

**IMPLEMENTATION OF ONE DAY MINUTATION AND ONE DAY PUBLISH
IN TERMS OF SIMPLE, FAST, AND LOW COST PRINCIPLES****Rizki Laili Fadlilah¹, Risma Nur Arifah²**

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Submitted: May 21, 2024; Reviewed: June 05, 2024; Accepted: June 11, 2024

Abstract:

One of the efforts made by the Religious Courts to realize the principle of simple, fast, and low cost is to implement the One Day Minutation and One Day Publish program, which is a flagship program of the Directorate General of Religious Courts of the Supreme Court of Indonesia. This program aims to improve judicial performance and services by minimizing and publishing case decisions within one day after the case is decided, so that the justice-seeking community can immediately get a copy of the decision on the same day after the decision is read. The type of research conducted in this study is field research with a descriptive-qualitative approach. The location and object of this research involved the Malang City Religious Court, the Bangil Religious Court, and the Mojokerto Religious Court. The results of this study indicate that the one day minutation and one day publish programs have run well and are in accordance with the principles of justice, namely the principles of simple, fast, and low cost. Despite their application, they still face several obstacles.

Keywords: One Day Minutation; One Day Publish; Principles of Simple, Fast, and Low Cost.

INTRODUCTION

In the administration of court case management, we are familiar with the term minutasasi at every level of court, be it at the court of first instance, the appellate level or the cassation level. Minutation comes from the word "minut" which means original. So minutation means authenticating. This means that documents relating to existing cases are made formally or originally and have been signed by an authorized official. Thus, in language minutasasi means authenticating. In terms of minutation, it is defined as the process of turning case files into state archives.¹

Along with the times, the notion of minutasasi is no longer limited to the activity of signing case file documents, but also includes the process of completing case files. In other words, case files containing documents related to the case have been neatly arranged and signed by the authorized official, following the sequence of events in the examination of the case or based on the grouping of the documents in question. Supreme Court Circular Letters No. 1 of 1962 and No. 4 of 1998 define "minutering" as the completion of a case file.

Circular Letters issued by the Supreme

¹ Syukur Sarmin. (2018) *Hukum Acara Peradilan Agama di Indonesia*. Jaudar.

Court of Indonesia Number 1 of 1962 and Number 4 of 1998 make *minutasi* a benchmark for file completion. This means that minutation does not only mean the signing of case file documents, but also includes all the processes required to complete a case file. Thus, minutation shows the performance of a case settlement in court. Therefore, *minutasi* must be considered properly because it can illustrate the performance of a court.

According to the Pattern of Development and Control of the Administration of the Registrar of Religious Courts, *minutasi* linguistically means original letter. In terms of terms, it means the original court decision letters, which must be kept in the court archive where the decision was made. There are also those who interpret *minutasi* as the authenticating of case letters in the case file until the case file is sewn, so sewing case file bundles is also included in minutation. Minutations are not done all at once, but gradually after the trial is over. In addition, minutation can also be done by grouping the original letters based on their type. Thus, the preparation of files follows the stages of the case in accordance with the Guidelines for the Implementation of Duties and Administration of Religious Courts (Book II) in filing.²

The case files, which had been mutated in order, were handed over to Desk III to be bound, stitched, and sealed. The file is then initialed and dated by the President of the Panel in the upper right corner of the case folder. In accordance with Book II and the Bindalmin Pattern, the Panel of Judges is responsible for completing the minutation of case files, assisted by the Substitute Clerk. Minutation of case files is no later than 14 (fourteen) days after the verdict is read.

The judiciary in Indonesia strives to provide justice to the community more efficiently and effectively. To improve performance and services in the Religious

Courts, the Directorate General of Religious Courts has priority programs, namely One Day Minutation and One Day Publish. One Day Minutation means that the case minutation process is carried out on the same day as the reading of the decision, although usually the minutation takes 2 to 14 days after the decision is read. This step is regulated in Directorate General Badilag Letter number 1924.c/DJA/OT.01.3/VII/2018 on Improving Performance and Services of Religious Courts, as well as in Book I of the SAPM Standard Guidelines, edition III, which is now APM. In addition, the Supreme Court also implemented One Day Publish, where decisions rendered must be immediately entered into the Directory of Decisions of the Indonesian Supreme Court. This aims to realize transparency in the judicial process. In the current era, case administration services and trials in court must be more effective and efficient, so that decisions can be immediately known by justice seekers.

