



LAMPIRAN

PERATURAN KEPALA KEPOLISIAN NEGARA REPUBLIK INDONESIA

NOMOR 27 TAHUN 2010

TENTANG

**PEMBENTUKAN TUTOR DAN *TRAINER OF TRAINERS* MANAJEMEN TRAINING
DI LINGKUNGAN KEPOLISIAN NEGARA REPUBLIK INDONESIA**

DAFTAR LAMPIRAN

1. RENCANA POKOK PELATIHAN TUTOR MANAGEMENT LEVEL I (TUTOR PROSES) TINGKAT *FIRST LINE SUPERVISOR*.
2. RENCANA POKOK PELATIHAN TUTOR MANAGEMENT LEVEL II (TUTOR PROSES) TINGKAT *MIDDLE MANAGER*.
3. RENCANA POKOK PELATIHAN TUTOR MANAGEMENT LEVEL III (TUTOR PROSES) TINGKAT *TOP MANAGER*.
4. RENCANA POKOK PELATIHAN *TRAINER OF TRAINERS* (T.O.T) MANAGEMENT.

RENCANA

RENCANA POKOK PELATIHAN
TUTOR MANAGEMENT LEVEL I (TUTOR PROSES)
TINGKAT *FIRST LINE SUPERVISOR*

NO	GOLONGAN MATA PELATIHAN	KELOMPOK MATA PELATIHAN (KMP)	MATA PELATIHAN	JP	KET
1	2	3	4	5	6
1.	Pengantar	1.1 Orientasi Pelatihan	1.1.1 Pengarahan Ka Proyek	2	
		1.2 Pre Test	1.2.1 Pre Test	1	
		1.3 Visi Polri	1.3.1 Visi Polri	1	
		1.4 <i>Ice Breaking</i>	1.4.1 <i>Ice Breaking</i>	3	
		1.5 <i>Philosophy of Learning</i>	1.5.1 Filsafat belajar	2	
		1.6 <i>Adult Learning</i>	1.6.1 Pembelajaran orang Dewasa	2	
2.	Utama	2.1 <i>Basic Inter Personal Skill (IPS)</i>	2.1.1b Interpersonal Skill	2	
			2.1.2 ELC	4	
			2.1.3 PCS	4	
			2.1.4 <i>Observing Skill</i>	4	
			2.1.5 <i>Describing Skill</i>	4	
			2.1.6 <i>Questioning Skill</i>	4	
			2.1.7 <i>Listening Skill</i>	4	
			2.1.8 <i>Summarizing Skill</i>	4	
			2.1.9 <i>Feedback Skill</i>	4	
		2.2 <i>CIP</i>	2.2.1 <i>Conflict in Perception</i>	2	
		2.3 Analisa Tugas dan kegiatan	2.3.1 Analisa Tugas & Kegiatan	4	
		2.4 <i>Leadership</i>	2.4.1 <i>Leadership</i>	6	
		2.5 <i>Delegation</i>	2.5.1 <i>Delegation</i>	2	
		2.6 <i>Supervisor</i>	2.6.1 <i>Supervisor</i>	2	
		2.7 <i>Intervention</i>	2.7.1 <i>Intervention</i>	2	
		2.8 <i>Counseling & Coaching</i>	2.8.1 <i>Counselling & Coaching</i>	2	
		2.9 <i>Art of facilitation</i>	2.9.1 Seni Memfasilitasi	4	
		2.10 <i>Methode training delivery</i>	2.10.1 Metode Pembelajaran	4	

2.11 Design.....

1	2	3	4	5	6
		2.11 <i>Design Exercise</i>	2.11.1 Mendisain pelatihan/pelajaran	6	
		2.12 <i>Exploring</i>	2.12.1 Menggali	4	
		2.13 Evaluasi hasil belajar	2.13.1 Evaluasi hasil belajar	4	
		2.14 Praktek melatih	2.14.1 Praktek melatih/mengajar	40	
		2.15 <i>Field exersice</i>	2.15.1 Lat Lapangan (Polres/Polsek)	30	
		2.16 <i>Outward Bound (OB)</i>	2.16.1 <i>Outward Bound (OB)</i>	10	
		2.17 Post Test	2.17.1 Post Test	1	
3.	Pelengkap	3.1 <i>Plan of Action</i> 3.2 Inventory	3.1.1 <i>Plan of Action</i> 3.2.1 Inventory Tipe Kepribadian, 3.2.2 <i>Action Centre Leadership (ACL)</i> 3.2.3 Potensi Pim. 3.2.4 Skala Hasil Guna Penugasan 3.2.5 <i>Organizasion Diagnosis Questioner</i> 3.2.6 <i>Fundamental Interpersonal Relation Orientasion - Behavior</i>	2 1 1 1 1 1 1	
4.	Pembulatan	4.1 Pembulatan	4.1.1 Pembulatan Materi	2	
5.	Lain-lain	5.1 Upacara	5.1.1 Upacara Buka 5.1.2 Upacara Tutup	1 1	
				180	

RENCANA

RENCANA POKOK PELATIHAN
TUTOR MANAGEMENT LEVEL II (TUTOR PROSES)
TINGKAT *MIDDLE MANAGER*

NO	GOLONGAN MATA PELATIHAN	KELOMPOK MATA PELATIHAN (KMP)	MATA PELATIHAN	MP	KET
1	2	3	4	7	8
1.	Pengantar	1.1 Orientasi Pelatihan 1.2 Pre Test 1.3 <i>Ice Breaking</i> 1.4 <i>Philosophy of Learning.</i> 1.5 <i>Adult Learning</i>	1.1.1 Pengarahan Ka Proyek 1.2.1 Pre Test 1.3.1 <i>Ice Breaking</i> 1.4.1 Filsafat belajar 1.5.1 Pembelajaran orang Dewasa	2 1 3 1 1	
2.	Utama	2.1 Materi MC level I 2.2 <i>Team Working</i> 2.3 <i>Team Building</i> 2.4 <i>Analitical Thinking</i> 2.5 <i>Creative Thinking</i> 2.6 <i>Problem Solving</i> 2.7 <i>Criteria Building</i> 2.8 <i>Concept Building</i> 2.9 <i>Objective setting</i> 2.10 <i>Meeting</i> 2.11 <i>Management Conflict.</i> 2.12 <i>Conflict and Assertiveness</i> 2.13 <i>Spiral of Conflict</i> 2.14 <i>Customer Service</i> 2.15 <i>Art of Facilitation</i> 2.16 <i>Methode training Delivery</i> 2.17 <i>Design Exercise</i>	2.1.1 Riview Materi MC level 1 2.2.1 <i>Team Working</i> 2.3.1 <i>Team Building</i> 2.4.1 <i>Analitical Thinking</i> 2.5.1 <i>Creative Thinking</i> 2.6.1 <i>Problem Solving</i> 2.7.1 <i>Criteria Building</i> 2.8.1 <i>Concept building</i> 2.9.1 <i>Objective setting</i> 2.10.1 <i>Meeting</i> 2.11.1 <i>Management Conflict</i> 2.12.1 <i>Conflict and Assertiveness</i> 2.13.1 <i>Spiral of Conflict</i> 2.14.1 <i>Customer Service</i> 2.15.1 Seni Memfasilitasi 2.16.1 Methode Pembelajaran 2.17.1 Mendisain Lat/pelajaran	30 4 4 2 2 8 2 2 2 4 4 2 2 2 2 2 2	

2.18 Exploring.....