

Analysis of Finger Print Usage at Wachid Hasyim Foundation I to Improve Employee Work Discipline

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ABSTRAK

Penggunaan absensi Automatic Finger Print Identification System (AFIS) merupakan langkah awal untuk membantu tenaga pendidik dan tenaga kependidikan dalam hal absensi kehadiran. Tujuan dari penelitian ini adalah untuk menganalisis penggunaan finger print di Yayasan Wachid Hasyim 1 Surabaya. Metode penelitian yang digunakan adalah metode kualitatif deskriptif. Hasil dari penelitian ini menunjukkan bahwa Yayasan Wachid Hasyim 1 Surabaya menerapkan absensi finger print untuk meningkatkan disiplin kerja pegawai, dengan mewajibkan tenaga kependidikan dan tenaga pengajar merekam kehadiran setiap hari kerja. Kebijakan tersebut diikuti dengan peraturan tidak diperbolehkan merubah kehadiran kecuali dibuktikan dengan surat kepala sekolah, dan remunerasi nominal akan diperoleh setiap bulan, sesuai dengan kehadiran online yang direkam melalui mesin absensi sidik jari.

ABSTRACT

The use of the Automatic Finger Print Identification System (AFIS) attendance is the first step to assist educators and educational staff in terms of attendance. The purpose of this research is to analyze the use of finger print at the Wachid Hasyim 1 Surabaya Foundation. The research method used is descriptive qualitative method. The results of this study indicate that the Wachid Hasyim 1 Surabaya Foundation applies finger print attendance to improve employee work discipline, by requiring education and teaching staff to record attendance every working day. This policy is followed by regulations that are not allowed to change attendance unless proven by a letter from the principal, and nominal remuneration will be received every month, according to online attendance recorded via a fingerprint attendance machine.

Kata kunci

*Analisis, Presensi
Kehadiran Berbasis
Teknologi*

Keywords

*Analysis, Technology-Based
Presence*

Introduction

Technological developments in the era of globalization are increasingly sophisticated, making it easier for all people to access information. These developments not only gave birth to the global information era but also gave birth to information and telecommunication media that know neither time nor place (Kusniati, 2016). The development of increasingly sophisticated technology is felt in various fields, including in the fields of economics and management, which are increasingly bringing goodness. This is evidenced by the emergence of sophisticated electronic devices in people's lives, and makes it easier for employees to access information and process data. With the development of sophisticated information tools it makes office work easier so that office work productivity is higher (Dermawan, 2018). Technological developments also require educational institutions or schools to have technology and even applications that are useful for management in collecting various data related to schools, more specifically controlling the work ethic and discipline of teachers through attendance at the school which can make it easier for all parties. The application of management that is easily accessible and adapts to technology in an educational institution or school can affect an institution (Sinan, 2016).

Many sophisticated tools are used in an office, but one of these sophisticated tools is the technology for applying the Automatic Finger Print Identification System (AFIS) Attendance (Desmarini, 2020). Attendance Automatic Finger print Identification System (AFIS) is a tool that really helps education and teaching staff in terms of attendance system. Because the tendons and tenkep just stick the fingers that have been programmed on the finger print machine, the machine can record the timeliness of attendance and the accuracy of the time to go home at the office or at school (Khasanah, 2021). The activity of recording the attendance of employees at the office will greatly affect the work of the office, the effect is of course directly related to the morale and work discipline of employees or staff at the Wachid Hasyim I Foundation in Surabaya. A very important factor to achieve high morale is the implementation of work discipline from employees, because this is one of the determining factors to support the performance of an employee in his agency. Because discipline is awareness in one's willingness to obey all applicable social rules and norms. With the awareness in implementing the rules in the agency that is manifested in high discipline, then a work productivity will also be good.

