

Development of information systems in data archiving and re-called in e-government sector in the State of Indonesia

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Abstract

Has this research on the importance of documentation, archiving and to be attention *Arsip Nasional Republik Indonesia*(ANRI)impose nationalist and patriotic nation-building Indonesians enjoy the memory of a vital and alive to its importance should also be upgraded and developed and the development of their holdings through all the documents, sorting, archiving and retrieval to serve researchers and progressive science and human knowledge.The documentary enlightenment and awareness of the importance of the document and the dissemination of culture and documentary proof of the role of the ANRI and its importance in the service and the progress of scientific research, development and prosperity, which is the basis for the nation's progress.

It was the extraction of recommendations, including on the Indonesians state do full responsibility through the unlimited support for the body of documents providing the necessary funding to develop them financially and morally. And recalled the importance of the digital documentation expand the introduction of the computer where it began in recent years to enter the machine in the Documentation Centre and building digital collections either for conservation or to facilitate dealing with the documents preserved and private retrieved, which represents national wealth has spread this trend and become the ultimate power where there many sites to those groups on a network (the Internet) and this modern movement has been studied and encouragement of which involving the Commission through the "Memory of the World" program, which is being handled by the UNESCO program "is being (IFLA European) as an observer, so we find that the International Federation of Library Associations comprehensive survey of the programs digitizing libraries and the Centre for Information and Documentation and cultural institutions to keep pace with the modern digital evolution, and how to deal with the vast amount of information and intellectual production documentary, which has become difficult or even impossible to control the manual or traditional ways.

Introduction:

Information science is the science of time to play and the importance of time units where Archive. And they kept stored in data files and documents which protect it from damage and loss ratio and the importance of the Archive can be maintained either by traditional mail or conservation.

Man began in a time before history and before the era of the documents saved his experiences and ideas in a variety of media in material, shape the initial rights and resorted to symbolic change For example, in engraving and drawing on the walls of caves and ancient temples, and the evolution of human thought appeared writing and began to write the date the stage of enlightened civilization of the Nile and Mesopotamia leadership in invent conservation knowledge vessels and humanitarian indicated by a heritage monuments and excavations where were obtained pottery, papyrus, a media that was used at the time of writing.

It helps presence Archive for the use in governance and administration. The archive is in the state memory and memory management in a contemporary nines and provides the user with many ways to retrieve documents and access them as easily be traded in the modern era electronically more easily. It offers reports and deals with all the files in this opportunity I will talk about the evolution of archiving systems, Indonesia case study ANRI.

Problem statement:

- Is the development of Indonesia's Archive as required?
- What are the expected results of this development?

Research Objectives:

- Archive knowledge of the evolution of the system in Indonesia.
- Increasing awareness of the importance units Archive.

Hypotheses:

- Lack of knowledge of the importance of Archive in Indonesia.
- Do not provide a budget to promote good development.
- Stick to traditional methods.
- The lack of specialized personnel in this area.

The importance of research:

- Study the difference between traditional and electronic storage.
- How to work in this unit.
- Knowing how important the documents in the archive.

Research Methodology:

The case study method.

Research limits:

- The spatial: National Archives (ANRI), State of Jakarta.
- The temporal: January 2015 - May 2015

Research tools:

- Sources and references.
- Personal interviews.

Literature Review

Since that the human knew the codification of knowledge system and the importance of the problem of document management one of the most important sides of information and the creation of ancient peoples Assyrians debut of the largest collection of documents in the form of slabs article mud and clay panels These included their own accounts and employment contracts.

Not only was the Assyrians, Pharaohs and then the Romans, they took care recordkeeping and perhaps the oldest type of records system known in Rome, where the judges have registered their observations and Arabs interested in heritage and save the most notable aspects of attention are the pendants.

This has continued since the first year of the Hijra, where the administrative bureaucracy established, notably the Office of Construction in the Middle Ages increased the importance of the documents and takes care of it abounded. The source of those legal values of proof that her own strength in different

groups or individuals' rights and the defense of their demands which was a result of the emergence of the role of private documents where the resort owners to preserve the documents.

