Appendix 1

Table 4.1

Indicator Planning according to Regulation of the Minister of Home Affairs Number 20 of 2018

No	Minister of Home Affairs Regulation No. 20 of 2018	23 Villages in Manyar District	Information
1	Article 31 paragraph (2) The Village Secretary prepares a Village Regulation Plan regarding the Village Budget based on the Village Regional Government Work Plan for the relevant year.	23 Suitable Villages	According to the job description
2	Article 32 paragraph (1) Village Secretary submitting the Draft Village Regulation on the Village Budget to Village head	23 Suitable Villages	Appendix 1 Village Budget Plan
3	Article 32 paragraph (2) of the Draft Village Regulation concerning the Village Budget is submitted Village Head to BPD for discussion and agreement together in BPD deliberation	23 Suitable Villages	Appendix 1 and 2 Village Budget Plans and the Introduction Letter of the Village Budget Plan to the BPD
4	Article 32 paragraph (3) of the Draft Village Budget has agreed together no later than October of the current year	23 Suitable Villages	Appendix 1 and 3 Village Budget Plans and Notes Agreement
5	Article 34 paragraph (1) of the Draft Village Regulation concerning the Village Budget is submitted Village Head to Regent / Mayor through sub-district head 3 days late since agreed to be evaluated .	23 Suitable Villages	Appendix 1 and 4 Village Budget Plans and Cover Letter to the Mayor delay time .
6	Article 35 paragraph (2) results evaluation stated in the Regent /Mayor's Decree and submitted to Head Village no later than 20 working days from the date since acceptance of the draft in question	23 Suitable Villages	Appendix 5 Evaluation Decree Village Budget Plan
7	Article 35 paragraph (5) if results evaluation does not comply with the provisions regulation higher legislation, interests general , and Village Government Work Plan, the Village Head together with the BPD carries out improvements no later than 20 working days from the date of since received results evaluation	23 Suitable Villages	Appendix 6 Response atasSK Evaluation Village Budget Plan
8	Article 39 paragraph (1) The Village Head submits information regarding the Village Village Budget to society through media Information	23 Suitable Villages	Appendix 7 Village Budget Billboard and Website Village

Table 4.2

Indicator Implementation according to Regulation of the Minister of Home Affairs Number 20 of 2018

No	Minister of Home Affairs Regulation No. 20 of 2018	23 Villages in Manyar District	Information
1	Article 50 paragraph (2) Any income supported by complete and valid evidence .	23 Suitable Villages	Appendix 8 SP2D Fund Disbursement
2	Article 51 paragraph (2) Every expenditure as referred to in paragraph (1) is supported by complete evidence and legitimate	23 Suitable Villages	Appendix 9 Receipt , receipt list , attendance list and photos activity
3	Article 44 paragraph (4) The Head of Finance may keep cash in large amounts certain to meet needs operational village government	23 Suitable Villages	Appendix 10 Petty Cash Book
4	Article 48 paragraph (3) The Village Secretary carries out verification of the proposed Regional Government Work Plan draft Head of the Village Finance.	23 Suitable Villages	Appendix 11 Disbursement Request Letter Funds
5	Article 48 paragraph (4) The Village Head approves the draft Village Regional Government Work Plan which has been verified Village Secretary	23 Suitable Villages	Attachment 12 Letter of Request for Disbursement of Funds agreed to by the Village Head
6	Article 52 paragraph (3) Implementation priority activities through Self-management	23 Suitable Villages	Appendix 13 Signs Activity Physique
7	Article 52 paragraph (5) implementation activities can implemented through self-management , either partially or completely can implemented by the provider goods / services that are considered able and meet the requirements	23 Suitable Villages	Attachment 14 Physical RAB