The application of finger print attendance is to increase discipline in the presence of education and teaching staff at the Wachid Hasyim I Foundation Surabaya, besides that the main goal is to facilitate system control and automation. That discipline is an attitude of willingness and willingness of a person to obey and obey the norms of the regulations that apply around him. When the finger print attendance has not been implemented at the Wachid Hasyim I Foundation in Surabaya, all of them still use manual attendance, it is very difficult to control the

presence of education and teaching staff who enter and leave the office, as well as the enforcement of employee discipline is not optimal. Due to the frequent occurrence of leaving absences between employees is very large, even employees always make initials on absences, so it is often found that there are tendons who are not yet in the office in the morning or after school, because with the attendance finger print, which is a machine with the help of software to fill in the attendance data of communities, groups and agencies that use them (Kurniawan, 2021). By using this tool, attendance that is recapitulated once a month will be able to easily detect violations of working hours and delays that have been made by employees, because in electronic attendance it is difficult to manipulate data. Previous studies have discussed a lot regarding the application of electronic presence in various institutions such as business or government agencies (Desmarini & Kasman, 2020 ; Fadila & Septiana, 2019; Mayunita & Jumaah, 2022). But still little research that discusses the application of electronic presence in educational foundation environment. With this research it is hoped that it can contribute to the scientific field of educational management especially regarding the application of electronic presence in improve the discipline of teachers and employees.

Based on the Letter of the Minister of PANRB No B/2338/M.PANRB/06/2016 dated 27 June 2016 concerning the use of electronic-based attendance in the agency environment, it is stated "Optimizing the use of electronic-based attendance systems to avoid fraud and/or manipulation of data related to attendance. employee." So that in January 2021 in accordance with the Decree of the Chairperson of the Wachid Hasyim I Foundation Surabaya Number: 004/104.1/WH.1/KS.1/IX2021 concerning the Use of Fingerprint Attendance in the Wachid Hasyim I Foundation Surabaya Starting in the 2021/2022 Academic Year, after the implementation of electronic-based attendance can significantly change the discipline of employees or educators and education staff in this case the hours of entry and hours of work. So that finger print attendance can be used as a control tool for leaders to see the level requiring education and teaching staff discipline at the Wachid Hasyim I Foundation Surabaya. This research was conducted through an analysis of the use of Finger Print Attendance which was carried out in the time span from July 2021 to June 2022, and then linked to an increase in attendance as part of requiring education and teaching staff discipline on the date and time before the finger print attendance was implemented at the Foundation. Wachid Hasyim I Surabaya. The benefit of this research is to provide an evaluation to the school regarding the use of technology-based fingerprint attendance, so that it can maximize use as needed.

Method

This type of research uses descriptive qualitative research. In determining the informants, purposive sampling technique was used, so that the informants in the study included informants who knew about program policies, implementation and

supervision of the use of finger print attendance and documentation of employee attendance before finger print attendance was determined (Arikunto, 2015). Then the data were obtained through direct observation at the research site, in-depth interviews with several informants, namely all the teaching staff at the Wachid Hasyim I Surabaya Foundation such as the Principal, Deputy Head of Curriculum, Deputy Head of Facilities and Infrastructure, Deputy Head of Student Affairs, and all teachers in their respective units. And using qualitative analysis to provide a description of the social phenomena found in the study (Sugiyono, 2018).

Result and Discussion

1. Finger Print Attendance Operation At Wachid Hasyim I Foundation Surabaya

There are several mechanisms in the operation of the finger print attendance machine (Wahyudi, 2019), namely:

1. Fingerprint Registration for Educators and Education Personnel

Registration or fingerprint registration is a decisive process in the continuity of the absenteeism process for employees or educators and education staff. This process has to be done properly especially finger placement during registration on the machine.

2. Download Data and Fingerprints for Educators and Education Personnel

To back up fingerprint data and provide employee names so that they appear on the next machine, please download fingerprints and employee data from the absent machine to the software. Before downloading, of course, the condition of the machine with finger print attendance software must be connected. Then proceed to change the employee data by providing the names of educators and education staff in accordance with No. Employee ID at registration.

3. Upload Data for Educators and Education Personnel

To synchronize data, after entering the employee's name in the software, please upload the employee data. With this system, it can ensure the correctness of the fingerprints used by employees according to the employee concerned.

4. Set Working Hours

Agencies can set working hours and employee schedules which will later be used to display reports. This arrangement of working hours is adjusted to the general working hours used in Agencies/institutions. Some agencies use a system of regular/normal working hours and multi-shift. However, there is also the possibility of working hours that cannot be determined.

