Australian Government

KOMPAK WORKING PAPER SERIES NO.1

FRAMEWORK FOR PURSUING A SINGLE INTEGRATED VILLAGE INFORMATION SYSTEM

APRIL 2017

KOMPAK
Kolaborasi Masyarakat dan Pelayanan untuk Kesejahteraan

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The Government of Australia, through KOMPAK, has provided support for this study and publication.

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Suggestion of citation:
Satria, S. (2017). *KOMPAK Working Paper Series No.1: Framework for pursuing a single integrated village information system.* Jakarta, Indonesia: Kolaborasi Masyarakat dan Pelayanan untuk Kesejahteraan (KOMPAK).

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KOMPAK is an Australia–Indonesia Government Partnership

Managed by Abt Associates

KOMPAK Working Paper Series No.1

Framework for Pursuing a Single Integrated Village Information System

April 2017

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LIST OF ABBREVIATIONS

ADD *(Anggaran Dana Desa)* : Village Fund Budget
APBD *(Anggaran Pendapatan dan Belanja Desa)* : Village Local Budget
Bappenas *(Badan Perencanaan Pembangunan Nasional)* : National Development Planning Agency
BP2DK *(Badan Prakarsa Pemberdayaan Desa dan Kawasan)* : Village and Area Empowerment Initiative Agency
BPD *(Badan Permusyawaratan Desa)* : Village Consensus Agency
BPKP *(Badan Pengawasan Keuangan dan Pembangunan)* : Financial and Development Monitoring Agency
BPS *(Badan Pusat Statistik)* : National Statistics Agency
HR : Human Resources
ICT : Information and Communications Technology
IDM : Village Development Index [Ministry of Village, Development of Disadvantaged Regions, and Transmigration]
IPD *(Indeks Pembangunan Desa)* : Village Development Index [Bappenas]
KemendesaPDTT *(Kementerian Desa Pembangunan Daerah Tertinggal dan Transmigrasi)* : Ministry of Village, Development of Disadvantaged Regions, and Transmigration
KK *(Kartu Keluarga)* : Family Card
KSP *(Kantor Sekretariat Kepresidenan)* : President Chief of Staff Office
KTP *(Kartu Tanda Penduduk)* : Identity Card
MoHA : Ministry of Home Affairs
NIK *(Nomor Induk Kependudukan)* : National Identity Number
Podes BPS *(Potensi Desa Badan Pusat Statistik)* : National Statistics Agency Village Potential
SAID *(Sistem Administrasi dan Informasi Desa)* : Village Administration and Information System
SAIK *(Sistem Administrasi dan Informasi Kampung)* : Village Administration and Information System
SDA *(Sumber Daya Alam)* : Natural Resources
SEPAKAT : Integrated System for Planning, Budgeting, Analysis, and Poverty Evaluation
SID *(Sistem Informasi Desa)* : Village Information System
SIDEKA *(Sistem Informasi Desa dan Kawasan)* : Village and Area Information System
SIDEKEM *(Sistem Informasi Desa dan Kawasan Pemalang)* : Pemalang Village and Area Information System
SIKD (Sistem Informasi Keuangan Daerah) : Regional Financial Information System
Siskeudes *(Sistem Keuangan Desa)* : Village Financial System
SIAK *(Sistem Informasi Administrasi dan Kependudukan)* : Administration and Population Information System
SLRT *(Sistem Layanan dan Rujukan Terpadu)* : Integrated Service and Referral System

1. ABSTRACT

Law Number 6 of 2014, the Village Law, mandated that local governments develop a village information system and develop village areas. A village information system includes key village data on population chararactistcis, development, land area, finances and other information necessary for governance and reporting. The data is managed by the village government, and may be accessed by the villagers and all stakeholders.

A village data and information system already exists under the structure of the Government of Indonesia. However, the village apparatus currently records and manages data in many books, including information on the government in general, village finances, activity of the Village Consensus Agency (BDP), civil institutions, and village profiles. Thousands of villages are solely using handwritten books, because they do not have electricity or are lacking computer skills.

