Analysis of Special Library National Standards in Indonesia: Integrative Literature Review

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Abstrak:
Perpustakaan khusus mempunyai peran yang sangat penting bagi kelangsungan organisasi, baik organisasi pemerintah maupun nonpemerintah. Berdasar pada hal tersebut Kepala Perpustakaan Nasional Republik Indonesia mengeluarkan Standar Nasional Perpustakaan Khusus yang menjadi pedoman dalam penyelenggaraan dan pengelolaan semua jenis perpustakaan khusus yang ada di Indonesia, yaitu Peraturan Kepala Perpustakaan Nasional Republik Indonesia Nomor 7 Tahun 2022 tentang Standar Nasional Perpustakaan Khusus. Tujuan dari penelitian ini adalah untuk menganalisis indikator-indikator standar yang ada pada Peraturan Kepala Perpustakaan Nasional Republik Indonesia Nomor 7 Tahun 2022 tentang Standar Nasional Perpustakaan Khusus secara teoritis. Metode yang digunakan pada penelitian ini adalah studi literatur review dengan menggunakan integrative literatur review. Temuan dari penelitian ini adalah terdapat 7 indikator yang perlu dimasukkan ke dalam standar, yaitu: (1) Standar mitigasi bencana koleksi dan bangunan perpustakaan; (2) Pemenuhan jenis koleksi perpustakaan bagi pemustaka disabilitas khususnya tuna netra; (3) Membentuk komite penyusunan kebijakan pengembangan koleksi perpustakaan; (4) Pengadaan koleksi dilakukan dengan cara pembelian, hibah, resource sharing, produksi sendiri, dan titipan atau pinjaman; (5) Menambahkan layanan bibliotherapy pada jenis pelayanan perpustakaan serta pengembangan literasi kesehatan mental; (6) Kualifikasi Pendidikan pustakawan paling rendah Diploma 3 (D-III) bidang Ilmu Perpustakaan, Dokumentasi, dan Informasi; dan (7) Persyaratan anggota dan/atau pengurus organisasi profesi bidang kepustakawanan perlu direvisi, yakni adanya batasan kualifikasi pendidikan pustakawan

Kata kunci : Standar Nasional Perpustakaan, Perpustakaan Khusus, Indonesia

Abstract:
Special libraries have a crucial role in maintaining government and non-government organizations. Based on this, the Head of the National Library of the Republic of Indonesia issued National Standards for Special Libraries, which serve as guidelines for the organization and management of all types of special libraries in Indonesia, namely Regulation of the Head of the National Library of the Republic of Indonesia Number 7 of 2022 concerning National Standards for Special Libraries. This research aims to theoretically analyze the standard indicators in the Regulation of the Head of the National Library of the Republic of Indonesia Number 7 of 2022 concerning National Special Library Standards. The method used in this research is a literature review study using an integrative literature review. The findings from this research are that seven indicators need to be included in the standards, namely: (1) Disaster mitigation standards for library collections and buildings; (2) Fulfillment of library collection types for disabled users, especially people who are blind; (3) Forming a committee to formulate library collection development policies; (4) Collections acquisition is carried out through purchases, grants, resource sharing, own production, and deposits or loans; (5) Adding bibliotherapy services to the types of library services and developing mental health literacy; (6) The minimum educational qualification of a librarian is Diploma 3 (D-III) in the field of Library, Documentation and Information Science; and (7) The requirements for members and/or administrators of professional organizations in the field of librarianship need to be revised, namely the existence of limitations on the educational qualifications of librarians.

Keywords: Library National Standards, Special Libraries, Indonesia

INTRODUCTION

Each library has different goals, members, parent organizations (the parent organization is the organization that oversees the special library), and activities. This difference is the cause of the emergence of types of libraries. Law Number 43 of 2007 Chapter VII Article 20 that libraries consist of the National Library, Public Library, School Library, College Library, and Special Library. Of the various types of libraries mentioned, one of the libraries that specialize in serving the specific information needs of a group of readers is a special library. Special libraries have unique characteristics regarding functions, subjects handled, collections available, and users served. The existence of a special library is to support the vision and mission of particular institutions, as well as an information center, especially for research

and development. This statement follows the definition of a special library by Reitz[1], which explains that a special library is "a library established and funded by a commercial company, private association, government agency, non-profit organization, or special interest group to meet the information needs of its employees, members, or staff according to the organization's mission and goals. The collection scope is usually limited to the interests of the parent or host organization."

Reitz's statement is also in line with that stated by Sulistyo-Basuki[2]: a special library is a physical collection of information, knowledge, and opinion that is limited to one object or group of related subjects or a single format of information

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[1] Reitz, J.M. ODLIS: Online dictionary for library and information science, (2004).

[2] Sulistyo-Basuki. (2010). Pengantar Ilmu Perpustakaan. Jakarta: Universitas Terbuka.

product or a group of related forms. Managed under the umbrella of an institution that provides funds for the continuation of the library; administered by a librarian or specialist in one or more subjects; as well as carrying out the mission of obtaining, organizing, and providing access to information and knowledge to support the goals of the main body in charge of the library. To buttress this explanation, the American [3]Library Association (ALA) glossary of library and information science defined the special library as: "a library established, supported and administered by a business firm, private corporation, association, government agency or other special interest groups of agencies to meet the information needs of its members or staff in pursuing the goal of the organization. The scope of collection and services is limited to the subject interest of the host or parent organization.

Special libraries are grouped into special libraries formed by government and non-government (private) institutions. The types of special libraries are explained in more detail by Sulistyo-Basuki[4], include (a) Museum and art libraries; (b) Libraries of departmental and non-departmental institutions; (c) Law libraries, including

lawyers' office libraries; (d) Industrial libraries and commercial bodies; (e) Libraries of research, scientific and professional institutions; (f) Media library; (g) Medical library; (h) Music library; (i) Religious libraries; (j) Libraries of mass organizations or non-governmental organizations.

Establishing a special library supports agencies by providing information for employees in the agency's environment to maintain and increase the employees' knowledge. According to Semertzaki[5], "The purpose of a special library is to provide information to a defined target group of users on an ongoing basis and to comply with the mission and goals of the parent organization. It is closely related to the host organization and must work for its benefit."

Knowing how important the special library's role is to the organization's running, as described above, the library must carry out its duties properly regarding a library standard. The National Library of Indonesia issues a National Library Standard. This National Standard is a minimum criterion used as a guideline and reference in the organization, management, and development of libraries in the jurisdiction of the Unitary State of the Republic of Indonesia. As for standards governing special libraries, the National Library of Indonesia has standards that

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[3] Mommoh, R.L. and Egbunu, A.J., "Special Libraries and Information Services in the Development of Nigeria 1962-2022" (2023). Library Philosophy and Practice (e-journal).

[4] Sulistyo-Basuki. (2010). Pengantar Ilmu Perpustakaan. Jakarta: Universitas Terbuka.