5. Download Presence Data

When you need an attendance report, the first most important thing is to download the attendance data on the machine to the software. Because it can't see attendance data from the machine without being downloaded from the machine. To download attendance data from the machine, you can use a LAN cable connection, USB or Flash disk according to its features.

6. Report Calculation

After all the processes are done, the last process is to make an Attendance Report. In this case, it is enough to set the institution/section, the name of the employee and the time span for which the report will be made. To make a report, attendance software is generally equipped with a report timeframe setting, it can be adjusted according to the needs of the report period, it can be set daily, weekly, monthly and even yearly.

7. How the Finger Print Time Attendance Machine works

The way attendance works with Finger Print varies depending on the type of sensor. Meanwhile, there are two Finger Print attendances, namely PC Based Attendance and *Stand Alone* Attendance. Finger Print Stand Alone Attendance is an attendance tool using fingerprints that can stand alone without being connected to a computer at the time of use. The *Stand Alone* fingerprint attendance machine sensor is very significant and sensitive in recognizing fingerprints. The sensor used to detect fingerprints uses an optical system, where the detection is done by reading the contours or the high and low surface of the fingerprint and body static electricity. This results in a high level of security, because it cannot be faked with a photocopy of fingerprints, artificial fingerprints even with detailed wax prints with fingerprint contour strokes though (Ismawati, 2016). The way this attendance system works, the first step is to register the employee's fingerprints, then the employee can use his finger as an attendance, of course with the finger that is already stored in the device. So educators and education staff do not have to bother carrying cards.

Basically, the *Stand Alone* fingerprint attendance tool can accept any time without being affected by the working hours settings that we make in the attendance Management application that is included in each attendance device. Because the function of the attendance tool here is as a record of the entry and exit of educators and education staff. The data generated from the fingerprint attendance machine is in the form of check-in and check-out records or transaction logs. After the attendance data is stored, we download the data from the attendance device with a connection that has been included in the application program, but some Stand Alone attendance such as enterprise 2000 and multimedia series data can be seen in real time directly by connecting to a computer. The data record of attendance will be calculated by the application containing parameters that have been adjusted to work hours and work schedules. The results of attendance data will eventually produce report data from incoming, home, late, early home records to total working hours according to company needs.

The existence of this fingerprint attendance machine is an easy step in recording the presence of education and teaching staff can be recorded properly and not manipulated. The ultimate goal is to improve the discipline of the education and teaching staff. Based on an interview with the head of the foundation, the finger print presence at the Wachid Hasyim 1 Surabaya Foundation began in 2021. This finger

print presence is used by all school employees, from school principals, teachers, administrative staff to cleaning and security personnel. This electronic presence is coordinated by the Head of Administration in each unit at the Wachid Hasyim 1 Surabaya Foundation. Prior to the presence of finger prints, employees could entrust their presence to their friends. After using finger print, attendance data becomes more accurate. When using a finger print attendance machine, the operator must first register the employee's fingerprint. After that the operator uploads the employee identity data as well as the fingerprint scan results and ensures that the data is correct. Then, the operator set working hours such as arrival (06.30 WIB) and departure (14.30 WIB). Researchers directly observe the presence process. The process is very quickly recorded data and does not require a long time. Education and teaching staff are very easy to use the finger print presence machine, you only need to put your finger on the presence machine, then the employee data will automatically be stored online in the personnel database.

Based on the rules set by the foundation that oversees the school, education and teaching staff arriving late are required to fill out a late form to be submitted to the school leadership and transportation fees are deducted according to the number of times they are late. However, in practice this is not done. The principal will see the results of the attendance summary for one month and then call the teacher or employee who is late more than 5 times a month and then will give sanctions. The school also gives a 5-minute dispensation at the time of arrival. This means that if there are education and teaching staff who come at 06.35 wib then they are still forgiven, and if they arrive later than 06.35 it will be recorded late and will be penalized. The application of this electronic presence provides convenience and better solutions and is in accordance with the challenges of the times.

