

ABSTRAK

Dinas Kearsipan Provinsi Sumatera Selatan sebagai Lembaga Kearsipan Daerah (LKD) masih melakukan penilaian kelayakan pemusnahan arsip inaktif secara manual sehingga prosesnya kurang efisien dan berpotensi menimbulkan subjektivitas. Penelitian ini bertujuan membangun sistem pendukung keputusan berbasis website menggunakan metode *Technique for Order Preference by Similarity to Ideal Solution* (TOPSIS) untuk membantu menentukan kelayakan pemusnahan arsip secara objektif. Penilaian dilakukan berdasarkan tiga kriteria, yaitu nilai guna arsip, kondisi arsip, dan frekuensi penggunaan arsip. Sistem dikembangkan menggunakan metode *Waterfall* dan diuji menggunakan *Black Box Testing*. Hasil pengujian menunjukkan seluruh fungsi sistem berjalan dengan baik. Hasil perhitungan TOPSIS menunjukkan bahwa alternatif Konfirmasi Status Lahan PT. Medco EP memperoleh nilai preferensi tertinggi sebesar 0,6941 dan berada pada peringkat pertama, sedangkan alternatif (SPMU) Aparatur Daerah, Belanja Administrasi Umum, Belanja Barang dan Jasa, Biaya Alat Tulis memperoleh nilai preferensi terendah sebesar 0,1878. Hasil penelitian menunjukkan bahwa sistem mampu membantu proses penilaian kelayakan pemusnahan arsip secara lebih cepat, objektif, dan terstruktur sebagai rekomendasi bagi pengambil keputusan.

Kata Kunci: Sistem Pendukung Keputusan, TOPSIS, Arsip Inaktif, Pemusnahan Arsip, *Website*.

ABSTRACT

The South Sumatra Provincial Archives Office, as the Regional Archives Agency (LKD), still conducts assessments of the suitability for destruction of inactive records manually, making the process inefficient and potentially subject to bias. This study aims to develop a web-based decision support system using the Technique for Order Preference by Similarity to Ideal Solution (TOPSIS) method to help objectively determine the suitability of records for destruction. The assessment is based on three criteria: the utility value of the records, the condition of the records, and the frequency of use of the records. The system was developed using the Waterfall method and tested using Black Box Testing. Test results show that all system functions operate properly. The TOPSIS calculation results indicate that the "PT. Medco EP Land Status Confirmation" alternative received the highest preference score of 0.6941 and ranked first, while the alternatives "Local Government Apparatus (SPMU)," "General Administrative Expenditures," "Goods and Services Expenditures," and "Stationery Costs" received the lowest preference score of 0.1878. The research results indicate that the system is capable of facilitating the process of assessing the feasibility of record destruction more quickly, objectively, and in a structured manner, thereby serving as a recommendation for decision-makers.

Keywords: Decision Support System, TOPSIS, Inactive Records, Record Disposal, Website.