[5] Semertzaki, E. (2011). Special Libraries as Knowledge Management Centers. Oxford: Chandos Publishing.

serve as guidelines for special libraries. National Standards for Special Libraries issued through Regulation of the Head of the National Library of the Republic of Indonesia Number 7 of 2022, which is a revised edition of Regulation of the Head of the National Library of Indonesia Number 14 of 2017 concerning National Standards for Special Libraries. The National Standard for Special Libraries was chosen because this National Library Standard is the only standard that has been revised since its implementation in 2017. Meanwhile, the Standard for National Libraries, Public Libraries, College Libraries, and School Libraries, since its implementation in 2017, has not been revised and is still in progress. The reason behind this research focusing on revised standards is that the old standards have been declared no longer valid.

Regulation of the Head of the National Library of Indonesia Number 7 of 2022 concerning National Standards for Special Libraries is an embodiment of Government Regulation Number 24 of 2014 concerning Implementation of Law Number 43 of 2007 Chapter IV Part 1 Article 9, which states that the Head of the National Library develops and establishes Standards The National Library is then clarified in Article 51 "Further provisions regarding library national standards, library technical standards, and library standardization

systems as referred to in Article 9 to Article 50 are regulated by Regulation of the Head of the National Library".

According to the International Standards Organization (ISO)[6], standards are documents that provide requirements, specifications, guidelines, or characteristics that can be used consistently to ensure that products, materials, processes, and services are suitable for organizational purposes. According to the National Standardization Agency (BSN/Badan Standar Nasional)[7], "Standards are technical specifications or something that is carried out including procedures and methods that are prepared based on the consensus of all parties concerned about the requirements of safety, security, health, environment, development of science and technology, and experience, present and future developments to obtain the maximum benefit". According to Saleh and Komalasari[8], standards are formal rules that can be applied to all sectors of industry and commerce and include tests, terms, definitions and symbols, construction and appearance specifications, codes and regulations, and other matters of a technical

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[6] International Organization for Standardization. ISO 11620:2014 Information and documentation --Library performance indicators, (2014).

[7] Badan Standardisasi Nasional. Standar Nasional Indonesia SNI 7496:2009 Perpustakaan Khusus Instansi Pemerintah.

[8] Saleh, A.R. & Komalasari, R. (2011). Materi Pokok Manajemen Perpustakaan. Jakarta: Universitas Terbuka.

nature. Library standard is the process of implementing something standardized and a method arranged based on consensus, which is carried out in an orderly manner by the library.

Some findings have not been listed as indicators in the National Library Standards Regulation of the Head of the National Library of Indonesia Number 7 of 2022. The following indicators are fundamental to include in the Special Libraries National Standards: disaster mitigation standards[9] for library collections and buildings, bibliotherapy services[10], and standard indicators that support persons with disabilities[11]. This indicator was produced by analyzing the indicators in the national standards for special libraries in Indonesia with reference to the theories mentioned. In addition, some indicators cause a bias towards the minimum requirements for librarians in Indonesia; in the National Standard for Special Libraries for non-governmental organizations and houses of worship, it is stated that librarians have the lowest educational qualifications in High School or equivalent by participating in library education and training. This does not follow the minimum competencies that must

be mastered by a librarian, where these competencies will only be learned by librarians with a minimum formal education of Diploma III in Library, Documentation, and Information[12]. These findings need to be re-analyzed so that the national standards for special libraries are genuinely following the studies related to the standards themselves, namely documents that provide requirements, specifications, guidelines, or characteristics that can be used consistently to ensure that products, materials, processes, and services that are suitable for organizational goals or technical specifications or something that is done including procedures and methods that are prepared based on the consensus of all parties involved with due observance of safety, security, health, environmental requirements, scientific and technological developments, as well as experiences, developments the present and the future to get the maximum benefit.

Research on National Standards for Special Libraries in Indonesia is still minimal. Widodo (2022)[13]; Putra (2022)[14];

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[9] Giri, W. (2017). Tanggap Darurat Bencana Alam. Jogjakarta: Gosyen Publishing.

[10] Crothers, S. (1916). A Literary Clinic. The Atlantic Monthly, 118(3), 291–301.

[11] Irvall, B. and Skat, G. (2005) Access to Libraries for Persons with Disabilities - CHECKLIST. International Federation of Library Associations and Institutions IFLA Professional Reports, No. 89.

[12] Lasa, Hs. (2009). Manajemen Perpustakaan Sekolah. Yogyakarta: Pinus Book Publisher.

[13] Widodo, D.N. Evaluasi Penerapan Preservasi Koleksi Tercetak di Perpustakaan DPR RI Berdasarkan Peraturan Kepala Perpustakaan Nasional Republik Indonesia Tentang Standar Nasional Perpustakaan Khusus. Diploma thesis, Universitas YARSI Indonesia. (2022).

[14] Putra, A.S. Implementasi Standarisasi Perpustakaan Khusus Lembaga Layanan Pendidikan Tinggi (LLDikti) Wilayah X. Diploma thesis, Universitas Negeri Padang Indonesia, (2022).

Hariyanti (2021)[15]; Putri (2018)[16]; and Noer'Aida (2017)[17] have researched the implementation of special library standards. Meanwhile, research on Special Libraries focuses more on things outside the Library National Standards. For example, Wahyuni (2023)[18] researched the application of the SLiMS 9 BULIAN (Senayan Library Management System) software in processing library materials; Sari and Ibadati (2023)[19] researched Librarian Competency; Hermadilla and Salim (2022)[20] investigated the digitization of collections; Murtando and Masruri (2021)[21] studied the classification system; Wicaksono (2021)[22] examines brand positioning; Fahriansyah and Indah (2020)[23] researched Curative Preservation; Djaenudin and Trianggoro (2020)[24] research library services; Pratiwi, Suprihatin, and Setiawan (2019)[25] researched the concept of GLAM (Gallery, Library, Archives, Museum); Aulianto and Kustanti (2019)[26]

[15] Hariyanti, F. Implementasi Peraturan Kepala Perpustakaan Nasional Republik Indonesia Tentang Standar Nasional Perpustakaan Khusus (SNPK 014:2017) Terkait Koleksi di Perpustakaan Ir. Djamaludin Suryohadikusumo Kementerian Lingkungan Hidup dan Kehutanan. Diploma thesis, Universitas Diponegoro Indonesia, (2021).

[16] Putri, Z.S. Perpustakaan Khusus Berdasarakan Peraturan Kepala Perpustakaan Nasional Republik Indonesia Nomor 14 Tahun 2017 (Studi pada Perpustakaan Balai Penelitian Tanaman Aneka Kacang dan Umbi, Kendalpayak Malang). Bachelor thesis, Universitas Brawijaya Indonesia, (2018).

[17] Noer'Aida. Penerapan SNI 7496:2009 di Perpustakaan PPIKSN - BATAN. In: Pertemuan Forum Komunikasi Perpustakaan LPNK Kementrian Ristek Dikti. BRIN Indonesia, (2017).

