

ARCHIVES AS A HISTORICAL SOURCE

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Abstract

Each era has different historical events. This event can be proven the truth with the existing records, which are called archives. Archives can be in the form of written and unwritten archives. Archives are often only considered ordinary records without looking further at how essential archives are in public life or even in academic terms for conducting research. This makes archives should be given more attention and preserved as historical sources. This study aims to determine the position and importance of archives as historical sources. In addition, this study aims to inform readers of the importance of maintaining or caring for archives so that they continue to exist for generations to come. This study uses a qualitative descriptive method focusing on a literature review by collecting data from various sources. The results obtained in this study are that archives as historical sources are primary sources that can determine whether events that occurred in the past are valid or not. The historical event is confirmed if everything that happened is recorded in the archives. However, if archives cannot prove it, this historical event must be questioned.

Keywords: Archives, Archive Use Value, History.

INTRODUCTION

Each age leaves a legacy that is very important to the next generation, and a legacy is an event experienced or done by previous people. This is proven by the existence of culture, works (good writing or art), and building structures whose authenticity is still maintained. In its development, humans often look for information that can be used as a good source in science or other aspects. In searching for information, humans need it to clarify the information they seek. Therefore, archives play a role in providing essential information. Through archives, someone will get a beneficial source in the validity of the

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information sought because, in the archives, some values and events have occurred in previous times.

According to history, archives have existed since 3000 BC, coinciding with humans recognizing writing. This is evidenced by the Egyptians and Mesopotamians, who made archival transactions for administrative reasons. At that time, archiving activities were still straightforward, namely by applying archive management and monitoring methods (Rahmi, 2016). Along with the times' development, archives became material for national accountability. Every event or activity carried out will create an archive. Everything done will leave traces which, when documented, can be seen again by later generations so that these events will be remembered and become history.

Archives are an essential part of finding sources, especially historical sources. Historical sequences in archives make one able to see the past. A German historian, Lepolod Von Ranke, said that history without documents, there will be no such thing as history or learning about history (Herlina, 2008). The historical document is divided into two parts. First, written documents can be in the form of letters, minutes of meetings, work contracts, etc. Second, unwritten documents can be artifacts or objects such as photographs, buildings, stationery, etc. (Herlina, 2008).

Given the importance of archives, the government makes a unique sense of archives written in RI Law Number 43 of 2009 concerning archives article 1, paragraph 2. In the UUD, it is stated that archives are records of activities or events in various forms and media following developments in information and communication technology made and accepted by state agencies, government regions, educational institutions, companies, political organizations, community organizations, and individuals in the implementation of social, national and state life (Melisa Prawitasari, 2021).

In accordance with the provisions of the Constitution above, archives are an essential part of all lines, both government and ordinary life. Archives are the same as life. The more the times develop, the more archives are also growing. If in the past archive, maintenance was by preserving the original documents, it has developed into a visual. Because with visualization, of course, the archive will be maintained. However, many still need to be made aware of and ignore these benefits, let alone store and care for these archives (Supriansyah, 2015).

According to Riki and Fitri, archives have a life Cycle (life cycle or life cycle), meaning that there is a collection of life phases before being depreciated. In the life cycle, archives go through several stages: creation, distribution, use, maintenance, storage, and depreciation

(Riki Andi Saputro, 2021). With the length of the life cycle, of course, the archive will change by itself. Therefore, archive maintenance is essential in life. Because when archives have experienced shrinkage or even disappear, later generations will have difficulty accessing events that have occurred before.

Based on the explanation above, the researcher wants to research archives as historical sources. This research is essential for further discussion about how important archives are to discover what events have occurred and become history that can be searched for the truth. This means that with research on archives, researchers want to raise awareness to maintain archives for all walks of life so that these events only become fairy tales with valid evidence.

Research on archives has been carried out before. There are some previous studies as well as study archives, including:

Research "Using Photos and Archives as a Source for Learning History" conducted by Riki Andi Saputro and Muhammad Fitri (2021). This study explained that archives are not only used as a source of research but can also be used in history learning, especially for someone teaching when delivering material related to local history which is not in the textbook. When the evidence is not contained in the textbook, it can use files as evidence or justification of history. This research has little in common with the research conducted. However, researchers focus on archives only and target readers more generally. Meanwhile, in Riki's research, photos are also the subject of study and focus on learning.