The French Revolution, which is due her first credited with laying the foundations of the documents in the world came after nearly fifty years of the establishment of France to organization the documents established England in August 1838 the first organization of the documents and then followed by the Soviet Union, "the former" in the first of June 1939 and then in 1943 and then the rest of the European countries including Asia and Africa countries, the state of society as a tool is the most appropriate of the documentation is in charge of keeping and safety of administrative and legal terms, Indonesia, in the light of these components and developments the following illustrate the evolution of the National Archive.

Returns the idea of establishing a point of keeping government documents in 1916 when the Financial Secretary's plan to create a central body to save the financial correspondence that were vulnerable to loss or accumulation and the idea did not take place only in 1921 when he formed the first committee of the archives, headed by the justice secretary defined its functions to collect and organize documents and financial documents.

Van der Chips appointed the first Secretary of the Archives of the Indies on January 28, 1892 by a government decree. Even though the Van Der Chijs his work is temporary, his successors did not continue to work on the document archive Dutch East India Company (VOC). In 1925, the collection was transferred to the possession of the country's previous Governor-General Renner de Klerck, where it remained undamaged during the Japanese occupation period. When the transfer of the sovereignty of the Dutch Indies to Indonesia in 1949, has been handed over to the group's current the National Archives. It was moved in the end to the new site of the National Archives in 1975. The first building block of the path Archive Indonesia has developed and has had the efforts of a leader in the conservation and arranging and cataloging historical documents, especially the documents and military intelligence archival 1953 was the work done so in 1995 and work on the partially developed but slowly Until now.

Definitions and concepts:

Archive: is a set of documents related to the work of any administrative body, whether government or institution or even an individual point of which ended up working out a reservation in a special way so that you can refer to them easily when needed.

The State Council CTA: is a collection of documents of any kind belonging or independently, spontaneous manner or used by a physical or legal person while doing activities and the conclusion of the foregoing very fact that the Archive is every document in whatever form or kind or birth produced or used by certain bodies special someone where they are collected to view them and take advantage of them.

The concept of document: Archive, documents and information on the twins, but not every document is an archive and Archive is the documentation.

The original document: the first is the old has been written there are more than one origin of the document, but no matter how many assets they prepared an effective legal and contain all the internal and external features.

Archive: is one of the results of the recent industrial revolution and the evolution of the functions of the state and the emergence of the large production, trade and economic projects in the public and private sector, which led to the increase of documents and archives, as machines helped increase the size of the printer in documents dramatically.

Archiving documents systems: is the possibility of imaging and indexing of documents and transfer data at the same time provide the user with many ways to retrieve and access them easily and traded electronically.

Traditional Archive: is a compilation of documentary heritage as an important source of history in the traditional documentary Archive complicated processes resulting from the huge sizes and overlapping themes.

Electronic Archive: is a deep and comprehensive development in the area and the cost of information and communication technology. These developments included all areas of Information and Library Science, including the archive.

A comparison between the traditional and the electronic archive and what are the advantages of each system:

State Archive is the memory and memory management in the traditional Archive documents are saved in securities in various forms such as the Code of archival documents in the various contracts, a source of important information in its inception to contribute to the facts show in front of the various bodies.

And mail in contemporary times it supports the largest number of means of conservation and the provider evidenced by reference detailed Login multi more than one user simultaneously and support global protocols famous and support phases protect documents property and the ability to provide reports and dealing with all types of file's time.

The disadvantages of the traditional Archive:1-It needs to come into a great "place".2- The cost in the storage process.3-The difficulty in the process of search and retrieval. 4-Human effort.

The advantages of Electronic Archive:1-Provides space. 2- Connecting parts of the institution with each other.3-Easy to transfer electronic documents.4- Control of documents and their transformations and knowledge of the conduct of transactions.5-Multiple access points to the document.6- Lifting the performance of the institutions and the provision of backup copies.7-Availability of documents for by many people.8- To get rid of unnecessary documents.9- It aims to speed up the recovery process and the reduction of inflation archive size.10- The ability to produce a lot of outputs and services depending on the process one input. 11- As soon as possible to put an observatory of the data in each unreadable by machines easily and cheaply produced and transferred from one place to another where they can benefit from the services, the provision of information on the part of a number of centers and the ability to protect the document.