Since 2003, the Supreme Court has accessed decisions that can be viewed through the Supreme Court Decision Directory. However, at that time, there was no specific time limit. In early 2012, the Supreme Court established a case information monitoring team whose task is to monitor whether case information has been published on the website, even if the case has been decided. This monitoring team routinely reports to the Supreme Court Registrar on a weekly basis. In 2018, the Supreme Court clarified the process by requiring decisions to be immediately entered into the Directory of Decisions of the Supreme Court of Indonesia on the same day as the reading of the decision. This move is known as "One Day Publish". Although it appears to be a new initiative, it is actually an old commitment that is being systematically revived.³

² Mahkamah Agung RI. (2013) *Pedoman Pelaksanaan Tugas dan Administrasi Peradilan Agama* (Revisi).

³ Admin, Retrieved 23 January 2024, from <http://pn.penalngan.go.id/main/index.php/tentang-pengadilan>

According to the minutation guidelines, case files must be completed no later than 14 days after the verdict is read. However, if the minutation is done on the day of the verdict (known as One Day Minutation), this is not contrary to the general provisions. Today's technological advances make it possible to implement the One Day Minutation program, based on which the Supreme Court and the four judicial bodies under it implement excellent service by adopting the One Day Publish and One Day Minutation systems.⁴

The innovative policy to implement the One day minutation and One Day Publish system is to accelerate the court process and overcome the backlog of cases. This means that cases must be mutated on the same day and the decision must be published to SIPP (Case Tracking Information System) and the Supreme Court Decision Directory on the same day.⁵ This program is a concept where the case is completed in just one day, so that the parties immediately get a copy of the decision after the decision is read. This innovative approach aims to complete cases in one day, so all Religious Courts in Indonesia are committed to this program as an important part of the justice system, and have implemented this system to improve their services.

The Supreme Court is a state institution engaged in the field of law and holds judicial power. The judicial system in Indonesia states that justice is carried out with the principles of simplicity, speed and low cost. The judicial power law requires courts to assist justice seekers and remove

obstacles and hindrances to achieve a good judicial system in accordance with the principles of simple, fast and low cost justice.⁶ The principle of simple, fast and low cost is a form of justice for the community, so that the law in Indonesia is more felt through the principles of justice, expediency, and legal certainty.⁷

Law No. 48 of 2009 which regulates Judicial Power, replacing Law No. 35 of 1999 which amended Law No. 14 of 1970, sets out the principle of a simple, speedy and low cost judicial process. Article 5 (2) states that the judiciary assists and seeks justice seekers to remove obstacles and hindrances to achieve a simple, speedy and inexpensive process. The Supreme Court and its subordinate courts administer justice for the judiciary. Judicial power is divided into four judicial spheres, namely General Courts, Religious Courts, Military Courts and State Administrative Courts.⁸

The One Day Minute and One Day Publish programs were launched in order to actualize the principles of fast, simple and low cost justice. The principle of speedy justice is intended so that case handling can be completed in a short time, so that it does not need to take a long time, not long-winded, meaning that the judicial process is not much delayed or postponed so that it is expected to reduce the possibility of cases that have no certainty. Simple justice is the examination and settlement of cases carried out in an effective and efficient manner.⁹ This

⁴ Direktorat Jenderal Badan Peradilan Agama. (2013). *Pedoman Pelaksanaan Tugas dan Adminisrtasi Peradilan Agama Buku II*. Mahkamah Agung RI.

⁵ Ersi Indah A. (2021) "One Day Minute One Day Publish dan One Day Send Salah Satu Bentuk Pelayanan Prima Pegadilan Tinggi Agama Gorontalo," t.t., <https://www.pta-gorontalo.go.id/berita/berita-terkini/420-one-day-minute-one-day-publish-dan-one-day-send-salah-satu-bentuk-pelayanan-prima-pegadilan-tinggi-agama-gorontalo>.

⁶ Asep Nursobah, (2015). *Pemanfaatan Teknologi Informasi Untuk Mendorong Percepatan Perkara di Mahkamah Agung*. Puslit.

