



ANRI National Archives of the Republic of Indonesia

Kebijakan dan Pengertian Alihmedia Arsip

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- ❑ RECORDS MANAGEMENT TRAINING, STOCKHOLM, 2007 AND BEIJING, 2008
- ❑ SEAPAVAA CONFERENCE, MANILA 2008, JAKARTA 2009, BANGKOK 2010, KUALA LUMPUR 2011
- ❑ WORKSHOP AUDIOVISUAL ARCHIVES, SINGAPORE 2008
- ❑ WORKSHOP PRESERVATION OF ARCHIVAL RECORDS, SINGAPORE 2017
- ❑ TRAINING PRESIDENTIAL RECORDS MANAGEMENT, KOICA SEOUL-KOREA, 2019

Background

- ❑ Archives by their very nature are unique
- ❑ Iklim tropis Indonesia
- ❑ Keterbukaan akses informasi Arsip
- ❑ Pemusatan disaster response on archives
- ❑ Jumlah Arsip produced (printed + digital)
- ❑ High demand of request access to user
- ❑ Pemeliharaan dan perawatan untuk “obsolete + damaged archives”
- ❑ Digital management (process digitization)



Pengelolaan Arsip Statis di ANRI

Misi ke-4:

Melestarikan arsip sebagai memori kolektif dan jati diri bangsa dalam kerangka NKRI.

AKUISISI
Autentik, utuh,
terpercaya
Transfer

daftar arsip
Verifikasi

LN, BUMN/ Swasta
Nasional, Orpol, Ormas,
Tokoh (*komunitas)

Pedoman Akuisisi

PENGOLAHAN
Daftar Arsip,
Inventaris Arsip,
Guide Arsip

Pedoman Deskripsi
Arsip

PRESERVASI

DEPOT ARSIP
(analog & digital)

ANRI:
Periode VOC, Hindia Belanda,
Inggris, Jepang, RI

Penyimpanan

Gedung, ruang, rak, AC,
DH, pengendalian hama
terpadu, perlindungan,
pengamanan, DRC.