With increasing funds flowing into villages – approximately IDR 100 trillion for over 74,000 villages in 2017 –villages require valid and easy to obtain data. Village governance could benefit from greater use of information technology in conducting planning, accountability, transparency, and public services provided by village governments. Improved access and open information will drive public engagement in cooperation, self-help, and participatory monitoring. The government also requires regular reporting on the outcome and implementation of the Village Law, as well as the progress of village development, which is measured by basic service variables, facility and infrastructure availability, and accessibility.

We need to differentiate the village information system managed by the village government from the monitoring and evaluation systems established by many ministries and supra-village organisation (*Lembaga Supra Desa*), which collects various data and information on the village and the villagers. The village monitoring and evaluation instruments are Village and Sub-District Profile (Prodeskel) from the Ministry of Home Affairs; the National Statistics Agency Village Potential (PODES BPS); Village Development Index (IDM) from the Ministry of Villages, Development of Disadvantaged Regions, and Transmigration (Kemendesa PDTT); and other sectoral monitoring. Data and information collected by these instruments in general should be kept separate from the village information system and not used by village government for operational decisions and development planning.

The development of the village information system by village government should align with the development of village government facilities and capacity, and be used by the village for planning, accountability, transparency, and establishing public services. In addition, the village information system managed by the village should fulfil one of the goals supra-village government institutions which is to monitor and evaluate the development of the village. The main need of the village itself is data and information to facilitate governance and the work of the village apparatus, and to facilitate access to data and information for villagers.

To fulfil the monitoring needs of supra desa stakeholders, it is important for the village that there is supra simple procedure to esatablish a sharing agreement on data necessary for cross-sectoral needs. For example, basic statistical data should only require a form to be completed once in the village, and this data would later be used by many parties (one data vision).

Therefore, the village information system development vision that will be implemented by the government should insure that:

1. The village information system can be used by the village to establish and strengthen village governance processes including: managing finances, improving public services, and providing accountability of the village development outcomes and public services.

2. The village information system can be used by the supra desa government to monitor and evaluate the implementation of the Village Law, providing the district and villages the freedom to determine the data that is necessary to establish and meet minimum service standards.

3. A strategy is in place that addresses the varied capability of villages to provide data and information that is of an acceptable quality.

2. VILLAGE INFORMATION SYSTEM POLICY FRAMEWORK

In accordance with Article 72 of the Village Law, the Village Fund should be allocated using a formula that takes into account number of villages, population, poverty, area, and level of village geographical difficulty. Geographical difficulty is measured by an index that is based on a number of variables, including education (4 variables), health (8 variables), infrastructure/economic condition (8 variables), and village Accessibility/ Transport Factors (8 variables). ADD, as the village's source of income directly from the local government budget (ABPD), should also be divided considering the same variables. This explains why improving access and extending basic services have become the main agenda of the National Medium-Term Development Plan 2015–2019. Having accurate and reliable data on the twenty-eight variables in the index, along with the population and poverty data, necessitate a village information system that is able to collect and securely maintain data that can be updated and accessed regularly.

Before the Village Law was enacted, the village information system had been regulated by the Regulation of Minister of Home Affairs, Number 47 of 2002, which was replaced by the Regulation of Minister of Home Affairs Number 32 of 2006 for Guideline for Village Administration, which was subsequently replaced by the Regulation of Minister of Home Affairs Number 47 of 2016. In accordance with the respective regulation, the data and information management in the village included general government data, population data, village finance, development data, BPD activity, community organisation data, and village profiles.

In part because of past regulations, the mandate to develop the village information system in the Village Law has already been occurring. The village information system should incorporate data and other information often characterized and stored by traditional manual processes into a mechanized system that utilizes advanced information and communication technologies (ICT).

Furthermore, there are many regulations that will guilde and become the foundation of the village monitoring and data collection in the supra-village organisation. These include: Regulation of Minister of Home Affairs Number 12 of 2007 on guidelines for the development and use of the Village and Urban Village Profile, Regulation of Minister of Home Affairs Number 81 of 2016 on Village Development Evaluation, Regulation of Minister of Village on IDM, other related regulations on PODES BPS, and regulations from technical ministries/organisations that request data and reports from the village.

