerja saat ini
3. Eselon II: Provinsi/Direktorat/Biro : _____

4. Eselon III : _____

5. Eselon IV : _____

6. Apakah unit kerja saat ini masih sama dengan saat Diklat? : 1. Ya 2. Tidak
7. TMT di jabatan sekarang : __/__/____

Bapak/Ibu diminta untuk merekomendasikan ATASAN dan satu REKAN KERJA untuk dapat memberikan pendapat tentang pernyataan behavior dan result dari Diklat.

	Nama	Alamat email	Nomor HP
Atasan			
Rekan kerja			

PETUNJUK PENGISIAN :

Setelah mengikuti Pelatihan Dasar CPNS Golongan III, Bapak/Ibu diminta untuk memberikan pendapat pada setiap pernyataan di bawah ini. Pendapat dituangkan dalam bentuk nilai antara **1 (sangat kurang/tidak pernah) sampai 10 (sangat baik/selalu)**.

Apabila ada kritik, saran dan komentar lainnya diketik pada kotak yang tersedia (di bagian bawah setiap sesi)

II. BEHAVIOUR

1. Pemenuhan/pelaksanaan perintah atasan yang sesuai aturan berlaku
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

2. Memperhitungkan interaksi antara nilai-nilai masyarakat dan nilai-nilai yang dijunjung tinggi oleh lembaga publik
sangat kurang 1 2 3 4 5 6 7 8 9 10 **sangat baik**

3. Menghindari perbuatan yang melanggar aturan
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

4. Kreatif dalam menyelesaikan pekerjaan
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

5. Menyelesaikan pekerjaan dengan berkualitas
sangat kurang 1 2 3 4 5 6 7 8 9 10 **sangat baik**

6. Meminta pendapat orang lain dalam memecahkan suatu masalah
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

7. Membantu orang lain dalam mengambil keputusan
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

8. Memiliki motivasi yang tinggi dalam melaksanakan pekerjaan

sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

9. Bekerja secara terorganisir

sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

10. Memberikan kepercayaan kepada orang lain dalam melaksanakan tugas

sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

11. Memiliki kemampuan menyesuaikan diri dengan lingkungan kerja (rekan kerja, Mitra, dll)

sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

12. Disiplin dalam hal penyelesaian pekerjaan dan kehadiran

sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

13. Kemampuan menciptakan situasi yang harmonis dalam bekerja

sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

14. Berbagi pengetahuan dan pengalaman dengan yang lain

sangat 1 2 3 4 5 6 7 8 9 10 **sangat**

15. Tanggung jawab terhadap semua tindakan yang dilakukan
sangat 1 2 3 4 5 6 7 8 9 10 sangat

16. Berusaha menghindari tindakan yang mengecewakan pelanggan (stakeholder) dan rekan kerja
sangat 1 2 3 4 5 6 7 8 9 10 sangat

17. Memberikan pelayanan yang sama untuk semua pelanggan
sangat 1 2 3 4 5 6 7 8 9 10 sangat

Kritik/saran/komentar lainnya:

III. RESULTS: KNOWLEDGE AND SKILL

A. PENGETAHUAN

1. Mampu mengemukakan ide-ide baru untuk meningkatkan kualitas pekerjaan
sangat 1 2 3 4 5 6 7 8 9 10 sangat

2. Memiliki pengetahuan yang dibutuhkan dalam menyelesaikan pekerjaan
sangat 1 2 3 4 5 6 7 8 9 10 sangat

3. Memberi masukan yang dibutuhkan orang lain untuk meningkatkan kinerja
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

4. Mengetahui keterkaitan tugas sendiri dengan tugas bagian/bidang/ seksi lain
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

B. KETERAMPILAN

5. Mampu memotivasi diri dan rekan kerja dalam tim
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

6. Membagi tugas dan tanggung jawab pekerjaan secara adil dan proporsional
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

7. Membuat penjelasan tertulis tentang pekerjaan secara ringkas dan jelas
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

8. Mampu menghadapi persoalan pekerjaan dan memecahkan masalah
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

9. Mampu mengaplikasikan keterampilan yang dimiliki dalam pekerjaan
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

10. Mampu mengkoordinasikan pekerjaan dengan baik
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

11. Aktualisasi hasil diklat dilakukan secara berkesinambungan
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

12. Kendala dalam melakukan aktualisasi hasil diklat
sangat 1 2 3 4 5 6 7 8 9 10 **sangat**
○ ○ ○ ○ ○ ○ ○ ○ ○ ○

Kendala/hambatan dalam aktualisasi hasil diklat (jika ada)

IV. SARAN-SARAN

1. Bagaimana saran Bapak/Ibu untuk penyelenggaraan Diklat yang akan datang?

2. Materi Diklat apa yang menurut Bapak/Ibu perlu diberikan kepada staf?

Diklat teknis:

Diklat non-teknis:
