

## Declaration of Complete Land Registration in Buleleng Regency

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ARTICLE INFO	ABSTRACT
<p><b>Keywords:</b>                      Accelerated land registration, complete Land Registration, complete urban village.</p> <p><b>Date log:</b>                      Received: August 19, 2022                      Reviewed: August 30, 2022                      Accepted: November 26, 2022                      Published: November 30, 2022</p> <p><b>To cite this article:</b>                      Sumarta, P.Y.E., Nurasa, A., Dewi, A.R. (2022). Declaration of Complete Land Registration in Buleleng Regency. <i>Marcapada: Jurnal Kebijakan Pertanahan</i>, 2(1), 43-63. DOI: <a href="https://doi.org/10.31292/mj.v2i1.26">https://doi.org/10.31292/mj.v2i1.26</a></p>	<p>Accelerating land registration with Complete Systematic Land Registration (CSLR) is one of the agendas set by the Ministry of Agrarian Affairs and Spatial Planning/National Land Agency. Buleleng Regency as the most extensive district in Bali Province has a heavy burden in the implementation of CSLR. This is exacerbated by the absence of the archive of the Land Book (LB) and the old Measurement Letter (ML), which are the certificate issued before 1999, due to the burning of the Buleleng Regency Land Office building. The process of digitizing land data is experiencing obstacles. The descriptive method with a qualitative approach is used to explore strategies to improve the quality of digital data and land information to realize complete sub-districts/villages in Buleleng Regency. Some of the strategies pursued by the Buleleng Regency Land Office include 1) forming a complete sub-district development acceleration team; 2) socialization and coordination with the Buleleng Regency Government; 3) collaborating with Ganesha Education University in the use of students in textual validation of LB and ML as well as uploading the results of LB and ML scans; and 4) preparing the planning and implementation stages by the complete sub-district declaration acceleration team. Buleleng Regency Land Office has declared five complete sub-districts to have some impact on Buleleng Regency Land Office, Buleleng Regency Government, and the community, which in this case as holders of land rights certificates.</p>

### A. Introduction

The implementation of land registration is one of the focuses of President Joko Widodo's Government in the second period as an alternative to suppressing the many conflicts and land disputes in Indonesia. Land registration aims to provide guarantees of legal certainty and legal protection of the subject and object of land rights with the issuance of land rights certificates. Accelerating land registration with Complete Systematic Land Registration (CSLR) is one of the agendas set by the Ministry of Agrarian Affairs and Spatial Planning/National Land Agency. The purpose of CSLR is to help accelerate ownership of land rights by all communities in Indonesian territory, so that it is expected that by 2025, all Indonesian citizens can have a certificate of land rights they own.

The CSLR target in 2017 is 5 million certificates, 2018 is implemented for 7.5 million certificates, 2019 is 9 million certificates, and 2020 the target land plots that must be certified as 10 million plots throughout Indonesia, but because of the constraints of the Covid-19 pandemic, it has not been

implemented according to the target. For 4 years the implementation of CSLR is expected to achieve a complete map from the village/sub-district area to the complete city/district. The head of the land office can carry out a complete city/district declaration by making a proposed minutes and subsequently verified and validated by the Directorate General of Land and Spatial Survey and Mapping, Directorate General of Right Establishment and Land Registration of the Ministry of Agrarian Affairs and Spatial Planning/National Land Agency, and determined by the Head of the Center for Land Data and Information, Spatial Planning, and Sustainable Food Agriculture Land. Land registration in a village/sub-district area that is gradually complete is expected to be able to actualize *one map policy* in Indonesia.

Complete cities/regencies based on complete villages/sub-districts can be implemented if the number of registered lands is above 80% and unregistered land plots are spread sporadically. The meaning of the word "complete" can be seen from two aspects, which are from both physical and juridical aspects. The complete city/district aims to build registered land plot data that is mapped to the quality of KW1 where spatial data and textual data must be able to *link-up*. Spatial data and textual data were obtained from each land area registered through systematic and sporadic land registration. The results of the registration can be divided into two, which are archival documents stored in land offices and published certificates held by the landowning community. Documents stored in the land office consist of Measurement Letters (ML), Measurement Images (MI), Land Books (LB), Letters, and other things that support the issuance of certificates.

Buleleng Regency with an area of 1,365.88 km<sup>2</sup>, administratively divided into 19 sub-districts and 129 villages (Bali Department of Public Works Office 2021). Buleleng Regency Land Office has a heavy burden since it has the most area and number of sub-districts/villages compared to other districts in Bali. The target CSLR of the Buleleng Regency Land Office from 2017 is 36,902 plots, in 2018 with 60,250 plots, in 2019 with 35,000 plots, and in 2020 with 4,000 plots (Kantah Buleleng, 2021). Buleleng Regency Land Office needs to develop appropriate measures in implementing CSLR as well as to improve the quality of digital data and land information in both juridical data and physical data of land title certificates. Digitization of physical data (Measurement Letters) and juridical data (Land Books) needs to be prepared because it affects the quality of electronic ready data to accelerate the process of declaration of complete village/sub-district maps. It's just that in the process of digitizing land data, there were obstacles due to the absence of the old Land Book and Measurement Letter archives, which are for certificates issued before 1999, due to the burning of office buildings at that time.

Research related to CSLR and the Complete City has been carried out by, among others, Clementine (2017), Indyanto (2018), Fauziah (2018), Marryanti, S. & Purbawa, Y. (2018), Kastika (2019), Rahmawati (2019), Rachma, Y (2019), Cahyono, Nugroho, and Dewi (2020), Handono (2020), and Bandhono and Purba (2021), which generally examine strategies and stages related to CSLR success and complete village/village achievement. This research has similarities with previous studies but emphasizes the steps implemented to achieve a complete declaration of sub-district in the Buleleng

Regency Land Office which has more specific constraints related to the absence of physical archives of Measurement Letters, Land Books, Measurement Figures, and other Letters.

## **A. Research Methods**

This research uses descriptive qualitative approach method. Descriptive research to describe processes or events that take place in the present by collecting data or information on the status, symptoms, or facts that exist according to the actual situation (Suharsimi, 2002, Suryana, 2010, Moleong, 2014), which is by describing the implementation stages and obstacles faced to achieve a complete declaration of sub-district in Buleleng Regency Land Office. The qualitative descriptive research method is used in this study to photograph, understand, and describe systematically, factually, and accurately, and analyze the steps to achieve a complete declaration of sub-district in Buleleng Regency Land Office naturalistically without manipulation.

