

GOVERNMENT REGULATION OF THE REPUBLIC OF INDONESIA  
NUMBER 24 OF 2014  
ON  
IMPLEMENTATION OF LAW NUMBER 43 OF 2007 ON LIBRARY

BY THE BLESSINGS OF ALMIGHTY GOD

PRESIDENT OF THE REPUBLIC OF INDONESIA

Considering : that to implement the provisions of Article 6 section (2), Article 7 section (2), Article 11 section (3), Article 12 section (5), Article 47, Article 51 section (7), and Article 52 section (2) of Law Number 43 of 2007 on Library, it is necessary to establish a Government Regulation on Implementation of Law Number 43 of 2007 on Library;

Observing : 1. Article 5 section (2) of the 1945 Constitution of the Republic of Indonesia;  
2. Law Number 43 of 2007 on Library (State Gazette of the Republic of Indonesia of 2007 Number 129, Supplement to the State Gazette Number 4774);

HAS DECIDED:

To enact : GOVERNMENT REGULATION ON IMPLEMENTATION OF LAW NUMBER 43 OF 2007 ON LIBRARY.

CHAPTER I  
GENERAL PROVISIONS

Article 1

In this Government Regulation:

1. Library means an institution that organize collection of written works, printed works, and/or recorded works professionally with a standard system to meet the needs of education, research, preservation, information, and recreation of the library users.
2. Standardization means the process of formulating, establishing, implementing, and revising standards carried out in an orderly manner and in collaboration with all relevant parties.
3. Accreditation means a series of formal recognition process activities by accreditation institutions stating that an institution has fulfilled the requirements to carry out certain certification activities.
4. Library National Standard means the minimum criteria used as a reference for the administration, management and development of libraries in the jurisdiction of the Unitary State of the Republic of Indonesia.
5. Library Stakeholders mean parties involved and directly related or have an interest in operating libraries.
6. Ancient Manuscripts mean all written documents that are not printed or not reproduced by other ways, both domestically and abroad, which are at least 50 (fifty) years old, and which have important values for national culture, history, and science.
7. National Library means a Non-Ministry Government Institution that carries out government tasks in the field of library functioning as a foster library, reference library, deposit library, research library, preservation library, and library network center, and is located at the nation's capital.
8. Provincial Library means a regional library that functions as a foster library, reference library, deposit library,

- research library, and preservation library located in the provincial capital.
9. Regency/Municipal Library means a regional library that functions as a foster library, reference library, research library, and preservation library located in the regency/municipal/ capital.
  10. Academic Library means a library which is an integral part of education, research and community service activities and serves as a center for learning sources to support the achievement of educational goals in higher education.
  11. School/Madrasa Library means a library that is an integral part of learning activities and serves as a learning source center to support the achievement of educational goals located in schools/madrasas.
  12. Community means every person, group of people, or institution domiciled in an area that has attention and role in the field of library.
  13. Central Government, hereinafter referred to as Government, means the President of the Republic of Indonesia who holds the power of government of the Republic of Indonesia as referred to in the 1945 Constitution of the Republic of Indonesia.
  14. Local Governments mean governors, regents, or mayors, and regional apparatus as elements of local government administrators.
  15. Librarians mean individuals who possess competencies obtained through librarianship education and/or training as well as possess the duties and responsibilities to carry out library management and services.
  16. Minister means the minister administering government affairs in the field of education.

## CHAPTER II ANCIENT MANUSCRIPT REGISTRATION

### Article 2

- (1) Community is obligated to register ancient manuscript they possess to National Library.

- (2) Ancient manuscript registration is carried out in the framework of inventory for the purposes of storage, maintenance, preservation and utilization.
- (3) Registration as referred to in section (1) is submitted:
  - a. directly to National Library; or
  - b. in stages through regency/municipal libraries and/or provincial libraries.
- (4) Registration as referred to in section (3) is submitted in writing with complete registration data containing at least:
  - a. owner's identity;
  - b. history of ancient manuscripts possession; and
  - c. type, number, shape and size of ancient manuscripts.
- (5) The registration data as referred to in section (4) is verified by National Library.

### Article 3

- (1) Based on verification results as referred to in Article 2 section (5), Head of National Library accepts or rejects ancient manuscript registration.
- (2) In the event that Head of National Library accepts ancient manuscript registration, the applicant is given a proof of registration.
- (3) In the event that Head of National Library rejects ancient manuscripts registration, the registrant receives a rejection notification.

### Article 4

- (1) Proof of registration as referred to in Article 3 section (2) does not apply if ancient manuscript possession is transferred to another party.
- (2) In the event that ancient manuscript possession will be transferred, ancient manuscript possessor must report the plan of possession transfer to National Library.

### Article 5

Ancient manuscript registration process is completed within a

maximum of 30 (thirty) work days from the date the application is received.

Article 6

Further provisions regarding ancient manuscripts registration are regulated by Regulation of Head of National Library.

CHAPTER III  
ANCIENT MANUSCRIPT AWARD

Article 7

- (1) Community who render a service of storing, caring for, and preserving ancient manuscripts that they possesses and register deserve awards.
- (2) Awards as referred to in section (1) can be in the form of a charter and/or an upkeep aid.
- (3) Awarding as referred to in section (2) is carried out through an evaluation and consideration process carried out by National Library.

Article 8

Further provisions regarding the procedure for awarding and form of ancient manuscript awards as referred to in Article 7 are regulated by Regulation of Head of National Library.