8	Article 53 paragraph (1) Kaur and Kasi Implementation activity budget submit SPP in every implementation activity budget according to the period stated in the DPA with the same nominal big or not enough from which stated in DPA.	23 Suitable Villages	Attachments 2 and 11 of the Village Budget and Letter of Request for Disbursement of Funds
9	Article 53 paragraph (2) Submission of SPP is mandatory include progress reports implementation activities and budget .	23 Suitable Villages	Appendix 15 Implementation Report Activity
10	Article 54 (1) Use the budget received from the submission of SPP as referred to in Article 53 for activities procurement goods / services are self-managed no more than 10 (ten) days Work.	23 Suitable Villages	Always more than 10 days
11	Article 54 paragraph (2) In the case of payment procurement goods / services Not yet done in time 10 (ten) working days , Kaur and Kasi Implementation activity budget must return funds already received to Finance Head to be kept in cash Village.	23 Suitable Villages	Funds still available held by the Executor Activity even though it's been more than 10 day
12	Article 54 paragraph (3) of the Finance Office notes expenditure budget as referred to in paragraph (1) into the general cash book and ledger servant deposit	23 Suitable Villages	Appendices 16 and 17 General Cash Book and Subsidiary Book Deposit
13	Article 54 paragraph (4) Kaur and Kasi Implementation activity budget convey accountability for disbursement budget as referred to in paragraph (1) in the form of proof transaction payment procurement goods / services to Village Secretary .	23 Suitable Villages	Appendix 9 Receipt , receipt list , attendance list and photos activity
14	Article 54 paragraph (5) The Village Secretary examines suitability proof transaction payment with accountability disbursement submitted budget by	23 Suitable Villages	Appendix 9 Receipt , receipt list , attendance list and photos activity

	Head of the Village and Head of Activity Implementation budget		
15	Article 54 paragraph (6) In matter amount realization payment expenses more goods / services small from amount of money received, Kaur and Kasi Implementation activity budget return remaining money to the village treasury	23 Suitable Villages	Appendix 10 Petty Cash Book
16	Article 55 (1) Submission of SPP for activities that are entirely implemented through providers goods / services done after goods / services received.	23 Suitable Villages	Attachment 18 RAB Service Receipt
17	Article 55 paragraph (2) Submission of SPP is accompanied by : a. statement of responsibility shopping , b. proof reception goods / services in place.	23 Suitable Villages	Attachments 19 and 20 SPTJM and invoice shopping
18	Article 55 paragraph (3) In every SPP submission, the Village Secretary is obliged to: a. check the completeness of the request payment submitted by the Kaur and Kasi Implementation activity budget , b. test the truth calculation top bill burden Village APB listed in the request payment , c. test availability funds for activities intended, d. reject the submission of requirements that set .	23 Suitable Villages	Attachment 18 RAB Service Receipt
19	Article 55 paragraph (4) The Village Head approves the request payment according to results verification carried out by village secretary	23 Suitable Villages	Attachment 16 Letter of Request for Disbursement of Funds agrees Village Head

20	Article 55 paragraph (5) The Finance Manager carries out disbursement budget according to the amount stated in the SPP after receiving it agreement from head .	23 Suitable Villages	Attachment 21 Receipt Deposit
21	Article 58 paragraph (2) Head of Finance as must tax collectors do tax cuts against village cash expenditure	23 Suitable Villages	Appendix 22 Disbursement List tax deducted

Source: processed data , 2025

Table 4.3

Indicator Administration according to Regulation of the Minister of Home Affairs Number 20 of 2018

No	Minister of Home Affairs Regulation No. 20 of 2018	23 Villages in Manyar District	Information
1	Article 63 paragraph (1) Administration carried out by the Finance Department as implementer	21 Appropriate Villages and 2 Non-Appropriate Villages	Attachment 23 of the Treasurer's Decree 2 Villages did not enter RKPDes in Application Village Financial System
2	Article 63 paragraph (2) Administration done by taking notes every receipt and expenditure in book general cash	22 Villages Suitable and 1 Not Suitable In accordance	Appendix 16 General Cash Book CSR fund entry with wrong code account income
3	Article 63 paragraph (3) Recording in the cash book general closed every end of the month	23 Suitable Villages	Appendix 24 General Cash Book per month
4	Article 64 paragraph (1) The Head of Finance is obliged to create a general cash subsidiary ledger consisting of on : a. auxiliary book bank; b. auxiliary book tax ; And c. auxiliary book deposit .	23 Suitable Villages	Appendices 21, 25 and 26 Helper Book Advance , Assistant Book Bank Tax Assistance Book
5	Article 66 paragraph (2) Expenditure on Village APB burden for activities carried out independently issued by the Head of Finance to the Head of Finance and Head of Section implementer	23 Suitable Villages	Attachment 21 Receipt Deposit