Data sources are used to obtain data to describe the unit of analysis (Ihalauw 2003). The analysis unit is the unit studied which can be in the form of individual, group, or social settings such as individual or group activities as research subjects (Hamidi, 2005). The unit of analysis in this paper is the implementation of the strategy used to achieve a complete declaration of sub-district in Buleleng Regency Land Office, especially with regard to the absence of land documents issued before 1999 due to the Buleleng Land Office building fire.

Furthermore, the data in this study were collected through two types of data, which are primary and secondary data. This primary data was obtained from the results of interviews with informants, including: Head of the Land Office, Head of the Survey and Mapping Section, Head of the Rights and Registration Section, and Ministry of Marine Affairs and Fisheries Administrator Officer. The primary data taken in this study are:

1. Conditions of land registration data post-fire in 1999 in Buleleng Regency Land Office;
2. The role of other parties involved in the complete implementation of the sub-district;
3. The role of HR Buleleng Regency Land Office in the implementation of complete sub-districts;
4. Support of the devices used (hardware and software);
5. Mechanism of implementing a complete declaration of sub-district in Buleleng Regency Land Office against documents affected by the fire;
6. Progress in the implementation of the complete sub-district declaration in Buleleng Regency Land Office.

While the secondary data in this study include:

1. Registration Map (in the form of area, form, and plot location);
2. Land Book (land rights number, type of land rights and field identification number);
3. Measurement Letter (ML number, area, field identification number, and the plots);
4. Measurement Figure (plot location and the name of the owner);
5. Quality of land plots in the Ministry of Marine Affairs and Fisheries.

The existing data is analyzed in three stages, which: data reduction, data presentation, and concluding data. Data reduction is the process of focusing and extracting raw data into meaningful information. In summary, choosing the main things and focusing on the important things in the problems discussed to get a clear picture of the complete urban development strategy in Buleleng Regency Land Office. Data presentation is organizing and presenting data in the form of narratives, tables, or other forms that are the results of interviews and secondary data related to the development of complete sub-districts in Buleleng Regency Land Office. Furthermore, the data is concluded by taking the essence of the data presentation that has been organized in the form of short and dense statement sentences, but contains a broad understanding of the strategy in achieving a complete sub-district declaration despite the loss of land documents after the land office fire in 1999.

### **B. Achievement of Complete Sub-district Declaration Post-Fire of Buleleng Regency Land Office**

In 1999 there was a fire at the Buleleng Regency Land Office, causing all land data archives and office buildings to burn down, so that after that event, the building of the Buleleng Land Office was rebuilt into a new building as it is today.

In relation to land archives that were burned before in 1999, there are regulations on the service of burned land archives, namely in the Regulation of the Head of National Land Agency of Republic of Indonesia Number 6 of 2010 concerning Disaster Management and the Return of Community Rights to Land Assets in Disaster Areas. Article 18 of the regulation explains that in the event that the land archive at the land office is damaged or destroyed and the certificate is still in the holder of the right, the making of land books and temporary replacement letters of measurement is carried out with the following requirements:

1. The rightsholder fills in the data recovery request;
2. The right holder makes a declaration of physical control of the land and does not dispute;
3. Rights holders make a declaration of land ownership and land history;
4. Searching for data or references that can be used as references from relevant agencies;
5. Conducting research on certificates that still exist in the community are then stated in the minutes of the research for certificates that still exist in the community which are then stated in the Minutes of Research Certificate for the replacement of land books and measuring letters or pictures of the situation signed by the authorized official and known by the head of the office;
6. Based on the minutes as referred to in letter e, the endorsement of a *photocopy* of the land book and measuring certificate or a temporary replacement situation drawing signed by the head of the office or temporary official is then carried out.

Buleleng Regency Land Office is the first land office to implement a complete declaration of sub-district in Bali Province in early 2021. The complete sub-district declaration that has been successfully implemented by Buleleng Regency Land Office can be realized due to a well-run strategy and the commitment of officials in land office to succeed this declaration. Therefore, it is hoped that this

strategy can continue to run consistently, so that the objectives of Buleleng Regency can be achieved in 2022. The strategy steps that have been implemented by Buleleng Regency Land Office are:

### 1. Preparation

Implementation at this stage is planning and preparing all the needs needed for the complete sub-district implementation activities including preparing a work team, facilities and infrastructure, and budget. The head of the land office together with all the Heads Division in Buleleng Regency Land Office formed an effective team based on the Decree of the Head of the Buleleng Regency Land Office Decree number.118/Decree.51.08/VIII/2020 in August 19, 2020. The effective team consists of mentors, coaches, project leaders, and coordination teams. Project leader oversees the project team consisting of admin and spatial and textual coordinators, spatial and textual data quality control coordinators, and survey and data collection officers.

Human resources that carry out complete sub-district activities are divided into 2 sections, which are:

- a. there are 25 teams in the Survey and Mapping Section (SM), which are divided into registration map improvement officers (registered field plotting check and K4 field plotting check) as many as 5 people, a field check team that directly coordinates with the sub-district and community as many as 1 measuring officer team per village/sub-district, 5 person spatial validation officer, ML textual validation officer, ML scan team and upload archive, which is carried out with the help of intern students from Undiksha Singaraja University.
- b. the team of the Rights and Registration Section consisted of 10 people who were land book textual validation officers and scan and upload land book archives.

The achievement of a complete sub-district declaration must be supported by adequate facilities and infrastructure. The facilities and infrastructure that have been available in Buleleng Regency Land Office are computers, laptops, printers, scanners, Autocad and Arcgis applications, and drones to make photo base maps, which is very easy in combining spatial data with textual data. Based on the results of the interview with the coordinator, the implementation of the declaration of complete sub-district of existing facilities is considered not to support accelerating the performance of complete sub-district, so it is still necessary to improve some of the existing hardware and software specifications. Meanwhile, the budget source for the implementation of the complete sub-district declaration in Buleleng Regency Land Office specifically in the five sub-districts that have been declared is from the Budget Program Checklist of the Work Unit of the Directorate General of Infrastructure Diagram in 2020.

