



**TEACHING PLAN**  
**BUILDING ENGINEERING VOCATIONAL EDUCATION (BEVE) STUDY PROGRAM**  
**CIVIL ENGINEERING DEPARTMENT, FACULTY OF ENGINEERING, UNIVERSITAS NEGERI PADANG**

COURSE	CODE	COURSE CLUSTER	CREDITS		SEM	VERSION
			Theory	Practice		
Employment Law & Professional Ethics	SIP296	Compulsory Course of Study Program	2		5	1
Lecturer in Charge			Lecturer in Charge  Dr. Ari Syaiful R.A, ST, MT NIP.198207072009121004			
Remarks	<b>Dean of Faculty of Engineering</b>	<b>Head of Civil Engineering Department</b>	<b>Coordinator of BEVE</b>			
	<u>Dr. Fahmi Rizal, M.Pd., M.T</u> NIP. 195912041985031004	<u>Faisal Ashar, Ph.D.</u> NIP. 19750103 200312 1001	<u>Drs. Revian Body, MSA.</u> NIP. 19600103 198503 1003			
<b>Program Learning Outcomes</b>	<b>Program Learning Outcomes (PLO)</b>					
	<p>At the time of graduation, students from Building Engineering Vocational Education study program are expected to have:</p> <ol style="list-style-type: none"> <li>1. The ability to apply basic knowledge of science (mathematics, natural sciences ) and other multidisciplinary knowledges which are the basis of Building Engineering Vocational Education field in carrying out its professional work (Knowledge and Understanding).               <ol style="list-style-type: none"> <li>1.1. Able to show good understanding and to implement the basic concept of mathematics to solve various problems in building engineering field.</li> <li>1.2. Have a high understanding and able to implement the basic concept of Physics and Chemistry (natural sciences) in building engineering field.</li> <li>1.3. Have a high understanding and able to implement the basic concept of basic engineering (Mechanics, Engineering Drawings) in building engineering field.</li> </ol> </li> </ol>					

2. The ability to think critically and creatively in identifying, formulating, problem solving, and evaluating various problems in building engineering vocational education field by using the most appropriate and effective scientific method (Engineering analysis, investigations and assessment).
  - 2.1. Able to identify various technical problems in building engineering field.
  - 2.2. Able to analyze various technical problems in building engineering field.
  - 2.3. Able to evaluate various technical problems in building engineering field
3. The reliable ability to plan, implement, and supervise the works in building engineering field. (Engineering design).
  - 3.1. Able to implement shop drawings in collaboration with various related parties.
  - 3.2. Able to manage building engineering works by paying attention to environmental, social, health and safety aspects.
  - 3.3. Able to supervise the implementation of building engineering works.
4. The reliable ability to plan, implement, and evaluate the learning process in Building Engineering Vocational Education study program (Education design).
  - 4.1. Able to plan the curriculum and learning process in building engineering field.
  - 4.2. Able to carry out, control, evaluate and improve the quality of the learning process.
  - 4.3. Able to develop an effective, efficient and interesting teaching media.
5. The ability to adapt to and innovate towards the development of science and technology and implement it into educational and professional work goals by considering non-technical risks that may occur (Engineering practice).
  - 5.1. Able to innovate and develop the technology in the field of building engineering by considering social, economic and environmental aspects.
  - 5.2. Able to analyze environmental conditions in the planning, implementation and supervision of buildings.
  - 5.3. Implement information technology and computers into the planning, implementation, and supervision processes of buildings.
6. Social and managerial competencies, collaboration and effective communication skills, entrepreneurial character, environmental insight, and awareness of the importance of lifelong

