

Evaluasi Kegiatan Pemindahan Arsip Inaktif Melalui Implementasi Standar ANRI Dalam Rangka Menjaga Tertib Arsip di Badan Standardisasi Nasional = Evaluation Of Inactive Archive Transfer Activities Through The Implementation Of ANRI Standards In Order To Maintain Archive Order At The National Standardization Agency

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Abstrak

Penelitian ini bertujuan untuk mengevaluasi kegiatan pemindahan arsip inaktif di Badan Standardisasi Nasional (BSN) melalui implementasi standar dari Arsip Nasional Republik Indonesia (ANRI). Penelitian ini berfokus pada tahapan pemindahan arsip, kendala pelaksanaannya, dan kontribusinya terhadap pencapaian tertib arsip. Penelitian ini menggunakan pendekatan kualitatif dengan metododeskriptif untuk memahami lebih dalam terkait dengan penelitiannya. Data dikumpulkan melalui wawancara mendalam, observasi, dan analisis dokumentasi dengan narasumber yang dipilih. Hasil penelitian menunjukkan bahwa sebagian besar kegiatan pemindahan arsip inaktif di BSN telah sesuai dengan Peraturan Kepala ANRI Nomor 37 Tahun 2016. Namun, masih terdapatnya kendala yang ditemukan seperti kurangnya kesadaran unit pengolah dalam menyeleksi arsip inaktif, keterbatasan jumlah arsiparis dan kurangnya sarana prasarana yang mendukung pemindahan arsip inaktif. Kontribusi kegiatan pemindahan arsip inaktif terhadap tertib arsip dianalisis berdasarkan enam indikator dari Peraturan Kepala ANRI Nomor 7 Tahun 2017, meliputi tertib kebijakan, tertib organisasi kearsipan, tertib sumber daya manusia, tertib pengelolaan arsip, dan tertib pendanaan. Secara umum, BSN telah memenuhi sebagian besar indikator tersebut walaupun diperlukan peningkatan di aspek SDM. Penelitian ini diharapkan dapat menjadi referensi dalam pengembangan kebijakan dan praktik pengelolaan arsip di instansi pemerintah.

.....This study aims to evaluate the transfer of inactive records at the National Standardization Agency (BSN) through the implementation of standards set by the National Archives of the Republic of Indonesia (ANRI). The research focuses on the stages of records transfer, the obstacles encountered during its implementation, and its contribution to achieving archival order. A qualitative approach with a descriptive method was employed to gain a deeper understanding of the research topic. Data were collected through in-depth interviews, observations, and document analysis with selected informants. The results show that most of the inactive records transfer activities at BSN are in accordance with ANRI Regulation No. 37 of 2016. However, some challenges remain, such as the lack of awareness among processing units in selecting inactive records, the limited number of archivists, and inadequate infrastructure to support the transfer process. The contribution of inactive records transfer to archival order was analyzed based on six indicators from ANRI Regulation No. 7 of 2017, which include policy order, archival organizational order, human resources order, records management order, and financial order. In general, BSN has met most of these indicators, although improvements are needed in the human resources aspect. This research is expected to serve as a reference for the development of policies and archival management practices in government institutions.