Pedoman Preservasi
Pedoman Alihmedia Arsip Statis

Risk
Assesment

Restorasi

Digitasi

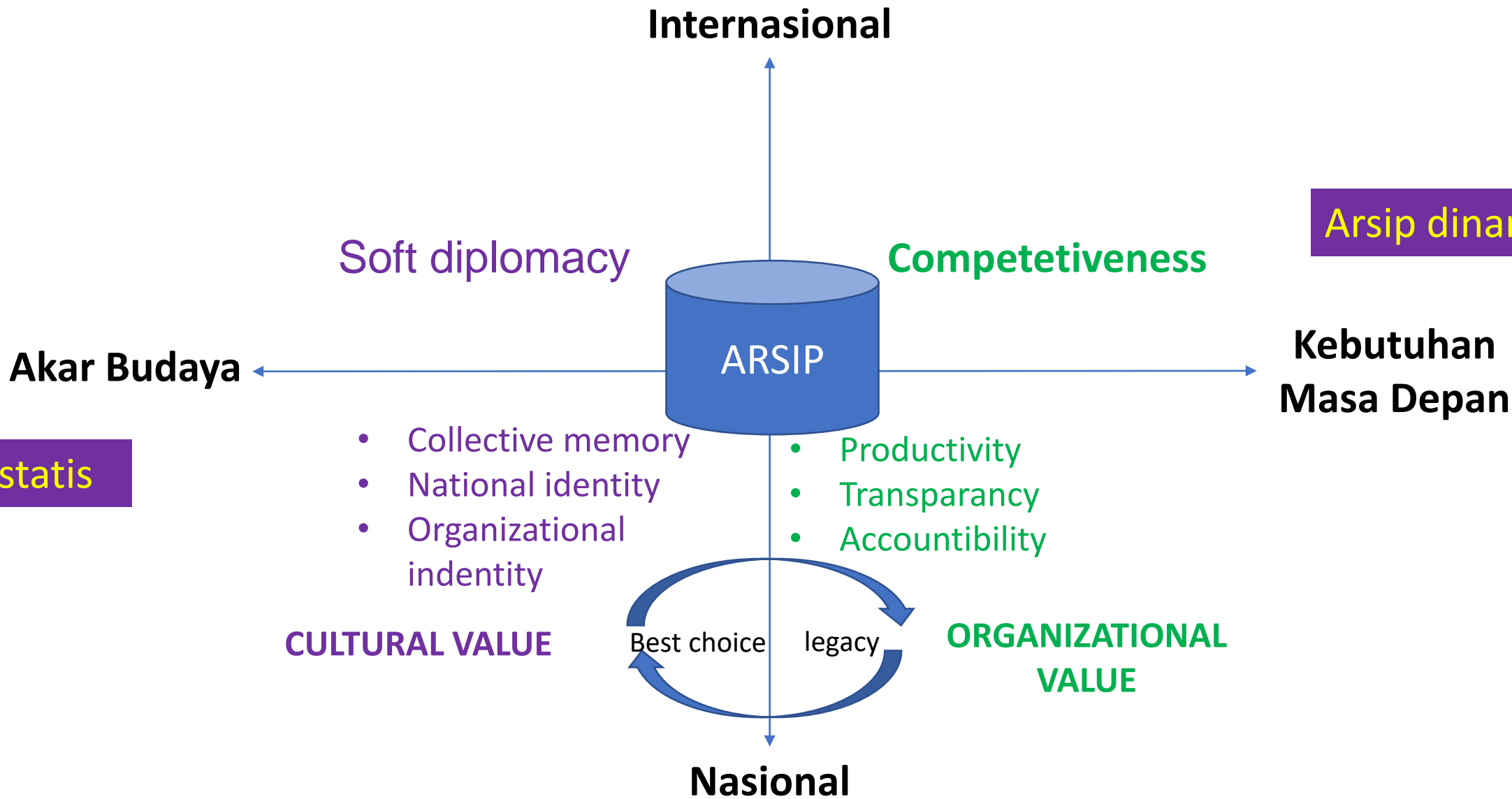
open access
online & onsite

LAYANAN

Pedoman
Layanan



Manfaat Arsip



CHALLENGES IN RECORDS PRESERVATION

- Unstable materials; worse in hot, tropical climate
- Sooner or later, all carriers will decay beyond retrievability - optimization of carrier preservation would ultimately be in vain
- Sooner or later, all carrier formats would also become obsolete
- As formats become obsolete, spare part production and availability of replay machines in operable condition will fade
- Because of high sophistication, rebuilding of new equipment would be impossible, once serial production has ceased
- Even carriers in excellent condition will become useless

Repository



Disaster Preparedness on Archives

Archives Protection and Rescue is a step to protect and save archives by the state for archives declared as state-owned archives, both for archives whose existence is inside and outside the territory of the Unitary State of the Republic of Indonesia as material for national responsibility from possible loss, damage to archives caused by factors nature, biology, physics and acts of terrorism, espionage, sabotage, war and other acts of vandalism

Natural disaster

earthquakes, landslides,
volcanic eruptions, floods,
hurricanes, tornadoes, blizzards,
tsunamis, and cyclones

OR

Human-made disaster

fires, transport accidents, industrial
accidents, oil spills, nuclear
explosions/nuclear radiation. War and
deliberate attacks

- Identify the risk of potential disaster
- Detecting the possible level of damage from a disaster
- Minimizing the worst impact if a disaster really occurs

- Develop a Data Recovery Centre for a recovery from data disaster

Integrated Pest Control on Archives

1. Inspection/Survey of Buildings & Archives

- Building
- Archives
- Window & door slits
- Pipes and water sources
- Plant free zone

3. Monitoring and control of archive destroying pests

- to find traces of insects, rats or other
- Check every side of the storage cabinet
- Look for signs of archive-destroying pests
- Monitor all doors, windows, heat sources and water sources
- Monitoring possible insect routes
- Place traps/traps in the area to be monitored

2. Sanitation of Storage Rooms & Archives Equipment

- Clean Storage Room
- Clean archives and boxes
- Equipment Sanitation

4. Fumigation

- Fumigation as the last archival preservation step becomes a last choice in PHT, the fumigant material used is sulfuryl fluoride, $\text{SO}_2\text{F}_2/\text{SF}$ with the chamber/ space fumigation/room fumigation method at a dose of 32 grams/m within 2 x 24 hours.