Is not supposed that all comparisons are based on points of disagreement, there are also points of convergence: **1-Non-Retail Archive** is part of the proposed management of these documents you cannot determine the significance of the administrative affairs except through these documents. **2-Health** and is continuing to save document immunity be an informational value under the tutelage of the person responsible for those documents because he is the one who makes a distinction between document archival and non-archival. **3- Naturally**, it does not mean that the documents collected in an abnormal manner, but means that the archive would be through accumulators in the institutional environment management for the purposes of the actual management. **4-Correlation** means not only archive and correlation with other archiving inside or outside the balances Remember where this relationship is and that is the importance of archiving.

The causes of development and how to take advantage of the historic document: Of the causes of development and transformation of the archive paper and electronic archive are drawbacks inherent in paper-based archive because it needs to be a great time to search for the missing and not available for distribution and expensive and perishable and loss as mentioned documents. So it was a transformation of the letter because it facilitates the process of reproduction in many forms and at the lowest cost of the electronic archiving in the age of information have emerged as an application again my knowledge is based on the stored files via the scanner and new technologies and save them as an integrated whole, interdependent and retrieval easy and flexible manner. Of how to benefit from the historic document: Because the truth is in the same goal of the researcher so it was necessary to make sure the assets or documents that builds upon the researcher conclusions are weak and it has not changed or skew. So that the text must pass several stages to make sure of his health and originality and rest assured to use it and build on it and draw from it the facts:

1-External Criticism: It is intended to ensure personal text writer of the validity of the text attributed to him and that in different ways, field, pen and ink user who wrote the text and the study of its language, style and terminology and formulas that wrote the text type. This is in addition to the ongoing habits in the office of the bureaucracy in the time of the times or the common facts among all the documents of a particular type and to prove with certainty that they are correct scholar he has to hold a comparison between a large number of similar documents before you pass judgment firmly on the situation in front of him. Monetary process that requires gathering as much information about the text writer and this serves to judge the true experience and the extent of its relationship to the events that wrote about whether he saw himself or wrote about the things he heard about only whether been a long time between the occurrence of the event itself and the codification, it may be the text is true is fake may be the writer of the people who are known for their Truth in writing. But after the time between the incident and the codification wears it neglects mention important details or make mistakes unintentionally Knowing the text writer and the date of writing and its relationship to events all that matter and serves to check on the accuracy of what was in the text, and this is evident in the manuscripts more than others has been subjected to change and counterfeiting.

Counterfeiting is to be attributed to the author of what are really not his opinions and ideas, but the work of the copyist and additions such two types: **1-Fillers:** the introduction of words or sentences was not present in the text. **2- Completion:** the other additions to the original text.

2- Internal Criticism: Is merely a preparatory process is merely a preliminary stage booting the next phase of utilization of the document and many researchers are taking texts over the brook of the meanings of which some do not attract attention in the document only a few sentences or words that respond to the perceptions and cash Internal two types: positive, a text analysis and interpretation and trying to figure out its significance The negative has decided that many of the texts does not reflect the fact, for example: United Nations Resolution 242, which was approved by the Arab state and Israel to end the conflict between them after 1967 AD and which stated that it is not the right of any State to take over the territory of another state by force and this text is required in estimating the Arabs of Israel pretended that the decision does not require the withdrawal from all lands but on some reserves so that what is necessary for the safety of Israel. Thus it is clear the important fact that the historical texts even if you become the parent of the owner rate or writer, it cannot be recognized that everything that came my text accurately reflects on his neighbor trends and hook it up but to say "sure of leading his wisdom" and originally in history is the accusation of patent disclosure of innocence until proven this beyond a reasonable doubt and thus pass an historic document of historical events.

The role of the ANRI: In all parts of the world and the tasks you perform often refers the question even among the (media) intellectuals and educated because of the nature of their work which is not carried by a center clustered around the lights relative and remoteness from everyday life normal for an