CHAPTER IV  
LIBRARY NATIONAL STANDARDS

Part One

General

Article 9

- (1) Head of National Library develops and sets Library National Standards.
- (2) Every library administrator is obligated to comply with Library National Standard.
- (3) Library National Standards consist of:

- a. library collection standard;
- b. facilities and infrastructure standard;
- c. library services standard;
- d. library staff standard;
- e. operation standard; and
- f. management standard.

#### Article 10

The establishment of standard as referred to in Article 9 must take into account the needs of users who have physical, emotional, mental, intellectual, and/or social disorders.

#### Part One

#### Library Collection Standard

#### Article 11

Library collection standard contains at least criteria of:

- a. types of collections;
- b. the number of collection;
- c. collection development;
- d. collection processing;
- e. collection maintenance; and
- f. preservation of collection.

#### Article 12

- (1) Types of library collection as referred to in Article 11 point a are in the form of written works, printed works, and/or recorded works in various media consist of fiction and nonfiction.
- (2) National Library's nonfiction collection consists of Indonesian collections, general readings, references, periodicals, ancient manuscripts, special collections, research results, and grey literature.
- (3) Public library's nonfiction collections consist of general readings, references, periodicals, and local content.
- (4) School/madrassa library's non-fiction collection consists of textbooks, general readings, references, and periodicals.

- (5) Academic library's nonfiction collection consists of compulsory courses, general readings, references, periodicals, local content, research reports, and grey literature.
- (6) Special library's nonfiction collection consists of general readings, references, periodicals, research reports, and grey literature.
- (7) In addition to collections as referred to in section (3) and section (4), public libraries and school/madrasa libraries can add teaching aids, practices and/or games.

#### Article 13

- (1) The number of collections as referred to in Article 11 point b at each public library or special library is at least 1,000 (one thousand) titles.
- (2) The number of collections at each school/madrasa library is at least in accordance with the standards set out in education national standard.
- (3) Number of collections at each academic library is at least 2,500 (two thousand five hundred) titles.
- (4) Number of collections as referred to in section (1), section (2), and section (3), must meet the adequacy ratio between collections and users.

#### Article 14

- (1) Collection development as referred to in Article 11 point c must be carried out based on collection development policy in each library.
- (2) Collection development policy as referred to in section (1) must be reviewed at least every 4 (four) years.
- (3) Collection development policy as referred to in section (1) includes the selection, acquisition, processing, and weeding of library materials.
- (4) Collection development policy is prepared in writing as guidelines for library collection development established by the head of the library.

- (5) In developing collection, each library must add library collection per year according to the needs of the library users.

#### Article 15

- (1) Library collection processing as referred to in Article 11 point d is carried out with a standard system.
- (2) Library collection processing is carried out by taking into account the development of information and communication technology.

#### Article 16

- (1) Collection maintenance as referred to in Article 11 point e must be carried out by each library periodically.
- (2) Collection maintenance as referred to in section (1) includes storage and conservation.

#### Article 17

- (1) Preservation of collection as referred to in Article 11 point f is carried out by National Library and provincial library.
- (2) National Library and provincial libraries carry out preservation of deposit collection.
- (3) Provincial libraries and regency/municipal libraries carry out preservation of collection containing regional culture.

#### Article 18

Further provisions regarding the type, amount, development, processing, maintenance and preservation of collection are regulated by Regulation of Head of National Library.

### Part Three

#### Means and Infrastructure Standard

#### Article 19

- (1) Facility and infrastructure standard contain at least criteria regarding:
  - a. land;



- b. building;
  - c. room space;
  - d. furniture; and
  - e. equipment.
- (2) Means and infrastructure as referred to in section (1) must meet the aspects of technology, construction, ergonomics, environment, adequacy, efficiency, and effectiveness.

#### Article 20

- (1) Every library is obligated to have collection storage means, information access means, and library service means.
- (2) Collection storage means is at least in the form of furniture according to library material owned.
- (3) Means of access to information is at least in the form of furniture, equipment, and library material and information retrieval means.
- (4) Library service facility is at least in the form of furniture and equipment in accordance with the type of library service.

#### Article 21

- (1) Libraries that already have the means as referred to in Article 20 can complete information and communication technology facilities for:
- a. collection management;
  - b. service operation;
  - c. library development; and
  - d. library cooperation.
- (2) Information and communication technology facilities as referred to in section (1) are adapted to technological development and progress.

#### Article 22

- (1) Every library must have land and buildings or spaces.
- (2) Library land as referred to in section (1) must be in an easily accessed, safe, and convenient location.

- (3) Building or library space as referred to in section (1) must meet the aspects of security, comfort, safety and health.
- (4) Library building has at least collection rooms, reading rooms, staff rooms arranged effectively, efficiently, and aesthetically.
- (5) Library space has at least collection, reading, and staff area organized effectively, efficiently, and aesthetically.
- (6) Each library must have public facility and special facility.
- (7) Further provisions regarding land, building, space, public facility, and special facility as referred to in section (1) to section (6) are regulated by Regulation of Head of National Library.

#### Part Four

#### Library Service Standard

##### Article 23

- (1) Library service standard contains at least criteria regarding system and type of service.
- (2) Library service standard as referred to in section (1) applies to all types of library.

##### Article 24

- (1) Library service system consists of open system and closed system.
- (2) Library service system as referred to in section (1) is determined by each library.

##### Article 25

- (1) Library service type consists of:
  - a. technical library service; and
  - b. library user service.
- (2) Technical library service as referred to in section (1) point a includes of library material acquisition and processing.
- (3) Library service as referred to in section (1) point b includes circulation service and reference service.

- (4) Circulation service implementation as referred to in section (3) can use both local collection and other library collections.
- (5) Further provisions regarding circulation service and reference service as referred to in section (3) and section (4) are regulated by Regulation of Head of National Library.

#### Article 26

- (1) Administration of services is carried out for all types of library service activity.
- (2) Administration of library services is organized with the aim of facilitating and guaranteeing the effectiveness of work implementation in library service management.
- (3) Administration of library services follows a standard pattern and method that apply in parent organization.
- (4) Administration of library services is the evidence of accountability in carrying out service duties.
- (5) Development of library service administration system follows the development of information and communication technology.
- (6) Administration of library service as referred to in section (1) to section (5) is regulated in library service guidelines determined by Director of National Library.

#### Article 27

Time and number of library service hours are adjusted to users' needs by considering users convenience in using the library.

#### Article 28

Library can carry out service collaboration with other libraries or co-work units within the organization.

#### Article 29

Library implements management system in accordance with library condition and follows the management system development.

Article 30

- (1) Library service promotion is carried out to improve the image of library and optimize library use as well as foster the reading culture of community.
- (2) Library service promotion is carried out continuously and needs to be supported with adequate funds.

Part Five

Library Staff Standard

Article 31

Library Staff Standard contains minimum criteria regarding academic qualifications, competencies, and certifications.

Article 32

- (1) Library staff consists of librarians and library technical personnel.
- (2) In addition to library staff as referred to in section (1), library can have experts in the library field.
- (3) Library technical personnel as referred to in section (1) are non-librarians who technically support library functions implementation.
- (4) Librarians, library technical personnel, experts in the library field, and library heads have basic tasks, qualifications, and/or competencies.

Article 33

- (1) Librarian has at the lowest academic qualification of associate's degree (D-II) in the library field from an accredited college.
- (2) Any person who has at the lowest academic qualification of associate's degree (D-II) outside the library field from an accredited college can become a librarian after graduating from library education and training.
- (3) Education and training in the field of library as referred to in section (2) is organized by National Library or other institutions accredited by National Library or accreditation institution.

- (4) Further provisions regarding education and training as referred to in section (2) and section (3) are regulated by Regulation of Head of National Library.

#### Article 34

- (1) Librarians must have professional competence and personal competence.
- (2) Professional competencies as referred to in section (1) include aspects of knowledge, expertise and work attitudes.
- (3) Personal competencies as referred to in section (1) include aspects of personality and social interaction.
- (4) Further provisions regarding the competence of librarians are regulated by Regulation of Head of National Library Regulation.

#### Article 35

- (1) Librarians must have competency certificates.
- (2) Competency certificate as referred to in section (1) becomes the basis of consideration for developing librarian careers.
- (3) Competency certificate as referred to in section (1) is given by the certification institution.
- (4) Further provisions regarding the certification institution as referred to in section (3) are regulated by Regulation of Head National Library.

#### Article 36

Library technical personnel carry out activities that are helpful to functional work carried out by librarians and carry out other library functions.

#### Article 37

- (1) Library technical personnel are non-librarians who technically support the implementation of library functions.
- (2) Non-librarians as referred to in section (1) consist of computer technical personnel, audio-visual technical

personnel, administrative technical personnel, and other technical personnel.

- (3) Provisions regarding library technical personnel as referred to in section (1) are regulated Regulation of Head of National Library.

#### Article 38

- (1) Experts in the field of library must have capability, integrity and competence in the field of library.
- (2) Capability as referred to in section (1) is capability and skill in the field of library.
- (3) Capability and skill in the field of library as referred to in section (2) are obtained from at the lowest undergraduate level education (bachelor's degree/S-1) or associate's degree (D-IV)/applied science education and working experience at library for at least 5 (five) years.
- (4) Integrity as referred to in section (1) is a condition that constitutes a unified wholeness so as to possess potential and capability in the field of library.
- (5) Competency as referred to in section (1) is capability that covers aspects of knowledge, expertise, and work attitudes as evidenced by competency certificates issued by certification institutions or accredited educational institutions.
- (6) Competency as referred to in section (1) is developed by National Library.
- (7) Further provisions regarding the development of competencies as referred to in section (6) are regulated by Regulation of Head of National Library.

#### Article 39

- (1) Library is led by a head whose background is a librarian.
- (2) In the event that there is no librarian as referred to in section (1), the head of library can be appointed from experts in the field of library.
- (3) The head of library has professional competence, personal competence, managerial competence, and

entrepreneurial competence in accordance with the type of library.

- (4) Competency as referred to in section (3) is developed by National Library.
- (5) Further provisions regarding competency development as referred to in section (4) are regulated by Regulation of Head of National Library Regulation.

#### Article 40

- (1) Head of National Library, Head of provincial library, regency/municipal library, and academic library are librarians or experts in the field of library who possess the following criteria:
  - a. have at the lowest academic qualification of master's degree (S-2) or applied science master's degree for National Library and academic libraries and at the lowest academic qualification of bachelor's degree (S-1) or associate's degree (D-IV)/applied science qualification for provincial library and regency / municipal library;
  - b. have experience working for:
    1. National Library at least 10 (ten) years;
    2. provincial libraries, regency/city libraries, and academic libraries for a minimum of 5 (five) years;
  - c. can speak English both orally and in writing; and
  - d. understand information technology.
- (2) Criteria for the Head of special library and school/madrassa library are set in accordance with the provisions of legislation.

#### Part Six

#### Operation Standard

#### Article 41

Operation standard contains at least criteria regarding the library operation in various types of libraries.

Article 42

- (1) Operation standard of libraries includes procedures for acquisition and optimization of library resources, as well as information service procedures for each type of library.
- (2) Operation standard of libraries as referred to in section (1) is determined by Regulation of Head of National Library.

Part Seven

Management Standard

Article 43

- (1) Library management standard contains at least criteria regarding:
  - a. planning;
  - b. implementation; and
  - c. control.
- (2) Planning, implementation and supervision as referred to in section (1) are carried out by utilizing the advances in information and communication technology.

Article 44

- (1) Planning as referred to in Article 43 section (1) point a includes strategic plan, work plan, and annual work plan.
- (2) Strategic plan and work plan are prepared by libraries operated by government or local government in accordance with the provisions of the legislation.
- (3) An annual work plan is prepared by a library organized by the community, except for family and personal libraries.

Article 45

- (1) Library implementation as referred to in Article 43 section (1) point b is measured through library performance indicators.



- (2) Further provisions regarding library performance indicators as referred to in section (1) are regulated by Regulation of Head of National Library.

#### Article 46

- (1) Libraries that meet library national standard are assessed to determine the classification of libraries as evidenced by certificate.
- (2) Certificate as referred to in section (1) is given by National Library.

#### Article 47

- (1) Library supervision as referred to in Article 43 section (1) point c includes:
  - a. supervision;
  - b. evaluation; and
  - c. reporting.
- (2) Supervision as referred to in section (1) point a is carried out by library leaders and institutions of stakeholder representative.
- (3) Evaluation as referred to in section (1) point b for library institutions and programs is carried out by administrators and/or the community.
- (4) Reporting as referred to in section (1) point c is carried out by the Head of the library and submitted to the library administrator.

### Part Eight

#### Implementation of Library National Standard

#### Article 48

- (1) Implementation of library national standard is supported by library standardization system.
- (2) Standardization system as referred to in section (1) covers the activities of technical standard development, standard implementation, accreditation and certification, as well as other supporting activities of library national standard.

- (3) Library technical standard is applied nationally in the territory of Indonesia by Head of National Library by attaching identity to each standard which is a unit of the code of Indonesian Library Technical Standards.

#### Article 49

- (1) Library technical standard is developed based on the requirement of each national standard as referred to in Article 9.
- (2) Standard requirement that must be developed is included in the annual list of standard development national programs established by Head of National Library.
- (3) To ensure the effectiveness and update of library technical standards, a review and/or revision of technical standards is carried out periodically and planned for a maximum of 5 (five) years.

#### Article 50

- (1) Library technical standard which contains provisions relating to aspects of security, safety, health and environmental preservation as well as specific interests related to geography, climate and local culture can be enforced on a mandatory basis through technical regulations established by Head of National Library.
- (2) National Library and provincial libraries develop and implement promotion program and standardization education by prioritizing the participation and/or involvement of stakeholders to improve the effectiveness of the use and application of library technical standard.
- (3) Application of library technical standard needs to be supported by technical infrastructure of standard application conformity assessment system.

#### Article 51

Further provisions regarding library national standard, library technical standard, and library standardization system as referred to in Article 9 to Article 50 are regulated by Regulation of Head of National Library.

CHAPTER V  
STORAGE AND USE OF SPECIAL COLLECTION

Part One  
Special Collection Storage

Article 52

- (1). National Library has the authority in acquisition, storage and use of special collection.
- (2). Special collection as referred to in section (1) is library materials that are banned under the provisions of the legislation.

Article 53

- (1) Special collection is stored in certain places and/or spaces.
- (2) Certain places and/or spaces as referred to in section (1) are arranged by taking into account security factors.

Part Two  
Use of Special Collection

Article 54

- (1) The use of special collection is limited.
- (2) The limited use of special collection as referred to in section (1) is intended for research and education purposes.

Article 55

Further provisions regarding procedures for storing and using special collection as referred to in Article 53 and Article 54 are regulated by Regulation of Head of National Library.

CHAPTER VI  
LIBRARY BOARD

Part One  
Organizational structure

Article 56

- (1) National Library Board and Provincial Library Board consist of:
  - a. chairman as member;
  - b. secretary as member; and
  - c. member.
- (2) Board as referred to in section (1) consists of 15 (fifteen) people from:
  - a. 3 (three) elements of the government;
  - b. 2 (two) representatives of librarian professional organization;
  - c. 2 (two) elements of library user element;
  - d. 2 (two) academics;
  - e. 1 (one) representative of author's organization;
  - f. 1 (one) writer;
  - g. 1 (one) representative of publisher's organization;
  - h. 1 (one) representative of the recording organization;
  - i. 1 (one) representative of the bookstore organization; and
  - j. 1 (one) person of the press.

Part Two  
Appointment and Dismissal

Article 57

- (1) National Library Board are established by the President at the proposal of the Minister with regard to input from Head of National Library.
- (2) Provincial Library Board is stipulated by the governor at the proposal of the Head of the Library.

Article 58

- (1) To be appointed as a member of National Library Board and Provincial Library Council, a candidate for board members must meet the following requirements:
  - a. Indonesian citizen;
  - b. Almighty God fearing;
  - c. physically and mentally health; and
  - d. maximum age of 60 (sixty) years.
- (2) In addition to fulfilling the requirements as referred to in section (1), candidates for council members from government element, librarian professional organization, and academics must have at least bachelor's degree (S1) or associate's degree (D-IV)/applied science bachelor's degree in the library field.

Article 59

- (1) Selection of candidates for members of National Library Board is conducted by a selection committee formed by National Library.
- (2) Selection of candidates for members of National Library Board must be conducted transparently, accountably and objectively.
- (3) Selection result of candidates for members of National Library Board is submitted by the selection committee to Head of National Library.
- (4) Head of National Library submits 15 (fifteen) candidates for members of National Library Board to the Minister to be established by the President.
- (5) In the event that the President does not approve the candidate as referred to in section (4), the Minister proposes a replacement candidate from the same element based on selection result of the selection committee as referred to in section (1).

Article 60

- (1) Selection of candidates for Provincial Library Board members is carried out by a selection committee formed by the Head of provincial library.

- (2) Selection of candidates for members of Provincial Library Board must be conducted transparently, accountably and objectively.
- (3) Selection result of candidates for members of Provincial Library Board is submitted by the selection committee to the Head of provincial library.
- (4) Selection result of candidates for members of Provincial Library Board is at the maximum of 15 (fifteen) people by taking into account the representation of the elements as referred to in Article 56 section (2).
- (5) The Head of provincial library submits candidates for members of Provincial Library Board to the governor.
- (6) The Governor establishes Provincial Library Board at the proposal of the Head of provincial library.

#### Article 61

Membership of National Library Board and Provincial Library Board are appointed for a term of office of 3 (three) years and can be reappointed only for 1 (one) term of office.

#### Article 62

Further provisions regarding the procedure for selecting candidates for Library Board are regulated by Regulation of Head of National Library.

#### Article 63

Library Board membership may end or be terminated if:

- a. expiration of tenure;
- b. permanently incapable proven by competent parties;
- c. found guilty of committing a criminal offense based on a court decision that is legal and binding;
- d. resigns at his own request;
- e. not present at the board session for 3 (three) consecutive times without notice; or
- f. deceased.

Article 64

- (1) In the event that a member of National Library Board quits or is permanently dismissed, the member is replaced by another candidate by taking into account the remaining time of the term of office.
- (2) Candidates for substitute member of National Library Board are appointed by the President at the proposal of the Minister.
- (3) Candidates for substitute member of National Library Board should be originated from the same element as the replaced Library Board member.
- (4) Term of office of the substitute member of National Library Board as referred to in section (1) is in accordance with the remaining term of office of the replaced Library Board member.

Article 65

- (1) In the event that a member of Provincial Library Board quits or is permanently dismissed, the member is replaced by another candidate taking into account the remaining time of the term of office.
- (2) Candidates for substitute member of Provincial Library Board are appointed by the governor at the proposal of the Head of Provincial Library.
- (3) Candidates for substitute member of Provincial Library Board should be originated from the same element as the replaced Library Board member.
- (4) Term of office of the substitute member of Provincial Library Board as referred to in section (1) is in accordance with the remaining term of office of the replaced Library Board member.

Part Three

Council Leadership Election

Article 66

- (1) Chairperson and Secretary of National Library Board and Provincial Library Board are selected from and by members.

- (2) Term of office of council chairperson is 3 (three) years and can be re-elected only for 1 (one) term of office.
- (3) In the event that chairperson or secretary is permanently incapable or deceased, a re-election is conducted from and by the member.

#### Part Four

#### Work Procedure

#### Article 67

- (1) National Library Board periodically submits reports to the President through the Minister with a copy to Head of National Library.
- (2) Provincial Library Board periodically submits reports to the governor and Director of National Library with copies to the Head of provincial library.
- (3) Periodic reports as referred to in section (1) and section (2) are submitted at least 1 (one) time in 1 (one) year.

#### Part Five

#### Secretariat

#### Paragraph One

#### National Library Board Secretariat

#### Article 68

- (1) In carrying out their duties, National Library Board is assisted by National Library Board Secretariat which is established by Head of National Library.
- (2) Ex-officio National Library Board Secretariat is carried out by one of organizational units within National Library that handles the administration.
- (3) National Library Board Secretariat is functionally under and responsible to Chairperson of National Library Board and administratively under and responsible to its direct superior officials.
- (4) National Library Board Secretariat is chaired by the Head of National Library Board secretariat which is ex-officio



held by echelon II structural officials who handle the administration of National Library.

- (5) The Head of National Library Board secretariat is appointed and dismissed by Head of National Library.

#### Article 69

- (1) National Library Board Secretariat is tasked with providing administrative support to the National Library Board.
- (2) Provisions regarding the organization and work procedures of National Library Board secretariat are regulated by Regulation of Head of National Library.

#### Paragraph Two

#### Provincial Library Board Secretariat

#### Article 70

- (1) In carrying out their duties, Provincial Library Board is assisted by Provincial Library Board secretariat which is stipulated by the Head of Provincial Library.
- (2) Ex-officio Provincial Library Board Secretariat is carried out by one of organizational units within the provincial library that handles the administration.
- (3) Provincial Library Board Secretariat is functionally under and responsible to the Chairperson of Provincial Library Board and administratively under and responsible to its direct superior officials.
- (4) Provincial Library Board Secretariat is chaired by the Head of Provincial Library Board Secretariat which is ex-officio held by echelon III structural officials who handle the administration in provincial library.
- (5) The Head of Provincial Library Board secretariat is appointed and dismissed by the Head of provincial library.

#### Article 71

- (1) Provincial Library Board Secretariat is tasked with providing administrative support to Provincial Library Board.

- (2) Provisions regarding organization and work procedures of Provincial Library Board secretariat are regulated by Regulation of Head of National Library.

#### Part Six

#### Funding and Financial Rights of Board

##### Article 72

All funding needed for duties implementation of National Library Board and Provincial Library Board is borne by the state budget (APBN) and regional budget (APBD) in accordance with their respective authorities.

##### Article 73

- (1) Chairperson, secretary, and members of National Library Board and the Provincial Library Board are given financial rights in accordance with the provisions of the legislation.
- (2) Chairperson, secretary, and members of National Library Board and Provincial Library Board if they quit or have expired their term of office are not given pension and/or severance pay.
- (3) Financial rights of chairperson, secretary, and members of National Library Board and Provincial Library Board as referred to in section (1) are granted starting from the following month from the date of stipulation.

#### CHAPTER VII

#### READING CULTURE AWARD

##### Article 74

- (1) Fostering of reading culture is carried out through:
  - a. national movement of reading habit;
  - b. providing inexpensive and high-quality books;
  - c. library development and utilization as a learning process;

- d. provision of library facilities in public places that are reachable, inexpensive and high-quality;
  - e. community library (*taman bacaan masyarakat*);
  - f. reading house; and / or
  - g. other similar activities.
- (2) Fostering of reading culture as referred to in section (1) is carried out by the Government, local government, and the community.
- (3) community who have succeeded in carrying out fostering of reading culture movement as referred to in section (2) are awarded by Government and local government.

#### Article 75

- (1) Award as referred to in Article 74 is in the form of charter and/or guidance assistance.
- (2) The awarding as referred to in section (1) is carried out through an evaluation and consideration process.
- (3) Charter awarding and/or guidance assistance as referred to in section (1) are carried out by the authorized official.

#### Article 76

Further provisions regarding the awarding of reading culture movement as referred to in Article 74 are regulated by Regulation of Head of National Library.

### CHAPTER VIII

#### OBLIGATIONS OF LIBRARY ADMINISTRATORS

#### Article 77

Governmental library administrators are obligated to:

- a. develop a library national system in an effort to support national education system;
- b. ensure the continuity of library operation and management as community learning resources center;
- c. guarantee the availability of library services evenly in the country;

- d. guarantee the availability of library collection diversity through translation, transliteration, voice transfer to writing (transcription), and media transfer;
- e. encourage the promotion of reading habit and library utilization;
- f. improve the quality and quantity of library collection;
- g. foster and develop competencies, professionalism of librarians, and library technical personnel;
- h. develop National Library; and
- i. award everyone who saves, maintains and preserves ancient manuscripts.

#### Article 78

If Governmental library administrators do not carry out the obligations referred to in Article 77 are subject to administrative sanctions in the form of supervision and reprimand.

#### Article 79

Sanctions as referred to in Article 78 are imposed by the President based on consideration from the Minister.

#### Article 80

Library administrators of provincial government and regency/municipal governments are obligated to:

- a. guarantee the operation and development of libraries in the area;
- b. guarantee the availability of library services evenly in their respective regions;
- c. ensure the continuity of library operation and management as a community learning resources center;
- d. encourage the promotion of reading habit by utilizing library;
- e. facilitate the operation of libraries in the area; and
- f. operate and develop regional public libraries based on regional characteristics as research and reference center of cultural wealth in the region whose collection supports

the preservation of each region's cultural products and facilitates the realization of lifelong learning communities.

#### Article 81

Library Administrators of provincial and regency/municipal governments that violate the provisions of Article 80 are subject to administrative sanctions in the form of:

- a. verbal reprimand;
- b. written warning; and
- c. dismissal of guidance assistance.

#### Article 82

- (1) Sanctions to provincial library administrators as referred to in Article 81 are imposed by the governor based on consideration from Head of National Library.
- (2) Sanctions to regency/municipal library administrators as referred to in Article 81 are imposed by the regent, or mayor based on consideration from the Head of provincial library.

#### Article 83

Each school/madrasa is obligated to:

- a. operate library that meets national library standard with due regard to National Education Standard;
- b. have a collection of textbooks set as compulsory textbooks in the relevant education unit in sufficient quantity to serve all students and educators;
- c. develop other collections supporting the implementation of education curriculum;
- d. serve students from equality education carried out in the educational unit concerned; and
- e. develop information and communication technology-based library services;
- f. allocate funds of at least 5% (five per cent) of school/madrasa operational budget or goods expenditure outside of personnel expenditure and capital expenditure for library development.

Article 84

- (1) Fund allocation for school/madrasa library development as referred to in Article 83 point f is carried out in accordance with the provisions of the legislation.
- (2) Provisions regarding school/madrasa library development as referred to in section (1) are regulated in Regulation of Head of National Library.

Article 85

Every academy is obligated to:

- a. organize library that meets national library standard by taking into account education national standard;
- b. have collections, both the number of title and the number of copy, which suffice to support the implementation of education, research, and community service;
- c. develop information and communication technology-based library services; and
- d. allocate fund for library development in accordance with the provisions of legislation to meet education national standard and library national standard.

Article 86

Schools/madrasas and colleges that do not carry out the obligations referred to in Article 83, Article 84 or Article 85 are subject to administrative sanctions in the form of:

- a. verbal reprimand;
- b. written warning; and
- c. dismissal of guidance assistance.