Archive Destroying Factors

- Threats of damage to archives, especially pollution in the form of sulfur dioxide, paper-forming materials and poor archival handling
- Inadequate storage infrastructure
- Increased cost of maintaining records, and special expertise in maintenance

Factor internal

1. Oxidation
2. Acid deterioration
3. Chemical unstable
4. Electromagnetic damage

Factor external

Environment

1. Temperature and humidity
2. Light
3. Air pollution
4. Dirt and dust
5. Fire, flood and storm

Biology

1. Microorganisms
2. Insect
3. rodent

Disaster

1. Human factor
2. Natural disaster

ALIH MEDIA ARSIP

PP 28 / 2012

Definisi ALIH MEDIA ?

...memindahkan isi/informasi arsip dari satu format atau media ke media lainnya, dengan tidak mengurangi isi arsip aslinya...

Dilaksanakan dalam bentuk dan media apapun sesuai kemajuan teknologi informasi dan komunikasi berdasarkan ketentuan peraturan perundang-undangan
[Ps 49]

Dalam melakukan alih media arsip pimpinan masing-masing pencipta arsip menetapkan **kebijakan alih media arsip**

Kebijakan : metode (pengkopian, konversi, migrasi) sarana & prasarana, tim pelaksana

ALIH MEDIA ARSIP

PP 28 / 2012

Maksud dan Tujuan ALIH MEDIA ?

Alihmedia arsip dilakukan dalam rangka penyediaan arsip (untuk preservasi dan akses arsip) [Ps 37]

Pelaksanaan preservasi arsip statis melalui reproduksi dilaksanakan dengan melakukan alihmedia [Ps 99]

Preservation and access both are to ensuring the continued accessibility of digital materials and to maintain accessibility: the ability to access their essential, authentic message or purpose [UNESCO]

Kenapa harus segera Digital?

1. Penyelamatan arsip dalam berbagai media
2. Arsip terancam tidak bisa dibuka (obsolete)
3. Arsip terancam rusak



Digitization Process in Lifecycle of records

Govt Regulation No. 28 / 2012

Article 37 : Digitizing of records (access)

