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FILING SYSTEMS, INFORMATION SYSTEMS AND  
INFRASTRUCTURE FACILITIES ON PERFORMANCE DPRD  
MEMBERS PROVINCE SOUTH BORNEO

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**Abstract**

*The problem in this study is whether there is an influence of filing systems, information systems and infrastructure on the performance of DPRD employees in the province of South Kalimantan. This study aims to determine whether there is influence of filing systems, information systems and infrastructure on the performance of DPRD employees in South Kalimantan Province . The population of this research is DPRD employees of South Kalimantan Province. This research is a research with a population approach so that the research sample is the population itself with a total of 30 employees as respondents. There are four variables studied in this study, namely filing systems (X1), information systems (X2), and infrastructure (X3), and the performance of DPRD employees in South Kalimantan Province (Y). Based on the results of multiple linear regression analysis calculated using SPSS,  $Y = 19.067 + 0.099X1 + 0.785X2 + 0.812X3$  each variable, namely the filing system, information system and infrastructure on the performance of DPRD employees of the South Kalimantan Province. Simultaneous test results obtained Fcount of 44.810 with a significance of  $0.000 < 0.05$ , this means that there is an influence of filing systems, information systems and infrastructure together on the performance of DPRD employees in South Kalimantan Province. The conclusion is that partially or simultaneously the filing system, information system and infrastructure have a positive and significant effect on the performance of DPRD employees in South Kalimantan Province.*

**Keywords:** Archives, Information, Infrastructure and Performance

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**INTRODUCTION**

Agencies or organizations in which there is an archiving sector must understand the procedures for organizing archives, this does not mean that the agency or organization concerned is certain to manage records in accordance with procedures effectively and efficiently. A good archive arrangement requires facilities, both the place of arrangement, the method of arrangement to the skills of the archivist, all of which will become a key link so that archives can be preserved and when needed, archives are easy to find and are still in good condition. The rapid advancement of information technology and the potential for its widespread use opens up opportunities for accessing, managing and utilizing large volumes of

information quickly and accurately. Utilization of information technology to improve the ability to process, manage, distribute and distribute information and public services. Through this process, the government can optimize the use of advances in information technology to eliminate organizational and bureaucratic barriers, as well as establish a network of management systems and work processes that enable government agencies to work in an integrated manner to simplify access to all information and public services that must be provided by government (Sularso Mulyono & Kuswantoro Agung, 2019).

## METHOD

This type of research is research with hypothesis testing (hypotheses testing). Hypothesis testing is carried out to see the causal relationship between the variables to be studied, namely between the dependent variable in the form of filing systems, information systems and infrastructure and the independent variable in the form of management (Sugiyono, 2019).

## RESULTS AND DISCUSSION

### Normality test

The purpose of the normality test is to determine whether the variables are normally distributed or not. If the data is normally distributed, then the hypothesis test uses parametric statistics, whereas if the data is not normally distributed, then the hypothesis test uses nonparametric statistics (Sugiyono, 2019).

### Multicollinearity Test

This test aims to test whether the regression model found a correlation between independent variables. A good regression model should not have a correlation between the independent variables. To detect the existence of multicollinearity, it can be done by finding the amount of the Variance Infaction Factor (VIF) and its tolerance value (Sugiyono, 2019).

### Heteroscedasticity Test

Testing of heteroscedasticity can be done by observing the scatter plot pattern produced through the SPSS 22 program. If the scatter plot pattern forms a certain pattern, then the regression model has symptoms of heteroscedasticity. The emergence of symptoms of heteroscedasticity indicates that the estimator in the regression model is not efficient in large or small samples (Sugiyono, 2019).

### Regression Analysis

Multiple analysis models are used to determine the form of influence of filing systems, information systems and infrastructure on partial and simultaneous (Sugiyono, 2019).

### Partial Test (t)

The partial test (t test) basically shows how far the influence of one independent/independent variable individually explains the variation of the

dependent/dependent variable. Decision making rules in the t test using the SPSS 22 program (Sugiyono, 2019)

### ***The Influence of Filing System on Employee Performance***

Based on the results of the partial test (t test) it can be seen that the filing system has no positive and significant effect on the performance of employees in the DPRD of South Kalimantan Province. There is no influence between the filing system variables on employee performance because there are indicators in system variables that are still moderate and have a low effect on employee performance on average showing moderate criteria. good employee performance is also influenced by a good filing system, such as in storage, placement until retrieval when archiving is needed but in this study the filing system variable has no effect on employee performance, explained by research data that there are filing system indicators that still in medium and low criteria. These findings are not in accordance with Amsyah's theory (Amsyah Zulkifli, 2021), suggesting that there are five stages in storing archives, namely: 1) checking, 2) indexing, 3) coding, 4) sorting, 5) placement.

From the descriptive analysis of percentages, based on the existing criteria, the filing system variable is included in the medium category. There was 1 respondent who answered the filing system (3.00%) in the very high category, 4 respondents who answered the filing system (10.00%) in the high category, 9 respondents answered the filing system (48.00%) in the medium category, 6 respondents answered Archive System (40.00%) in the low category with an average percentage of 58.00% in the medium category. The Archive System is in the moderate category because the system is still not consistent with the system used since the beginning of the System, it is hoped that the Archive System can be more effective and efficient in its functions. The filing system should be adapted to the storage area and accompanied by good and appropriate filing facilities. Differentiate the types of archives with a neat and correct system. If the system used is running well, there is a maintenance system. Such as administering drugs (poisons) to these archives so that they are not damaged or eaten by termites.

