

Perancangan prosedur operasional standar pengelolaan pemberitaan berdasarkan standar keamanan informasi: Studi kasus kementerian luar negeri = The designing of the standard operating procedures for managing news based on standard of information security: A case study ministry of foreign affairs

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Abstrak

Peraturan Menteri Luar Negeri Nomor 02 Tahun 2016 tentang Organisasi dan Tata Kerja Kementerian Luar Negeri menyebutkan bahwa Pusat Teknologi Informasi dan Komunikasi Kementerian dan Perwakilan Pustekinfokom melaksanakan tugas penyusunan kebijakan teknis, pelaksanaan, pemantauan, evaluasi dan pelaporan dalam pengembangan dan pengelolaan sistem keamanan informasi dan persandian, teknologi informasi dan komunikasi, dan sistem komunikasi berita pada Kementerian Luar Negeri dan Perwakilan Republik Indonesia. Sistem komunikasi berita yang dikelola Pustekinfokom KP tidak mencakup prosedur pengamanan pada konsep berita dan penyimpanan berita yang sudah terdistribusi ke pejabat pengguna. Hal ini menimbulkan ancaman terhadap keamanan informasi berita seperti yang sudah terjadi dengan beredarnya draft berita rahasia di salah satu majalah nasional Indonesia. Berkaitan dengan hal tersebut, diperlukan suatu ketentuan baku seperti pembuatan Prosedur Operasional Standar POS pengelolaan berita. POS pengelolaan berita tersebut disusun menggunakan Soft System Methodology SSM yang telah dimodifikasi. Kebutuhan prosedur yang harus dirancang didapatkan dari hasil wawancara yang hasilnya dianalisis menggunakan thematic analysis. Penelitian ini menghasilkan 8 delapan rancangan prosedur pengelolaan berita yang terdiri dari pembuatan konsep berita, kirim berita biasa, kirim berita rahasia, terima berita biasa, terima berita rahasia, monitoring berita, pengarsipan berita, dan komunikasi darurat.

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The regulation of the Minister of Foreign Affairs number 02 year 2016 about The Organization and Working Procedures of the Foreign Ministry, said that the Center of Information and Communication Technology for Ministry and Indonesia Representative ICT Center has the functions as a technical policy formulation, implementation, monitoring, evaluation, and reporting in the development and management of information security system and encryption, the information and communication technologies, and news communication systems on the Ministry of Foreign Affairs and representatives of the Republic of Indonesia. News communication systems of ICT Center not included procedural safeguards for the concept of news and the news that already distributed to official users. This conditions poses a threat to information security as there are already happened with the release of a draft of secret news in one of Indonesia 39;s national magazine. Related to it, ICT Center required a Standard Operating Procedures SOP for news management. SOP for news management was compiled using Soft Systems Methodology SSM that have been modified. The needs of the procedure must be designed from the results of the interview results that were analyzed using the thematic analysis. This research resulted in 8 eight draft procedures for news management that consists of the creation of the concept of news, submit regular news, submit secret news, received regular news, received secret news, news monitoring, archiving, and news emergency communications.