The stage after the formation of an effective team, followed by the selection of the sub-district that will be the target of a complete sub-district declaration. Several conditions must be met to be able to declare a complete sub-district as stipulated in CSLR technical guide Number 1/Technical Manual.-100.HK.02.01/III/2020 that has been updated to CSLR Technical Manual. Number 1/Technical Manual-100.HK.02.01/I/2021. The complete village/sub-district declaration requirements as stated on the CSLR *dashboard*, include:

- % LB Validation:  $\text{Addition of Valid LB Amount} / (\text{Initial Valid LB Amount})$   
Percentage of Plot Validation:  $\text{Addition of Valid Plot Area} / (\text{Area} - \text{Area of Initial Valid Plot})$   
% Scan Signal:  $((\text{Scan LB Signal} + \text{Scan Files with Published Rights}) - \text{Scan Initial Signal}) / (\text{Number of LB-Scan Initial Signals})$   
% Complete Village Value:  
If Area is equal to the Total Area of Plots, then the value = Average (% LB Validation, % Plot Validation, % Scan Signal)  
If the Area is not equal to the Total Area of Plots, the value = 0  
Tolerance of the Difference in Plot Area from Area:  $99.995\% < (\text{Area of Plot} / \text{Area} * 100) < 100.005\%$   
KW456 Amount Tolerance:  $(\text{KW456 Amount} / \text{LB Amount}) * 100 < = 5\%$   
KW456 Area Tolerance:  $(\text{KW456 Area} / \text{Persil Area}) * 100 < = 3.5\%$
- CSLR: Scan Scanning files which rights are published
- Complete Village/Sub-district Declaration  
Not yet qualified\*  
Qualified\*  
Declaration Submission has been approved  
\* (% Number of Valid Land Books  $\geq 98\%$ , %Number of Valid Plots  $\geq 95\%$ , %Number of Delegation Fields  $\leq 10\%$ , %Scan CSLR 2020 Markets = 100%)  
\*The entire Socialization of Land Rights Certification Target has become a product

This selection stage was carried out by analyzing the village map which most of the land plots have been mapped and the small amount of KW 4,5,6 data that can be seen on the Ministry of Marine Affairs and Fisheries dashboard. Broadly speaking, there are 2 (two) spatial data groups, namely unmapped registered land plots (entered in KW4, KW5, and KW6) and mapped land plots (entered in KW1, KW2, and KW3).

Table 1. Number of KW Fields 4,5,6 For Each Village in Buleleng District in 2021

No	Village/Sub-district	Number of Data Quality			Total KW456
		KW 4	KW 5	KW 6	
1	Singaraja Village	0	0	0	0
2	Astina	0	1	0	1
3	Weighted	0	3	0	3
4	Liligundi	0	3	1	4
5	Banjar Bali	0	11	1	12
6	Kendran	0	12	1	13
7	Bugis Village	0	14	3	17
8	Paket Agung	1	18	2	21
9	Anyar Village	0	19	9	28
10	Banjar Tegal	2	23	3	28
11	Kajanan Village	0	28	4	32
12	Banjar Jawa	0	31	7	38
13	Pohbergong	4	46	0	50
14	Kaliuntu	0	39	12	51
15	Penglatan	2	50	4	56
16	Anturan	1	64	15	80
17	Tukadmungga	5	71	8	84
18	Alasanger	2	83	2	87
19	Petandakan	8	91	0	99
20	Nagasepeha	0	116	1	117
21	Baru Village	0	106	12	118
22	Pemaron	9	94	17	120
23	Jinengdalem	6	157	5	168
24	Penarukan	2	170	37	209
25	Banyuasri	1	215	17	233
26	Sarimekar	3	246	7	256
27	Baktiseraga	6	240	18	264
28	Kalibukbuk	37	254	32	323
29	Banyuning	11	539	25	575

Source: Ministry of Marine Affairs and Fisheries Buleleng Regency Land Office 2021

Based on Table 1 above, it can be seen the order of sub-districts from the smallest number to the most number of KW 4,5,6 data. Furthermore, the villages with the least amount of KW 4,5,6 are Singaraja Village, Astina, Beratan and so on up to Banyuning village with a total of KW 4,5,6 of 575 plots. The sub-districts that have been declared are Astina Village, Kendran Village, Singaraja Village, Liligundi Village, and Beratan Village. Here are the data of five sub-districts that have been declared complete sub-districts:

Table 2. Declaration of Complete Sub-district in Buleleng Regency Land Office in 2021

No	Village	Sub-district	Tolerance of Difference in Plot Area from Area (%)	KW456 Total Tolerance (%)	KW456 Wide Tolerance (%)	Valid Land Book Percentage (%)	Percentage of Valid Plots (%)	Delineation Field Percentage (%)	Percentage of Scanned Letter (%)
1	Astina	Buleleng	99.9995	0	0	98.24	97.93	5.582137	99.01
2	Weighted	Buleleng	100	2.8662	2.82173	99.05	95.52	6	97.77
3	Singaraja Village	Buleleng	100	0.8726	0.40866	99.12	97.44	6	98.78
4	Kendran	Buleleng	100	1.2987	0.82067	100	98.37	8	100
5	Liligundi	Buleleng	100	0	0	100	98.52	3.690037	98.04

Source: Buleleng Regency Land Office, 2021

Based on the data in Table 2, it can be seen that the selection of villages/complete sub-districts is carried out with the criteria of the number of KW fields 4, 5, 6 approaching the tolerance amount of 5% of the total amount of land books in the existing villages/sub-districts.

The five sub-districts are located in the area of Buleleng Sub-district, which is the initial target to be prioritized towards Buleleng Complete Regency in 2022. Buleleng Regency Land Office prioritizes the implementation of declarations in Buleleng District because the location of the declared sub-district is close to the land office to facilitate coordination with the sub-district and field checks by measuring officers. -The results of this complete subdistrict declaration, in addition to being used by land office, it can also be used by the district government to build one map policy. Complete sub-districts can also support government programs such as the preparation of spatial plans, minimizing land disputes, and facilitating the integration between development policies and local income taxes (Rubijaya in ET 2021).

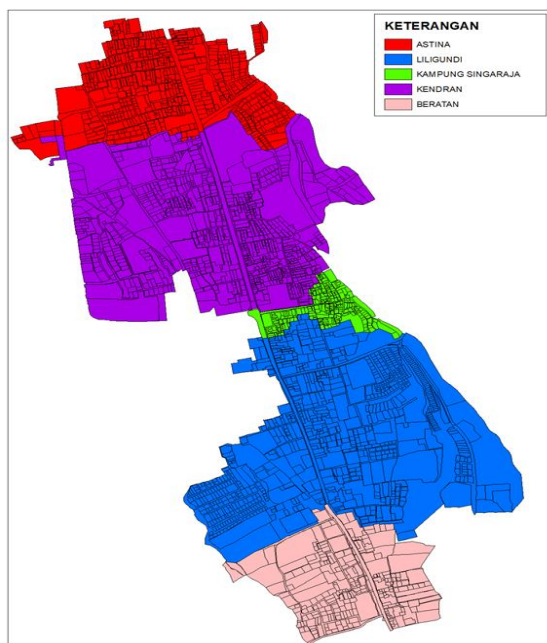


Figure 1. Complete Village Map of the Declaration of Buleleng Regency Land Office  
Source: Buleleng Regency Land Office, Survey and Mapping Section 2021

Based on Figure 1 above, the declared sub-districts are located side by side because they must meet the elements of docking, approaching, and thoroughly.