Wachid Hasyim 1 Surabaya Foundation imposes sanctions for late arrivals. The maximum arrival time is 06.35 WIB. If the arrival time is more than the specified hours, it will be said to be late and will be penalized for being late, namely salary deductions. Although the salary deduction is not big but it is to determine one's discipline. The purpose of enacting salary deductions for latecomers is to discipline the education and teaching staff, besides that it is also to distinguish between those who are often late and it is a report card for employees that they lack discipline. The purpose of sanctions is to maintain employee discipline. The severity or lightness of the punishment that will be applied will also affect the good/bad discipline of employees. Punishment sanctions must be applied based on logical considerations, reasonable, and clearly informed to all employees.

2. Finger Print Attendance Operation Recap at WAHASA Foundation

a. Unit of SMP Wachid Hasyim 1 Surabaya

The table 1 below contains an explanation of the results of the recapitulation of the use of Finger Print Attendance in the Wachid Hasyim I Surabaya

Foundation. It can be seen from the results of the recapitulation above that it is clear that there are still a number of educators and educational staff who are still not disciplined regarding hours of attendance and hours of school return. There are still many educators and education staff who forget to finger and are often late. Whether it's in the SMP, SMA, and SMK Units of the Wachid Hasyim I Surabaya Foundation.

Table 1 Finger Print Attendance Recap Odd Semester (July'21 – December'21)
Academic Year 2021-2022

No	Employee Name	Description					
		Working Days	Come to Work	TH	T	M	C
1	AA	132	132		6		
2	DX	132	132		30	7	
3	ER	132	125	2	3	3	5
4	DGH	132	130	2	22	17	
5	KL	132	132		19	10	
6	RT	132	132		22	1	
7	YUW	132	132		14	1	
8	DE	132	132		12	16	
9	CVB	132	110	18	27	1	4
10	KFS	132	132		10	3	
11	KT	132	132		4	10	
12	PE	132	132		18	4	
13	FDR	132	132		21	18	
14	WW	132	132		3	21	
15	SLK	132	105	20	31	15	8
16	FF	132	132		1	22	
17	HE	132	132		1	19	
18	MMR	132	132		16	22	
19	MK	132	132		1	14	
20	ZA	132	132		3	12	
21	ZR	132	129	3	22	1	
22	LR	132	132		14	1	
23	TTR	132	132		12	16	
24	GG	132	110	18	27	1	4
25	BT	132	132		10	3	
Jumlah				63	349	238	21

Source: researcher data analysis (2022)

Table Description:

TH : Not Present
Q : Too late
M : Preceding
C : Leave

The table 2 below contains an explanation of the results of the recapitulation of the use of Finger Print Attendance in the Wachid Hasyim I Surabaya Foundation. It can be seen from the results of the recapitulation above that it is clear that there are

still a number of educators and educational staff who are still not disciplined regarding hours of attendance and hours of school return. There are still many educators and education staff who forget to finger and are often late. Whether it's in the SMP, SMA, and SMK Units of the Wachid Hasyim I Surabaya Foundation.

Table 2 Even Semester Finger Print Attendance Recap (January'22 – June'22)
Academic Year 2021-2022

No	Employee Name	Description					
		Working Days	Masuk Kerja	TH	Working Days	M	C
1	AA	120	120		6		
2	DX	120	120		30	7	
3	ER	120	115	2	3	3	5
4	DGH	120	110	2	22	17	13
5	KL	120	120		19	10	
6	RT	120	120		22	1	
7	YUW	120	120		14	1	
8	DE	120	120		12	16	
9	CVB	120	110	5	27	1	5
10	KFS	120	120		10	3	
11	KT	120	120		4	10	
12	PE	120	120		18	4	
13	FDR	120	120		21	18	
14	WW	120	120		3	21	
15	SLK	120	105	7	31	15	8
16	FF	120	120		1	22	
17	HE	120	120		1	19	
18	MMR	120	120		16	22	
19	MK	120	120		1	14	
20	ZA	120	120		3	12	
21	ZR	120	120		6		
22	LR	120	120		30	7	
23	TTR	120	115	2	3	3	5
24	GG	120	110	2	22	17	13
25	BT	120	120		19	10	
Jumlah							

Source: researcher data analysis (2022)

Table Description:

- TH : Not Present
- Q : Too late
- M : Preceding
- C : Leave

b. Unit of SMA Wachid Hasyim 1 Surabaya

The table 3. below contains an explanation of the results of the recapitulation of the use of Finger Print Attendance in the Wachid Hasyim I Surabaya Foundation. It can be seen from the results of the recapitulation above that it is clear that there are still a number of educators and educational staff who are still not disciplined

regarding hours of attendance and hours of school return. There are still many educators and education staff who forget to finger and are often late. Whether it's in the SMP, SMA, and SMK Units of the Wachid Hasyim I Surabaya Foundation.