employee even though they are closely related and strong all Act the state and its various organs, so the ANRI Lead many and complex work and most do not felt by people abroad directly and it does not stop at this point but that misunderstanding of the function extends includes the official organs of the State and its officials which result in problems and obstacles Daily for documented during their work in the technical supervision of government documents and organize and save The attempt to apply peaceful documentary based on scientific as reflected in the weakness of the material and technical capabilities that monitor the role of the documents. The human race's ability to store intellectual and physical experiences and conservation is the basis of human and human development and the foundations of the progress of civilization and a head start, which happened in history, and here came to say that man is a social animal or animal with the history and the meaning of this statement is the ability to store previous experiences in individual memory and collective memory as he was able to make each stage begins and where will not try to go forward from where his ancestors ended up inspired by their history and their stories on their experiences so as not to repeat the experiment is repeated error and so become past experiences momentum steadily forward. Hence, I am the sense of history of the various peoples and came ancient attention to save documents that facilitate testing and saves Since the prehistoric time and before the paper and writing age thousands of years engravings and drawings on the walls of caves and temples tell the march of human beings in the way of progress and prosperity, temples tells the march of human beings in the way of progress and prosperity Perhaps the era documents starts since the beginning of the dawn of written history when a person knows the code to record the knowledge and documented then crafts and writing arguments carry renewable ideas and analysis of the lines visible This is a serious stage of development of human society The use of writing and was meant that human relationships have varied relatively been necessitated the presence of management to connect and the transmission of ideas. Without direct contact through educational oral.

Archive documents and in the modern era: 1-Archival institutions in France: Almost sources agree that France is the first country that preceded the creation of archival institutions and send a role in most of Western and Central Europe and Latin America about the NHL of the French system. **2. In the United Kingdom:** It began attention archival documents in the United Kingdom affected by what happened in France, but it is theoretically attention by configuring the committees. And documents were kept in churches and monasteries, and some libraries during the sixteenth and seventeenth centuries century, began to interest the Kings administrative documents and private papers and records of the official State. **3-archival institutions in the United States:** United States of modern existence. However, this state since found its keen interest in archiving documents and archival institutions concerned with the administration of the latest global systems. The United States, despite the delay in time in the establishment of the ANRI in 1934 but it is the fastest countries in understanding the first task of the organization of modern electronic documents and computers, according to precise and detailed programs followed by government departments.

ANRI past and present: The ANRI in Jakarta of the oldest and richest specialized in the preservation of human heritage in the Asian science centers as included in the collection, classification, conservation and presentation of documents for scientific research during the Eighty Years' past-year-old even balance of those documents amounted to about thirty million documents pose on the whole treasure precious not Indonesia's view alone, but in relation to the affairs of many neighboring countries.

At present: Exercise ANRI and duties as entrusted by her national authority preservation and maintenance of Indonesian heritage of different historical era, political, cultural, social and schools involved organization lively boards and university and national committees as the study to deepen the national consciousness with its services communication Facilities State, researchers and historians from All over the world. Has a prominent place among its peers of the role of the documents in the world, it also remained faithful to the burdens of its membership in the International Council on Archives since 1966, in addition to its close relationship with organizations and relevant bodies such as UNESCO and

government libraries and other cultural institutions, universities. ANRI holdings include several areas, including State documents, including historical, constitutional and legal documents and special libraries that were collected from families and individuals. Many private affairs of neighboring countries also included documents. The diversity of these libraries and the diversity of methods and techniques have been able to save between national paper documents and CDs, photographs, videos and audio tapes, microfilm, the microfiche, computer and other historical libraries and tablets. ANRI is based on a qualified service team the coach of the master's the doctorate diplomas professional campaign. It was released from the organization and the number of workers pens compositions represents its position in the Indonesia library they give an indication of the project taking into steady growth.

Resources administrative system: ANRI Indonesian work by a council of eleven members of the Board of the ANRI of experienced and know-how or qualifications, competence and chaired by the competent Minister management called a target upgrade and achieve the goals and is for that policy development and public and private routers ANRI Indonesia and then the Secretary-General The implementation of the policies and decisions of the Council and the preparation of the annual report and submit it to the Council and the preparation of the budget and presented for approval and supervision of performance and validation of promising financial affairs authorities delegated to it by the Board of Directors. It is assisted by Deputy Secretary-General for Administration and Executive Committee as the senior management is made up of assistant Secretary-General and heads of departments.

ANRI Organizational and functional structure: Secretary-General followed him: Operational units: Legal Advisor - Internal Audit Executive Office, training, translation and Security Division.

ANRI consist of four general management and specialized management: Public Administration to collect documents and consists of: - ANRI collection. - Legal Deposit. - Presentation, classification and sorting, registration and delivery.