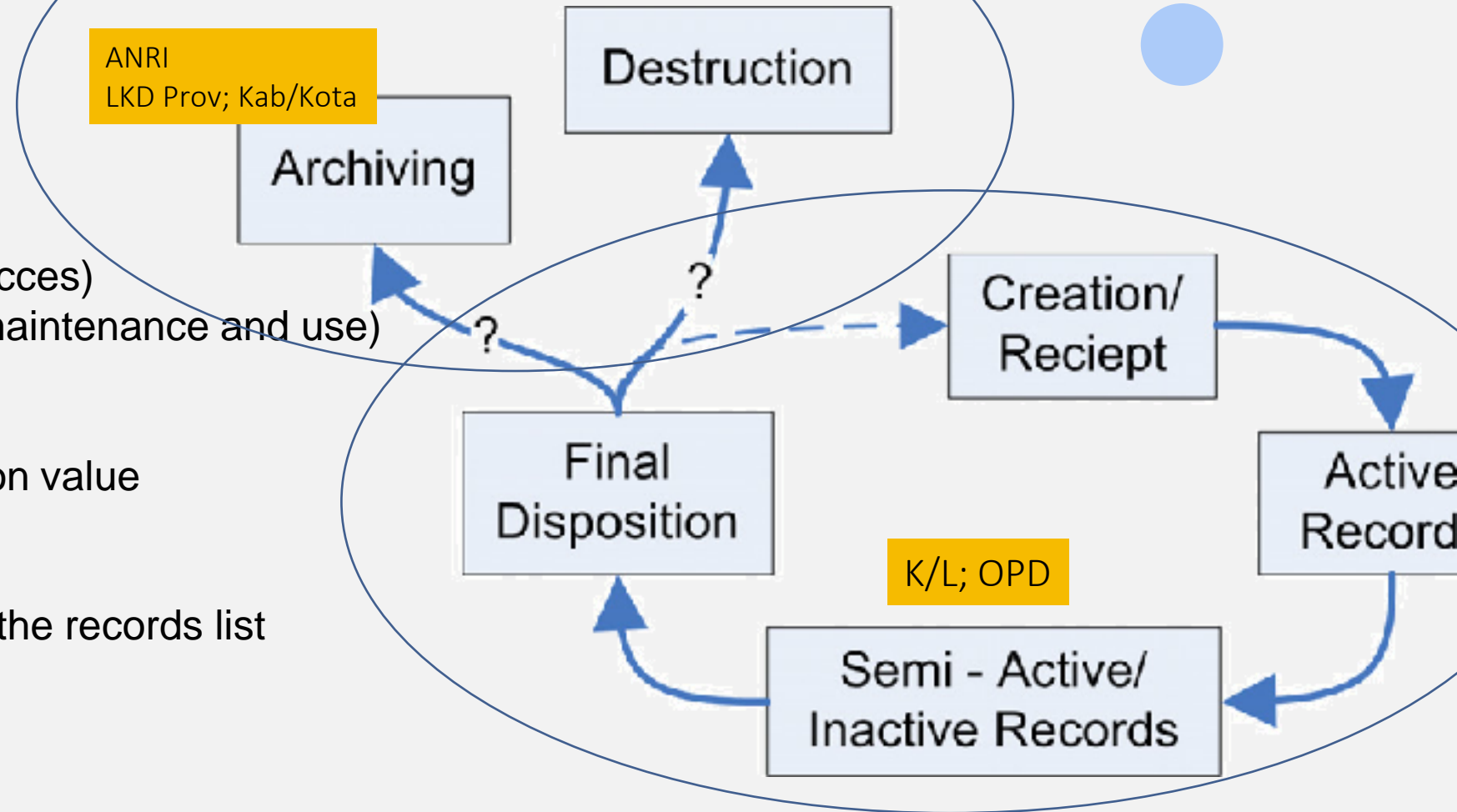
Article 40 : Digitizing of records (maintenance and use)

Article 49 :

- Policy
- Records condition & information value
- Original still save
- Implementation procedure
- Legalization of Berita Acara + the records list
- Evidence
- Authentication

Govt Regulation No. 9/2018 :