	<p>learning (Transferable and softskill).</p> <p>6.1. Able to work creatively, innovatively, collaboratively, carefully, responsibly, and responsive to environmental change.</p> <p>6.2. Have curiosity and critical thinking, open-minded, and objective.</p> <p>6.3. Able to communicate effectively, and to collaborate in a team work.</p>	
<b>Course Learning Outcomes</b>	<b>Course Learning Outcomes (CLO)</b>	
	<b>Course LO</b>	<b>PLO</b>
	1. Able to explain about law, division of law, statutory law and customs as well as about legal entities.	2.1, 2.2, 2.4, 3.4, 6.1,.6.2,6.3
	2. Able to explain the Manpower Law / Law on Teachers and Lecturers in Indonesia, labor issues, work agreements, work safety, social security, accidents and insurance as well as termination of employment	2.1, 2.2, 2.4, 3.4, 6.1,.6.2,6.3
	3. Able to explain the meaning of norms, ethics, profession and professional ethics, especially the teaching profession.	2.1, 2.2, 2.4, 3.4, 6.1,.6.2,6.3
	4. Able to explain the relevance of professional ethics related to the application of expertise / expertise in technological, business and engineering practices	2.1, 2.2, 2.4, 3.2, 3.3,3.4, 6.1,.6.2,6.3
	5. Able to respect and apply the rights and obligations contained in the manpower law	2.1, 2.2, 2.4, 3.2, 3.3,3.4, 6.1,.6.2,6.3
	6. Able to learn and develop on their own (self-learn) various ethical applications in everyday life and uphold professional ethics as a professional in the workplace.	2.1, 2.2, 2.4, 3.2, 3.3,3.4, 6.1,.6.2,6.3
	7. Have the ability to work in teams, present ideas and ideas, discuss, and be highly creative.	2.1, 2.2, 2.4, 3.2, 3.3,3.4, 6.1,.6.2,6.3
<b>Course Description</b>	This course provides knowledge about law in general, law in the field of employment, termination of employment, occupational health and safety and the underlying regulations, work agreements or contracts, laws on teachers, professions and teacher codes of ethics.	
<b>Literature</b>	<b>Main (ML):</b>	
	1. <i>Undang-undang Republik Indonesia Nomor 13 tahun 2003 tentang ketenagakerjaan</i>	
	2. Abdul Hakim.2014. <i>Dasar-dasar Hukum Ketenagakerjaan di Indonesia</i> .Citra Aditya Bakti Bandung	
	3. <i>Undang-undang No 20 tahun 2003 tentang Sistem Pendidikan Nasional</i>	

	<ol style="list-style-type: none"> <li>4. Undang-Undang no 14 tahun 2005 Tentang Guru dan Dosen</li> <li>5. Peraturan Presiden No 20 tahun 2018 tentang penggunaan tenaga kerja asing</li> <li>6. Undang-undang Nomor 18 Tahun 2017 Tentang perlindungan pekerja Migran</li> <li>7. Undang-undang Nomor 24 tahun 2011 tentang badan penyelenggara jaminan sosial</li> <li>8. Undang-undang no1 tahun 1970 tentang keselamatan kerja</li> </ol>
	<p><b>Supporting (SL):</b></p> <ol style="list-style-type: none"> <li>1. Peraturan presiden republik indonesia Nomor 81 tahun 2006 badan nasional penempatan dan perlindungan tenaga kerja indonesia</li> <li>2. Keputusan Menteri Tenaga Kerja dan Transmigrasi RI No Kep.224/Men/2003 tentang Kewajiban Pengusaha yang memperkerjakan pekerja/buruh perempuan antara pukul 23.00 sampai dengan 07.00</li> <li>3. Undang-undang No 02 tahun 2017 tentang Jasa Konstruksi</li> <li>4. Peraturan menteri! Keuangan republik Indonesia Nomor 102/pmk.010/2016 Tentang Penetapan bagian penghasilan sehubungan dengan pekerjaan Dari pegawai harian dan mingguan serta pegawai tidak tetap Lainnya yang tidak dikenakan pemotongan Pajak penghasilan</li> <li>5. Undang-undang No 2 tahun 2004 tentang Penyelesaian Perselisihan Hubungan Industrial</li> <li>6. Undang-undang Nomor 21 Tahun 2007 tentang Pemberantasan tindak pidana perdagangan orang</li> <li>7. Undang-undang nomor 78 tahun 2015 tentang Pengupahan</li> </ol>
<b>Teaching Media</b>	<b>Software :</b>
	<b>Hardware:</b>
	Office Word and Excell
	Computer, LCD Projector and white board.
<b>Team Teaching</b>	Drs. H. Zulfa Eff Uli Ras, M.Pd., Ari Syaiful Rahman Arifin, ST, MT, Nidal Zuwida, S.Pd, M.Pd.T
<b>Assessment</b>	Mid-Semester Exam, Final Exam, Individual Assignment
<b>Prerequisite</b>	