Previous research conducted by (Hersey, 2019) examining the influence of the ability of archivists on the implementation of archive handling at regional archives in Central Java province. The results of the study show that partially the ability of archiving officers to carry out archival handling is 31.08%.

### ***Influence of Information Systems on Employee Performance***

Based on the results of the partial test (t test) it can be seen that the Information System has proven to have a positive and significant effect on employee performance. There is a positive and significant influence between the Information System on employee performance due to the high criteria on the indicators in the Information System variable itself, the indicators in the Information System variable on average have high criteria although there are still indicators that still have medium and low criteria . Information Systems are human capabilities that have the knowledge, skills and abilities to manage records in terms of storage, system, maintenance, destruction until retrieval effectively and efficiently when the

Archives are needed again for information or other purposes. From the data found in the field, it shows that the Information System has an effect on employee performance as evidenced by the level of education possessed, even though in practice the Archive System is still not good or does not match the filing system used in the Housing, Residential Areas and Defense Services. These findings are in accordance with the theory (Sularso Mulyono & Kuswantoro Agung, 2019), suggesting the factors that influence the Information System, namely: (1) skills, (2) accuracy, (3) neatness, (4) intelligence.

From the descriptive analysis of percentages, based on the existing criteria, the Archive Officer Information System variable is included in the very high category. There were 9 respondents who answered Information Systems for archiving officers (47.50%) in the very high category, 8 respondents who answered Information Systems (45.00%) in the high category, 4 respondents who answered Information Systems (7.50%) in the category medium with an average percentage of 83.00% in the high category.

Previous research conducted by Agung Khairul Anam (2013) examined the effect of work experience and filing facilities on the ability of employees to manage the archives of the Regional Secretariat of Batang Regency. This study explains that partially work experience has a significant effect on the ability of employees to manage archives 53.40% while filing facilities have an effect on the ability of employees to manage archives of 46.60%.

### ***The Effect of Infrastructure on Employee Performance***

Based on the results of the partial test (t test) it can be seen that Infrastructure has a positive and significant effect on employee performance. There is a positive and significant influence between Infrastructure on employee performance due to the high criteria on the indicators in the Infrastructure variable itself, the indicators in the Information System variable on average have high criteria although there are still indicators that still have medium and low criteria. Facilities and infrastructure are supported by an effective and efficient maintenance and procurement system while in use or in storage. From the data found in the field, it shows that infrastructure has an effect on employee performance as evidenced by the level of education possessed, although in practice there are still deficiencies that do not match the systems and work patterns used in the Housing, Settlement Areas and Defense Services. These findings are in accordance with the theory (Kotler, 2008: 47) factors that influence infrastructure include: (1) access, (2) communication, (3) information systems, (4) politeness, (5) credibility, (6) reliability, (7) environmentally friendly, (8) certainty, (9) tangible things, (10) understand (know consumers).

From the descriptive analysis of percentages, based on the existing criteria, the Archive Officer Information System variable is included in the very high category. There were 9 respondents who answered Information Systems for archiving officers (45.00%) in the very high category, 12 respondents who answered Information Systems (55.00%) in the high category, in the medium category with an average percentage of 83.00% in high category.

Previous research conducted by Didi Hartono (2012) examined the effect of infrastructure and work environment on the performance of DPRD employees in South Kalimantan Province. This research partially explains each research variable showing that infrastructure has a significant effect on employee performance with a t value of 3.746 at the Sig thit level of 0.000 has a positive effect, so does the work environment which has a significant effect on employee performance with a t value of 10.955 at the Sig thit level of 0.000 which has a positive effect. Taken together the variables of infrastructure and work environment have a significant effect on employee performance with an F of 60.407 at the Sig thit level of 0.000 which has a positive effect. The dominant influence on the performance of DPRD employees in the South Kalimantan province is the work environment.

#### ***The Effect of Archive Systems, Information Systems and Infrastructure on Employee Performance Simultaneously***

Based on the results of the simultaneous test (F test) it can be seen that filing systems, information systems and infrastructure have a positive and significant effect on employee performance at the DPRD of South Kalimantan Province. There is a positive and significant influence between the filing system, information system and infrastructure variables due to the high criteria on the indicators that are in the employee performance variable itself and are influenced by the filing system variables, information systems and infrastructure facilities which on average also have high criteria. although there are some of the indicators that show in medium and low criteria. Employee performance is an action or activity offered that affects the ability to achieve the best quality to meet customer needs. Implementation can be measured, therefore standards can be set both in terms of the time required and the results. With the existence of management standards can plan, implement, supervise, and evaluate activities, so that the end result is satisfactory to those who get it. The explanation above regarding the existence of a positive and significant influence between the variables of filing systems, information systems and infrastructure facilities on the performance of personnel administration managers. These findings are in accordance with Widjaja's theory (2006:16) that personnel administration is formulated as "SCIENCE", as "PROCESS", as "FUNCTION", and as "ART"

#### **CONCLUSION**

Based on the results of research and discussion on "The Influence of Archive Systems and Information Systems and Infrastructure Facilities on the Performance of DPRD Employees of the Province of South Kalimantan," it can be concluded that the following matters:

1. There is a partial influence of information systems and archival facilities on the performance of DPRD employees in the Province of South Kalimantan.
2. There is a simultaneous influence of information systems and archival facilities on the performance of DPRD employees in the South Kalimantan Province
3. Archive facilities and infrastructure have a dominant influence on the performance of DPRD employees in the South Kalimantan Province.

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