Records maintenance and use guidelines

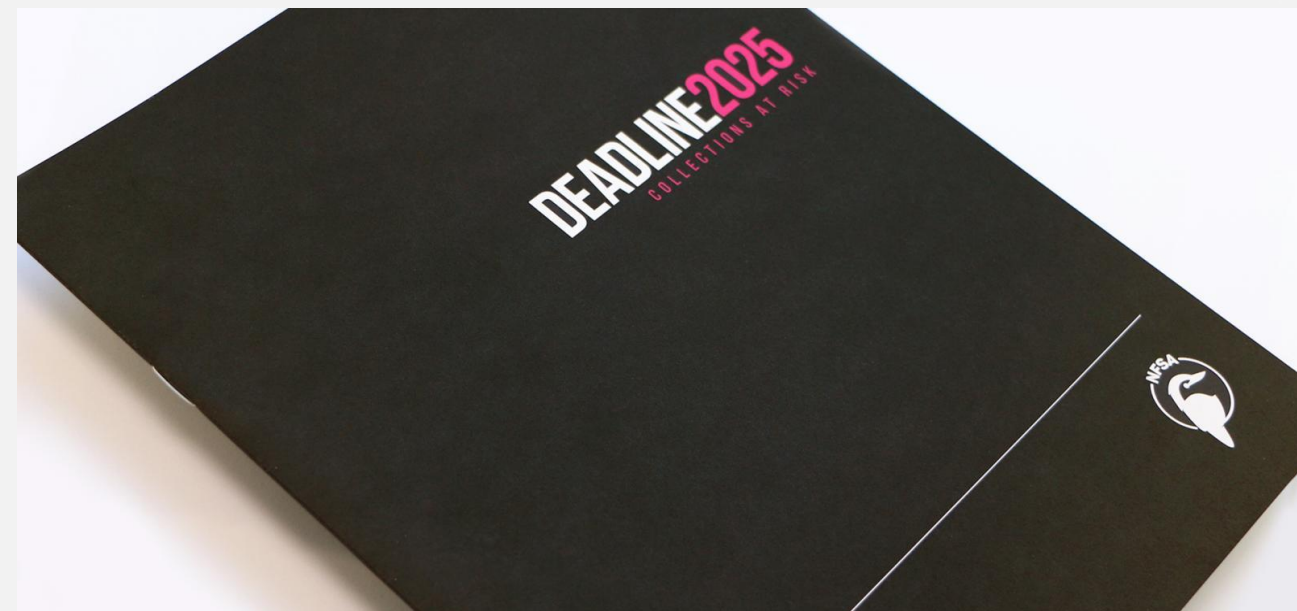


Deadline 2025

“All tape-based formats created in the 20th century are now obsolete. Tape that is not digitised by 2025, we risk losing forever. This creates a deadline, and a dilemma, for those entrusted with the care of these precious memories.”

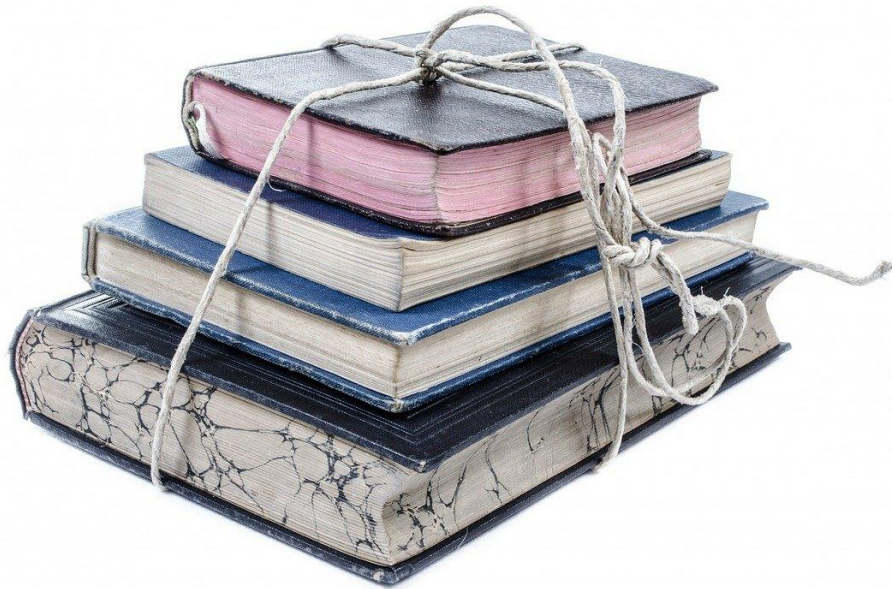
NFSA –Deadline 2025

<https://www.nfsa.gov.au/corporate-information/publications/deadline-2025>





Traditional, 'analogue'



- Robust
- Tangible
- Independently understandable
- Well-developed approaches to preservation
- Experienced in assigning value



Digital

- Ephemeral (tdk kekal)
- Need tech to interpret
- Obsolescence
- How to estimate value?
- New skills and solutions required
- But also new opportunities!