Department of International Relations and Media and Public Relations, social services, consisting of: - International Relations. - Media and public relations. - Unit of social services.

The core functions of these departments: The collection of federal documents sort locked files that does not require reference to the classification of administrative work and evaluated according to the regulations, management, and the team in the management of federal government documents include them and extract the good groups to save the useless files writes her report and then recorded in the detection raises the Secretary-General to ratification by burning. The archives as well as the establishment of special interests, the full federal government to create and organize archive self-interest technical assistance. After a period this Archive group become inactive goes back to the organization to start her life anew. The federal government documents management training envoys from inside and outside the country and on the methods of conservation, classification and indexing theory and practice.

Executive functions for the management of government documents: - periodic inspections to government archives and the whereabouts of the documents the various devices. - Supervision and regulation in the State Archive facilities. - Provide advice and guidance needed in the field of sorting and evaluating and arranging documents. - The classification and order and put menus and work the initial indexing is estimated saved ANRI Groups.

Affairs of the States documents include the following sections: - Inspection, collection and documentation States. - States network. - Calendar and counting, registration and delivery of documents States.

Public administration and services to save documents made up: - Warehouse management and library and includes the following sections: - Conservation. - Indexing and evidence. - Library. - Audio

and video.- Laboratory management and restoration of documents and contains sections:- The laboratory.- Restoration.- Binding.- Industry vessels archiving of documents.

Public administrations for technical documentation, consisting of:- Planning and Studies Department and includes the following sections:- Historical Studies.- Planning and Research.- Documentation.- Technical management and programming, networks, systems, and contains the following sections:- Networks include maintenance, development, and operation.- Includes security systems, programming, and analysis.- Information technology.- Training Unit laboratory.General Directorate for Financial and Administrative Affairs:- Financial Affairs Administration.- Personnel Management.- Administrative Affairs Department.- Identify record levels.

The staff and newborn collection Federal inspection documents are in: - Evaluate the contents of the archive government facilities and sorted. - To participate in the preparation of lists of the converted files to the organization and oversee the converted. - Participate in the preparation of lists of candidate files for execution and the preparation of the report on this with a request for ratification and execution. - Supervise the disposal process after extraction of death is noted, then, that the ratification of this newly created administrative division to manage the collection of federal documents is actually implemented due to lack of staff and the work in this administration are not specific standards for the qualifications and experience.

Photocopying and Computer:Track and Photo Unit of public administration for the conservation and documentation services and has cameras of different sizes small and large, and other medium-sized and works in this unit are two, one technician either alone computer and contains a number of automated devices with a printer that has gone quite a bit in the automated data and lists entry.

Public administration and services to save documents:This department the following functions: - Study places archives, collection, preservation and publicize it. -The exchange of books and copies of documents with cultural centers and universities. -The issuance of catalogs, historical and literary studies. - The collection of Arab and foreign books, periodicals, organized for the benefit of students and researchers.The function of this department is to look for relevant documents and national character set and control that is, they have nothing to do with the preparation of research, but her job search and access to government documents in the possession of individuals and bodies.

Public administration and services to save the documents consist of:- Conservation Department: summed up the function of this section in the collection of historical and national character of individuals or photographed or documents deposited temporarily on the image of the secretariat of owner's request it. - Section of the Library: Tracking Library of public administration and services to save documents gathered from Arab and foreign books that serve, especially in history, politics, literature, heritage, also it combines the periodicals and publications on the knowledge of the documents. - Works of art: Tracking the substantive work of the administration and has the following functions: maintenance documents. - Numbering damaged documents. - Binding books, periodicals and other publications related to the preservation of the documents to carry containers for the organization as well as the other parties on a commercial basis.