Table 3 Finger Print Attendance Recap Odd Semester (July'21 – December'21)
Academic Year 2021-2022

No	Employee Name	Description					
		Working Days	Masuk Kerja	TH	Working Days	M	C
1	NR	132	132		6		
2	ZA	132	132		30	7	
3	GA	132	125	2	3	3	5
4	MZ	132	130	2	22	17	
5	SM	132	132		19	10	
6	KW	132	132		22	1	
7	S	132	132		14	1	
8	SR	132	132		12	16	
9	AR	132	110	18	27	1	4
10	MTN	132	132		10	3	
11	EE	132	132		4	10	
12	AH	132	132		18	4	
13	FF	132	132		21	18	
14	W	132	132		3	21	
15	MHH	132	105	20	31	15	8
16	NH	132	132		1	22	
17	DRD	132	132		1	19	
18	AR	132	132		16	22	
19	RM	132	132		1	14	
20	LQ	132	132		3	12	
Jumlah			2.582	42	261	216	17

The table 4 below contains an explanation of the results of the recapitulation of the use of Finger Print Attendance in the Wachid Hasyim I Surabaya Foundation. It can be seen from the results of the recapitulation above that it is clear that there are still a number of educators and educational staff who are still not disciplined regarding hours of attendance and hours of school return. There are still many educators and education staff who forget to finger and are often late. Whether it's in the SMP, SMA, and SMK Units of the Wachid Hasyim I Surabaya Foundation.

Table 4 Even Semester Finger Print Attendance Recap (January'22 – June'22)
Academic Year 2021-2022

No	Employee Name	Description					
		Working Days	Masuk Kerja	TH	Working Days	M	C
1	NR	120	120		6		
2	ZA	120	120		30	7	
3	GA	120	115	2	3	3	5

4	MZ	120	110	2	22	17	13
5	SM	120	120		19	10	
6	KW	120	120		22	1	
7	S	120	120		14	1	
8	SR	120	120		12	16	
9	AR	120	110	5	27	1	5
10	MTN	120	120		10	3	
11	EE	120	120		4	10	
12	AH	120	120		18	4	
13	FF	120	120		21	18	
14	W	120	120		3	21	
15	MHH	120	105	7	31	15	8
16	NH	120	120		1	22	
17	DRD	120	120		1	19	
18	AR	120	120		16	22	
19	RM	120	120		1	14	
20	LQ	120	120		3	12	
Jumlah			2.360	16	264	215	31

Source: researcher data analysis (2022)

Table Description:

TH : Not Present

Q : Too late

M : Preceding

C : Leave

c. Unit SMK Wachid Hasyim Surabaya

Table 5 Finger Print Attendance Recap Odd Semester (July'21 – December'21)
Academic Year 2021-2022

No	Employee Name	Description					
		Working Days	Masuk Kerja	TH	Working Days	M	C
1	AF	132	122	10	6		
2	A	132	132		30	7	
3	AS	132	125	2	3	3	5
4	AR	132	130	2	22	17	
5	AYR	132	132		19	10	
6	ADC	132	129	3	22	1	
7	CBD	132	132		14	1	
8	DP	132	132		12	16	
9	DA	132	110	18	27	1	4
10	ET	132	132		10	3	
11	FS	132	132		4	10	
12	FA	132	125	3	18	4	4
13	AR	132	132		21	18	
14	HA	132	132		3	21	
15	KAS	132	105	22	31	15	5
16	KTR	132	132		1	22	
17	MSUZ	132	132		1	19	

18	M	132	130	5	16	22	
19	MZ	132	132		1	14	
20	MS	132	132		3	12	
Jumlah			2.555	60	241	201	18

Source: researcher data analysis (2022)

Table Description:

TH : Not Present

Q : Too late

M : Preceding

C : Leave

The table 5 above contains an explanation of the results of the recapitulation of the use of Finger Print Attendance in the Wachid Hasyim I Surabaya Foundation. It can be seen from the results of the recapitulation above that it is clear that there are still a number of educators and educational staff who are still not disciplined regarding hours of attendance and hours of school return. There are still many educators and education staff who forget to finger and are often late. Whether it's in the SMP, SMA, and SMK Units of the Wachid Hasyim I Surabaya Foundation.