Audio Recordings

Cassette (Mid 1980s – 2004)

Sony Tc-D5M **Recorders**



Sony TC-PRO2

Marantz PMD 670



Marantz PMD 671



Compact Flash (2004 – 2017)

IP, Servers and SD card (Beyond 2017)



Marantz Sound Devices 702

Uher 4200 Report Stereo IC

Uher 4200 Report Monitor



Open Reel Audio Recording Media



Transcribing
Uher 5000
Universalgaret



Sanyo Memo-Scriber TRC 9100

Media for recording

Start-Stop Omni-Versal



Restricted

Media for recording



Start-Stop Powerplay



Broadcast Video Recordings



VHS and Betamax compete for consumer market dominance



2-inch Quad tape was launched in 1956 and used for broadcasting

The DV standard debuted in 1996. Panasonic DVCPro and Sony's DVCam and MiniDV

Sony's XDCam launched in 2003

1976 Talentime Finals



Digital Betacam becomes a professional format



Betacam developed in 2001 encoding at a higher bit rate than the Betacam SX



Servers and LTO tape libraries adopted in 2012



Betacam and Betacam SP are widely used. Video8 and Hi8 are also introduced

DVDs becomes popular in the consumer market



HDCam, the first HD Betacam format in 1997. Followed by the HDCamSR (Superior Resolution)

Considerations for Optical Disc Archive

1-inch C introduced in 1976 is a popular mastering format. In Europe, Type B was developed and the norm for most of the 1980s. Umatic, the first video cassette is also launched



Betacam SX introduced in 1996



HD file formats are widely used professionally. File based workflows are adopted



Film, Shellacs, Vinyl & Open Reels

The history of film began in the 1890s



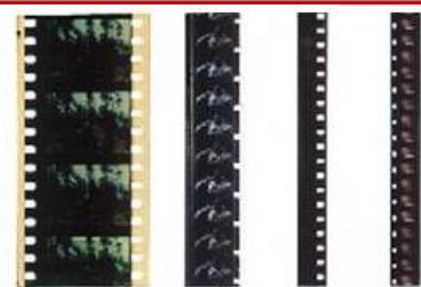
1920s Peranakan Wedding shot on film



1960s Berita Singapura – Ministry of Culture 16mm Film Broadcast

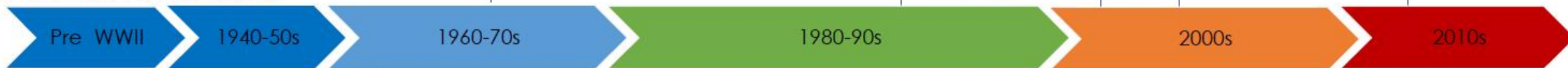


35mm in 4K DPX scan



35mm 16mm 8mm Super 8

1903: First silent & narrative movie produced by Thomas Edison.



Shellac and vinyl records from Pre WWII



Analog open-reel audio tape used from the early 1940s – 60s



Home Videos Super 8mm and 8mm Film



16mm in 4K DPX scan



2010: Film goes digital! DCI (Digital Cinema Initiatives) is a consortium made up of major Hollywood studios to develop common requirements for digital cinema presentations. Film is now referred to as a DCP (Digital Cinema Package) which is projected and played from a playback server.

1935: Kodachrome invented by Kodak. Colour reversal film used for both cinematography and still photographs. Eastman color, introduced in 1950 later replaced Technicolor