Support for the development and use of data and information systems from national and local government and from development partners should stress the importance of data quality and availability. Data quality availability and usage can benefit all levels of government administration. For example, the benefits of a social protection program will not be maximised if the target data is inaccurate, or if there is not a monitoring system in place to evaluate the extent to which the program contributed to improvements for the people it was designed to serve.

3. VILLAGE INFORMATION SYSTEM DEVELOPMENT OBJECTIVES

Based on the previous description, the development of the village information system should have the following objectives:

1) **Support service administration, practical and efficient reporting:** a system for data and information management should support service administration, provide a practical and efficient system to facilitate the work of the village government. For example, the village information system could facilitate more efficient and accurate financial and other reports.

2) **Promote transparency and accountability:** Quality data and access to information will promote transparency and accountability, the basic pillars of good governance, which become increasingly important as more funds become allocated to the village. The information system should be designed so the public has access to information and require the village government to be accountable horizontally to the village and vertically to the sub-district and district.

3) **Generate planning and evidence-based budgeting:** Quality and up-to-date information and data will strenthen budget planning and evidence-based budgeting. The village information system should allow for real time monitoring of village challenges and successes and provide accurate input for planning and budgeting for village-level and supra-village programs. Social protection will not be maximised if the target data is inaccurate because data is not updated regularly.

4) **Facilitate improved monitoring and evaluation:** The village information system will also strengthen monitoring and evaluation efforts by local government by making it easier to document and understand budget allocations, realizations and outcomes. Monitoring and evaluation should not be confined to the village government. It should be open to villagers, supra-village institutions and other interested parties.

In line with the described objectives, critical information and data that need to be available in the village information system are discussed in Table 1.

Table 1. Recommended Types of Information/Data in the Village Information System

Civil	Conditions and changes: list of villagers, birth registration, marriage, divorce, death, education level, ownership of legal identity, and occupation.
Education	The special conditions of school-aged children's education – including schooling, non-schooling, and drop-out status – are disaggregated by gender.
Health	Data and information on outbreaks, endemic diseases, pregnant women and maternity/prenatal/postnatal regular check-ups, toddlers and nutritional status, and maternal and infant mortality rates. Also includes information on village-level facilities and health personnel.
Condition of Basic Facilities and Infrastructure	Housing, clean water, and sanitation; describes the housing situation according to environmental health, including access to clean water and sanitation facilities.
Poverty and Vulnerability	Identification of households based on socioeconomic status, particularly poor and vulnerable households, including women as head of the family, and/or disability, as well as beneficiaries of social protection programs.
Development	Planning: data on medium-term development plan, annual plan; the result of development activities, and project inventory.
Village Finance	Village budget data, budget spending, and capital share by the village.
Village Asset	The list of assets and changes of assets in the village, the conditions, the status of tenure, and physical and non-physical infrastructure (e.g. equity participation).
Civil Organisation	Describes the community organisations that exist in the village and its activities.
Community Economy Activities	Describes the types of community occupation, agricultural activities, industry, and trade, including land ownership.
Village Area Information	Area of infrastructure, land use, and environment.

Source: Analysis of KOMPAK

4. AVAILABLE DATA SYSTEMS AND VILLAGE INFORMATION

4.1. Village Information System Managed by the Village

The viilage information system is information managed by the village, specific to the village that includes data on: general government, population, finance, development, BPD activity, community organization, and village profiles. This system is managed by the village, either manually by using books, or by using computers. Appendix I indicates where an ICT-based village information system would sit in relation to the national system, and the village data instruments that are available.