⁷ Nur Atira Ali, Muammar Bakry, dan Abd. Rahman R., (2022) "Penerapan Aplikasi E-Court di Pengadilan Agama Sungguminasa Kelas I B," *Jurnal Al-Qadau: Peradilan dan Hukum Keluarga Islam* 9, no. 1

⁸ Ahmad Waliyuddin Hasanuddin, Lomba Sultan, dan Ibnu Izzah. (2023) "PENERAPAN ASAS SEDERHANA, CEPAT, DAN BIAYA RINGAN DALAM PENYELESAIAN PERKARA WARIS DI PENGADILAN AGAMA SUNGGUMINASA KELAS 1B," t.t.

⁹ Febby Mutiara Nelson dan Topo Santoso. (2021).

principle explains that simple means not complicated, not convoluted and not complicated. Then what is meant by low cost is the cost of cases that can be reached by the community, while still not overriding the accuracy and accuracy in seeking truth and justice. This principle explains that the judicial process does not cost much so as not to burden the person undergoing the judicial process.¹⁰

Departing from the author's initial interview with Mr. Akhmad Fahrur Rozi, Case Administration Staff of the Mojokerto Religious Court gave an explanation that in achieving the speed of data entry into SIPP (Case Tracking Information System) requires the cohesiveness of many teams and the smoothness of the internet network, and a good server and so long time to support the achievement of this one day minutation program.¹¹

With the implementation of the One Day Minutation and One Day Publish policies, the question arises whether the implementation can run well and smoothly. For this reason, the author took three research sites, namely the Mojokerto, Malang, and Bangil Religious Courts to find out and analyze how the implementation and what obstacles are faced by religious courts in implementing the one day minutation program in terms of simple, fast, and low cost principles. The reason the author chose this location is that no research has been found related to the implementation of the one day minutation program and one day publication of religious courts in East Java.

The purpose of this research is to find out

the implementation of one day minutation and one day publish in terms of the principles of simple, fast, and light costs in religious courts in Indonesia, as well as what obstacles religious courts face in implementing this policy. Some previous research that can be used as a comparison is the Implementation of One Day Minutation on the Duties and Functions of Substitute Clerks at the Manado Class IA Religious Court written by Fadilah Alwaritsa Tayib, and Kurniati. This research generally focuses more on the role of substitute clerks in the implementation of One Day Minutation in one religious court. While what the author will do is not only analyze one religious court but three religious court agencies and be reviewed with the court principle, namely the principle of simple, fast, and light costs. Then the research entitled Implementation of One day minutation and One Day Publish at the Banjarmasin Religious Court by Nurdin Ali Ahmad in 2022. This research only focuses on the application of One day minutation and One Day Publish in the Religious Court. However, what the author will do is not only on the aspect of its application, but also examine more deeply in terms of the legal principles of the court, namely the principles of simple, fast, and light costs in three religious court agencies. Based on some of the research above, there is no similarity with this research. Therefore, the direction in this study is not only to examine the application of One Day Minutation and One Day Publish but also to review the principles of simple, fast and low cost.

METHOD

The type of research conducted in this study is field research with a descriptive qualitative approach. The location and object of this research involved the Malang City Religious Court, Bangil Religious Court, and Mojokerto Religious Court. The data collection methods used include observation, documentation, interviews, library research, and field research. The data obtained were

Principle of Simple, Speedy, and Low-Cost Trial and The Problem of Asset Recovery in Indonesia. INDONESIA Law Review, 11(2).

¹⁰ Noviyanti Wulandari Sitepu, Muhammad Iqbal Tarigan, Aldilla Renata Chaniago. (2022). *IMPLEMENTATION OF THE PRINCIPLE OF SIMPLE JUSTICE FAST AND LOW COST IN INDONESIA'S RELIGIOUS COURTS.*

¹¹ Akhmad Fahrur Rozi, Implementasi Program One Day Minutation dan One Day Publish, 2 November 2023.

then analyzed and concluded.

ANALYSIS AND DISCUSSION

Implementation of One day minutation and One Day Publish

Implementation of One day minutation and One Day Publish Court case administration exists at every level of court from the first, appellate and cassation levels. However, along with the development, minutation is not just an activity of signing case letters in the file, but also includes the completion of the case file.¹² This means that the case file containing letters relating to the case has been authorized and signed by the authorized official and is properly arranged in accordance with the sequence of events in the examination of the case or in accordance with the classification of the letters. This is in accordance with the circular letters of the Supreme Court of Indonesia Number 1 of 1962 and Number 4 of 1998, which explain that "minutering" is the completion of case files.