## TEACHING MATERIAL

Week	Expected Competency	Study Material	Teaching Method and Strategy	Assignment	Assessment Criteria/ Indicator	Reference
(1)	CLO-1 Knowledge and understanding of law in general	<b>Buku/ undang-undang yang berakaitan Ketenagakerjaan dan Tenaga Kependidikan UU No: 13 Tahun 2003 UU No: 02 Tahun 2017</b>	Lecture and discussion	Individual Assignment	1. Attitude 2. Knowledge	ML 1,2
(2-3)	CLO-1 Knowledge and understanding of labor law, background, the relationship between employers and workers	<b>Undang-undang No 13 tahun 2003 Bab IX</b>	Lecture and discussion	Individual Assignment	1. Attitude 2. Knowledge	ML 1,2 SL 1, 4,7
(4-5)	CLO-2 Knowledge and understanding of termination of employment, layoff permits, prohibition of layoffs and workers' rights at layoffs	<b>Bab dan Pasal yang berkaitan denagn PHK, Izin PHK, Larangan PHK, serta Tenaga Kerja yang din PHK</b>	Lecture and discussion	Individual Assignment	1. Attitude 2. Knowledge	ML 1,2,7 SL 2,4,5,7
(6)	CLO-2 Knowledge and understanding of occupational safety and health, types of workers, time and place of work, occupational safety and social security and occupational protection	<b>UU BPJS ketenagakerjaan</b>	Lecture and discussion	Individual Assignment	1. Attitude 2. Knowledge	ML 1,6,7,8 SL 1, 2,6

Week	Expected Competency	Study Material	Teaching Method and Strategy	Assignment	Assessment Criteria/ Indicator	Reference
(7)	CLO-5 Knowledge and understanding of work agreements, forms of work agreements, company regulations, legal entities and business establishments	<b>Employment agreements and employment contracts</b>	Lecture and discussion	Individual Assignment	1. Attitude 2. Knowledge	ML 1,2,5,6,7,8 SL 1,2,7
(8)	<b>Mid-Semester Exam</b>					
(9)	CLO-3, CLO 4, CLO-6 Knowledge and understanding of the law regarding teachers, the philosophy and understanding of teachers, the rights and obligations of teachers, guidance and development of the teacher profession and the recognition of the teacher profession.	<b>Undang-undang No. 14 Tahun 2005 dan Peraturan Pemerintah tentang Guru (PP Nomor 74 Tahun 2008 dan PP Nomor 19 Tahun 2017)</b>	Lecture and discussion	Individual Assignment	1. Attitude 2. Knowledge	ML 3,4
(10)	CLO-3, CLO-4, CLO-5, CLO-6 Knowledge and understanding of: Profession and code of ethics, definition of profession and ethics, teaching profession and code of ethics	<b>Professional code of ethics and teacher code of ethics</b>	Lecture and discussion		1. Attitude 2. Knowledge	ML 3,4

Week	Expected Competency	Study Material	Teaching Method and Strategy	Assignment	Assessment Criteria/ Indicator	Reference
(11-15)	CLO-6, CLO-7 Group presentation and the ability to present the topics of employment relations and employment opportunities, issues of termination of employment and unemployment, issues of enforcement and violations of ethics and teacher code of ethics	<b>Group Presentations</b>	Lecture and discussion	Individual Assignment	1. Attitude 2. Knowledge 3. Keterampilan	ML 1,2,3,4,5,6, 7,8 SL 1,2,3,4,5,6, 7
(16)	<b>Final Exam (Evaluation to reveal the learning outcomes of students)</b>					