Heru Arif Pianto (2021) also conducted other research, namely "Archives Audio Visual as a Historical Source." This study explains that many historians must remember that audio and images can also be used as historical sources. The researcher gave an example of film media. According to him, the media can be a credible historical source. They can be justified for their authenticity or their authenticity. Therefore, this research concludes that films only considered entertainment have more value and can be a source of learning history. The difference between this research and the research conducted is in the focus of the discussion. This study only focused on audiovisual, while this study discussed it broadly.

Melisa Prawitasari et al. (2021) also researched archives, namely "Dissemination of Village Archive Management as a Historical Source." This research was conducted to disseminate and assist village officials in compiling archives. It is stated that after providing assistance and an understanding of the importance of archives, the knowledge and skills of village officials can compile and manage archives better, whether the activity is done manually or digitally. The study was quantitative

research conducted in the village of Karang Indah, while this study used qualitative methods and library research as the primary material. After looking at a few studies that have been done, the researcher got a different study or title than this research. Therefore, this research is considered relevant to continue. Apart from that, this research also complements the study of previous knowledge of archives and their relationship to world history.

METHODS

This study uses a qualitative method characteristic descriptive. That is, this study focuses on appreciating the interaction of concepts being studied empirically rather than using numbers (quantitative). Scientific data related to the context of its existence is the concern of this method. (Rohanda, 2016). According to Ratna, qualitative methods utilize ways of interpreting through descriptions (Ratna, 2004, p. 47).

Descriptive qualitative methods provide an overview, explain, and answer in more detail the problems to be studied by studying as much as possible about these problems using heuristic historical methods. In this study, researchers gathered sources through literature studies by collecting sources of information from books, journals, and reports on previous research results. The purpose of the study is to raise awareness and inform readers of the role of archives and the importance of preserving them as historical sources.

RESULTS AND DISCUSSION

Definition of Archives

Every work or daily activity in an agency or institution requires data sources. One of the data sources used is the archive. As we know, "archive" comes from the Dutch archief, which comes from the Greek word archeion, which means city building, ancient, or in Latin, "archivum," which means building (building). The word archive comes from the words archives (English), archivio (Italian), archive (Dutch), archive (German), and in Indonesian, it is known as an archive (Wardah, 2016).

Sugiarto and Wahyono also argue that the original archive comes from the Greek "arche," which means documenting or recording a problem (Agus Sugiharto, 2015). Whereas in terms, the definition of Archives is the result of office work in the form of office items, including structures, letters, and reports (Riyanto, 2021). An archive refers to several documents stored consistently to be easy to access if needed.

Archives are "information created, obtained, and stored as evidence and information used by organizations or individuals to fulfill legal

obligations or transactions" (Rahmawati, 2014). Meanwhile, according to (Sedarmayanti, 2015), "archives are texts produced and received by state institutions and government agencies in various forms, both archives by individuals or groups in the context of reports on government activities." From this opinion, archives are a source of activities or information in various forms that are compiled or obtained and managed so that, when needed later, they can be found quickly and accurately.

According to the Archive Law of the Republic of Indonesia No. 43 of 2009, archives are records of activities or events in various forms and media following information and communication technology developments made and accepted by state agencies, regional governments, educational institutions, companies, political organizations, community organizations, and individuals in the implementation of social life, nation and state (Riyanto, 2021). The definition of archives is also regulated in Law Number 7 of 1971, which regulates: "Basic Provisions Concerning Archives" in Chapter I, Part 1, as follows: Archives are:

1. Manuscripts are compiled and accepted. Government agencies and institutions Government agencies in any form, either individually or in groups, related to implementing national activities.
2. Manuscripts are prepared and received by individuals and/or individuals in any form, either individually or in groups, in connection with implementing national and state life.

At least five registration frameworks have been introduced in Indonesia since the Dutch colonial era, including a consistent planning system, language system, and work system. If parts of the documentation system are not implemented consistently, achieving the purpose of recording or archiving will not be easy. Regarding implementing the State documentation system, the current reality is that this logical inconsistency arose during the post-independence period. When it comes to searching for truth in history without archives, it is certainly challenging to find the ideal information.