[18] Wahyuni, P. Penerapan Software SLiMS 9 Bulian (Senayan Library Management System) Dalam Pengolahan Bahan Pustaka di Perpustakaan Khusus Badan Pengembangan dan Pembinaan Bahasa Kantor Bahasa Provinsi Lampung. Diploma thesis, Universitas Lampung Indonesia, (2023)

[19] Sari, L.W. and Ibadati, Z. Analisis Kompetensi Pustakawan dalam Penerapan Teknologi Informasi dan Komunikasi di Perpustakaan Khusus Kementerian/Lembaga. Media Pustakawan, Vol 30, No. 1, April, (2023).

[20] Hermadilla, E.J. and Salim, T.A. Tinjauan Literatur Sistematis Digitalisasi Koleksi Antikuariat di Perpustakaan Khusus. Berkala Ilmu Perpustakaan dan Informasi, Vol. 18, No. 1, June, 128-143, (2022). DOI: https://doi.org//10.22146/bip.v18i1.236710)

[21] Murtando, M. and Masruri, A. Penerapan Sistem Klasifikasi Khusus di Perpustakaan Divisi Knowledge Management PT. PMLI (IPC Corporate University) Tibanndaru: Jurnal Ilmu Perpustakaan dan Informasi, Vol. 5, No. 2, October, (2021).

[22] Wicaksono, H. Penerapan Brand Positioning terhadap Efektifitas Kunjung Anggota Perpustakaan: Studi Kasus Perpustakaan Khusus Pertanian di Indonesia. BIBLIOTIKA: Jurnal Kajian Perpustakaan dan Informasi, Vol. 5, No. 1, (2021).

[23] Fahriansyah, M.A. and Indah, R.N. Analisis Penerapan Preservasi Kuratif Terhadap Bahan Pustaka Di Perpustakaan Museum Konferensi Asia AfrikaTadwin: Jurnal Ilmu Perpustakaan dan Informasi, Vol.3, No.1, 52-56, June, (2022).

[24] Djaenudin, M. and Trianggoro, C. Inovasi Layanan Perpustakaan Khusus dalam Ekosistem E-Research Dalam Mendukung Open Science: Studi Kasus Perpustakaan PDDI LIPI. Al-Maktabah Vol. 19, May, (2020).

[25] Pratiwi, K.Y., Suprihatin, and Setiawan, B. Analisis Penerapan Konsep Glam (Gallery, Library, Archives, Museum) di Perpustakaan Bung Karno Blitar. Jurnal Perpustakaan Universitas Airlangga, Vol. 9, No. 2, July–December, 53–62, (2019).

[26] Aulianto, D.R. and Kustanti, E. Implementasi Manajemen Pengetahuan Pertanian Pada Perpustakaan Khusus PUSTAKA Kementan RI. Seminar Nasional MACOM III

researched agricultural knowledge management; Awaludin and Pribadi (2019)[27] researched the application of radio frequency identification in library information systems; and Riandi (2018)[28] researched web-based information systems. Based on past studies, this research recently reviews the roots of the library national standard more deeply than just its implementation in the field with standards that do not check the depth of the indicators, whether the indicators in the library national standard are worthy of being used as a standard in managing and developing special libraries including meeting the needs of persons with disabilities as well as disaster mitigation standards for collections and library buildings that have not been touched on the indicators in the latest Special Library National Standards issued by the Regulation of the Head of the National Library of the Republic of Indonesia, namely Regulation of the Head of the National Library of Indonesia Number 7 of 2022 on National Standards for Special Libraries.

Universitas Padjadjaran "Communication and Information Beyond Boundaries", (2019)

[27] Awaludin, M. and Pribadi, G.N. Penerapan Radio Frequency Identification Pada Sistem Informasi Perpustakaan sebagai Alat Bantu Mahasiswa Universitas XYZ. JSI (Jurnal sistem Informasi) Universitas Suryadarma, Vol. 6, No. 2, (2019).

[28] Riandi, A. Sistem Informasi Berbasis Web pada Perpustakaan Khusus Pusat Penelitian Kelapa Sawit di Medan. Diploma thesis, Universitas Sumatera Utara Indonesia, (2018).

LITERATURE REVIEWS

The UN 2030 Agenda is a universal call to action to end poverty, protect the planet, and ensure that everyone, everywhere enjoys peace and prosperity. The SDGs are interconnected – often the key to success for one will involve tackling issues more commonly associated with another. The UN's 193 Member States adopted them in September 2015, and they came into force on 1 January 2016. While the SDGs are not legally binding, governments are expected to take ownership and establish national frameworks for the achievement of all of the Goals.

Library standards identify various activities, projects, and programs in libraries that help realize issues of concern to decision-makers. SDGs indicators can help identify program activities, projects, and programs in developing standard library indicators.

a) SDGs (IFLA, Road to the 2030 Agenda)[29]

SDG 3 "Good Health"

Literacy skills also support health literacy and the capacity to access and use health information. Based on this, providing health literacy services and development for users in Special Libraries is necessary.

1) Developing health literacy skills.

2) Mental Health Literacy.

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[29] IFLA. (2014) How libraries contribute to sustainable development & the SDGs (IFLA ALP: Building Better Library Communities), Road to the 2030 Agenda.

3) Bibliotherapeutic services.

b) Public Administration

Pasolon[30] explains several definitions of public administration according to experts, including:

1) Nicholas Henry (1988) defines public administration as a complex combination of theory and practice, with the aim of promoting understanding of government in its relationship with the society it governs and encouraging public policy to be more responsive to social needs.

2) Dwight Waldo (1971) defines public administration as managing and organizing people and equipment to achieve government goals.

Thus, it can be concluded that public administration is cooperation carried out by a group of institutions within the government environment to carry out government tasks to meet society's needs effectively and efficiently.

Keban, quoted by Pramesti[31], simplifies the scope of public administration into 6 (six) strategic dimensions of administration, where all dimensions determine the achievement of goals. One of

them is the Policy Dimension, where public policy concerns the response to a political issue. Public policy is government action in dealing with problems by focusing on "who gets what, when, and how". Issues related to public policy are policy ethics, participation in public policy, public policy reform, policy quality, and effectiveness.

Regulation of the Head of the National Library of Indonesia Number 7 of 2022 on National Standards for Special Libraries, including public policies issued by the Head of the Indonesian Library. This regulation aims to regulate the implementation of national standards for special libraries in Indonesia. This regulation is also a tool for the government to meet the needs of society effectively and efficiently in terms of the need for knowledge. National library standards are regulations issued by the Director of the National Library of the Republic of Indonesia which aim to regulate the operation of quality libraries so that they can provide maximum service and contribution to society. The Indonesian National Library has the task of carrying out government duties in the library sector in accordance with the provisions of applicable laws and regulations including (1) establishing national policies, general policies, and technical policies for library management; (2) carrying out guidance, development,

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[30] Pasolong, H. (2019). Teori Administrasi Publik (9nd ed.). Bandung: Alfabeta.