### Correlation between CLO, PLO and Assessment Methods

	Assesment	Weight (%)	PLO-1			PLO-2				PLO-3				PLO-4			PLO-5			PLO-6			
			1	2	3	1	2	3	4	1	2	3	4	1	2	3	1	2	3	1	2	3	
CLO 1	Mid-Semester Exam (Question 1)	2,5																					
CLO 2	Mid-Semester Exam (Question 2-6)	22,5																					
CLO 3	Final Exam (Question 1-3)	10																					
CLO 4	Final Exam (Question 4-6)	15																					
CLO 5	<b>Individual Assignment</b>	10																					





### Assessment System

Score Range	Grade Letter	Grade Point	Notes	Score Range	Grade Letter	Grade Point	Notes
85 – 100	A	4.0	Exceptional	55 – 59	C	2.0	Quite Satisfactory
80 – 84	A-	3.6	Excellent	50 – 54	C-	1.6	Poor
75 – 79	B+	3.3	Very Good	40 – 49	D	1.0	Very Poor
70 – 74	B	3.0	Good	≤ 39	E	0.0	Fail
65 – 69	B-	2.6	Fairly Good	-	T	-	Delayed
60 – 64	C+	2.3	Satisfactory				



KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN  
UNIVERSITAS NEGERI PADANG  
JURUSAN TEKNIK SIPIL

Alamat: Jl. Prof. Dr. Hamka, Kampus UNP Air Tawar, Padang 25131  
Telp. (0751) 7055644, Fax (0751) 7055628, website: [www.ft.unp.ac.id](http://www.ft.unp.ac.id), e-mail: [info@ft.unp.ac.id](mailto:info@ft.unp.ac.id)

**MID-SEMESTER EXAM**

Course : Employment Law & Professional Ethics  
Code / Credits : SIP296  
Type of Exam : *Close Book*  
Lecturer : Team  
Time Allocation : 60 minutes  
Maximum Grade : 25%

	Question	Grade
	1. What is meant by law in general and give at least 5 examples	2,5%
	2. What is meant by labor law and explain the regulations governing it and an outline of its contents	2,5 %
	3. Explain what is meant by a work agreement and what needs to be considered in making a work agreement	5%
	4. Explain the difference between a Fixed Time Work Agreement (PKWT), an Indefinite Time Work Agreement (PKWTT), and the implementation of work at other companies (Outsourcing)	5%
	5. Explain the meaning of termination of employment and what things are prohibited by the employer from doing the dismissal	5%
	6. Explain what is meant by occupational safety and health and explain its relationship to social security and employment relations	5%



KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN  
UNIVERSITAS NEGERI PADANG  
JURUSAN TEKNIK SIPIL

Alamat: Jl. Prof. Dr. Hamka, Kampus UNP Air Tawar, Padang 25131  
Telp. (0751) 7055644, Fax (0751) 7055628, website: [www.ft.unp.ac.id](http://www.ft.unp.ac.id), e-mail: [info@ft.unp.ac.id](mailto:info@ft.unp.ac.id)

## FINAL EXAM

Course : Employment Law & Professional Ethics  
Code / Credits : SIP296  
Type of Exam : *Close Book*  
Lecturer : Team  
Time Allocation : 60 minutes  
Maximum Grade : 20%

	Question	Grade
	1. Explain the definition of professional ethics and ethical values	2,5%
	2. What is meant by the teacher and explain his rights and obligations.	2,5%
	3. State and explain the code of ethics for teachers and lecturers	5%
	4. Describe the stages in professional teacher development and state the objectives of teacher certification	5%
	5. State general principles and specific principles of teacher competency improvement.	5%
	6. State the basics of professional teacher guidelines	5%



KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN  
UNIVERSITAS NEGERI PADANG  
JURUSAN TEKNIK SIPIL

Alamat: Jl. Prof. Dr. Hamka, Kampus UNP Air Tawar, Padang 25131  
Telp. (0751) 7055644, Fax (0751) 7055628, website: [www.ft.unp.ac.id](http://www.ft.unp.ac.id), e-mail: [info@ft.unp.ac.id](mailto:info@ft.unp.ac.id)

---

### Group Assignment

Course : Employment Law & Professional Ethics  
Code / Credits : SIP296  
Type of Exam : *Close Book*  
Lecturer : Team  
Time Allocation : 30 minutes  
Maximum Grade : 30%

	Question	Grade
	Study literature, papers, news / magazines, newspapers, online news, TV and radio, make assignments in the form of papers and powerpoints, then present them in the form of group discussions	10%
	Paper 1. Job opportunities and problems 2. Competition in the world of work 3. The problem of unemployment and its relation to college graduates 4. The case of employment relations and labor recruitment 5. Cases of termination of employment relations and workers' rights 6. Cases of violation of the law and relating to the profession and ethics of teachers	
	Performance	20%



KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN  
UNIVERSITAS NEGERI PADANG  
JURUSAN TEKNIK SIPIL

Alamat: Jl. Prof. Dr. Hamka, Kampus UNP Air Tawar, Padang 25131  
Telp. (0751) 7055644, Fax (0751) 7055628, website: [www.ft.unp.ac.id](http://www.ft.unp.ac.id), e-mail: [info@ft.unp.ac.id](mailto:info@ft.unp.ac.id)

### Individual Assignment

Course : Employment Law & Professional Ethics  
Code / Credits : SIP296  
Type of Exam : *Close Book*  
Lecturer : Team  
Time Allocation : 45 minutes  
Maximum Grade : 10%

No	Question	Grade
1	The laws that govern all matters relating to manpower are... a. Undang-undang No. 1 Tahun 1970 tentang Keselamatan Kerja b. Undang-undang nomor 23 tahun 1992 tentang Kesehatan. c. Peraturan Pemerintah Republik Indonesia No. 11 Tahun 1979 tentang Keselamatan Kerja d. Keputusan Presiden Nomor 22 Tahun 1993 tentang Penyakit	0,5
2	Housewives or schoolchildren are classified as... a. Unemployment b. Workforce c. Not the workforce d. Labor	0,5
3	A person aged 15-64 years is included in the age... a. workforce b. Entrepreneur c. Unemployment d. Employees	0,5
4	During the construction period, builders could work. But when the building is finished, the builder becomes unemployed ". From this example, is the builder included in the type of unemployment ... a. Structural Unemployment b. Frictional Unemployment c. Seasonal Unemployment d. Open unemployment	0,5
5	Unemployment caused by the replacement of human labor by machines and chemicals is called unemployment ... a. Technology b. Frictional	0,5

	<ul style="list-style-type: none"> <li>c. Cycle</li> <li>d. Covert</li> </ul>	
6	<p>The main labor problems faced by the Indonesian government are ....</p> <ul style="list-style-type: none"> <li>a. Low quality of workforce</li> <li>b. High levels of productivity</li> <li>c. Technology advances</li> <li>d. Great job opportunities</li> </ul>	0,5
7	<p>Unemployment that arises because of the ups and downs of economic life is called unemployment ...</p> <ul style="list-style-type: none"> <li>a. Structural</li> <li>b. Seasonal</li> <li>c. Kongjuntor</li> <li>d. Technology</li> <li>e. Frictional</li> </ul>	0,5
8	<p>Udin is currently 17 years old. When viewed from an age perspective, Udin is able to carry out the production process. Currently Udin is still undergoing high school education. Judging from the concept of employment, Udin belongs to the ..... group.</p> <ul style="list-style-type: none"> <li>a. Not the workforce</li> <li>b. Not working</li> <li>c. workforce</li> <li>d. Unemployment</li> <li>e. Labor</li> </ul>	0,5
9	<p>In vocational schools there is a field work practice program. The program aims to .....</p> <ul style="list-style-type: none"> <li>a. Reducing unemployment</li> <li>b. Creating jobs</li> <li>c. Help promote the school</li> <li>d. Helping employees in the company</li> <li>e. Preparing students to enter the world of work</li> </ul>	0,5
10	<p>The following is included in the educated workforce group, namely ... ..</p> <ul style="list-style-type: none"> <li>a. Teachers, architects and doctors</li> <li>b. Driver, machinist and archaeologist</li> <li>c. Mechanics, managers and accountants</li> <li>d. Newspaper sellers, welders and soldiers</li> <li>e. Tax officials, accountants and office</li> </ul>	0,5