We understand that through authentic research, we can understand the background and function of archives in seeking the validity of a history or events that have occurred in the past. Indonesia has experienced human development for a long time, and there have been significant changes during this time. What is the impact, and how do we know the changes that have occurred. Of course, some of the information could be more useful for current events. From this statement, it can be interpreted that the archive is a collection of essential records supporting the recovery of document needs stored in a framework as a standard in authentic science.

According to Professor Ayuningtias, the term archive has three meanings: a collection of protected texts or records, a place for storing collections of manuscripts for documentation, and manuscripts or documents stored and managed by institutions or organizations. From some of the meanings mentioned above, it can be concluded that what is meant with archives are manuscripts, books, films, microfilms, recordings, maps, diagrams, and other documents, both original and copies produced by an organization, institution, or individual, that are useful as evidence in activities, so that later they can be reviewed or accounted for. Archives are not just paper but can also be other essential documents.

Various Archives

Based on the Law of the Republic of Indonesia Number 43 of 2009 concerning archives, Chapter 1 general provisions of articles 1 point 3 to 7, it is explained that there are several types of archives, namely: dynamic archives, static archives, maintained archives, and general archives (Riki Andi Saputro, 2021).

First is the dynamic archive, namely archives used directly daily for planning, implementing, and controlling operational activities (Basuki, 2013). Meanwhile, in another opinion, it is stated that dynamic archives are archives that are used directly in the activities of the archive creator and are stored for a certain period. These archives are divided into three types, namely: 1) active archives, 2) inactive (inactive) archives, and 3) vital (important) archives. a) Active archives, namely archives with a high frequency of use and/or archives continuously used by a processing unit or an agency. Such as a list of attendance or absence of employees. b) Inactive archives are archives that have decreased in the frequency of use and are managed by an influential unit within an organization or institution. For example, report cards, teacher work grades, etc. c) Important archives are archives whose existence is an essential requirement for the continuity of the activities of the archive's creator. They cannot be renewed or replaced for damage or loss. Examples: Diplomas, certificates, etc. (Riki Andi Saputro, 2021)

Second, static archives are created by archive creators because they have historical value that has expired retention and contains permanent information that has been verified either directly or indirectly by the National Archives of the Republic of Indonesia and/or other archival institutions. For example, Decree (SK). Third, guarded archives, namely government archives relating to the existence and survival of the nation and state whose integrity, safety, and security must be maintained. For example, the Indonesian flag and other historical objects. Fourth general archives are not included in the category of archives that must be maintained, such as KTP, SIM, and so forth.

In contrast to this opinion, Sugiarto and Wahyuno (2015) archive shared. There are several types: 1. Types of records according to subject matter or content. This type is divided into four parts, namely as follows: First, types of records according to subject matter or content: a) Financial documents, for example, financial reports, proof of payment, letter of salary, and proof of purchase. , payment orders, etc.; b) Personnel files, for example, employee biographical information, application letters, meeting letters, attendance lists, etc.; c) Marketing data, for example, quotations, orders, sales contracts, customer lists, customer lists, price lists, etc.; d) Educational records such as curriculum, study program, student attendance list, report cards, student records, etc. (Agus Sugiarto, 2015)

According to the form and format, archives are divided into several parts, namely: a) Letters, laws, contract documents, company articles of association, budget household, minutes of meetings, protocols, tables, and others; b) Pictures, photos, etc., c) CD (Compact Disk), DVD (Digital Video Disk), and (d) Microfilm and others (Pratika Rizki Dewi, 2020).

While the division of archives according to their functions, namely: a) dynamic archives, namely. Archives are still used directly in daily office work; b) Static archives are no longer used in daily office work.

According to Maryati, archives are divided into three types according to their needs, namely: a) Active archives, namely active archives. Records that are still being processed or frequently made available or issued for a specific purpose. Example: Absent; b) Passive archives, i.e., archives are rarely used because they have been processed, but sometimes they are still needed, although rarely, such as financial data; c) Permanent archives, namely documents that are important and valid forever, such as land certificates (Maryati, 2014).

