

ABSTRACT

PROCEDURES FOR PROVIDING PRODEO SERVICES IN RELIGION COURT BATAM CLASS IA

Nadila Putri
1651101

Overcoming the problems faced by the Religion Court Batam Class IA in meeting and providing relevant and easy-to-understand information to the public regarding the procedure for providing court fee waivers (Prodeo) mandated by Perma No. 1 of 2014 concerning Guidelines for Providing Legal Services for Poor People in Court is the objective of this practical work. Practical Work Activities carried out during the period 10 June 2019 to 26 July 2019.

The Job Training Report prepared by the author uses empirical-sociological juridical writing or research methods and applied research. The three stages of designing practical work reports consist of the preparation phase, the implementation phase, as well as the assessment and reporting stage. At the implementation stage the authors make observations, identify problems, collect data, design the required project outputs, and test the suitability of project outputs designed by the authors.

Prodeo Case Approval Flow Chart in accordance with Standard Operating Procedure (SOP) by Religion Court Batam Class IA is a project output produced by the author that aims to provide information that is relevant and easily understood by the public. The results of the implementation of this project output can provide public knowledge of the prodeo service and improve the quality and effectiveness of information available in the Religion Court Batam Class IA.

Keywords: Religious Courts, Procedures, Waiver of Fees, Prodeo, Services, Poor People