Artistic works consists of several units, namely: -Unit maintenance and repair:The mission of this unit ensures the maintenance to protect it from damage documentation, and restoration of the documents to corrupt and use the necessary materials and papers for that where papers and documents carry a lot of microbes and insect-eating paper and harmful him while she stores interests producing them, this shall be when the transfer of these documents to the ANRI sorted to take the documents concerned with national history and then took her to a room fumigation cleansing to rid it of all harmful pests paper. The use of outdated documents because workers have interests that originated them takes the way to the restoration lab for inspection before they enter the stores.- **Binding Unit:**The Bind prints

the organization and using the binding machine This machine consists of three devices is the first to collect and coordinate the securities to be binding by the pulse and then transferred to the second machine where the process of being packaged after putting the wraps on its side. Then locked shed on the place where gunk thermal electric power source lighting, as the unit container industry documents and commercially operate this unit works in this unit trained workers.- **Printing unit:**In addition to the copier (Potter Print) and other (Offset) has a printing machine (Plates). - **Microfilm unit:**Containing two camera 1 resized (6.35 mm) and three reading devices and cloning device.**Audio and Video unit:**This unit has a video and TV device in addition to a small Video cameras, Photographic Department of International Relations and media and public relations and social services are this administration follow-up staff training portray and that follow-up is keen training and coordination between the ANRI and other agencies for the training of the organization staff and other interests.The Public Relations Department as well as the work of the Commission on Human studies with the help of foreign researchers in implementing government action to do field research administration also considered as a link between the ANRI, organizations and bodies working in the field of documentation. The management task of the media in various media and news follow-up organization in the newspapers and magazines.

This Department composed of three sections: - **Training Department:**This department, in coordination with the training modules within and outside the country for the purpose of training documentation management staff. - **The Department of Cultural Relations:**This section is a link between the ANRI, international organizations and local bodies that operate on the documents and work on the consolidation of relations, including through participation in seminars, conferences and workshops.- **The media and publishing section:**Their mission this section of the media and private activities organization documents.- **General Directorate for Financial and Administrative Affairs:-**The Financial Action and coordination between the ANRI and the Ministry of Finance's ratification ANRI budget items. -**Personnel management:** keep the records private organization staff, organization and clerical work in addition to save and organize personnel files.

The importance of the ANRI Indonesian:Of the most important documents roles to facilitate access to the required information in the easiest and fastest way and least expensive Because some of these historic purely or relatively old information it is difficult to ensure the arrival of this information to us or we've come to it if there was not a specialist works to manage and organize this information and save it then be possible retrieved a highly professional manner and professionalism professional. One of the main reasons that increase the importance of the ANRI is that many government units cannot deal with the documentation for the correct way of lack of financial resources and lack of clear in the human staff with experience leading to neglect and the loss of a lot of important documents. It experiments were repeated so much that some units have recourse to the ANRI for documents allocated publications or such manuals do not may be issued prior to a relatively small period or sometimes may be the search result by delegates of the ANRI and extract the required documents from the offices or the unit itself stores. In addition, there are some units and devices that stop their work or be canceled for any reason. In such cases, the ANRI is considered natural and sole heir and who has the responsibility to maintain these documents so as not to be lost has lost a lot of this kind often. The amendments to the multiple in the composition of the units and various devices interlaced with different activities complexity of the issues related to document management, which confined its activity only in government documents management circumference alone but went beyond that documents private institutions and commercial Alberta individuals and that are part of government documents and public heritage of the nation and the memory of the living and the changes so you must protect them from loss in agreement with the parties concerned to ensure the conservation of these documents in the required conditions and put them within the reach of researchers, under the terms of the appropriate deposit. The ANRI to work on the non-diversion and smuggling them abroad or destroyed and the organization is responsible for the

monitoring and inventory of all the historical documents located within the borders of the state and owned by government agencies, individuals and recorded in a national registry such as in England and ANRI Indonesia or other countries complete information about the document storage for the benefit of researchers and conservation and protection. As is the responsibility of the organization to work on the country's outstanding compilation of documents which may be located outside the country and work to get them on the forms whether or exchange or sell or otherwise. In addition to regulating the archiving of documents and take advantage of it is the duty of the organization to work on the deployment of some of the documents after study and achieved and that the public benefit and enrich the nation and revitalization.