[31] Pramesti, M. W. (2018). Dimensi-dimensi strategis administrasi publik dalam islam. Jurnal Politea, 1(1), 37-47.

evaluation and coordination of library management; (3) fostering cooperation in managing various types of libraries; and developing national library standards[32].

c) Library Management
1) Library Function

In the development of science and technology, libraries must be able to compete with other information institutions. Likewise, the library's function will also develop along with the development of science and information technology. According to Sulistyo-Basuki[33], the functions of libraries in society are (1) work storage function, (2) information function, (3) educational function, (4) recreation function, and (5) cultural function. [34]Wiji Suwarno's thoughts on the new function paradigm of libraries in society, namely as (1) work storage function, (2) information resource centre, (3) learning resource centre, community research, (4) recreation and re-creation, and (5) cultural development. All library functions must be contained in national special library standards. The goal is that special libraries can truly provide benefits to their users. By having complete national standard indicators for libraries, quality library management can be realized, which will have an impact on library services. So libraries can help users get what they need, and this has an impact on users in living their lives.

2) Library Management Process

Gulick, quoted by Sulistyo-Basuki[35], said that the library management process consists of planning, organizing, staffing, directing, coordinating, reporting, and budgeting. One of the duties of the librarian is to make plans. Organizing means arranging a formal power structure with clear boundaries and coordinating to achieve certain objectives. Staffing is the overall function of personnel, including (a) job opportunities and employee training and (b) establishing a pleasant work environment for carrying out tasks. The goal of the staffing program is to place a sufficient number of efficient employees, each of whom is capable of carrying out the library's objectives. Reporting is used as a tool to assess library procedures. Budgeting is an effective management tool. Careful planning, accounting, and control are very necessary in budgeting. The ideal National Standard for Special Libraries is a special library whose organization is managed well by following the rules of the library management process so that the special library can support the achievement of the vision and mission of its parent organization.

3) Collection Management and Development

[32] Perpustakaan Nasional Republik Indonesia. Tugas dan Fungsi.

[33] Sulistyo-Basuki. (1991). Pengantar Ilmu Perpustakaan. Jakarta: PT Gramedia Pustaka Utama.

[34] Suwarno, W. (2016). Organisasi Informasi Perpustakaan (Pendekatan Teori dan Praktik). Jakarta: Rajawali Press.

[35] Sulistyo-Basuki. (1991). Pengantar Ilmu Perpustakaan. Jakarta: PT Gramedia Pustaka Utama.

Basically, organizational management involves a combination of managerial and administrative elements. [36]In activities, the achievement activities are divided into four stages, namely: 1) Planning; 2) Organizing (organizing includes staffing); 3) Directing; and 4) Controlling (supervision).

These four stages also involve budgeting. Widiyawati and Adiono[37] have carried out an analysis based on the theory presented by Johnson (2009)[38] and (2018)[39].

a) Collection Administration

Related to the formulation/formulation of collection development policies.

b) Collection Management

1) Planning, including writing and revising collection development policies.

2) Organizing (staffing and coordination), including coordinating collection development and management activities with other people in the library; monitoring and reviewing approval plans; monitoring and reviewing exchange agreements; conducting evaluations, assessing collections, and fostering the development of cooperative collections.

3) Directing, including serving on internal and external committees that handle collection issues; promoting, marketing, and interpreting collections and resources; conducting liaison and outreach activities in user communities; connecting with libraries and other librarians; and advising readers, often called reader advisory services, and giving lectures based on books/library collections.

4) Controlling (supervision), including keeping administrators (principals, directors, etc.) and other stakeholders informed about library challenges, achievements, and activities.

The stages above also involve budgeting, including requesting and justifying budget allocations; expanding and managing allocated funds; working with donors and potential donors on in-kind and cash gifts; as well as writing grant proposals and administering grants. Referring to what Johnson (2018) said, collection management and collection development activities are two sides of activities that cannot be separated. This is because a series of activities are interconnected. Implementing good collection management determines the quality and up-to-dateness of the collections served to users.

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[36] Kusdi. (2017). Teori Organisasi dan Administrasi. Jakarta: Salemba Humanika.

[37] Widiyawati, A.T. dan Adiono, R. (2020). Collection Management (Manajemen Koleksi). Malang: UB Press.

[38] Johnson, P. (2009). Fundamentals of Collection Development and Management (Second Edition). Chicago: American Library Association.

[39] Johnson, P. (2018). Fundamentals of Collection Development and Management (Fourth Edition). Chicago: American Library Association.

4) Collection Development Stages

According to Widiyawati and Romula[40], based on the results of theoretical analysis according to Evans and Saponaro (1937)[41], Johnson (2009)[42], and Johnson (2018)[43], the stages of collection development consist of (1) needs analysis, (2) selection, (3) provision/acquisition, (4) evaluation, (5) weeding, (6) retention, (7) preservation, and (8) protection and security of collections. Before carrying out collection development, it is necessary to create a written Collection Development Policy as a reference in carrying out collection development activities. Collection development activities following the stages of collection development can guarantee that readers can get the information they want.

5) Collection Acquisition

The way to provide library materials is through purchasing, subscribing, exchanging, giving, and producing your own work[44]. Apart from what has been mentioned, Subrata[45] added a way to provide library materials through deposit or loan. According to Evans and Shaponaro[46], Resource sharing is a method of sharing resources with other institutions or agencies that can mutually benefit both parties. Acquisition of library materials can also be done by mutual exchange with other libraries, but on condition that the library has collaborated with other libraries to exchange collections. Apart from that, by means of exchange in the form of sharing resources, it is carried out in two ways, namely, informal or formal agreements or through agreed contracts that the collection can operate locally, nationally, or internationally. Shared resources can include collections, bibliographic data, HR personnel, planning activities, etc.

There are four concepts in the resource-sharing method, namely:

a. Development of cooperative collection

This is a way of an agreement in which two or more libraries agree that they will exchange collection materials with each other without charge.

b. Coordinated acquisition

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[40] Widiyawati, A.T. dan Adiono, R. (2020). Collection Management (Manajemen Koleksi). Malang: UB Press.

[41] Evans, E.G. and Saponaro, M. Z. (1937). Collection Management Basics (Sixth Edition): Previous and Information Center Collections. Santa Barbara. California: Libraries Unlimited.

[42] Johnson, P. (2009). Fundamentals of Collection Development and Management (Second Edition). Chicago: American Library Association.

[43] Johnson, P. (2018). Fundamentals of Collection Development and Management (Fourth Edition). Chicago: American Library Association.

[44] Darmono. (2007). Perpustakaan Sekolah: Pendekatan Aspek Manajemen dan Tata Kerja. Jakarta: Gramedia Widiasarana Indonesia.

