

# Kesiagaan Menghadapi Bencana di Perpustakaan Khusus, Kementerian di Jakarta = Disaster Preparedness at the Special Library, Ministry in Jakarta

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## Abstrak

Perpustakaan Khusus, Kementerian di Jakarta merupakan lembaga informasi yang tidak luput dari ancaman bencana. Pengalaman bencana seperti kebocoran, vandalisme dan lainnya membuat keamanan koleksi menjadi terancam. Untuk itu, kesiagaan menghadapi bencana merupakan suatu upaya yang harus dimiliki oleh perpustakaan khusus. Penelitian ini bertujuan untuk menganalisis kesiagaan menghadapi bencana berdasarkan lima tahap kesiagaan menghadapi bencana yang dikeluarkan oleh IFLA yaitu risk assessment, prevention, preparedness, response, dan recovery. Penelitian ini menggunakan metode kualitatif studi kasus. Pengumpulan data dilakukan melalui kegiatan observasi, wawancara dan studi dokumen. Hasil penelitian menunjukkan bahwa perpustakaan khusus telah melakukan kesiagaan menghadapi bencana sesuai standar IFLA yang meliputi tahap risk assessment, prevention, preparedness, response, dan recovery. Namun kesiagaan menghadapi bencana yang dilakukan masih dalam tahap awal. Kesadaran staf dan anggaran perpustakaan merupakan faktor utama yang harus ditingkatkan oleh perpustakaan khusus.

.....The Special Library, Ministry in Jakarta is an information institution that cannot escape the threat of disaster. Disaster experiences such as leaks, vandalism, and others make the collection's security threatened. For this reason, disaster preparedness is an effort that must be owned by a special library. This study aims to analyze disaster preparedness based on the five stages of disaster preparedness issued by IFLA, consist of risk assessment, prevention, preparedness, response, and recovery. This study uses a qualitative case study method. Data collection was carried out through observation, interviews, and document studies. The results of the study show that special libraries have carried out disaster preparedness according to IFLA standards which include the stages of risk assessment, prevention, preparedness, response, and recovery. However, disaster preparedness is still in its early stages. Awareness of library staff and budget is the main factor that must be increased by Special Libraries.