Minutation comes from the word minut which means original. So, the meaning of minutation in language is authenticating. Minutation can also be defined as the process of turning case files into state archives. In addition, minutation is a process carried out by court clerks to complete the administrative process which includes typing, bundling and validating cases.¹³

Minutations can be carried out in stages (not immediately) after each hearing. Minutations can also be done in groups by classifying original documents according to certain types.¹⁴ Thus, the preparation of files is carried out gradually and sequentially in accordance with the stages of the case as listed in Book II.

Justice seekers expect case minutes to be completed quickly. To that end, the

Registrar has provided technical support in accordance with its function by creating a data communication feature in SIPP and the Decision Directory. This Data Communication feature is a medium to send electronic documents in accordance with SEMA 14/2010 from the court of first instance to the Supreme Court with an integrated system to make it more effective. With One Day Minutation and One Day Publish, the original Decision/Decision and its copy will be automatically available, so that the public can get a copy of the Decision, within a day.¹⁵

One Day Minutation is a new concept in resolving cases aimed at improving the quality and quantity of judicial services⁵. One Day Minutation is a concept to accelerate the process of minuting and filing cases in one day. The activities included in this concept are: after the Judge reads the Decision, making the Final Report, signing the Decision by the Panel of Judges and the Substitute Registrar, conducting the minutation, submitting the Case File to the Case Registrar, and submitting a copy of the Decision to the Parties.

The Malang Religious Court Class 1A

The one day minutation and one day publish program at the Malang Religious Court Class 1A is an effort to realize a great religious court, which is accountable, effective, superior, and comfortable. This program is also in line with bureaucratic reform and improvement of public services in the field of religious courts.

One day minutation and one day publish at the Malang Religious Court are programs that demand efficiency and timeliness in completing case files. Based on data from

¹² Bachsan Mustofa. (2003) *Sistem Hukum Indonesia Terpadu*, I. Citra Aditya Bakti.

¹³ Syukur Sarmin, *Hukum Acara Peradilan Agama di Indonesia*.

¹⁴ Syukur Sarmin.

¹⁵ Fadilah Alwaritsa Tayib dan Kurniati Kurniati. (2021) "Implementasi One Day Minutation Terhadap Tugas dan Fungsi Panitera Pengganti di Pengadilan Agama Manado Kelas IA," *Qadauna: Jurnal Ilmiah Mahasiswa Hukum Keluarga Islam 2*, no. 1 (2 Januari 2021): 131–44, <https://doi.org/10.24252/qadauna.v2i1.16728>.

the Annual Case Report of the Malang Religious Court in 2023 which contains data on 2,956 cases. The details of the cases handled by the Malang Religious Court that year were the remaining cases of last year (2022) totaling 250 consisting of 239 lawsuit cases and 11 petition cases and cases received in 2023 totaling 2,858 consisting of 2,285 lawsuit cases, 3 simple lawsuit cases and 570 petition cases, the minutation process was fairly excellent because the minutation in terms of case handling ratio in 2023 was 95.11%, an increase of 2.30% compared to 2022 which was only 92.81%. Moreover, based on these data, the minutation process was recorded as only taking a short time, namely around 1 to 2 days.¹⁶ However, when traced, it turns out that the report data is integrated with SIPP, which means that it is possible that the minutation data in SIPP (Case Tracking Information System) does not match the physical data (files that are mutated). According to Mr. Happy Agung Setiawan as the substitute clerk of the Religious Court of Malang said that this could have happened due to delays in the delivery of the summons from the court from outside the area. Which of course this can interfere with the process of authenticating (minutasi) because the physical file of the relaas has not been received in the file until the time the trial will begin by the Panel of Judges examining the case, so that the case cannot be mutated on that day.¹⁷

The Bangil Religious Court

One day minut and one day publish are programs that aim to accelerate and facilitate the completion of case administration in religious courts. This program requires case decisions read by the panel of judges to be completed administratively (one day minut)

and published to the Directory of Supreme Court Decisions (one day publish) on the same day.