11	<p>Workers who have certain skills based on work experience are called....</p> <ul style="list-style-type: none"> <li>a. Trained workforce</li> <li>b. Educated workforce</li> <li>c. Untrained workforce</li> <li>d. Uneducated workforce</li> <li>e. Spiritual labor</li> </ul>	0,5
12	<p>Workers who are truly unemployed are called....</p> <ul style="list-style-type: none"> <li>a. Seasonal unemployment</li> <li>b. Open unemployment</li> <li>c. Half Unemployed</li> <li>d. Unemployment in Disguise</li> <li>e. Forced Unemployment</li> </ul>	0,5
13	<p>The main objective for the workforce in the national development of the manpower sector in Indonesia is to achieve ....</p> <ul style="list-style-type: none"> <li>a. prosperity and well-being</li> <li>b. justice and order</li> <li>c. progress and development</li> <li>d. balance and harmony</li> <li>e. strength and empowerment</li> </ul>	0,5
14	<p>The highest authority in the country which holds power and has an obligation to pay attention to the fate of the workforce is ...</p> <ul style="list-style-type: none"> <li>a. Trade Union Organization</li> <li>b. Government</li> <li>c. Employers' Association</li> <li>d. Businessman</li> <li>e. Investors</li> </ul>	0,5
15	<p>Every worker should understand that legally, they are protected by the rule of law, namely the Act ...</p> <ul style="list-style-type: none"> <li>a. UU No. 10 Tahun 2013</li> <li>b. UU No. 11 Tahun 2013</li> <li>c. UU No. 12 Tahun 2013</li> <li>d. UU No. 13 Tahun 2013</li> <li>e. UU No. 14 Tahun 2013</li> </ul>	0,5
16	<p>Protection provided to workers in the form of sufficient income. In Soepomo's opinion it is an example of protection ...</p> <ul style="list-style-type: none"> <li>a. Technical</li> <li>b. Social</li> <li>c. Law</li> <li>d. Economical</li> </ul>	0,5

	e. Political	
17	<p>Protection provided to workers in the form of occupational health insurance, and a freedom in association and protection of the right to join organizations. In Soepomo's opinion it is an example of protection ...</p> <p>a. Technical b. Law c. Social d. Economical e. Political</p>	0,5
18	<p>The formulation and determination of the Regional Minimum Wage (UMR) by the local government involving elements of labor (labor) and employers (companies) is one example of labor protection ....</p> <p>a. Technical b. Social c. Law d. Economical e. Political</p>	0,5
19	<p>One of the differences in rules based on justice that is specifically given to female workers is ...</p> <p>a. pension plan b. maternity leave c. annual leave d. side dishes allowance e. labor protection</p>	0,5
20	<p>Pasal 76 UU No.13 Tahun 2013 regulates protection in terms of night work for female workers, namely from 23.00 to 07.00 WIB, provided that the company is obliged to ....</p> <p>a. provide nutritious food and drink b. maintain health and safety c. provide shuttle facilities to go and back d. pay multiple salaries e. conduct disciplinary coaching</p>	0,5