## **2. Planning for the Implementation of the Complete Sub-district Declaration**

At the planning stage of this implementation, the identification and preparation of an activity plan will be carried out at the stage of implementing the complete sub-district declaration. In detail, the planning activities for the implementation of the complete sub-district declaration in Buleleng Regency Land Office include:

- a. Socialization, coordination, and preparing supporting data;  
Socialization and coordination with relevant parties, which are the government and village/sub-district communities that have been chosen as the location of the complete sub-district declaration. The activity of preparing supporting data is carried out by checking the availability of the base map of drone photos and seeing the condition of the registration map whether it is neat and the position of the land plot is valid in accordance with ML, MF, and the base map of the photo map of the shooting with drones.
- b. Textual validation of land books and measuring letters;  
The activity of textual validation of land books and measuring letters aim to determine and select land plots that are still active and that are not active, so that at the time of information provision at the Ministry of Marine Affairs and Fisheries can provide valid data to support electronic-based land services.
- c. Upload the results of the scan of land book and measuring letter;  
Upload scan results of land books and measuring letters must be done by adjusting the number of land books and measuring letters that have been validated, so it can be done simultaneously.
- d. Identify spatial data and field checks for plotting fields;  
The activity phase of identifying spatial data and field checks for plotting K4 land plots that have not been mapped. This plotting activity can be carried out in 2 (two) ways. The first way is to plot the land plots in the studio without needing to go to the field using the information in the location sketches in MF and in ML and can also use the UN map obtained from the Regional Finance and Tax Management Agency of Buleleng Regency. Meanwhile, the second way is to go directly to the sub-district to find out the owner and location of the field to be plotted based on information from the sub-district or people who know the region.
- e. Spatial validation;  
Spatial validation can be carried out after all land plots are plotted validly and completely in the area of the village to be declared.
- f. Re-check the boundaries of the administrative area of the sub-district;  
The next stage is *to* check with the Village Office regarding the complete map to adjust to the administrative boundaries of each village. If the administrative boundary in Geo-Ministry of Marine Affairs and Fisheries is in accordance with the real boundary in the field, then it will then proceed to the stage of reporting and filing declarations, if there is an administrative boundary that is not yet suitable, it will be carried out improvements and move villages/sub-districts to the affected land plots in accordance with the correct administrative boundary based on the minutes known by the

Buleleng Regency Land Office, Division Head of Survey and Mapping, and Division Head of Establishment of Rights and Registration.

g. Reporting and submission of declarations.

### **3. Implementation of Complete Sub-district Declaration Activities**

a. Socialization, coordination, and preparing supporting data;

The land office in coordination with the Regional Government of Buleleng Regency related to the implementation of this declaration, the local government can instruct the village leaders to be able to help launch this complete declaration activity until it is successful. Buleleng Regency Land Office party must be able to convince the local government, because the map resulting from this complete sub-district declaration can also be used by the local government.

After carrying out coordination, in this stage a registration map is also prepared that already has a base map in the form of a photo map of the drone with the TM 3<sup>o</sup> coordinate system. The land plotting is tidied up by adjusting the base map as a reference, so that there are no plots of land that overlap with other plots of land and produce a neat and valid map. In this process, the process of opening all land plots that have been validated in the Ministry of Marine Affairs and Fisheries is carried out. The field open validation process must obtain permission from the Head of Survey and Mapping Section. If it has been done, open the validation of the field, then adjust the plotting of the land field with the base map image of the drone photo. The land plotting criteria considered valid based on the Complete Land Registration Technical Manual for City/Regency No.003/TECHNICAL MANUAL/-300.UK01.01/II/2019, which are:

- 1) Sufficiency of position based on adjacent land plotting
- 2) Difference in land plot area on ML document and registration map  $\leq 5\%$
- 3) When compared spatially, the geometric shape of land plotting on the registration map is similar to spatial ML.

This strategy is more effectively implemented in Buleleng Regency Land Office compared to improving the map of areas that will require a lot of time and energy.

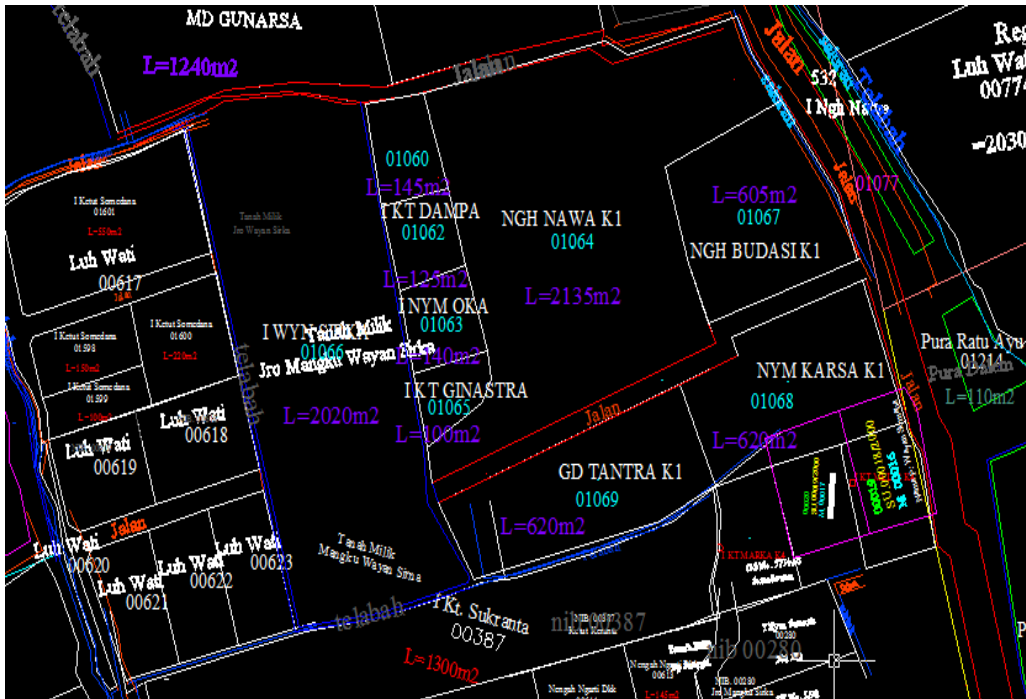


Figure 4. Example of Registration Map Before Improvements are Implemented  
Source: Buleleng Land Office, Survey and Mapping Section 2021