ALIH MEDIA – NAK Korea

Paper records

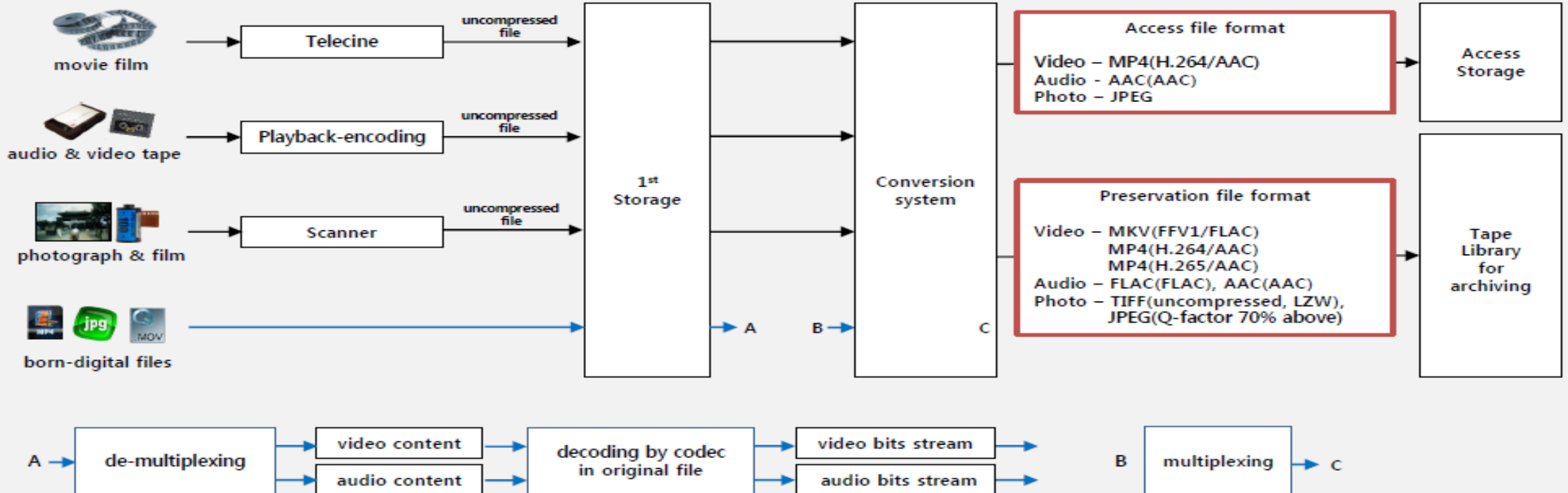


Scanner

Access file format : JPEG(Q-factor : 25%) or PDF

Preservation file format : TIFF(uncompressed, LZW), PDF-A1, JPEG(Q-factor : 75% above)

