CHAPTER II

THE GENERAL DESCRIPTION OF BALAI BAHASA PROVINSI JAWA BARAT

2.1 Profile of Balai Bahasa Provinsi Jawa Barat

According to article 36 of the state constitution, the official language of Indonesia is Indonesian. Based on that constitution, Indonesia government tries to preserve and develop Indonesian language and local language. Then the Indonesia government creates an institution, the name of the institution is “Pusat Bahasa” (previously, in the 1966 it names was “Lembaga Bahasa dan Budaya”, then it was changed in 1969 to “Lembaga Bahasa Nasional”. Then, finally in 1999 the name was changed to “Pusat Bahasa”).

This institution is under the National Education Department. “Pusat Bahasa” has a main task to develop Indonesian Language and Indonesian literature and also local language and local literature. Considering the area that must be covered is whole Indonesia country, “Pusat Bahasa” has built many of “Balai Bahasa” in each Indonesia provinces.

In West Java there is “Balai Bahasa Provinsi Jawa Barat”, this institution has a role as technical implementer unit in National Education Department under the “Pusat Bahasa”. In doing its task, technically and administratively, ”Balai

Bahasa" is guided by "Pusat Bahasa" and has responsibility to the head of "Pusat Bahasa". Meanwhile "Pusat Bahasa" has a role as executive of particular task from National Education Department. In fulfill its task; "Pusat Bahasa" is fully responsible to the General Secretary of National Education Department.

The tasks of Balai Bahasa Provinsi Jawa Barat are to research, develop and guide the development of language and literature in the regional area.

The functions of "Balai Bahasa" are:

a. Implement the technical policy of "Pusat Bahasa" in guiding and developing Indonesian language and literature.
b. Formulate and implement technical policy in guiding and developing Indonesian language and literature in regional area.
c. Cooperate with province, city, and district government.

2.2 Job Position

In Balai Bahasa Provinsi Jawa Barat, the writer was placed at Language and Literature Assessment Division. At Language and Literature Assessment Division, the writer worked as an author of the short stories for the elementary school. The writer has a job to create a book about short stories collection.

2.3 Responsibility

During the job training In Balai Bahasa Provinsi Jawa Barat, the writer has a task to write some short stories in order to make a book productl. The writer must fulfill that book product according to the mentor guidance. The writer also has a responsibility to report about the book product to the mentor in the institution.

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