Figure 4 above one example of a registration map that has not been fixed, it can still be seen that the boundary lines of the field with other fields still overlap and have not become one boundary line. So that at the later stage of field validation in Ministry of Marine Affairs and Fisheries will be rejected because the fields are considered overlapping. In addition to affecting the field validation stage, the registration map that has not been improved is also still not informative, because it will confuse the community and parties in need. The following is an example of a registration map that has been improved in accordance with the valid criteria referred to based on the Complete Land Registration Technical Manual for the City/Regency No.003/TECHNICAL MANUAL/-300.UK01.01/II/2019.



Figure 5. Improved Registration Map  
Source: Buleleng Land Office, Survey and Mapping Section 2021

## b. Textual validation of land book and measuring letter

The textual validation phase of LB and ML aims to identify LB and ML that are still active and inactive. This aims to archive LB and ML into digital form in Ministry of Marine Affairs and Fisheries to facilitate the realization of electronic-based land services in the future. This textual validation moves the information contained in the physical LB and ML into the Ministry of Marine Affairs and Fisheries application. Until the time of research data collection (July 2021), the total number of LB and ML identified in Buleleng Regency Land Office can be seen in Table 3 below:

Table 3. Number of Land Book Validations, Measurement Letters, and Land Plots

No	Description	Validated	Not Validated	Total Amount	Invalidated Percentage (%)
1	Land Book	267,380	10,146	286,526	4
2	Measurement Letters	241,341	70,802	312,143	23
3	Land Plot	227,466	123,860	351,326	35

Source: Ministry of Marine Affairs and Fisheries Buleleng Regency Land Office 2021

From the table above, the total amount stated for LB and ML only identified in the Buleleng Regency Land Office archive, while for the burned LB and ML archives and the average year of the certificate below 1999 still have to wait for reporting from the community to Buleleng Regency Land Office. To carry out the validation of unidentified LB and ML archives in Buleleng Regency Land Office has provided a special validation counter at the front office. So that people who want to validate their certificates must go through the counter.

Against LB and ML whose archives are burned, a new field identification number and rights number will be issued in place of the old field identification number and rights number only (field identification number and rights number issued before 1999), while the FS/ML number still uses the old number. The replacement implementation is only done by striking the field identification number and the old right number on the original certificate and then writing the new number with the approved by the Division Head of Survey and Mapping for field identification number and Division Head of Assignment of Rights and Registration for the right number. After the original certificate was given field identification number and a new rights number, the certificate was photocopied to be used as LB and ML archives in Buleleng Land Office. The implementation of textual validation of LB and ML as a condition of complete sub-district that has been declared can be seen in Table 4 below:

Table 4. Textual Validation of Land Book and Complete Sub-district Declared Measurement Letter

Village	Number of Land Books		Percentage	Number of Measurement Letters		Percentage
	Total	Validation		Total	Validation	
Astina	530	526	99%	550	522	94%

Weighted	233	233	100%	240	215	90%
Singaraja Village	153	153	100%	169	164	97%
Kendran	628	622	97%	681	628	92%
Liligundi	577	572	99%	639	605	95%

Source: Ministry of Marine Affairs and Fisheries Buleleng Regency Land Office 2021

Based on Table 4, the average number of LB textual validations in the five sub-districts was  $\geq 98\%$  and for ML textual validations the average was  $\geq 90\%$ . The strategy implemented by Buleleng Regency Land Office to accelerate the implementation of textual validation of LB and ML is to empower as many as 10 interns from Ganesha Educational University (Undiksha) in Singaraja. Based on the results of interviews with the Head of the Measurement Survey Section, each student has a target of two to three bundles (in one bundle there are 50 sheets) ML or LB, which must be validated for one day. From these interns, the percentage of LB in Buleleng Regency Land Office has reached 83.69% of the total LB amounting to 185,649.

c. Upload the scanned land book and measurement letter.

The next activity after the validation of LB and ML is to scan the physical archive of LB and ML and save it into a folder on the office server. This makes it easier to search for LB and ML digital archives when needed. In addition to saving in the folder, the results of the LB and ML scans are also uploaded into the Sloka Ethnic application (Electronic Narcotics Processing System). The purpose of this activity is to support digital land services that will be carried out by Buleleng Regency Land Office. Here is an example of a LB published in 1994 (published before the fire in 1999), so that the uploaded LB archive is the photocopy of the certificate. At the time of the certificate issued before 1999, which archive was burned at the land office, the owner of the certificate must attach a statement of ownership of the known plot of land along with two witnesses and from the Head of the Right and Registration Section also make minutes related to the examination of the Land Title Certificate and attached to the photocopy of the certificate which will be used as an archive in Buleleng Land Office and submitted to the owner of the certificate.



Figure 5. Land Book Uploaded in Ethnic Sloka

Source: Ministry of Marine Affairs and Fisheries Buleleng Regency Land Office 2021

#### d. Identification of spatial data and field checks for field

At this stage, the data of 4.5.6 KW is carried out in the FS/ML digitation process which will be plotted. In addition to KW 4.5.6 data, land plotting that are still unclear in their position on the registration map will also be checked to be repositioned at a valid location. The identified land plot is then plotted in the studio/office using the information contained in the measurements figure or in FS/ML. From the MF archive information can be in the form of location plans, while from FS/ML information can be in the form of street/alley names and names of adjacent neighbors that can be indented on the registration map that has been fixed previously. If this information is not found, the location of the land plotting can be searched using the United Nations map. The process is to find the Notice of Taxes Payable number on the UN list of the Buleleng Regional Government based on the name of the owner listed on LB. If the same name is found and matches the area of the land plot in LB, then the Notice of Taxes Payable number is used to find the position of the plotting to be plotted in the UN map. From the UN map it will be re-matched with the registration map to find out the valid location on the registration map.

If the plotting of land plot in the studio/office is not optimal, then the plotting officer together with the measuring officer will immediately plunge into the sub-district to carry out participatory mapping. The officer will coordinate with the head of the environment or Head Village and community groups to comb the vacant plots of land on the registration map and the plots to be plotted. From the information obtained, it will make the registration map more valid.