The Class 1A Bangil Religious Court has implemented the one day minut and one day publish programs well. The Bangil Religious Court has Standard Operating Procedures (SOP) for both programs, which regulate the steps, responsibilities, and timing of implementation. In addition, the Bangil Religious Court also uses performance support applications such as SIPP, SIWAS, VIONA, and SIAPA DAKU to facilitate the process of registration, tracking, complaints, validation, and changes in marital status. Bangil Religious Court also conducts trial services outside the courthouse to get closer to the community.

One example of the application of one day minut and one day publish in Bangil Religious Court is the mobile court conducted in Kebonagung Village, Bangil District, Pasuruan Regency on July 21, 2023. In that session, there were 12 cases decided by the panel of judges. All of these decisions were successfully completed and uploaded to the Directory of Decisions of the Indonesian Supreme Court on the same day, even directly from the location of the mobile court.

The implementation of the One Day Minutation and One Day Publish programs sometimes requires Bangil Religious Court staff to work outside office hours. Mr. Yomi Kurniawan as the Bangil Religious Court clerk staff said that this happened because sometimes the trial lasted until the afternoon because many cases were decided that day. Meanwhile, the process of file minutation and publication of decisions must be completed within 1x24 hours. In addition, sometimes there are external disturbances such as the internet network that is not optimal. As a result, the staff on duty sometimes have to work until night. The density of access to the Directory of Supreme Court Decisions so that the server is down also causes the process of publishing decisions to often fail. Therefore, the staff

¹⁶ *Laporan Pelaksanaan Kegiatan Pengadilan Agama Malang*. (2023) Pengadilan Agama Malang.

¹⁷ Happy Agung Setiawan. (19 Februari 2024). *Implementasi One Day Minutation dan One Day Publish di Pengadilan Agama Malang Kelas IA*.

must faithfully run the queue of decisions to enter the Supreme Court Decision Directory.¹⁸

The Mojokerto Religious Court

The One Day Publish & One Day Minut program is one of the initiatives of the Registrar of the Supreme Court of Indonesia in mid-2018 to improve judicial effectiveness and services. After a case is decided, case documents must be created, reports and decisions must be uploaded in electronic applications on the Case Tracking Information System Application, and the Supreme Court Decision Directory within 24 hours.

In implementing this program, the Mojokerto Religious Court has a strong commitment to providing excellent service to the community, such as its motto, "Monggo Kerjo Inggang Nyoto" which means that the Mojokerto Religious Court always strives to work real to provide excellent quality in the legal products needed by justice seekers. according to Mr. Amir Syarifuddin, SHI, MI, (Judge of the Mojokerto Religious Court) who said that the one day minutation program has been implemented in the Mojokerto Religious Court since 2018 after the issuance of the one day minutation policy to maximize judicial performance. In the following year the application of one day minutation was getting better with the emergence of an assessment in each case file settlement because all religious courts in Indonesia were competing to get the best assessment.

According to Mr. Amir, the implementation of One Day Minutation and One Day Publish in Mojokerto Religious Court has been done as well as possible in accordance with the request without violating the applicable rules and regulations. The implementation of the Director General of Badilag's Letter

No.1924.c/DjA/OT.01.3/VII/2018 on Improving the Performance and Services of the Religious Courts dated July 31, 2018 is an obligation and is the first and main guideline for the Mojokerto Religious Court.¹⁹ This is evidenced by the Mojokerto Religious Court recording an achievement by ranking 6th best in Indonesia. The achievement achieved by the Mojokerto Religious Court is in the category of Class 1 A Religious Courts throughout Indonesia. This is in accordance with the Circular Letter from the Directorate General of Religious Courts of the Supreme Court of the Republic of Indonesia number 3387/DJA/OT 1.6/XI/2023 concerning "Final Value of Performance Achievement Assessment of Work Units within the Religious Courts for the Third Quarter of 2023". Previously, in the previous quarter, Mojokerto Religious Court ranked 30th nationally. In the first quarter of 2023, Mojokerto Religious Court still ranked 26th nationally. However, in this 3rd quarter performance assessment, PA Mojokerto managed to achieve an increase in performance achievement and occupy the 6th best position nationally. This is evidence of Mojokerto Religious Court's commitment to always improve the quality of performance and service to the community.

