

## **ABSTRACT**

*Thesis titled “Analysis of Preservation of Case Files by the Young Law Clerk in the Central Java High Court. The purpose of this study was to find out the preservation of case files by the Young Law Paniterary field in the Central Java High Court. This study uses a qualitative method. The method of data collection is done by observation, interviews, and literature. The informants in this study were the Chairperson of the Sub-Section of the Young Law Clerk and the executive staff of preservation activities. The results of this study found that the Sub-Section of the Young Law Clerk in the Central Java High Court carried out preservation activities and this was also supported by the Tupoksi in the Sub-Section of the Young Registrar of Law on Archives. In carrying out the preservation of archival files by the Young Law Registrar in the Central Java High Court, by giving camphor or camphor to the corner of the file box room and the physical care of the archive. While the inhibiting factors for preservation of case files in the Young Legal Registrar section in the Central Java High Court are the budget for carrying out the preservation of case files and supporting facilities for preservation of case files such as temperature control devices and vacuum cleaners. The implementation of the preservation of archival files by the Young Legal Registrar in the Central Java High Court was carried out. This can be seen by the existence of the main tasks and functions of the Sub-Section of the Young Registrar of Law concerning filing. The archives referred to are maintenance of case files.*

**Keywords:** *file case files, thesis, preservation of case file archive*