In addition to aiming to plot the land plots, this participatory mapping also aims to determine the actual boundaries of village/sub-district administration, so that officers can directly fix the boundaries of villages/sub-districts that are not yet suitable. In one area of this sub-district, in addition to plotting the field, natural boundaries in the form of roads, alleys, rivers, waterways, are also made as the topology of the field. Only in the numbering of the fields of the natural boundary does not use Field Identification Number, but uses Temporary Identification Number. However, this Temporary Identification Number is still a continuation of the Field Identification Number. This is a stage of activities to make the village map complete, so that all land plots and natural boundaries in the village area can be mapped. Examples of natural boundaries that are used as fields and given Temporary Identification Number can be seen in Figure 6 below:

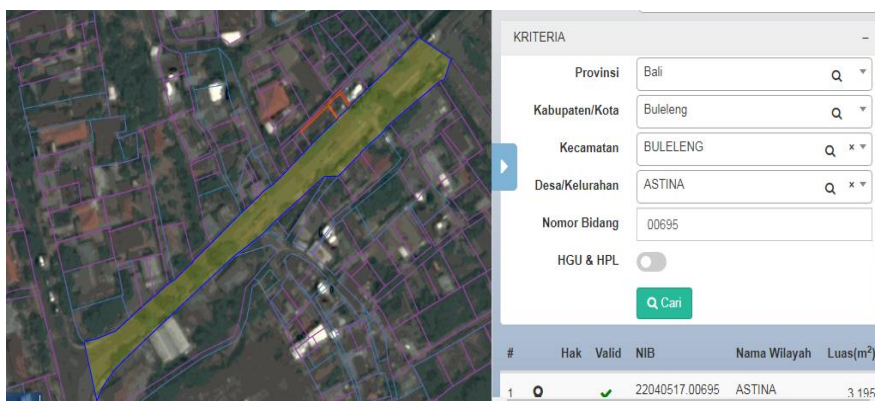


Figure 6. Street Visibility Made a Field and Granted Temporary Identification Number  
Source: Ministry of Marine Affairs and Fisheries Buleleng Regency Land Office 2021



After that, the spatial data import stage is carried out. At this stage, all the completed land plots will enter the Geo-Ministry of Marine Affairs and Fisheries system. In this Geo-Ministry of Marine Affairs and Fisheries system, land plot spatial data will be integrated with LB data and ML data that have been textually validated previously, so that they can be adhered to each other. Here is an example of an imported and integrated land plot.

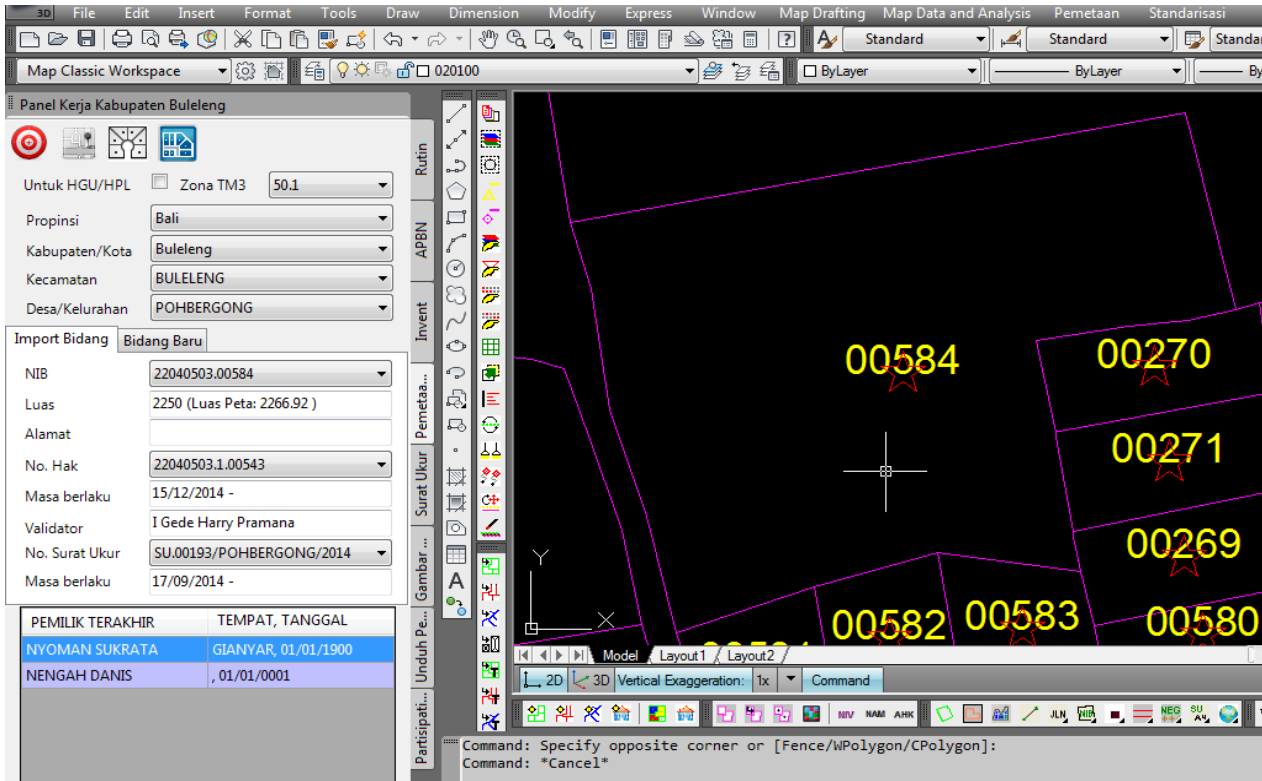


Figure 7. Display of Imported Land plots in Geo-Ministry of Marine Affairs and Fisheries.  
 Source: Buleleng Regency Land Office, Survey and Mapping Section 2021

Import activities of this plotting plot in the Buleleng Regency Land Office, Survey and Mapping Section are still carried out by the plotting officer of the land plotting.

e. Spatial validation;

Spatial validation activities are carried out after a complete and valid registration map has been imported into Geo-Ministry of Marine Affairs and Fisheries. Validation is carried out in the Ministry of Marine Affairs and Fisheries system. The implementation process is by selecting the Registration Map menu on the Ministry of Marine Affairs and Fisheries dashboard, then selecting 'Search→' 'Regency' 'District→' 'Village' → Field Identification Number, but officers can also search using the rights number by first selecting the type of rights to be searched. Here is how to validate the spatial/field in the Ministry of Marine Affairs and Fisheries registration map:

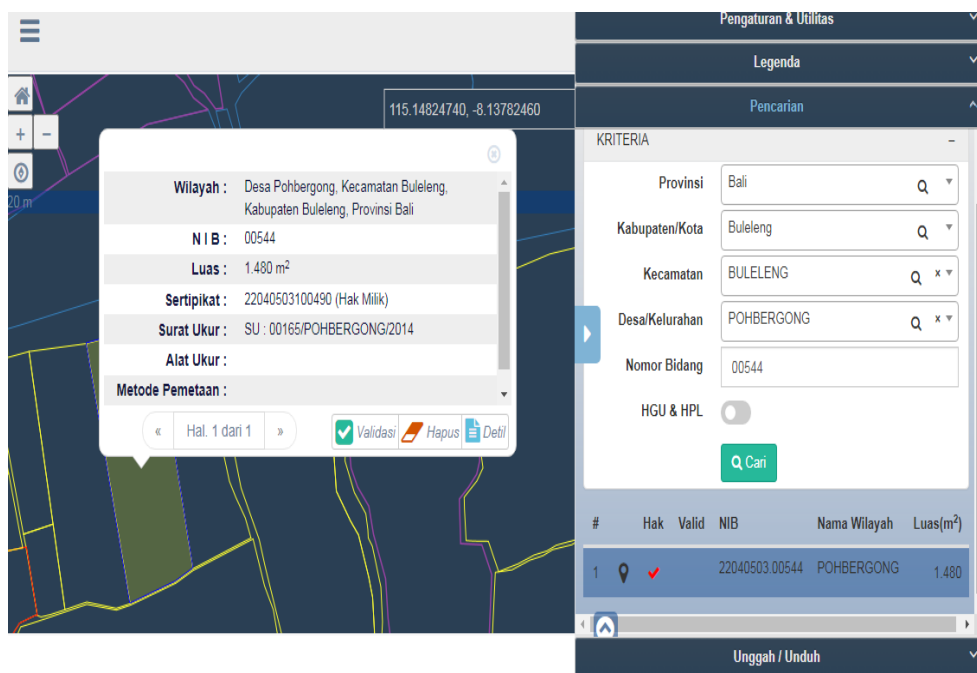


Figure 8. Validation Process on Ministry of Marine Affairs and Fisheries System  
 Source: Buleleng Regency Land Office, Survey and Mapping Section 2021

The validation officer must click on the plot by plot in a village/sub-district area. The validation process cannot be carried out in bulk for all fields in a village/sub-district. To find out whether a land plot has been validated or not, we can distinguish it by looking at the color on the registration map in the Ministry of Marine Affairs and Fisheries system. The line color of the ‘Yellow’ field indicates that the field has not been validated while the line color of the ‘Magenta’ field means that the field has been validated. The number of spatial validation percentages that must be met to be declared complete villages/sub-districts can be seen in table 5 below:

Table 5. Percentage of Declared Spatial Validation for Sub-districts

Village	Total Land Plotting		Percentage
	Total	Validation	
Astina	669	.633	97%
Weighted	308	299	97%
Singaraja Village	271	262	97%
Kendran	890	853	96%
Liligundi	837	807	96%

Source: Ministry of Marine Affairs and Fisheries Buleleng Regency Land Office 2021

From Table 5, it can be seen that the percentage of fields that have been validated must at least be  $\geq 95\%$  for one village/sub-district area and this becomes an absolute requirement for the village/sub-district to be declared as a complete village/sub-district. For progress, the number of spatial validations throughout Buleleng Regency that have been carried out is around 65% of the total number of plots of 351,326.



f. Re-check the boundaries of the administrative area of the sub-district;

Subsequent activities after all validation areas, the measuring officer will again coordinate with the sub-district government to ensure the boundaries of the sub-district administration to be declared. The measuring officer prepares a complete map of the village along with a printed drone base map to make it easier for the village to identify whether or not the boundaries of the sub-district administration are correct. The area boundary re-check is carried out because the administrative area boundary of the village/sub-district used by Buleleng Regency Land Office is still indicative obtained from Indonesia Geospatial Portal, so it still must ensure the correctness of the administrative area boundary to be more valid.

Villages/sub-districts, which administrative boundaries are correct will proceed to the reporting stage, and for administrative boundaries that are not correct, it will be fixed and adjusted to the boundaries of other sub-districts that are adjacent. For the sub-district that has been declared by Buleleng Regency Land Office, 2 adjoining villages are found, which boundaries are not in accordance with the actual area, so that improvements will still be made first.

The process of repairing the boundaries of the sub-district administrative area by downloading the boundaries in the Autocad application using the 'IMPADM' command. Then select 'District→' 'Village'. After downloaded, improvements are made to adjust the administrative boundaries that are really in accordance with the reality boundaries in the field and the area boundary layers are also standardized. If it is correct, the boundaries are re-uploaded via the 'IMPADM' command.