Table 6 Even Semester Finger Print Attendance Recap (January'22 – June'22)
Academic Year 2021-2022

No	Employee Name	Description					
		Working Days	Masuk Kerja	TH	Working Days	M	C
1	AF	120	120		6		
2	A	120	120		30	7	
3	AS	120	115	2	3	3	5
4	AR	120	110	2	22	17	13
5	AYR	120	120		19	10	
6	ADC	120	120		22	1	
7	CBD	120	118	2	14	1	
8	DP	120	120		12	16	
9	DA	120	110	5	27	1	5
10	ET	120	120		10	3	
11	FS	120	120		4	10	
12	FA	120	115	5	18	4	
13	AR	120	120		21	18	
14	HA	120	120		3	21	
15	KAS	120	105	7	31	15	8
16	KTR	120	120		1	22	
17	MSUZ	120	115	1	1	19	4
18	M	120	120		16	22	
19	MZ	120	118	2	1	14	
20	MS	120	117	3	3	12	
Jumlah			2.344	29	264	215	35

Source: researcher data analysis (2022)

Table Description:

TH : Not Present

Q : Too late
M : Preceding
C : Leave

The table 6 above contains an explanation of the results of the recapitulation of the use of Finger Print Attendance in the Wachid Hasyim I Surabaya Foundation. It can be seen from the results of the recapitulation above that it is clear that there are still a number of educators and educational staff who are still not disciplined regarding hours of attendance and hours of school return. There are still many educators and education staff who forget to finger and are often late. Whether it's in the SMP, SMA, and SMK Units of the Wachid Hasyim I Surabaya Foundation.

3. The Effectiveness of Using Finger Prints in Supporting the Work Discipline of Educators at the Wachid Hasyim I Surabaya Foundation

a. Objectives and Capabilities

Based on the results of the research that the researchers have done, it was found that every teaching staff and educational staff at the Wachid Hasyim I Surabaya Foundation have worked in accordance with the school's goals and the academic abilities of the employees. The application of Finger Print attendance is also in accordance with one of the missions of the Wachid Hasyim I Foundation, namely to improve the competence of human resources for both students and teachers and staff. It is hoped that the implementation of Finger Print attendance can discipline the work of employees and teachers at school so that they can become good role models for students at school.

b. Leadership Example

Based on the results of the research that the researchers have done, it was found that the principal in the SMP, SMA, and SMK Wachid Hasyim I Surabaya Units as the leader, is quite good in terms of setting an example for his employees even though he is sometimes late or goes home early. The author can point this out, because based on interviews and documentation "monthly recap of Finger Print attendance based on arrival time from July 2021 - June 2022". Based on these reports, it can be said that sometimes the principal is often late for school and sometimes he comes home early. From one of the employees interviewed by the author it was found that this happened due to his busyness in fulfilling his duties as a school principal, he had a business trip, especially when a guest from the Ministry of Education and Culture came to school, he had to accompany the guest when carry out inspections

c. Compensation

Based on the results of the research that the researchers have done, it was found that the remuneration received by employees in the form of salaries and remuneration is in accordance with the performance they have performed. This can be seen, in the results of interviews with researchers with Fingerprint attendance operators. It was conveyed by the informant that the remuneration received by the employee is in accordance with the performance he is doing. If the performance is

good then the remuneration that he gets will be high, but if the performance is bad then the salary will be deducted according to the regulations in force at the Wachid Hasyim I Surabaya Foundation. And one of the indicators that serves as a tool for measuring employee performance at the Wachid Hasyim I Surabaya Foundation is monthly online attendance recaps via Fingerprint

d. Fairness

Based on the results of the research that the researchers have done, it was found that the principle of justice has been well implemented by the school principal. It can be seen in the Decree of the Chairman of the Wachid Hasyim I Surabaya Foundation Number: 004/104.1/WH.1/KS.1/IX2021 concerning the Use of Fingerprint Absences in the Wachid Hasyim I Foundation Surabaya Starting in the 2021/2022 Academic Year. In the regulation, it is said that "every employee without exception" from this sentence we can know, that the regulations set regarding Fingerprint attendance are binding and indiscriminate. Anyone who violates the rules, will get sanctions according to what was done by the employee

e. Waskat (Inherent Supervision)