Article 87

- (1) Sanctions as referred to in Article 86 for school libraries are imposed by the provincial education office or regency/municipal education office in accordance with their respective authorities.
- (2) Sanctions as referred to in Article 86 for madrasa libraries are imposed by provincial Office of Ministry of Religion or regency/municipal Office of Ministry of Religion in accordance with their respective authorities.

- (3) Sanctions as referred to in Article 86 for academic libraries are imposed by the Minister, Minister of Religion, or other ministers in accordance with their respective authorities.

Article 88

Provisions regarding the procedure for imposing administrative sanctions on library administrators as referred to in Article 78, Article 81, and Article 86 are regulated by Regulation of Head of National Library.

CHAPTER IX

CLOSING PROVISIONS

Article 89

This Government Regulation comes into force on the date of its promulgation.

In order that every person may know hereof, it is ordered to promulgate this Government Regulation by its placement in the State Gazette of the Republic of Indonesia.

Issued in Jakarta  
on 14 April 2014

PRESIDENT OF THE REPUBLIC OF INDONESIA,

signed

DR. H. SUSILO BAMBANG YUDHOYONO

Promulgated in Jakarta  
on 14 April 2014

MINISTER OF LAW AND HUMAN RIGHTS  
OF THE REPUBLIC OF INDONESIA,

signed

AMIR SYAMSUDIN

STATE GAZETTE OF THE REPUBLIC OF INDONESIA NUMBER 76 OF 2014

Jakarta, 2 August 2019

Has been translated as an Official Translation  
on behalf of Minister of Law and Human Rights  
of the Republic of Indonesia

DIRECTOR GENERAL OF LEGISLATION,



WIDODO ERATJAHJANA



ELUCIDATION OF  
GOVERNMENT REGULATION OF THE REPUBLIC OF INDONESIA  
NUMBER 24 OF 2014  
ON  
IMPLEMENTATION OF LAW NUMBER 43 OF 2007 ON LIBRARY

I. GENERAL

Law Number 43 of 2007 on Library was formed with the aim of improving the intelligence of nation's life through the development and utilization of library as a source of information in the form of written works, printed works, and recorded works.

The development of library has increased considerably, especially public libraries, both established by local governments and community. Of all regencies/municipalities throughout Indonesia, almost 90% (ninety percent) of regencies/municipalities have formed public libraries. Community has started to establish library cafes, community library, family libraries for the public and so on.

Institutional development in terms of quantity and physic has not been accompanied by an increase in quality, quantity, collections, means and infrastructure, services, personnel, operation, and library management. Library development is still sporadic and not many meet library standards. Therefore, good planning, implementation and supervision need to be formulated in Library National Standard.

Library development and utilization are directed at the improvement of reading habit community towards learning society which ends in the improvement of nation's life as mentioned above. Therefore, library must provide a complete and easy and inexpensive collection. In order to make use of it, community's role in developing and utilizing library is so important that there is a need for encouragement in various forms such as award and

the like. In addition, there is a need for assistants in the planning, implementation and controlling in the form of a Library Board.

II. ARTICLE BY ARTICLE

Article 1

Sufficiently clear.

Article 2

Sufficiently clear.

Article 3

Sufficiently clear.

Article 4

Sufficiently clear.

Article 5

Sufficiently clear.

Article 6

Sufficiently clear.

Article 7

Sufficiently clear.

Article 8

Sufficiently clear.

Article 9

Section (1)

Development of Library National Standard uses the principles of transparency and openness, consensus and impartiality, effectiveness and relevance, coherence, and has a dimension of development.

Section (2)

Sufficiently clear.

Section (3)

Sufficiently clear.

Article 10

Sufficiently clear.

Article 11

Sufficiently clear.

Article 12

Section (1)

The term “recorded work” means all types of records of any intellectual and or artistic works that are recorded and duplicated in the form of tape, discs, and other forms in accordance with technological developments intended for the public.

The term “fiction” means a work that reveals the reality of life so as to be able to develop the power of imagination.

The term “nonfiction” means a work made based on data and facts.

Section (2)

The term “Indonesian collection” means a collection consisting of library materials published in Indonesia, and/or about Indonesia issued outside Indonesia and/or produced by Indonesian citizens.

The term “grey literature” means information produced by governments, academic institutions, business institutions and industries both in printed and digital that are not published by commercial publishers.

What The term “special collections” mean collection that is prohibited based on the provisions of the legislation.

Section (3)

The term “local content” means a type of collection which is an internal publication and / or collection about the area.

Section (4)

The term “textbooks, general reading, references, and periodicals” means in accordance with the curriculum.

Section (5)

Sufficiently clear.

Section (6)

Sufficiently clear.

Section (7)

The term “game tools” means an educational game tool that can stimulate children's thinking skill and improve their concentration and problem-solving abilities.

Article 13

Sufficiently clear.

Article 14

Sufficiently clear.

Article 15

Section (1)

The term “standard system” means a library collections processing system used in compiling bibliographic descriptions and descriptions of subjects.

Section (2)

Sufficiently clear.

Article 16

Sufficiently clear.

Article 17

Section (1)

Self-explanatory.

Section (2)

The term “deposit collection” means all printed works and recorded works of national cultural works, both from publishers and recording entrepreneurs, which must be submitted to National Library or provincial library as a follow-up to the implementation of Law No. 4 of 1990 on Submit and Store of Printed Works and Recorded Works.

Section (3)

Sufficiently clear.

Article 18

Sufficiently clear.

Article 19

Section (1)

Self-explanatory.