Table 2. Available Village Information Systems

NAME	USE	CONTENT	DEVELOPMENT INSTITUTION
(Guideline for) Village Administration	Source of data and Information for the establishment of village government, development implementation, civil education, and public empowerment (manual)	General government data, population data, development data, finance, BPD activity, community organisation, and village profiles	Ministry of Home Affairs (Regulation of Ministry of Home Affairs Number 47 of 2016; previously Regulation of Ministry of Home Affairs Number 32 of 2006)
SAID/SAIK	General services	Civic data	Program donor
Village and Area Information System (SIDEKA)	Village site, population data management, village potential, and planning	Population data, budget, social economy, village asset, and village map	BP2DK, President Chief of Staff office, Ministry of Communication and Informatics
Community-Based Village Information System	Public service, village sites, blog, forum, and village planning	Population, asset, and sector data; may be improved with other data	Combined resource institution
SIDEKEM (Village and Area Information System)	General service, village website	Population data	Local Government of Pemalang

Source: KOMPAK Analysis

4.2. Village Monitoring (Development/Conditions) System/ Instrument and Population

This is a system/series of instruments that were initiated by various ministries and supra-village institutions to collect various data and information about villages and populations. These instruments include Village Profiles and Kelurahan (Prodeskel) – Kemendagri, PODES BPS, Village Development Index (IDM) – PDTT village, IPD–SEPAKAT–Bappenas, Administration and Population Information System (SIAK) – Ministry of Home Affairs, and monitoring from the sector. The data and information collected by these instruments are generally not retained and used by the village itself in village government operations and development planning.

It is clear that many requests and demands are coming from various parties and these often overlap; while the villagers generally feel less clear about the extent of how the data is used and what the mutual benefits are for the village. A clearer understanding of what data is needed by whom and why and how it can be most efficiently obtained, secured and accessed is needed.

Table 3. Collection of Village and Population Data

NAME	SYSTEM LOCATION/ POSITION	USE	CONTENT	DEVELOPMENT INSTITUTION
Village Profile and Kelurahan (Prodeskel)	Bina Pemdes, Ministry of Home Affairs	Planning and evaluation of the implementation, government performance, development, and society	Family data, natural resources potential, human resources, institutional, infrastructure, developments and problems	Kemendagri (Permendagri 12/2007, will be revised)
PODES BPS	BPS	Distribution of village funds, development planning etc.	Data related to infrastructure, health, education, natural resources, accessibility, disasters, & village institutions	BPS (Government Regulation No. 51/1999 on Governance on Statistics)
Village Development Index (IDM) — based on PODES BPS data	District/City	Measuring village progress, prioritising development by villages	Data on education, health, infrastructure (economy, energy, clean water and sanitation, communication & information), accessibility, & environment	Ministry of Village, Development of Disadvantaged Regions, and Transmigration (using PODES BPS data)
Village Development Index (IPD)	District/City, Bappenas	Dashboard and analysis tools for planning and budgeting	Data and indicators of poverty, village development index	Bappenas (Using PODES BPS data)
SEPAKAT	District/City, Bappenas	Dashboard and analysis tools for planning and budgeting	Data and indicators of poverty, Village Development Index	Bappenas
Sub-District Dashboard	Sub-district	Monitoring the condition of village basic services by sub-district	Data on education, health, population, legal identity, output of village funds	KOMPAK – Bappenas

Source: KOMPAK Analysis

4.3. Special System or Application

In addition to village information systems, there are several specialized systems or applications that are used cross-sectorially by different government institutions.

Table 4. Special Systems or Applications in Government Administration

NAME	SYSTEM LOCATION	USE	CONTENT	DEVELOPMENT INSTITUTION
Village Financial System (Siskeudes)	Ministry of Finance, Regency	Management of finance and budget in the village	Village income, APBDes, equity capital, asset	Financial and Development Monitoring Agency (BPKP)
Integrated Service and Referral System (SLRT)	Ministry of Social Affairs	Distribution of village funds, development planning	Data related to infrastructure, health, education, natural resources, disaster access, & village institutions	BPS (PP 51/1999 on the Implementation of Statistics)
Administration and Population Information System (SIAK)	Ministry of Home Affairs	Population data collection and civil registration	National Identity Number (NIK), Family Card (KK), Identity Card (KTP), Birth Certificate, Death Certificate, Marriage Certificate etc.	D.G. of Civil Registry, Ministry of Home Affairs

Source: KOMPAK Analysis

From these three tables, it can be seen that some systems relate to each other. Firstly, different systems have the same type of information and data. Secondly, information in a system can hypothetically be used by other related systems. As an example, the information and data posted on SEPAKAT (an integrated system for planning, budgeting analysis and poverty evaluation) and the sub-district dashboard comes from the village information system and the basic service unit. Instead, a village can see the condition of its neighbouring village or the overall condition of the sub-district and the district from the sub-district and district dashboards.