Based on the results of the research that the researchers have done, it was found that the supervision of employees while working at the Wachid Hasyim I Surabaya Foundation was not optimal. During the time the researcher made observations there, both the school principal and employees specifically assigned to monitor the work of other employees, the researchers did not meet. It can be said, maybe this is one of the main causes that makes it common for educators and education staff to leave the room during working hours. Indeed, CCTV was found installed in several places in each unit (junior high school, high school and vocational school) at the Wachid Hasyim I Surabaya Foundation which is directly connected to the monitor in the headmaster's room for each unit, but unfortunately none of these CCTVs were installed. in the employee's room, both in the Secretariat, Personnel, Student Affairs, General Affairs, Finance and Curriculum so that the activities of the employees are not monitored by the school principal.

f. Punishment

Based on the results of the research that the researchers have done, it was found that the application of punitive sanctions at the Wachid Hasyim I Surabaya Foundation has been going well. This can be seen from the Decree of the Chairman of the Wachid Hasyim I Surabaya Foundation Number: 004/104.1/WH.1/KS.1/IX2021 concerning the Use of Fingerprint Absences in the Wachid Hasyim I Foundation Surabaya Starting in the 2021/2022 Academic Year. In the results of interviews with informants, it can be seen that the application of these sanctions was actually implemented, not just regulations that were simply installed. Whoever the employee is, if he violates the rules regarding discipline then he must bear every risk according to the degree of the violation. In addition, if the violations he committed were related to non-work violations and other violations, then the sanction is in the Decree of the

Chairman of the Wachid Hasyim I Surabaya Foundation Number: 004/104.1/WH.1/KS.1/IX2021 concerning the Use of Fingerprint Absences within the Wachid Foundation Hasyim I Surabaya Starting from the 2021/2022 Academic Year will be imposed on these educators and education staff.

g. Fairness

Based on the results of the research that the researchers have done, it was found that the principal in enforcing the rules of work discipline at the Wachid Hasyim I Surabaya Foundation has been applied. This is confirmed by the Fingerprint attendance regulations at the Wachid Hasyim I Surabaya Foundation. In these regulations it is expressly stated that, "every employee without exception". From this sentence, we can see that the school principal firmly upholds the rules for the sake of upholding the work discipline of his employees. When making observations during the study, the researcher saw directly when the principal refused to sign the online attendance correction form submitted by the school operator to be returned to the educators and education staff concerned due to the lack of clarity on the reasons given by the employee in the attendance correction form. This was solely done by the school principal, to enforce the regulations that apply at the Wachid Hasyim I Surabaya Foundation, especially regarding online attendance regulations

h. Human Relations

Based on the results of the research that the researchers have done, it was found that there were no significant problems in the relationship between the school principal and teaching staff and educational staff (vertical) as well as employee-to-employee relations (horizontal), everything went well and in harmony. Even when making observations, researchers did not find any events that disrupted the relationship between fellow employees in each field of work for each employee. In a way, the vertical and horizontal relationships that exist at the Wachid Hasyim I Surabaya Foundation are ideal for employees to work comfortably and with discipline.

Conclusion

Basically the use of the Finger Print attendance machine is very easy to use because Educators and Education Personnel only need to put their fingers on the attendance machine. Then automatically the employee data is downloaded and stored online in the personnel database. With the implementation of a manual attendance list as in general, namely in the form of an attendance book on manual attendance, educators and educational staff easily manipulate and change the attendance list on another day, such as taking attendance/filling in an empty attendance list on another day or entrusting the attendance list to his fellow friends. So that the finger print application-based system is a solution to the application of the conventional attendance list system, which is usually considered unable to show in detail the discipline of educators and other education personnel.

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