Section (2)

The term “aspects of technology” means conformity factor of library means and infrastructure to technological developments.

The term “aspect of construction” means conformity factor between the infrastructure/building units and library functions.

The term “aspect of ergonomics” means work comfort factors including workplace, lighting, temperature and air quality, sound disturbances, occupational health and safety, and work habits.

The term “aspect of environment” means factor of harmony between physical conditions that include the state of natural resources and buildings.

The term “aspect of adequacy” means factor of suitability of needs.

The term “aspect of efficiency” means library means and infrastructure usefulness efficiency factor.

The term “aspect of effectiveness” means library means and infrastructure functions usefulness factor.

Article 20

Section (1)

The term “collection storage means” mean all means in the form of furniture for storing collections, including bookshelves, magazine racks, and newspaper racks.

The term “means of access to information” mean a means of library to access information in the form of computers and internet networks.

The term “library service means” mean all library service means for library users, including reading tables and chairs, and catalogue cabinets.

Section (2)

Sufficiently clear.

Section (3)

Sufficiently clear.

Section (4)

Sufficiently clear.

Article 21.

Sufficiently clear.

Article 22

Section (1)

Sufficiently clear.

Section (2)

Sufficiently clear.

Section (3)

Sufficiently clear.

Section (4)

Sufficiently clear.

Section (5)

Sufficiently clear.

Section (6)

Public facilities provided by library include parking lots, prayer rooms, and toilets.

Special facilities provided by libraries that have services for library special users in accordance with their abilities.

Section (7)

Sufficiently clear.

Article 23

Sufficiently clear.

Article 24

Section (1)

The term “open service system” means a library service system that allows every library user to search and retrieve their desired collections.

The term “closed service system” means a library service system that does not allow each user to search and retrieve their desired collections.

Section (2)

Sufficiently clear.

Article 25

Section (1)

Sufficiently clear.

Section (2)

Sufficiently clear.

Section (3)

Circulation services include on-site reading services, borrowing, and returning library collections.

Reference services include the provision of information, guidance on library use, and information retrieval.

Section (4)

Sufficiently clear.

Section (5)

Sufficiently clear.

Article 26

Section (1)

Service administration consists of rules and procedures for library collection circulation, membership, sanctions, and library statistics.

Section (2)

Sufficiently clear.

Section (3)

Sufficiently clear.

Section (4)

Sufficiently clear.

Section (5)

Sufficiently clear.

Section (6)

Sufficiently clear.

Article 27

Sufficiently clear.

Article 28

Sufficiently clear.

Article 29

Sufficiently clear.

Article 30

Sufficiently clear.

Article 31

The term “certifications” mean a series of certificate issuance activities for processes, products, or human resources that have met the required standards.

Article 32

Sufficiently clear.

Article 33

Sufficiently clear.

Article 34

Sufficiently clear.

Article 35

Sufficiently clear.



Article 36

Sufficiently clear.

Article 37

Sufficiently clear.

Article 38

Sufficiently clear.

Article 39

Sufficiently clear.

Article 40

Sufficiently clear.

Article 41

Sufficiently clear.

Article 42

Section (1)

Optimization of library resources includes library material processing and packaging, human resources placement and development, and means and infrastructure utilization.

Section (2)

Sufficiently clear.

Article 43

Sufficiently clear.

Article 44

Sufficiently clear.

Article 45

Sufficiently clear.

Article 46

Sufficiently clear.

Article 47

Sufficiently clear.

Article 48

Sufficiently clear.

Article 49

Sufficiently clear.

Article 50

Sufficiently clear.

Article 51

Sufficiently clear.

Article 52

Sufficiently clear.

Article 53

Sufficiently clear.

Article 54

Sufficiently clear.

Article 55

Sufficiently clear.

Article 56

Sufficiently clear.

Article 57

Sufficiently clear.

Article 58

Sufficiently clear.

Article 59

Sufficiently clear.

Article 60

Sufficiently clear.

Article 61

Sufficiently clear.

Article 62

Sufficiently clear.

Article 63

Sufficiently clear.

Article 64

Sufficiently clear.

Article 65

Sufficiently clear.

Article 66

Sufficiently clear.

Article 67

Sufficiently clear.

Article 68

Sufficiently clear.

Article 69

Sufficiently clear.

Article 70

Sufficiently clear.

Article 71

Sufficiently clear.

Article 72

Sufficiently clear.

Article 73

Sufficiently clear.

Article 74

The term “fostering reading culture movement” means a real effort and role model and triggers the wider community to do the same in increasing reading interest.

Communities that have succeeded in fostering reading culture movement include book writers, library organizer, and organizer of community library.

Article 75

Sufficiently clear.

Article 76

Sufficiently clear.

Article 77

The term “governmental library administrator” means National Library as a Non-Ministry Government Institution that carries out government duties in the library sector.

Article 78

Sufficiently clear.

Article 79

Sufficiently clear.

Article 80

Sufficiently clear.

Article 81

Sufficiently clear.

Article 82

Sufficiently clear.

Article 83

Sufficiently clear.

Article 84

Sufficiently clear.

Article 85

Sufficiently clear.

Article 86

Sufficiently clear.

Article 87

Section (1)

Sufficiently clear.

Section (2)

Sufficiently clear.

Section (3)

The term “other ministers” includes the Minister of Defense for libraries at Defense University, Minister of Finance for libraries at State College of Accountancy.

Article 88

Sufficiently clear.

Article 89

Sufficiently clear.