Archive Use Value

Records are essential as a memory center for planning, analysis, development, policy making, decision making, reporting, evaluation, and monitoring activities as accurately as possible in any organization.

These functions, both in government and private organizations, are always related to archiving. Archives play an essential role in presenting information to managers for decision and policy-making, so in order to present information perfectly, quickly, and correctly, this field must have sound operating systems and methods (Barthos, 2007)

In the absence of sufficient attention from the archives department in the information network, it is deemed necessary to immediately provide practical work instructions on receiving and reusing these archives.

Archives are helpful both for the creators of the archives themselves and for society as a whole. Archives can be utilized for the public

interest because of their value. The value contained in the archive is called the use value of the archive. The definition of archives must justify that archives are created, used, maintained, managed, and preserved because archives have value. The use value of the archive is based on its use for the benefit of the archive user (ANRI, 1983).

Therefore, the use value of archives is divided into primary and secondary use values. These two values can be explained in more detail as follows:

Primary use value is based not only on its use to support ongoing activities but also on its use by archival institutions/facilities in the future. These central use values are administrative, legal, economic, scientific, and technological use values.

Secondary use value is the use value of archives based on the use of archives by other institutions/agencies and/or for the public interest outside the institution or archive-forming facility based on their use as evidence and material for national accountability. Secondary use values include evidence and information use values (Hermintoyo, 2017). Archives have their role and use value according to the type of archive. Therefore, when you want to determine the use value of an archive, you have to look at the type of archive.

Archives as Historical Sources

The documents provided to introduce science and civilization/culture also have a different status so that they can become books of results or evidence of development and only function as informational/educational materials to produce information.

Archives are significant for tracing history, which is then used as the necessary information. In historical literature studies, archives can be classified as primary sources because archives are primary information. It can be concluded that archives and documents are significant to know what is learned. Sartono Kartodirdjo revealed that the keys to history are sources such as legends, folklore, inscriptions, monument documents, newspapers, and letters (Absor, 2017).

According to the methodology of historical disciplines, the position of archives as historical sources is the highest compared to other historical sources, or it can be said to be the primary source. This position is obtained because archives are created or created simultaneously with events, problems, or phenomena that arise and occur in society. In other words, all the information in it describes the contextual atmosphere and situation that led to the creation of the archive (Riki Andi Saputro, 2021).

Not all historical sources are passed down from generation to generation. Therefore, the existence of archives as a historical source must be a source to be reckoned with due to the creation of archives for various purposes, such as in the context of historical

reconstruction. History should be easy to understand with archives and documents because the key to mastering the history of a civilization is to study historical sources/civilization itself.

History is, in fact, not inanimate matter. It is a living building with many wise messages to convey to people afterward, especially the younger generation. Current events or conditions are a continuation of the past. The present is the seed for future growth. Traces of the past can be woven from traces of history. Historical traces are facts and signs from historical records that must become irreplaceable wealth and cultural identity or personality (Garrahan, 1947).

Writing about the past (historiography) requires evidence from the past, providing information about that period. Archives are born through life events, and recording media store all these events in an archive that can be used for various purposes, including research and historical writing (Lohanda, 2011).

Lots of historical sources can be accessed in the archives. Archives prove how valid the historical events that occurred at that time were. Example: The event of Indonesian independence, which falls on August 17 and until now is National Day. This became a National Day and has been preserved until now because evidence from written archives or videos corroborates this historic event.

All of the above are records of human activity. If we do not check them and try to identify existing sources or archives, none of these historical sources will be passed down from generation to generation. Therefore, archives as historical sources are significant and must be maintained. Because if we want to discuss historical issues on paper or in any way, archives play an essential role in gathering information.

CONCLUSIONS

Archives are only considered records of events carried out and have various roles and functions. When viewed from their use value, archives have primary and secondary use values in seconds. All values used are closely related to the type of archive itself. In addition, when viewed from how essential archives are as historical sources, archives are the primary source that can determine whether the events that occurred in the past are valid or not. The historical event is confirmed if everything that happened is recorded in the archives. However, if it is just a fairy tale without any archival evidence, then this historical event needs to be questioned as the truth.

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