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It describes the problem domain under study and the main terms that underlie the implementation of the indexed research. The number of keywords is a minimum of three and a maximum of five. Keywords must not be in the form of sentences and are separated by a semicolon (;). Keywords are sorted alphabetically.

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The introduction includes the background of the problem, a summary of the theoretical study or previous research related to the problem under study, the problem formulation (in the form of a question sentence or a statement about the intent or purpose of this paper), the research objectives and benefits, the element of novelty that distinguishes this article from other previous articles, and the structure of the writing in answering the problems specified—placed at the end of the paragraph.

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The discussion and analysis must answer the research problems and objectives, which are made in sub-discussions as described in the systematics of writing at the end of the introduction.

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1. INTRODUCTION

The introduction contains the background of the problem, the formulation of the problem and the research objectives and significance, a summary of theoretical studies related to the problem researched, and sometimes the expectations of the research's results and benefits. The introduction should present the best of previous researches, the main limitation of the previous researches, the aim to solve the limitation, and the scientific merit or novelties of the paper.

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3.1 Multilevel Subheading

It is permissible to include subheading in the discussion as needed. Heading and subheading should be numbered in multilevel list style as presented in this template.

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For editing purposes, all table should be re-typed in word-editing format, not an image-captured. Each table column must have a header and a source. It should be commented on or discussed. Example:

Table 1. The Citation of Jurnal Balitbang Hukum dan HAM

	All	Since 2017
Quotation	1306	1294
H-index	20	20
i10-index	43	43

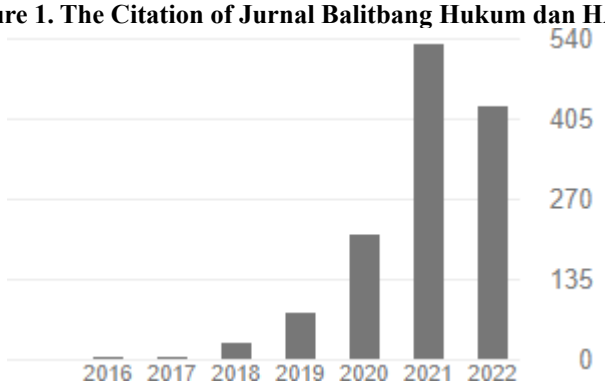
Source: https://scholar.google.co.id/citations?user=NPbkyZ0AAAAJ&hl=id&authuser=5, 31 Augustus 2022

Table 1 presented the total number of Jurnal Balitbang Hukum dan HAM's article citation. It is clear that the quantity of citation of Jurnal Balitbang Hukum dan HAM have climbed dramatically in the last five years.

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Each figure must have a header and a source and should be commented on or discussed. Example:

Figure 1. The Citation of Jurnal Balitbang Hukum dan HAM



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Figure 1 captured the number of times Jurnal Balitbang Hukum dan HAM's paper was cited yearly. The biggest number of citation are in 2021. However, 2022 citation is still under progress and possibly higher. Paragraphs using a special first line 1 cm paragraph format (11pt Times New Roman, one space).

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All citations should be inserted in the form of footnotes in accordance with the Chicago Manual of Style 17th edition (full note) in any citation manager application. This is the example of citation of book[6], journal article[7], theses[8], and website content[9].

The minimum number of references is 15 (fifteen) references. The minimum number of references from the primer references is 80% of the total number of references. The minimum number of references published in 5 (five) years is 80% of the total number of references.

The bibliography should be hierarchically ordered followed by its concluded year. This is an example of a citation of International Legal Documents[10] Indonesian Constitution[11], Laws[12], Government Regulations[13], and Presidential Decree[14].

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It contains things that state the relationship between the variables studied and suggestions that need to be explained related to the chosen writing theme. Made in paragraph style, not in the form of pointers. Conclusions must answer the problem and research objectives. The conclusion is neither a summary nor a rewrite of the abstract or discussion. The first paragraph is written left aligned, straight with the chapter title. Paragraphs using a special first line 1 cm paragraph format (11pt Times New Roman, 1 space).

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§ Lembaran Negara Republik Indonesia Tahun 2021 Nomor 58 (2021).

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6 Donny Michael, *Menggapai Harapan Penyandang Disabilitas Menjadi Calon Pegawai Negeri Sipil* (Jakarta: Balitbangkumham Press, 2020), 105.

7 Rodes Ober Adi Guna Pardosi and Yuliana Primawardani, "Perlindungan Hak Pengguna Layanan Pinjaman Online Dalam Perspektif Hak Asasi Manusia," *Jurnal HAM* 11, no. 3 (2020): 353–68.

8 Zainal Abidin, "Perspektif Hak Asasi Manusia Terhadap Perawat Tenaga Kesehatan Sukarela Yang Bekerja Di Instansi Pemerintah" (Tesis, Unika Soegijapranata, 2019), 131–36.

9 Penulis, "Data Lokasi Kasus/Provinsi," Badan Penelitian dan Pengembangan Hukum dan Hak Asasi Manusia, 2018, http://sipkumham.balitbangham.go.id/petalitkumham/grafik.

10 "Universal Declaration of Human Rights" (1948), art. 4.

11 "Undang-Undang Dasar Republik Indonesia" (1945), art. 28J.

12 "Undang-Undang Republik Indonesia No. 39 Tahun 1999 Tentang Hak Asasi Manusia," § Lembaran Negara Republik Indonesia Tahun 1999 Nomor 165 (1999), art. 15.

13 "Peraturan Pemerintah Nomor 48 Tahun 2021 Tentang Perubahan Ketiga Atas Peraturan Pemerintah Nomor 31 Tahun 2013 Tentang Peraturan Pelaksanaan Undang-Undang Nomor 6 Tahun 2011 Tentang Keimigrasian," § Lembaran Negara Republik Indonesia Tahun 2021 Nomor 58 (2021), art. 1.

14 "Peraturan Presiden Nomor 62 Tahun 2022 Tentang Otorita Ibu Kota Nusantara," § Lembaran Negara Republik Indonesia Tahun 2022 Nomor 102 (2022), art. 1.

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