Ideally it is expected that these systems can be connected, but there are some challenges to achieving it, namely:

- Ensuring consistency and coherence of data types, including operational definitions and naming conventions.
- Differences in information technology systems, which have challenged data sharing.
- Coordination and willingness to streamline data collection and to share data between managers and owners of information systems.

Appendix II shows where Siskeudes sits in relation to the Regional Financial Information System (SIKD).

5. DEVELOPMENT PRINCIPLES OF VILLAGE INFORMATION SYSTEM

From the above description, the following nine principles of village information system development are proposed:

Table 5. Nine Principles of Village Information System Development

Start From What the Village Has	Begin with mapping existing village information systems and the village potential that can support the implementation and development of the village information system in that village.
Minimum Generic Information/Data	All villages collect and manage the same minimum generic data. Outside of the minimum generic list, villages may be able to manage information and other data in accordance with their perceived authority, such as tourism potential.
Platform-Based, Easy to Further Develop the System	The village information system and specific field applications should be based on the same platform, so the village can improve it easily. The platform-based system should be easy to be further developed in terms of information technology.
Village Information System Becomes Part of the Routine	Make sure that data is updated regularly or in real-time, and the staff member responsible is a permanent worker.
Sustainability and Replication Need for data is continuous and constant.	Need for data is continuous and constant. The development of a village information system is accompanied by local and village commitments to ensure sustainability. Supra village support (including KOMPAK) in the form of pilot and small-scale programs should be based on the regional commitment to replicate it.
Easy to Manage and Access	The system is developed in accordance with the capacity and resources of the village. The system also needs to be designed in such a way that it can be accessed easily by the public.
The Use of ICT Adds Value	If an ICT application is applied, it should not be merely a change from notebook or typewriter into a computer spreadsheet/file, but it should be how ICT add value compared to traditional manual village information system. For example, the system is designed to be open to allow electronic interconnection without forgetting the existence of confidential or private data security.
One Entry	To adhere to the principle of open data, coupled with security systems and personal data protection.
User Friendly	Developed gradually by taking into account the capacity of the village apparatus and information-user communities.

Source: KOMPAK Analysis

6. SUPPORT FOR THE DEVELOPMENT OF THE VILLAGE INFORMATION SYSTEM

The development of the village information system is mainly the responsibility of the local government. To accelerate the development and ensure the village information system fulfils the most critical data needs of the village and the monitoring and evaluation needs of the supra desa, the government and development counterparts will also provide support. This support needs to be established in a consolidated manner, because the government should have a single voice for indicating the data that is required and the kind of system that should be developed.

The existence of many information systems, as discussed previously, highlights the support that could be provided by a development partner such as KOMPAK. KOMPAK support should strengthen and consolidate the existing information systems, or those that are currently built, because KOMPAK believes it is also the intention of the government. KOMPAK will not develop a purely new village information system.

Because the main agenda of the National Medium-Term Development Plan 2015–2019 is to upgrade access and extend basic services, KOMPAK's support will focus on the village information system. This supports the planning and monitoring of the improvements to access and the extension of basic service coverage, as well as contributing to implentating the Law on Village.

KOMPAK intends to support a model test for how village data and information (including civil registry, village profile, village potential, project, budget allocation, and budget realisation) can be better managed and used. The expectation is that the community will be engaged more effectively and make the village government more responsible in establishing the village developments and basic services. The model focuses on ensuring that the Village Fund will be well spent to improve access to basic services, which are of good quality, for poor and vulnerable people.

KOMPAK's support strategies for the development of the village information system are:

1. Policy consolidation facilities for the village information and monitoring system. KOMPAK will develop a strong policy framework for consolidating the village information and monitoring system.

2. Support for the development of the village information system in the local government. This includes the village information system and village financial management system.