This is the importance of the ANRI in general about the importance of the archive is: -One of the most important information ribs because they are dangerous and influential role in the life of the nation it is vital memory which records its history and monitor their development as well as the influential role they play in the daily life of the individual and society. - The role of Archive and its importance in scientific research: scientific research is the only way to find out about the world, the search to understand the reality of the phrases laws and general principles. Phenomena that characterized the twentieth century and early this century, the great and rapid increase of information a situation that made all the institutions whatever the nature of functioning is obliged to provide the means and capabilities to enable them to organize, process and use information available to them effectively. ANRI crosses an important part of this piece of information and that, with its documents and documents and arguments official to save the rights of the state and its citizens and its memory and contributed to the scientific development and mantras and in the economic and social development and in this context it should be available to the archive of clear legal rules and allocate him the necessary resources and to benefit from structured programs that lead to organizational and process rationalization aware of the role played by the Archive in the context of development. States have made an effort to formulate a coherent archival policy aimed at supporting economic and social development the absence of this archival culture that would lead to the extinction of memory continues to state. And thus lack of awareness of the importance of the archive. The archive allows researchers produced a new category or create new knowledge models intellectually productive To achieve this goal this category resort to several types of archival documents that serves as a starting point, whether purely technical research or to verify certain data. The importance of archives as a means to prove: used document archival as a means to prove when they contain tough Information and sure of her health so produced in a formal setting, such as documents that are used as a means to prove the law of any mean rights to prove legal sense and in such manner established by law is not considered Archive only literary source but constitute since ancient times legal means indisputable allow the owner to prove legal rights and ownership. Records archival documentary code of various contracts, a source of important information for people living in a particular community from its inception to contribute to the facts shows the private bodies. As for the importance of the Archive in general: - determine the future vision objectively in the light of existing data and information and documented. - Allows check review goals in each period and accurately. - Easy to choose the right people for each age and make the necessary skills and capabilities and the possibilities of recipes. - Saving time and effort to get the information every time you need them.- Institutional support because of the availability of information and not affected by the absence of an individual or group of individuals. - Easy to do their work for new individuals to the availability of all data and information for that business. - Take advantage of previous experiences and not miss it.- Reduce the difference between the levels of space, as well as among individuals for the existence of a detailed description of the powers and responsibilities.

The objectives of the ANRI: ANRI Act passed in 1965 and amended in 1982, and selects all the law's goals ANRI: - Save nationalist "National Heritage" documents and notes benefit from it.- The collection of scientific and evidential value of documents and organize saved.- Establish rules

necessary to preserve the documents in all units of government protection for literary and scientific heritage and historical, artistic, cultural, and political systems.- Facilitating access to documents and to have it published to enlighten cultural rules and instill a sense of reverence and cherished.- The establishment of branches of the documents and documentation in facilities operation and professional status and the States.

The ANRI many functions and so can achieve the objectives and these functions are as follows:-

The development of national policy documents.- Work to upgrade the business documentaries and related work such as documentation, libraries and contract relations and the development of the documentary exchange with regional and international bodies.- Convert documents from government units to warehouses and then organize and facilitate access.- Save the Indonesian heritage and the collection of scientific and evidentiary value and organize saved documents.- Establish rules necessary to preserve the documents in all government units and systems as we mentioned earlier. We have successfully achieving the goals that were created from this organization.

It is through public relations and the media through specialized programs for documents and the establishment of scientific and cultural lectures and seminars this aspect revascularization of the organization, but what they contain ANRI holdings are: Official files, Amnsripts, e-Books, University Maps, Cartographic Maps, Perio Official, Newspaper, Journals, Photography, Taps, Microfilms, Microfiche, Class Sliders and Selsandthere materials.

