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|  | <div>SOP</div> <div>KEPALA KANTOR UNIT PENYELENGGARA BANDAR UDARA</div> <div>KELAS III BABO</div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  | Nomor SOP            | : | SOP-UPBU-BXB. 4 Tahun 2025                                                                                                                                                                                                                                                                                                                                                                                  |
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| <div>PENYELESAIAN SENGKETA INFORMASI PUBLIK</div>                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                      |   |                                                                                                                                                                                                                                                                                                                                                                                                             |
| Dasar Hukum :                                                                       | <div>1 Undang-Undang Nomor 14 Tahun 2008 Tentang Keterbukaan Informasi Publik (Lembaran Negara Republik Indonesia Tahun 2008 Nomor 61);</div> <div>2 Undang-Undang Nomor 25 Tahun 2009 Tentang Pelayanan Publik (Lembaran Negara Republik Indonesia Nomor 112);</div> <div>3 Peraturan Pemerintah Nomor 61 Tahun 2010 Tentang Pelaksanaan Undang-Undang Nomor 14 Tahun 2008 Tentang Keterbukaan Informasi Publik (Lembaga Negara Republik Indonesia Tahun 2010 Nomor 99);</div> <div>4 Peraturan Presiden Nomor 40 Tahun 2015 Tentang Kementerian Perhubungan (Lembaga Negara Republik Indonesia Tahun 2015 Nomor 27);</div> <div>5 Peraturan Menteri Perhubungan Nomor 118 Tahun 2021 tentang Perubahan Kelima atas Peraturan Menteri Perhubungan Nomor PM 40 Tahun 2014 tentang Organisasi dan Tata Kerja Kantor Unit Penyelenggara Bandar Udara;</div> <div>6 Peraturan Komisi Informasi Pusat Nomor 1 Tahun 2010 Tentang Standar layanan Informasi Publik (Berita Negara Republik Indonesia Tahun 2010 Nomor 272);</div> <div>7 Peraturan Komisi Informasi Pusat Nomor 1 Tahun 2013 Tentang Prosedur Penyelesaian Sengketa Informasi Publik (Berita Negara Republik Indonesia Tahun 2013 Nomor 649);</div> <div>8 Peraturan Komisi Informasi Pusat Nomor 1 tahun 2017 Tentang Pengklasifikasian Informasi Publik (Berita Negara Republik Indonesia tahun 2017 Nomor 429);</div> <div>9 Peraturan Menteri Perhubungan Nomor 50 Tahun 2017 tentang Pedoman Penyusunan Peta Proses Bisnis dan Standar Oprasional Prosedur di Lingkungan Kementerian Perhubungan ;</div> <div>10 Peraturan Menteri Perhubungan Nomor PM 46 tahun 2018 Tentang Pedoman Pengelolaan Informasi dan Dokumentasi di Lingkungan Kementerian Perhubungan (Berita Negara Republik Indonesia Tahun 2018 Nomor 675);</div> <div>11 Peraturan Menteri Perhubungan Nomor PM 67 Tahun 2021 Tentang Organisasi dan Tata Kerja Kementerian Perhubungan (Berita Negara Republik Indonesia Tahun 2021 Nomor 873);</div> <div>12 Peraturan Menteri Perhubungan Nomor KM 117 Tahun 2022 Tentang Pedoman Pengelolaan Informasi dan Dokumentasi di Lingkungan Kementerian Perhubungan.</div> |  |                      |   |                                                                                                                                                                                                                                                                                                                                                                                                             |
| Kualifikasi Pelaksana :                                                             | <div>1 PPID Pelaksana UPT</div> <div>Pejabat Struktural yang bertanggung jawab di bidang penyimpanan, pendokumentasian, penyediaan, dan/ atau pelayanan informasi di lingkungan Kantor Unit Penyelenggara Bandar Udara Kelas III Babo</div> <div>2 Manajer Informasi dan Dokumentasi</div> <div>Pejabat Struktural yang bertanggung jawab menyediakan informasi secara baik dan efisien; melakukan pengawasan terhadap pelaksanaan layanan informasi</div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                      |   |                                                                                                                                                                                                                                                                                                                                                                                                             |

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| Keterkaitan :    |  | Peralatan / Perlengkapan :                               |  |  |  |  |
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| Peringatan :     |  | Pencatatan dan Pendataan :                               |  |  |  |  |
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