KOMPAK will facilitate a pilot implementation of the system in a couple of selected villages in each sub-district/district location. The focus of KOMPAK support, as mentioned previously, includes: supporting service facilitation, administration, and reporting, specifically related to village budget spending; encouraging accountability and transparency, by focusing on the management of the village budget; and evidence-based planning and budgeting.

The form of support may include:

a) Input for system planning and development.
b) Integration of the management of the village information system to the village government through village regulations, personnel appointment, and funding using the village budget.
c) Capacity building, including:
    i. Training the village government apparatus and the team that has been established to develop the village information system, including training on collecting data, data validation, data updates, and data use for village planning and budgeting.
    ii. Training the management technician (operator) to operate the system.
    iii. On-the-job training.
d) Support for good practices of transparency and accountability with regard to budget management.

3. Improving community engagement in data use for transparency and accountability.

4. Capacity building for the sub-district and district, along with system replication.

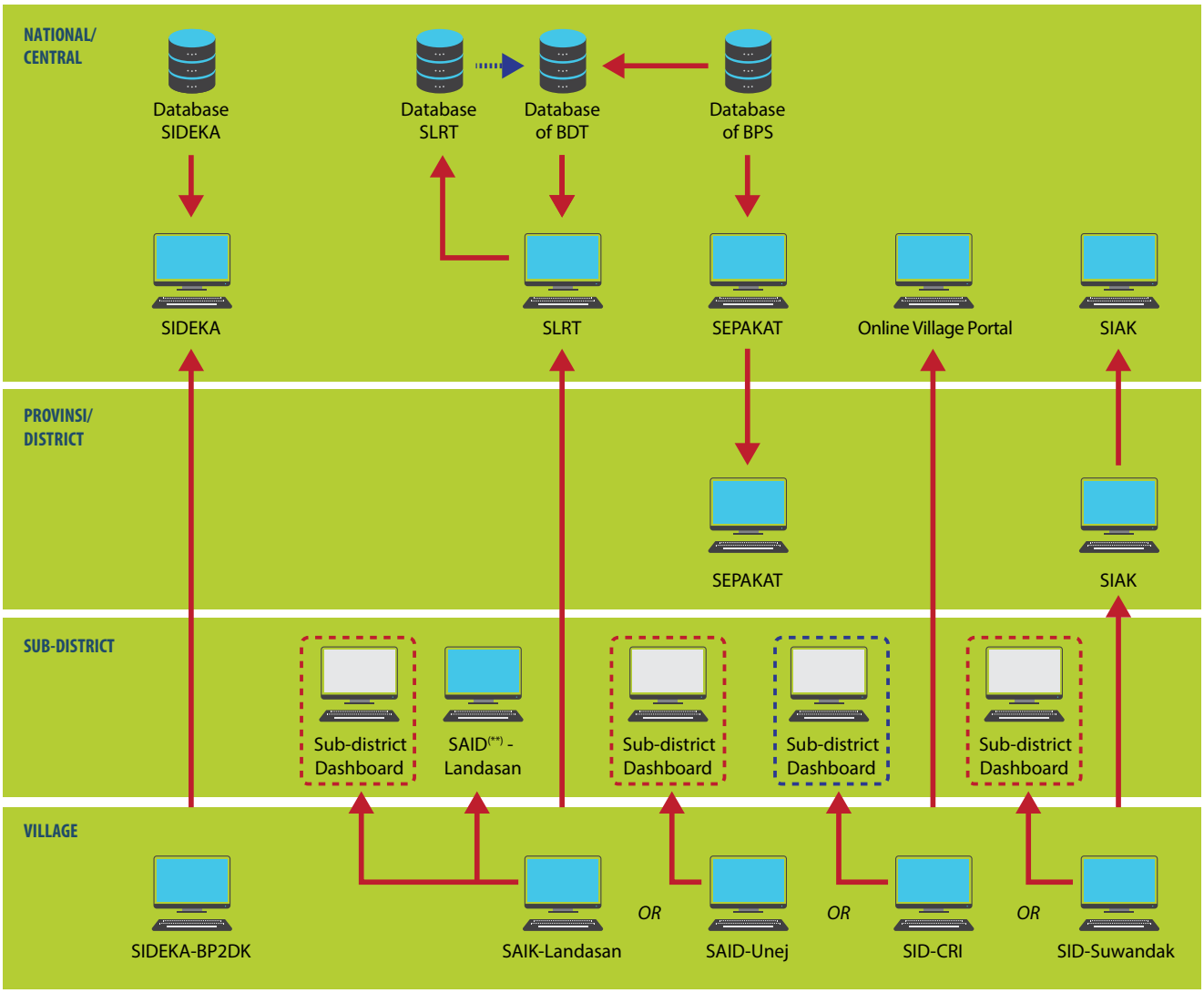
Pursuant to the Village Law, the district government has a role in developing the village information system. Government and KOMPAK support in this regard includes:

a) Local regulation drafting facility on the village information system.
b) Planning, supervising, and joint evaluation of the development of the village information system.
c) Technical support for the planning and implementation of village information system replication for the entire village in the district.
d) Sub-district capacity building in the form of guidance, monitoring, and coordination of the implementation of the Village Law implementation for village data usage in the sub-district dashboard.

APPENDICES

Appendix I: ICT-Based Village Information System that Has Been Developed

VILLAGE INFORMATION SYSTEM MAP IN THE NATIONAL INFORMATION SYSTEM ENVIRONMENT

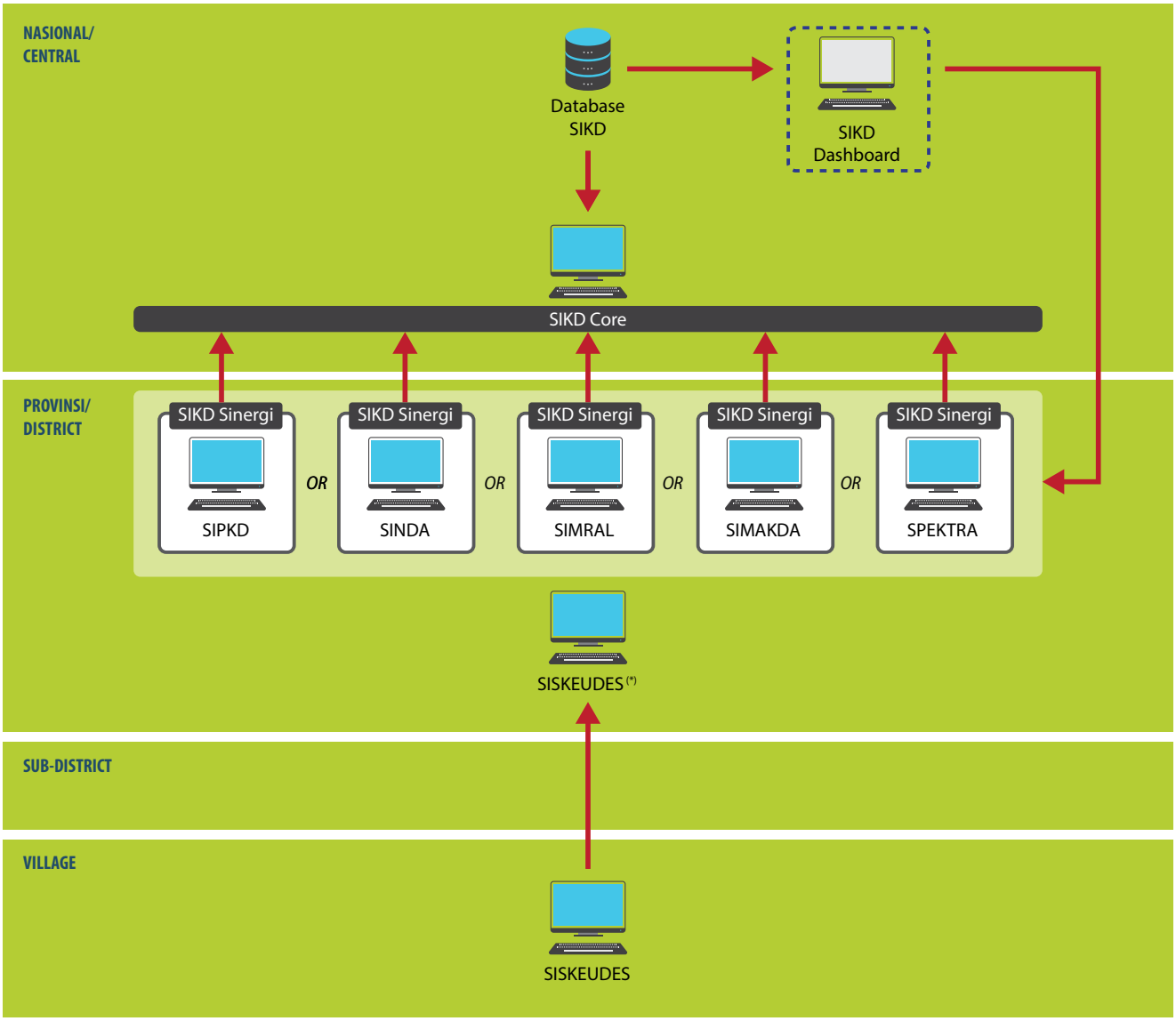


SLRT (Sistem Layanan dan Rujukan Terpadu) = Tools for updating poverty data
SEPAKAT (Sistem Perencanaan, Penganggaran, Pemantauan, Evaluasi dan Analisis Kemiskinan Terpadu) = Tools for planning
SIAK (Sistem Informasi dan Administrasi Kependudukan) = Population System (by name by address)
Portal Desa Online = Village website under MoV domain
SAIK-Landasan (Sistem Administrasi dan Informasi Kampung) = Village Information System developed by Mitra Turatea
SAID-Unej (Sistem Administrasi dan Informasi Desa) = Village Information System developed by Universitas Jember
SID-CRI (Sistem Informasi Desa) = Village Information System developed by Combine Resource Institute
SID-Suwandak (Sistem Informasi Desa) = Village Information System developed by local developer
SIDEKA = Sistem Informasi Desa dan Kawasan

= *On Progress* = *On Plan*

Appendix II: ICT-Based Village Financial System Application that Has Been Developed

FINANCIAL INFORMATION SYSTEM



SIKD (Sistem Informasi Keuangan Daerah) Core = National Level SIKD
SIKD (Sistem Informasi Keuangan Daerah) Sinergi = Application to send some report to SIKD Core