And summarize that ANRI represents the entire libraries an important source of all that is needed researcher of vessels information it finds reserved and available for service and overflowing out the role of credibility and distance from fraud. We have seen that from most supplements ANRI is the newspapers are Indonesian newspapers documented since its inception in 1989 that arose before exploitation in 1899, they represent the official newspaper and publish data and still yet made and issued by the Ministry of Justice publishes the official laws and other newspapers. In this organization there are many departments, libraries of them English library containing books and pamphlets, literature and carried out through internal loan only is the supply of this library to buy or gifting. The library Malay classification process is carried out through manual Decimal Classification and where there are re internal staff is the indexing and classification tidying the shelves. The public relations department is interested in the qualitative side of the organization and relations, internal and external distribution of content that carry information about the ANRI. In the past there is no electronic archiving system and there is now an electronic archiving system with the help of public universities. And are the computerization of documentary work are addressing all the issues of information acquisition and preservation, analysis and retrieval via the computer and its inputs and outputs and memory databases and computers have also come to be used in the extraction of documents through laser printers and other very high speed and accuracy. Shift has led to the electronic system are the drawbacks inherent in the traditional archive and perishable and loss and is not available for distribution in addition to the advantages of the electronic archive that facilitates the cloning process and the lack of cost and other features. One of the problems faced by the ANRI and solutions confined to funding problems that are dome in front of a lot of institutions and companies are one of the biggest problems that stand in front of the documents. Last but not least, the future vision of the organization under renovation services automatically have taken into account in these buildings all means of modern design and technical work on the collection of government and private documents have administration has worked to involve all sectors of society all practical institutions at home and abroad. In my own opinion if taken into account in the building all means, why the design was placed in the center of the city and next to the largest gas station in the state of Jakarta. In an interview with the director of technical management and documentation in ANRI in Indonesia TV he said that the ANRI are saving official documents in the state and that there are two types of specific documents and documents of parents that there is no law to rule most of them are still in the hands of citizens. And that most of the

documents in intellectual production and in the documents of the former State has no administrative organization of work, people needed to write contracts Most of them were carrying the rights of citizens. There are documents issued by the official authorities. And I became aware of her people, carrying all the legal ingredients. In the following period are richer documents they need to study and extract the many meanings need for researchers and serious left Indonesia's history. Documents in the bilateral rule in this period, no messages, notes and laws tell an important era is still ongoing, and so far the bilateral as well as the judgment of many of the reports is a scientific research and studies. The deal with modern technologies and the computerization of the documentation, archiving and dissemination, and the computerization of administrative work. University studies, conservation and benefit from them in the future. And work on the availability of documents and to note that there is a demand by the Indonesians to specific disciplines studies as a result of the large number of universities and the diversity of disciplines and place copies in the researcher's centers. And the maintenance and restoration of the documents said that there is a technical manual restoration process, and automatic restoration. Records documenting his documentation forms, including oral testimony and have the confidence and the signature and seals that indicate the validation of these documents.

Results and recommendations:**First results:****1-**Misunderstanding of the function of ANRI proportional to their distance from the daily life of citizens.**2-** The process of collecting documents from the collections of the government is not conducted in accordance with a clear plan due to lack of awareness of the importance of these units documents and the failure of the ANRI in spreading cultural awareness.**3-** There are no jurisdictional branches of the ANRI, leading to delay the arrival of groups of units or not to turn it often.**4-**Deficiencies in the collection of materials that come through legal deposit so as not to make the best use of this law.**5-** The new building is intended to modern, scientific and appropriate pattern for the security of documents and can be saved for a period of 75 years from damage and loss factors.**6-** The presence of images, graphics and maps in large volumes, making it difficult lavishes was hit to rupture and damage.**7-** There is no electronic computing adequately.**Secondly recommendations:****1-** the development of public awareness of the importance of the documents as a source of information consisting of Indonesian heritage.**2-** Work on rooting Indonesian identity deepens the beliefs of the nation through heritage stemming from the documentary heritage.**3-** Create jurisdictional branches of the mandates of the various Indonesia.**4-** Follow-up materials that come through legal deposit and controls its actions.**5-**Hold training courses and workshops for university students and private libraries and information departments in order to create between them and the ANRI in order to link their development by virtue of their specialization.**6-** I hope all students and scholars and all Indonesians to visit the ANRI to know the value of this organization is not only scientifically, but from all aspects of life.**7-** Follow-up to the computerization of the ANRI projects because it makes it easier in many processes.

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Q. No.	Interview questions
1	- What are the objectives of the National Archives and specialyANRI?
2	- The achievement of objectives that were created our house?
3	- What is the role played by the house on the side of awareness?
4	- What are the National Archives holdings?
5	- Most of the holdings are ANRI newspapers What is your comment?
6	- How is the Indonesian newspapers documenting Monz when?
7	- What are the terms of reference of all of the Arabic library and library English and how is the loan?
8	- Are there electronic archive?
9	- How is the computerization of the documentary work?
10	- In your opinion, what has led to a shift from the traditional system to the electronic system?
11	- Problems facing the ANRI?
12	- The future vision of the house under renovation services automatically?