[45] Subrata, G. (2015). Pengadaan Bahan Pustaka Perpustakaan Sekolah. This paper was presented at Activities "Pelatihan Manajemen Perpustakaan Sekolah/Madrasah bagi Kepala dan Calon Kepala Perpustakaan Sekolah/Madrasah" in The Red Hotel Resort & Resto Kawasan wisata Telaga Sarangan Magetan Regency on May 16, 2015

[46] Evans, E.G. and Saponaro, M. Z. (2005). Developing Library and Information Center Collections. 5th ed. Englewood: Libraries Unlimited.

If one library purchases a certain collection, an agreement made between libraries will share the costs of the organization's members.

c. Joint Purchase

Each member can order a product together and with the same service. Then, each member accepts and obtains the product according to the system rules and agreements regarding purchasing and subscribing to electronic-based data.

d. Shared collection information

A system that describes each member who uses database information together and assumes ownership of the collection together and is the basis for their acquisition.

Various methods for collections acquisition can provide more opportunities to ensure the completeness of collections.

6) Special Library Characteristics

According to Sulistyo-Basuki[47], the main characteristics of a special library are:

a. Having books that are limited to one or several scientific disciplines. For example, libraries that are limited to one subject, broad subjects, or mission-oriented.

b. Library membership is limited to a number of members determined by library policy or the policy of the parent body where the library is located.

c. The main role of librarians is to conduct library research for members. When conducting research for members, it is often a question of how far librarians should conduct research.

d. The emphasis on collections is not on books (in the narrow sense) but on magazines, pamphlets, patents, research reports, abstracts, or indexes because these types of information generally provide more up-to-date information than books.

e. The services provided are more directed to the interests of individual members.

Meanwhile, White quoted by Rubin[48] identifies a number of characteristics of special libraries and information centres as follows:

1. Tends to emphasize the provision of information for practical purposes

2. Generally involves librarians researching and finding answers for clients

3. It tends to give autonomy to many librarians because those who request information are not familiar with the functions of information centers.

4. Tends to have a relatively small number of users and limited access to a relatively small but highly specialized collection.

5. Are directly and narrowly related to the mission of the organization in which they

[47] Sulistyo-Basuki. (2010). Pengantar Ilmu Perpustakaan. Jakarta: Universitas Terbuka.

[48] Rubin, E.R. (2010). Foundations of Library and Information Science. 3rd ed. New York: Neal-Schuman Publishers.

exist and must regularly demonstrate their usefulness for survival.

6. Involves management that is oriented towards organizational goals larger than the library, and the library staff only represents a small part of the total work organization.

Table 1. Characteristics of Special Libraries according to Surachman[49]

Position	Take shelter under a certain agency/agency/institution/organization such as a professional organization, company, study centre, department, etc.
Subject Coverage	Closely related to certain (particular) fields/subjects from various scientific disciplines.
Collection	Has types of collections that have certain information (certain fields depending on library specifications) and are contained in various media.
User	Having and serving users in certain groups
Function	Functions to store, find, provide, and disseminate information quickly

The characteristics of special libraries and other types of libraries are very different. The characteristics of special libraries are the basic reference in developing national standards for special libraries.

7) Bibliotherapy Services

The term bibliotherapy was coined by Crothers[50], derived from the two Greek words biblio, which means "book", and therapy, which means "healing", meaning that it simply refers to "The use of reading material for assistance in solving personal problems or for psychiatric therapy". Libraries are an effective means of providing bibliotherapy services.

8) Library Collection for Persons with Disabilities

People with disabilities who need special collections are blind people, deaf, and slow learners. The definition of blind does not only refer to those who are blind but also includes those who are able to see but are very limited and cannot be utilized for the purposes of daily life, especially in learning. So, individuals with vision conditions including "half-sighted", "low vision", or myopic are part of the group of blind children[51]. There are various classifications of the blind, but basically, the blind is divided into two groups, namely, low vision and totally blind. Low vision, namely those with blurry vision when looking at an object, so to overcome their vision problems, people with low vision types of blindness need to use glasses or lens cases. Meanwhile, what is meant by total blindness is those who cannot see external light stimuli[52]. Mahanisa[53] stated that blind users need a collection of braille and sound media.

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[49] Surachman, A. (2005). "Pengelolaan Perpustakaan Khusus"

[50] Crothers, S. (1916). A Literary Clinic. The Atlantic Monthly, 118(3), 291–301.

[51] Somantri, S. (2007). Psikologi Anak Luar Biasa. Bandung: PT. Refika Aditama.

[52] Smart, A. (2012). Anak Cacat Bukan Kiamat: Metode Pembelajaran dan Terapi untuk Anak berkebutuhan Khusus. Yogyakarta: Ar-Ruzz Media.

[53] Mahanisa, S. (2021). Analisis Kebutuhan Koleksi bagi Pemustaka Tunanetra di Perpustakaan MTsLB/A Yaketunis Yogyakarta. Thesis. Yogyakarta: UIN Sunan Kalijaga.

Deafness is a general term used to refer to the condition of someone who experiences hearing loss. For the deaf, it is not only hearing loss that is a deficiency[54]. A deaf user can't hear anything so it's difficult for him to understand what people are talking about. In other words, even deaf people will experience difficulties in speaking. The characteristics of deaf users are: language skills are delayed; can not hear; use gestures more often in communication; spoken words are not very clear; less/not responding to communications made by other people. These limitations make it difficult for users to understand reading materials that are usually read by the general public, so the deaf user needs collection written in a simple way. [55] Cooter and Wiley, quoted by Triani and Amir, explained that slow learners are children who have low learning achievements or slightly below the average for normal children in one or all academic areas and have IQ test scores between 70-90. Slow learners are not only limited to academic abilities but also other abilities such as language or communication,

emotional, social, or moral aspects.[56] The following is the standard Access to Libraries for Persons with Disabilities checklist by IFLA on library collection media formats.

1) Material format
   a) There are talking books, talking newspapers, and talking periodicals.
   b) There are large printed books.
   c) There are books that are easy to read.
   d) There are braille books..
   e) There are books/videos with text and/sign language.
   f) There are ebooks.
   g) There are picture books.
2) Computer format
   a) some computers can be used and must be adapted to wheelchairs.
   b) There is a keyboard layer for users with motor disorders.
   c) There are computers equipped with readers, magnifiers, and speech synthesis layers.
   d) There are computers equipped with spelling and other instructional software for people with dyslexia.
   e) Technical support for computers is available (on-site, if possible).
   f) There are staff who can instruct users on how to use the computer.

d) Basic Concepts of Disaster Mitigation

Disaster mitigation is a continuous effort to minimize the impact caused by disasters on people and property[57]. According to

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[54] Smart, A. (2012). Anak Cacat Bukan Kiamat: Metode Pembelajaran dan Terapi untuk Anak berkebutuhan Khusus. Yogyakarta: Ar-Ruzz Media.

[55] Triani, N. and Amir. (2013). Pendidikan Anak Berkebutuhan Khusus Lamban Belajar Slow Learner. Jakarta: Luxima Metro Media.