	activity budget on base		
	DPA and SPP submitted as well has approved by the Village Head .		
6	Article 66 paragraph (3) Expenditure on Village APB burden for activities carried out through providers goods / services issued by the Finance Office directly to provider on basis for DPA and SPP submitted by the implementing section head activity budget and has approved by the Head Village.	23 Suitable Villages	Attachment 18 RAB Service Receipt
7	Article 66 paragraph (4) Expenditure on Village Budget burden for spending employees , carried out directly by the Kaur Finance and known by the Village Head .	23 Suitable Villages	Appendix 27 Receipt Device Honorarium
8	Article 66 paragraph (5) Expenditure on the burden of the Village APB as referred to in paragraph (2), paragraph (3), and paragraph (4) proven with receipt expenditure and receipts acceptance .	23 Suitable Villages	Attachments 27 and 28 Equipment Honorarium Receipt and Honorarium Receipt List
9	Article 67 paragraph (1) The general cash book which is closed at the end of each month is reported by the Finance Officer to The most important Village Secretary slow the 10th of the following month	23 Suitable Villages	Appendix 24 General Cash Book Month

10	Article 67 paragraph (2) The Village Secretary carries out verification , evaluation analysis on the report	23 Suitable Villages	Appendix 25 General Cash Book per Month (verified)

11	Article 67 paragraph (3) The Village Secretary reports results verification , evaluation and analysis are delivered to Head for approval	23 Suitable Villages	Attachment 25 General Cash Book per Month (already approved by Village Head)

Source: processed data , 2025

Table 4.4

Reporting Indicators according to Regulation of the Minister of Home Affairs Number 20 of 2018

No	**Minister of Home Affairs Regulation No. 20 of 2018**	**23 Villages Manyar District**	**Information**
1	Article 68 paragraph (1) The Village Head submits a report on the implementation of First semester village budget to Regent / Mayor through sub-district head .	23 Suitable Villages	Appendix 29 LRA Phase 1
2	Article 68 paragraph (2) The report consists of from : a. report implementation of Village Budget, b. report realization activity .	23 Suitable Villages	Appendix 29 LRA Phase 1
3	Article 68 paragraph (3) village head prepares a report By combine all reports as referred to in Article 56 no later than the second week of July of the current year	23 Suitable Villages	Appendix 29 LRA Phase 1 (submitted no later than the week of July second)

Source: processed data , 2025

Table 4.5

Indicator Accountability according to Minister of Home Affairs Regulation 20/2018

No	Minister of Home Affairs Regulation No. 20 of 2018	23 Villages in Manyar District	Information
1	Article 70 paragraph (1) The Village Head shall submit accountability Report realization Village Budget to Regent / Mayor through sub-district head at the end of each fiscal year	23 Suitable Villages	Appendix 30 1 Year LRA
2	Article 70 paragraph (2) of the Village Regulation is accompanied by: a. financial reports, consisting of on the Village Budget realization report and notes on the financial report. b. realization report activities , c. list of sectoral programs , regional programs and other programs included to the village	23 Suitable Villages	Attachment 31 of the Village Head's LKPD (submitted no later than March)
3	Article 71 paragraph (1) Accountability Report is part of from the implementation report Village Government end of year budget .	23 Suitable Villages	Attachment 31 of the Village Head's LKPD (submitted no later than (late March)
4	Article 72 paragraph (1) The report is informed to society through media information	23 Suitable Villages	Appendix 32 Photo of LRA on the notice board

Source: processed data , 2025