

## **ABSTRAK**

### **KEWEWENANG DAN PROSEDUR PEMBUATAN KARTU TANDA PENDUDUK ELEKTRONIK BERBASIS NOMOR INDUK KEPENDUDUKAN SEBAGAI UPAYA MEWUJUDKAN TERTIB ADMINISTRASI KEPENDUDUKAN di KABUPATEN PRINGSEWU**

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Data administrasi kependudukan yang akurat sangat diperlukan baik guna melaksanakan rencana pembangunan maupun demi tertibnya administrasi hukum di Indonesia. Penelitian ini bertujuan untuk menjawab permasalahan tentang, Bagaimanakah kewenangan dan prosedur pembuatan Kartu Tanda Penduduk Elektronik berbasis Nomor Induk Kependudukan di Kabupaten Pringsewu dan faktor penghambat pembuatan KTP Elektronik berbasis Nomor Induk Kependudukan di Kabupaten Pringsewu.

Penelitian ini dilakukan melalui pendekatan yuridis normatif dan yuridis empiris dengan data primer, data sekunder dan data tersier, dimana masing-masing data diperoleh dari penelitian kepustakaan dan lapangan. Analisis data dilakukan secara kualitatif.

Hasil penelitian menunjukkan bahwa Kewenangan dan Prosedur Pembuatan KTP-el di Kabupaten Pringsewu dalam hal kewenangan pembuatan KTP-el yaitu Direktorat Jenderal Administrasi Kependudukan, kemudian wewenang didelegasikan kepada Pemerintah Kabupaten berwenang untuk mencetak KTP-el, Kecamatan berwenang untuk membuat/merekam dan Desa berwenang membuat surat pengantar. Dalam hal Prosedur Menurut Surat Keputusan Kepala Disdukcapil Kabupaten Pringsewu No 800/010/KPTS/D.09/2018 Tentang Penetapan Standar Oprasional Prosedur (SOP), meliputi prosedur dari bawah ke atas yaitu Desa, Kecamatan dan Disdukcpapil. Faktor internal meliputi dari sumber daya manusia, sistem online, sarana dan prasarana yang kurang mendukung. Faktor eksternal meliputi kekurangan blangko, data duplicate record (*data ganda*), Proses sinkronisasi data sering bermasalah, kesadaran masyarakat yang kurang mengerti pentingnya KTP-el, masyarakat enggan melapor kepada Disdukcapil pristiwa perpindahan penduduk, kematian dan kelahiran.

**Kata Kunci : Kewenangan, Prosedur, Kartu Tanda Penduduk Elektronik (KTP-el), Berbasis Nomor Induk Kependudukan (NIK), Tertib Administrasi**

## **ABSTRACT**

### **AUTHORITY AND PROCEDURE FOR MAKING ELECTRONIC POPULATION CARD BASED ON POPULATION MASTER NUMBER AS AN EFFORTS TO REALIZE POPULATION ADMINISTRATION IN PRINGSEWU**

**By:**

**KHALIMATUS SA'DIAH**

Accurate population administration data is very much needed both to carry out development programs and for the sake of orderly legal administration in Indonesian. This study aims to answer the problem of, What are the authorities and procedures for making Electronic Population Identity Cards based on the Population Identification Number in Pringsewu Regency and the inhibiting factors for the establishment of Population Number Based Electronic KTP in Pringsewu Regency.

This research was conducted through a normative juridical approach and empirical juridical with primary data, secondary data and tertiary data, where each data was obtained from library and field research. Data analysis was carried out qualitatively.

The results of the research and discussion, the Authority and Procedure for Making KTP-el in Pringsewu Regency in terms of the authority to make KTP-el, namely the Directorate General of Adminduk, then the authority was delegated to the District, District and Village Governments. In terms of Procedure According to the Decree of the Head of the Pringsewu District Disdukcapil No. 800/010 / KPTS / D.09 / 2018 concerning the Establishment of the Standard Operational Procedure (SOP), the procedur in Village, Country and Disdukcapil . Internal inhibiting factors include from human resources, online systems, facilities and infrastructure that are less supportive. External factors include awareness of people who do not understand the importance of KTP-el, the public is reluctant to report to Disdukcapil the events of population displacement, death and birth.

**Keywords:** Authority, Procedure, Electronic Identity Card (KTP-el), Based on Population Number (NIK), Administrative Order