

Penerapan sistem perencanaan program dan pengendalian anggaran perpustakaan studi kasus di perpustakaan BPPT Jakarta tahun anggaran 1998/1999, 1999/2000 dan 2000

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Abstrak

Tujuan penelitian ini adalah untuk mengetahui:

- 1) Penerapan sistem perencanaan dan penyusunan program perpustakaan.
- 2) Penerapan sistem penganggaran perpustakaan.
- 3) Peran pimpinan perpustakaan dalam pengambilan keputusan proses perencanaan, penyusunan program dan pengendalian anggaran perpustakaan pada masa.

Subyek penelitian adalah kepala perpustakaan dan pustakawan di lingkungan perpustakaan serta kepala Pusdiklat dan pimpinan proyek PPKP BPPT. Data dikumpulkan dengan menggunakan metode dokumenter dan wawancara semi terstruktur.

Hasil penelitian menunjukkan:

- 1) Perencanaan perpustakaan BPPT telah dilakukan sesuai dengan sistem dan mekanisme perencanaan. Perencanaan dilakukan secara bersama-sama antara pustakawan dan pimpinan perpustakaan dengan koordinasi kepala perpustakaan.
- 2) Penganggaran sebagai suatu siklus dalam perencanaan belum termasuk dalam siklus perencanaan, oleh karena itu anggaran belum berfungsi sebagai alat perencanaan di perpustakaan BPPT, sehingga manajemen perpustakaan sulit melakukan kegiatan dengan langkah yang pasti.
- 3) Fungsi pengendalian anggaran perpustakaan telah dilakukan dengan baik pada awal kegiatan, selama kegiatan maupun di akhir kegiatan. Sehingga telah memenuhi target fisik maupun penyerapan dana yang optimal.
- 4) Peran kepala perpustakaan dalam memperjuangkan anggaran perpustakaan telah optimal.

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The Application System in Planning the Program and the Controlling of the Budget of the Library A Case of Study in the Library of BPPT Jakarta in Term of Year 1998/1999, 1999/2000 and 2000 The objective of research is to comprehend:

- 1) The Application system or planning and arrangement of the library
- 2) The Application system of budget controlling of the library
- 3) The Application system of budgeting for the library
- 4) The role of the head of library in taking the decision for the planning process, arrangement and controlling the budget of the library programs.

The subjects of the research are the head of Library and the librarian them selves and also the head of Pusdiklat (the education and training center), in the directors of PPKP project of BPPT. Environment of library and the head of training center and the head of project in BPPT.. The data were obtained by

documenting and interviewing semi - structured method.

The result of the research shows that

- 1) The planning of BPPT library has been done according to the planning system and mechanism the planning were carried out by librarian together with the leader of library which coordinated with the head of library.
- 2) Budgeting performed as a cycles and the planning not involved in the cycles of planning, therefore the budgeting could not work as a planning instrument in the library of BPPT, as the management of the library is having difficulties in doing its activities convincingly.
- 3) The function of budget controlling in the library has been done very well. Even at the beginning of activity, during the activity till the end of activity. Therefore it would reach the physical target and the optimal.
- 4) The role of the head of library in the future in maintaining the budget of the library has been done properly.