[56] Irvall, B. and Skat, G. (2005) Access to Libraries for Persons with Disabilities - CHECKLIST. International Federation of Library Associations and Institutions IFLA Professional Reports, No. 89. f

[57] Giri, W. (2017). Tanggap Darurat Bencana Alam. Jogjakarta: Gosyen Publishing.

Fadhli[58], mitigation is an activity or effort carried out to reduce/minimize risks and can also eliminate losses and victims caused by a natural disaster. In short, mitigation can be interpreted as preparation or preventive steps taken before a disaster/disaster occurs. [59]The stages in disaster mitigation are:

1. Preliminary planning

   a. Determining the policy agenda (agenda setting)

   b. Policy formulation

   c. Policy adoption (policy acquisition)

   d. Policy implementation

   e. Policy assessment

2. Policy analysis: The sorting process is accompanied by problem identification, alternative identification, alternative selection, and proposing the best alternative that can be implemented to answer existing problems.

3. Implementation of policies related to program realization through implementing activities. At this stage, the person who has control has an interest in regulating the way of organizing, the method of interpreting the plans that have been made, and implementing the policy.

4. Implementation of policy monitoring (supervision) and evaluation is intended to ensure that the existing implementation process can run in line with expectations when the activity is prepared. The results of this supervision will be closely related to the implementation of existing programs, how to control programs, and how to influence responses from parties outside the policy or political process.

Carter states that disaster event management involves prevention, mitigation, preparation, disaster impact, response, recovery, and development. Library and collection safety are two essential things, so this also needs to be regulated in detail in the National Special Library Standards[60].

e) Library Standards

According to KBBI[61], standards are specific measurements used as benchmarks, measures, or levels of living costs; something considered to have a fixed value so that it can be used as a measure of value (price); standard. So it can be concluded that a standard is a document with technical specifications and formal rules prepared based on the consensus of all parties, which are applied to certain sectors and can be used consistently as a benchmark and measure.

[58] Fadhli, A. (2019). Mitigasi Bencana. Yogyakarta: Gava Media.

[59] Maunde, R., Posumah, J., & Kolondam, H. (2021). Implementasi Kebijakan Pemerintah dan Partisipasi Masyarakat dalam Penanggulangan Covid-19 di Desa Kuma Selatan Kecamatan Essang Selatan Kabupaten Kepulauan Talaud. Jurnal Administrasi Publik, 7(99).

[60] Carter, W. N. (1991). Disaster management: a disaster manager's handbook. Manila: Asian Development Bank (ADB)

[61] KBBI (Kamus Besar Bahasa Indonesia). Kamus versi online/daring (Dalam Jaringan).

Library standards are the process of implementing something standardized and methods prepared based on consensus, which are carried out in an orderly manner by the library. In general, library standards can be grouped into three groups of standard forms Abraham et al. quoted by Sudarsono[62]:

a. The first form is in the form of guidelines or models as measuring tools and services.

b. The second form is in the form of regulations that must be implemented consistently.

c. The third form is in the form of specifications, often called technical standards.

National Special Library Standards are library standards that regulate the operation of special libraries in Indonesia. This standard serves as a guideline to ensure that special library operations are carried out well and have an impact on providing satisfactory services to users. The benefit of satisfactory service is that it impacts users' daily lives. Hope for a better life, one of which can be contributed by maximum services from special libraries.

RESEARCH METHOD

The method used in this research is an integrative literature review approach[63]. The reason for using an integrative literature review approach is that this study fulfills the elements characteristic of an integrative literature review approach. These characteristics can be seen in the following table.

Table 2. Approach to Literature Reviews

Approach	Integrative
Typical purpose	Critique and synthesize
Research questions	Narrow or broad
Search strategy	Usually not systematic
Sample characteristics	Research articles, books, and other published texts
Analysis and evaluation	Qualitative
Examples of contribution	Taxonomy or classification

In these cases, a literature review provides the basis for building a new conceptual model of National Standards for Special Libraries in Indonesia with theory analysis. However, the integrative literature review approach aims to successfully conduct a truly integrative review and contribute to a new conceptual model of National Standards for Special Libraries in Indonesia; the reward can be significant.

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[62] Sudarsono, B. (2009). Pustakawan Cinta dan Teknologi. Jakarta: ISIPII.

[63] Synder, H. Literature review as a methodology. Journal of Business Research 104 (333–339). (2019) DOI: https://doi.org/10.1016/j.jbusres.2019.07.039

The literature review steps in this research were adapted from SpadaUNS, namely[64]:

Step 1: Formulate the Problem
- Choose topics that suit the issues and interests
- Write the problem entirely and precisely

Step 2: Search for Literature
- Search for literature relevant to the research
- Get an overview of the research topic

Step 3: Data Evaluation
- See contributions to the topics discussed
- Search and find appropriate data sources as needed to support research
- The data used can be qualitative, quantitative data, or data originating from a combination of both

Step 4: Analyze and Interpret
- Conduct an assessment of the literature that has been found by looking for similarities (compare), looking for differences (contrast), providing views (criticize), comparing literature (synthesize), and summarizing (synthesize).
- Discover findings from research.

Literature sources in this research are:
1) Main Regulations is Regulation of the Head of the National Library of Indonesia Number 7 of 2022 on National Standards for Special Libraries, and regulation is related to the main regulation.
2) Publication of papers in national and international journals;
3) Publication of papers in national and international proceedings;
4) Research results on theses and dissertations;
5) Data from the official website.
6) Book

RESULTS AND DISCUSSION
a. Results
Table 3. Findings

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64 SpadaUNS. Seminar 2021. Semarang: Universitas Sebelas Maret, (2021).

Regulation of the Head of the National Library of Indonesia Number 7 of 2022 on National Standards for Special Libraries
ARTICLE 4

National Library Standard Indicators		Not Listed
Article 4	National Special Library Standards, as intended in Article 3, include: a. Library collection standards; b. standards for library facilities and infrastructure; c. Library service standards; d. Library staff standards; and e. Library management standards.	Disaster mitigation standards for library collections and buildings.

ARTICLE 6
APPENDIX I
NATIONAL STANDARDS FOR SPECIAL LIBRARIES FOR GOVERNMENT INSTITUTIONS

No.	National Library Standard Indicators		Not Listed
1.	Point 3.2	Types of Library Collections.	There is no attention to disabled users.
2.	Point 3.4 (b)	The collection development policy is prepared in writing and reviewed every 4 (four) years.	Forming a committee to formulate library collection development policies.
3.	Point 3.4 (d)	Acquisition of collections is carried out by purchase, gift, and exchange.	Acquisition of collections is carried out by means of purchases, grants, resource sharing, own production, and deposits or loans.
4.	Point 5.3	Types of library services Special Libraries of Government	Bibliotherapy services and developing mental health literacy.

