***ABSTRACT***

***This paper reports the results of research that describes the function of staffing in improving employee productivity in the Division of Administration Secretariat of the Council of Representatives of Bandung. Background researchers in taking the above title is because it has been doing field observations so as to find problems that can be used as material for research.***

***The problems that occurred in the Division of Administration Secretariat of the Regional Representatives Council due Discipline and hence the lack of technology that existed at the Administrative Secretariat of the Council of Representatives of Bandung. Low Employee Discipline seen from the clerks who rarely fill absences due to chronic absenteeism still use manual, and the low use of technology due to the above problems caused by the placement of employees who still lower that seen from the level of education and work experience are still low. Placement of employees who are not in accordance with the level of education and the rotation of employees who do very rarely.***

***Methods The study was a descriptive analysis in which researchers look for and describe the data and facts obtained in the field and processed systematically so as to find the truth. The analysis technique used is using percentages to process data using a questionnaire and test using the Test Z. The proportion of data collection techniques are observation, interviews, questionnaires, and the population census with the number of respondents Ninety. The hypothesis of this study is If Placement Employees implemented by factors staffing the Employee Work Productivity Rises.***

***Results of research conducted states that based on the calculation that staffing can be said to be less Ascending. This is because obtaining barriers such as lack of employee skills in carrying out duties, innovation and creativity of employees in the work is very less, staffing is not in accordance with the field work and employees the opportunity to excel is lacking.***

***The effort must be made is that the chief let conduct education and training for employees, and always conduct routine surveillance, rotation and routine, provide the opportunity for employees to perform learning tasks, giving sanki firm to the employee commits an offense and provide the facilities and infrastructure the good one.***