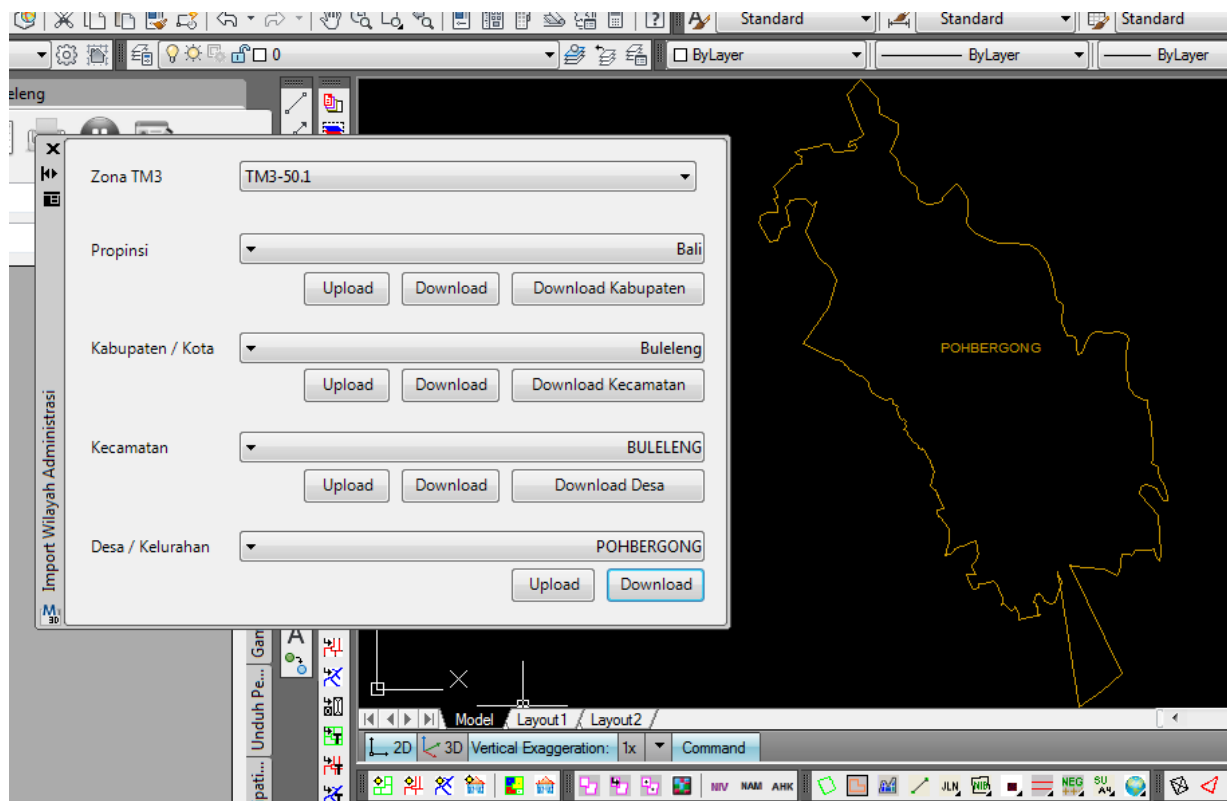


Figure 9. Administration Area Boundary Upload View

Source: Buleleng Regency Land Office, Survey and Mapping Section 2021

In the event of a change in the automatic administrative boundaries, there are land plotting that must be moved to villages/sub-districts. For the implementation of the village move to the field affected by the boundary change, there are several conditions prepared by Buleleng Regency Land Office and the affected sub-district. These requirements are:

- 1) Minutes of village transfer signed by the Head of the Buleleng Regency Land Office, the Head of the Survey and Mapping Section and the Head of the Determination and Registration Section;
- 2) Minutes of the handover of the two spheres where the fields are bordered;
- 3) Certificate of change of area made by each Village Head.

For the LB and ML archives, changes were also made to the nib, ML number and rights number to adjust to the latest sub-district layout. While the implementation of this village/sub-district transfer is carried out for certificates that are not included in the mortgage. For the moving certificate to other village/sub-district is included in the mortgage, Buleleng Regency Land Office must first coordinate with the bank given by the mortgage in the certificate. After the implementation of the village move has been carried out, the next stage is to carry out verification of the data of each village carried out by the verifier team to check that each village to be submitted for the declaration has met the requirements in accordance with the CSLR technical guidelines for 2021. If it is appropriate, it will continue at the reporting stage to the Head of the Buleleng Regency Land Office and the submission of a declaration.

Regarding the implementation of village/sub-district transfer carried out by Buleleng Regency Land Office, there is no permanent legal basis that regulates the process of village/sub-district transfer. Moreover, if it is only using Field Identification Number striking, ML number and rights number carried out on land archives without participating in changing the data on the certificate that is still held by the community as the holder of legitimate land rights. Based on the results of the researcher interview with the Head of the Buleleng Regency Land Office related to the implementation of the village move, this activity is a solution to actualize a complete declaration of sub-district and make the quality of land data more valid. If it is just waiting from the community, improving land data and complete sub-district declarations is difficult to actualize. So that the choice of moving villages/sub-districts is carried out by Buleleng Regency Land Office.

g. Reporting and submission of declarations.

This reporting stage is used to find out the progress and obstacles encountered during the implementation of the declaration. So that the leader can provide the best solution to solve the problem. In addition to related obstacles, if the sub-district has fulfilled the requirements, it will be possible to continue at the stage of submitting the declaration. An example of the submission of a declaration is shown in appendix 5. The complete sub-district declaration submission letter is submitted to:

- 1) Directorate General of Land and Space Survey and Mapping Ministry of Agrarian Affairs and Spatial Planning/National Land Agency of the Republic of Indonesia.

- 2) Directorate General of Assignment of Rights and Land Registration of the Ministry of Agrarian Affairs and Spatial Planning/National Land Agency of the Republic of Indonesia.
- 3) Head of Land, Spatial, and Land Data and Information Center of Sustainable Food Agriculture of the Ministry of Agrarian Affairs and Spatial Planning/National Land Agency of the Republic of Indonesia.

### **C. Conclusion**

One of the stages in the complete sub-district declaration is the textual validation of LB and ML, where it is done to move the information contained in LB and physical ML into the Ministry of Marine Affairs and Fisheries. The burned LB and ML archives still have to wait for reporting from the community to Buleleng land office, in this case in 5 sub-districts the location of the complete sub-district declaration there are 39 certificates that the ML and LB archives were lost due to fire. Buleleng Regency Land Office has provided a special validation counter for the community at the front office. Regarding to the LB and ML archives that were burned, a procedure is carried out based on the rules contained in article 18 of the Regulation of the Head of National Land Agency of the Republic of Indonesia Number 6 of 2010 concerning Disaster Management and the Return of Community Rights to Land Assets in Disaster Areas, which is by providing a field identification number and a temporary replacement right number, replacing the nib and the old right number (nib and the right number issued before 1999), while the FS/ML number still uses the old number. This is helping the implementation of the next stage of the complete sub-district declaration.

The implementation of the complete sub-district declaration can be actualized by the Buleleng Regency Land Office by declaring five complete sub-districts in Buleleng District including Astina Village, Beratan Village, Singaraja Village, Kendran Village, and Liligundi Village. Several strategies have been implemented in implementing the complete sub-district declaration in Buleleng, including: 1) establishing an accelerated team for the development of complete sub-districts; 2) effective socialization and coordination with the Government of Buleleng Regency; 3) collaborating with Undiksha people to help accelerate the textual validation of LB and ML as well as the uploading of LB and ML scan results; 4) preparing planning and dividing the implementation team to accelerate the implementation of the complete sub-district declaration. The commitment of stakeholders and the implementation of tasks as well as the awareness of this work are joint tasks that are key to the success of Buleleng Regency Land Office in implementing the complete sub-district declaration.

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