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No.	Point		
		Institutions provide various library services, including at least circulation, on-site reading, and reference services.	
5.	Point 6.3 (a)	Librarian Have a minimum educational qualification of Diploma 3 (D-III) in the field of Library science or Diploma 3 (D-III) in other fields, plus attending education and training in the field of Libraries.	The minimum librarian educational qualification is Diploma 3 (D-III) in the field of Library, Documentation, and Information Science.

ARTICLE 6
APPENDIX II
NATIONAL STANDARDS FOR SPECIAL
LIBRARIES FOR NON-GOVERNMENTAL
INSTITUTIONS

No.	National Library Standard Indicators		Not Listed
1.	Point 3.2	Types of Library Collections.	There is no attention to disabled users.
2.	Point 3.4 (b)	The collection development policy is prepared in writing and reviewed every 4 (four) years.	Forming a committee to formulate library collection development policies.
3.	Point 3.4 (d)	Acquisition of collections is carried out by purchase, gift, and exchange.	Acquisition of collections is carried out by means of purchases, grants, resource sharing, own production, and deposits or loans.
4.	Point 5.3	Types of library services Special Libraries of Government Institutions provide various library services, including at least circulation, on-site reading, and reference services.	Bibliotherapy services and developing mental health literacy.
5.	Point 6 (c)	Library Personnel The minimum educational qualifications of Non-Governmental Institution Special Library staff are Senior High School or equivalent by following education and training in the field of Libraries.	The minimum librarian educational qualification is Diploma 3 (D-III) in the field of Library, Documentation, and Information Science.
6.	Point 6 (f)	Special Library Staff from Non-Governmental Institutions can become members and/or administrators of professional organizations in the field of librarianship.	The requirements for members and/or administrators of professional organizations in the field of librarianship need to be revised, namely the existence of limitations on the educational qualifications of

			librarians.

ARTICLE 6
APPENDIX III
NATIONAL STANDARDS FOR SPECIAL
LIBRARIES FOR HOUSES OF WORSHIP

No.	National Library Standard Indicators		Not Listed
1.	Point 3.2	Types of Library Collections	There is no attention to disabled users.
2.	Point 3.4 (b)	The collection development policy is prepared in writing and reviewed every 4 (four) years.	Forming a committee to formulate library collection development policies.
3.	Point 3.4 (d)	Acquisition of collections is carried out by purchase, gift, and exchange.	Acquisition of collections is carried out by means of purchases, grants, resource sharing, own production, and deposits or loans.
4.	Point 5.3	Types of library services Special Libraries of Government Institutions provide various library services, including at least circulation, on-site reading, and reference services.	Bibliotherapy services and developing mental health literacy.
5.	Point 6 (c)	Library Personnel The minimum educational qualifications of Non-Governmental Institution Special Library staff are Senior High School	The minimum librarian educational qualification is Diploma 3 (D-III) in the field of Library, Documentation, and Information Science.

			or equivalent by following education and training in the field of Libraries.
6.	Point 6 (f)	Special Library Staff from Non-Governmental Institutions can become members and/or administrators of professional organizations in the field of librarianship.	The requirements for members and/or administrators of professional organizations in the field of librarianship need to be revised, namely the existence of limitations on the educational qualifications of librarians.

b. Discussion

Table 4. Summary of Findings and Analysis Reference

No.	Development of National Library Standard Indicators	Analysis Reference
1.	Disaster mitigation standards for collections and library buildings	Maunde et al., (2021) and Carter (1991)
2.	Fulfillment of library collection types for disabled users, especially the blind	Mahanisa (2021)
3.	Forming a committee to formulate library collection development policies	(Johnson, 2009)
4.	Acquisition of collections is carried out by means of purchases, grants, resource sharing, own production, and deposits or loans.	Darmono (2007), Subrata (2015), Evans and Shaponaro (2005)
5.	Adding bibliotherapy services to the types of library services, as well as developing mental health literacy	SDG 3, Reitz (2006), Pardeck (1995), Prater (2006), and Bryan (1939)
6.	The lowest educational qualifications for librarians are Diploma 3 (D-III) in the field of Library, Documentation, and Information Science	Lasa Hs (2009)
7.	The requirements for members and/or administrators of professional organizations in	Lasa Hs (2009)

	the field of librarianship need to be revised, namely the existence of limitations on the educational qualifications of librarians.	

The reason for using this theory as a reference for analysis is because it is still relevant to current conditions.

Analysis Results
1. **Disaster mitigation standards for library collections and buildings**
   The stages in disaster mitigation are[65]:
   1) Preliminary planning
      a. agenda setting
      b. policy formulation
      c. policy acquisition/Adoption
      d. policy implementation
      e. policy assessment
   2) Policy Analysis
   3) Implementation of policies related to program realization through implementing activities.
   4. Implementation of monitoring (supervision) and policy evaluation.
   Carter[66] states that disaster management involves prevention, mitigation, preparation, disaster impact, response, recovery, and development.
   Disaster mitigation standards for collections and library buildings still do not exist. Based on the theory above, it is necessary to write standards for disaster mitigation for collections and library buildings, namely by referring to the stages that must be carried out in disaster mitigation, which consist of:
   1) Preliminary planning: (a) agenda setting; (b) policy formulation; (c) policy

acquisition/Adoption; (d) policy implementation; (e) policy assessment.
2) Policy Analysis
3) Implementation of policies related to program realization through implementing activities.
4) Implementation of monitoring (supervision) and policy evaluation involving disaster management involving prevention, mitigation, preparation, disaster impact, response, recovery, and development.

2. **Fulfillment of library collection types for disabled users, especially the blind**
   Mahanisastated that blind users need a collection of braille and sound media. The type of library collection needs to be added to the braille collection aimed at blind users[67].
3. **Form a committee to formulate library collection development policies**
   Individuals and related committees can create collection development policies by considering the library's main goals and users' interests and adjusting relevant documents.[68]
4. **Collection acquisition is done through purchases, grants, resource sharing, own production, and deposits or loans.**
   The way to provide library materials is through purchasing, subscribing, exchanging, giving, and producing your own work[69]. Meanwhile, Evans and Shaponaro[70]

[65] Maunde, R., Posumah, J., & Kolondam, H. (2021). Implementasi Kebijakan Pemerintah dan Partisipasi Masyarakat dalam Penanggulangan Covid-19 di Desa Kuma Selatan Kecamatan Essang Selatan Kabupaten Kepulauan Talaud. Jurnal Administrasi Publik, 7(99).

[66] Carter, W. N. (1991). Disaster management: a disaster manager's handbook. Manila: Asian Development Bank (ADB)

[67] Mahanisa, S. (2021). Analisis Kebutuhan Koleksi bagi Pemustaka Tunanetra di Perpustakaan MTsLB/A Yaketunis Yogyakarta. Skripsi. Yogyakarta: UIN Sunan Kalijaga.

[68] Johnson, P. (2009). Fundamentals of Collection Development and Management (Second Edition). Chicago: American Library Association.

[69] Darmono. (2007). Perpustakaan Sekolah: Pendekatan Aspek Manajemen dan Tata Kerja. Jakarta: Gramedia Widiasarana Indonesia.