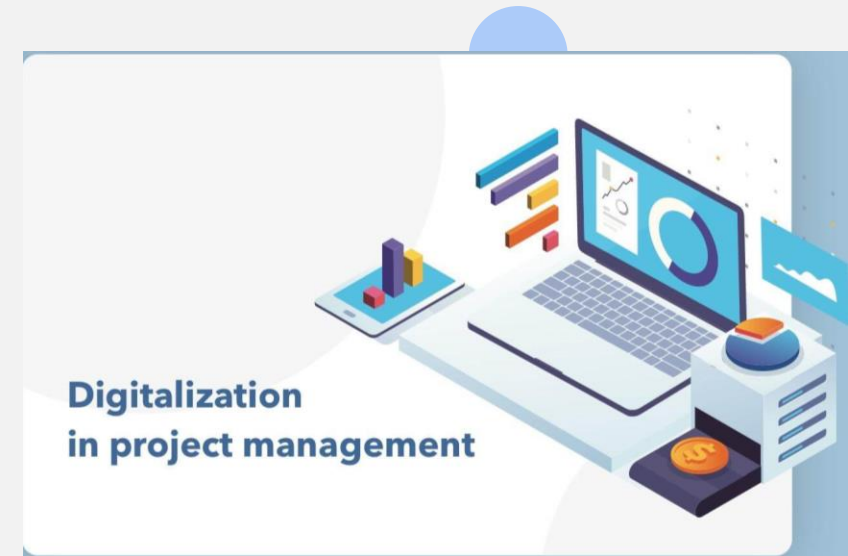
Audio-visual records



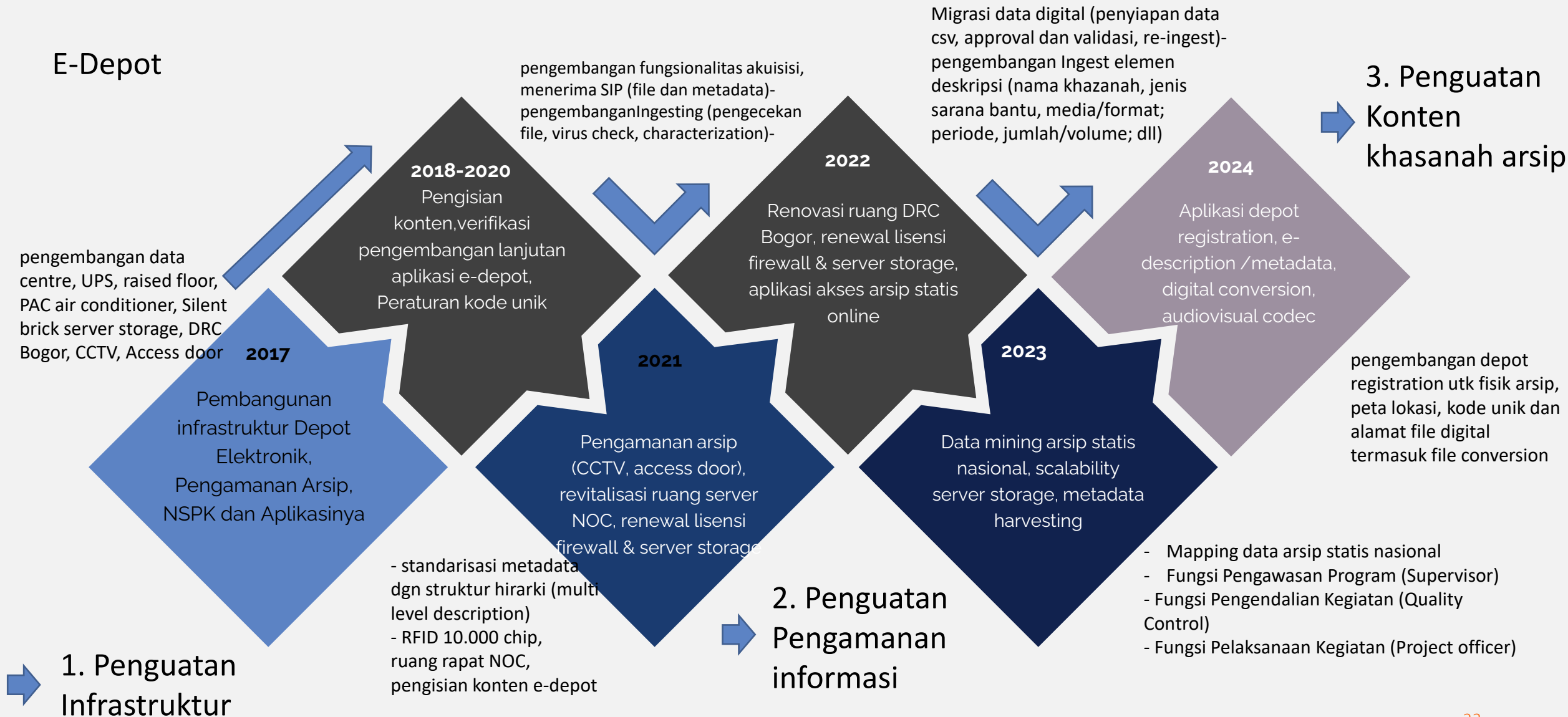
Archive Digitization Preparation

The Policy of Digitization

1. Prepare planning for digitization activities;
 - a) Identify the number of digital files to be created;
 - b) Identify Digital Storage capacity;
 - c) Identify HR number and capacity;
 - d) Determine the priority of archives to be digitized;
 - e) Create a Project Management document, which contains the activities and targets to be achieved and the person in charge in a clear and measurable time frame;
2. Establish a digitization implementation team;
3. Prepare a list of archives to be digitized; and
4. Prepare archive metadata to be digitized.



Develop Preservation Strategies Timeline Tranformasi Digital Arsip Statis





Successful of a Digitization Programme

- **The Policy and Planning**
- **Best team work and great leader**
- **Smooth and clear communication**
- **Smart infrastructure in the future**

Thank you



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