SIPKD (Sistem Informasi Pengelolaan Keuangan Daerah) = Province/District Level SIKD developed by MoHA
SIMDA (Sistem Informasi Manajemen Daerah) = Province/District Level SIKD developed by BPKP
SIMRAL (Sistem Informasi Manajemen Perencanaan, Penganggaran dan Pelaporan) = Province/District Level SIKD developed by BPPT
SIMAKDA (Sistem Informasi Manajemen Keuangan Daerah) = Province/District Level SIKD developed by individual (Feby)
SPEKTRA = Province/District Level SIKD developed by PT. MSM
SISKEUDES (Sistem Keuangan Desa) = Sistem Informasi Keuangan Desa
SISKEUDES (*) = Aggregated Data SISKEUDES

= *On Plan*

LIST OF REFERENCES

Village Law Number 6 of 2014

Decree of Minister of Home Affairs Number 47 of 2002 on Guideline for Village Administration

Regulation of Minister of Home Affairs Number 32 of 2006 on Guideline for Village Administration

Regulation of Minister of Home Affairs Number 47 of 2016 on Village Government Administration

Regulation of Minister of Home Affairs Number 12 of 2007 on Village Profile

Regulation of Minister of Home Affairs Number 81 of 2016 on Village Development Evaluation

Government Regulation No. 51/1999 on Governance on Statistics

This paper is developed to offer the perspective and framework of KOMPAK in developing the village information system that adheres to the mandate of the Village Law, which makes the Local Government responsible for the development of the system. The paper describes the village information system and village monitoring system in the context of many related regulations and authorities, as well as the needs of many village stakeholders and village areas for information and data. This paper is an input for stakeholders and village development policy authorities to pursue integrated policy to support the creation of a single village information system.

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