[70] Evans, E.G. and Saponaro, M. Z. (2005). Developing Library and Information Center Collections. 5th ed. Englewood: Libraries Unlimited.

state that the procurement method can be through resource sharing, which consists of the Development of cooperative collection (or exchange of collections according to Darmono), coordinated acquisition, joint purchasing, and joint information collection. Apart from what has been mentioned, Subrata[71] added a way to provide library materials through deposit or loan. Wider opportunities or possibilities in collections acquisition can be obtained by applying varied collections acquisition methods.

5. **Add bibliotherapy services to the types of library services**

Crothers[72] emphasized that reading quality books will develop new knowledge and ideas in life, producing a healing process that can enrich the reader's personality. Reitz[73] defines bibliotherapy as the use of books selected based on the content of a planned reading program and designed to facilitate the recovery of patients suffering from mental illness or emotional disorders.

Pardeck explains several objectives of implementing bibliotherapy, including (a) providing information about a person's personality or problems, (b) providing insight into certain experiences or situations, (c) providing alternative solutions to problems experienced by individuals, (d) stimulate discussion about the root causes of the individual's actual problems, (e)

communicate values and attitudes regarding the individual's problems, and (f) help readers understand that they are not the only ones experiencing specific problems[74]. According to Cornett & Cornett, bibliotherapeutic interventions have affective and cognitive effects on readers. Affective change involves positive attitudes, personal and social adjustment, the realization of change in a direction that is good for everyone, identification of socially acceptable behavior, examination of moral values, development of character, desire to imitate models, tolerance, respect, and acceptance of others[75]. Cognitive changes related to critical thinking, problem perspective, insight into human behavior and motives, self-evaluation, higher-order reasoning, and planning before taking action.

Meanwhile, the benefits of bibliotherapy itself for individuals (readers), according to Prater, include[76]:

1) Encourage users to express their problems and concerns freely. Some readers use repression or denial to deal with traumatic events. Books can help bring problems to the surface in a simple way. It can be understood that the problems

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[71] Subrata, G. (2015). Pengadaan Bahan Pustaka Perpustakaan Sekolah. This paper was presented at Activities "Pelatihan Manajemen Perpustakaan Sekolah/Madrasah bagi Kepala dan Calon Kepala Perpustakaan Sekolah/Madrasah" in The Red Hotel Resort & Resto Kawasan wisata Telaga Sarangan Magetan Regency on May 16, 2015

[72] Crothers, S. (1916). A Literary Clinic. The Atlantic Monthly, 118(3), 291–301.

[73] Reitz, J. M. (2006). Online Dictionary for Library and Information Science.

[74] Pardeck, J. T. (1995). Bibliotherapy: An innovative approach for helping children. Early Child Development and Care, 110, 83-88.

[75] Cornett, C. E., & Cornett, C. F. (1980). Bibliotherapy: The right book at the right time. Bloomington. IN: Phi Delta Kappa Educational Foundation.

[76] Prater, M. A., Johnstun, M. L., Dyches, T. T. & Johnstun, M. R. (2006). Using Children's Books as Bibliotherapy for At-Risk Students: A Guide for Teachers.

faced become lighter with books and do not burden the reader.

2) Bibliotherapy helps readers analyze their thoughts and behaviour regarding relationships with themselves and others. Readers can examine their own thoughts and behaviour when identifying the thoughts and behaviour of characters in books dealing with similar difficulties.

3) Bibliotherapy can be a tool that provides information to help readers solve their problems.

4) Bibliotherapy can reduce anxiety and promote relaxation. Readers will feel emotional relief when they find that other people have the same feelings they experience or have similar life events.

5) Bibliotherapy can provide a new and fun way to learn and try new solutions to their problems.

Bryan stated that the ideal person for the bibliotherapist job should be a combination of librarian and psychologist. This is because bibliotherapy is a service in the library and is included in the counseling services section[77]. Bibliotherapeutic services are very helpful for readers who experience psychological problems with various causes. With bibliotherapy services, Special Libraries also contribute to readers' mental health. If a special library is under an institution or organization that requires high productivity, then bibliotherapy services are very helpful in maintaining the mental health of its employees. Having a healthy mentality will have an impact on high productivity. If a special library is under a community institution, it will help the community gain mental health so that people can live better. This is also in line with the mission of SDG 3, namely "Good Health". Based on SDG 3, it is also necessary to

develop health literacy skills, including mental health literacy.

6. The minimum educational qualifications of librarians are Diploma 3 (D-III) in the field of Library, Documentation, and Information Science

The minimum competencies that must be mastered by a librarian, where these competencies will only be learned by librarians with a minimum formal education of Diploma III in Library, Documentation, and Information.[78]

7. The requirements for members and/or administrators of professional organizations in the field of librarianship need to be revised, namely the existence of limitations on the educational qualifications of librarians

These requirements follow the minimum formal education competency according to Lasa Hs, which is Diploma III in Library, Documentation, and Information.[79]

CONCLUSION

Special libraries have a very important role in the continuity of organizations, both government and non-government organizations. Based on this, the Head of the National Library of the Republic of Indonesia issued National Standards for Special Libraries, which serve as guidelines for the organization and management of all types of special libraries in Indonesia, namely Regulation of the Head of the National Library of the Republic of

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[77] Bryan, A. I. (1939). The psychology of the reader. In R. J. Rubin (Ed.) Bibliotherapy Sourcebook (pp. 22-32). Phoenix, AZ: The Oryx Press.

[78] Lasa, Hs. (2009). Manajemen Perpustakaan Sekolah. Yogyakarta: Pinus Book Publisher.

[79] Ibid.

Indonesia Number 7 of 2022 concerning National Standards for Special Libraries. The findings from this research are that there are indicators that need to be developed, namely:

1. Article 4
2. Article 6
   a. Appendix I (point 3.2, point 3.4 (b), point 3.4 (d), point 5.3, point 6.3 (a))
   b. Appendix II (point 3.2, point 3.4 (b), point 3.4 (d), point 5.3, point 6.3 (c), point 6.3 (f))
   c. Appendix III (point 3.2, point 3.4 (b), point 3.4 (d), point 5.3, point 6.3 (c), point 6.3 (f))

   Based on the indicators that need to be developed, what needs to be included in the standards are (1) Disaster mitigation standards for library collections and buildings; (2) Fulfillment of library collection types for disabled users, especially the blind; (3) Forming a committee to formulate library collection development policies; (4) Collections acquisition are carried out by means of purchases, grants, resource sharing, own production, and deposits or loans; (5) Adding bibliotherapy services to the types of library services and developing mental health literacy; (6) The minimum educational qualification of a librarian is Diploma 3 (D-III) in the field of Library, Documentation, and Information Science; and (7) The requirements for members and/or administrators of professional organizations in the field of librarianship need to be revised, namely the existence of limitations on the educational qualifications of librarians.

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