Implementation of One Day Minutation and One Day Publish Viewed from the Principles of Simple, Fast, and Low Costs

The Religious Court is one of the judicial institutions authorized to resolve cases relating to Islamic law. In order to provide excellent service to the justice-seeking public, the Religious Courts must be able to resolve cases simply, quickly and at low cost, in accordance with the judicial principles set out in Law Number 48 of 2009 concerning Judicial Power.²⁰

¹⁸ Yomi Kurniawan. (19 Januari 2024). *Implementasi One Day Minutation dan One Day Publish di Pengadilan Agama Bangil*.

¹⁹ M. Amir Syarifuddin. (2023). *Implementasi One Day Minutation dan One Day Publish di Pengadilan Agama Mojokerto, t.t.*

²⁰ Hatta Ali. (2022). *Peradilan sederhana cepat & biaya ringan menuju keadilan restoratif*.

One of the efforts made by the Religious Courts to realize these principles is to implement the One Day Minut and One Day Publish program, which is a flagship program of the Directorate General of Religious Courts of the Indonesian Supreme Court. This program aims to improve performance and judicial services, by minimizing and publishing case decisions within one day after the case is decided.

One Day Minut is the process of writing case files, minutes and case decisions within one day after the case is decided. One Day Publish is the process of uploading case files, minutes and decisions into electronic-based applications, namely the Case Tracking Information System (SIPP) and the Directory of Supreme Court Decisions, within one day after the case is decided.

The implementation of the One Day Minut and One Day Publish programs can be viewed from the principles of simple, fast and low cost, as follows:

In applying the principle of simplicity, this program can simplify the case settlement process, by reducing waiting time and bureaucratic red tape. With this program, parties do not have to wait long to obtain case files, minutes and decisions, because all of these documents are available online and can be accessed anytime and anywhere. The program also simplifies the process of monitoring and controlling cases, as all case data is integrated and monitored in an electronic system.

The fast principle applied by the Religious Court is fast in the administrative process of case settlement that does not take a long time but still in accordance with the case settlement procedure. In the one day minut and one day publish program, the public can receive a copy of the decision in a short time, it does not take a long time to months so that on the day after the decision is read the public can also immediately get a

copy of the decision on that day. This program can also accelerate the process of disseminating case information, because all case documents can be accessed online by parties, lawyers, media, academics, researchers and the general public.

This program can reduce the costs incurred by the parties, the court and the state, in resolving cases. Although not directly related to costs, the program can help reduce costs indirectly by accelerating case settlement. With an efficient process, the costs incurred by the parties in dealing with court cases can be minimized. From the description above, it can be concluded that the implementation of the One Day Minut and One Day Publish programs is one of the real steps of the Religious Courts in providing simple, fast and low cost services to the justice-seeking community. This program is also in line with the vision and mission of the Supreme Court of the Republic of Indonesia, namely realizing a great, authoritative and trusted judiciary. Therefore, this program needs to be supported and improved by all relevant parties, both at the central and regional levels, in order to provide optimal benefits for law enforcement and justice in Indonesia.

CONCLUSION

From the analysis of the implementation of the One Day Minut and One Day Publish programs in three Religious Courts, namely the Religious Courts of Malang, Bangil, and Mojokerto, it can be concluded that the implementation of this program is running smoothly and has received a positive response from the community. The program is also in accordance with the principles of simplicity, speed, and low cost. The main advantage is the quick service time provided by the Religious Courts. The launch of this flagship program by the Indonesian Supreme Court aims to meet the needs of the community, especially court users, regarding speed of time. During the service process, the mechanisms and procedures are not

complicated. In other words, the One Day Minut and One Day Publish programs at Religious Courts in Indonesia have successfully resolved issues related to the speed of service time. Although in general the implementation of this program is going quite well, there are still some obstacles. One of them is related to calls outside the jurisdiction. Substitute clerks often complain about the delay of the summons that has not been received in the file until the time the trial will begin by the Panel of Judges examining the case. As a result, the minuting process in one day cannot be carried out because the original file has not arrived. Another obstacle was related to information technology and networking. Despite continuous follow-up and development efforts, sometimes technical problems such as disruptions to the internet network can disrupt the One Day Publish service process. Nevertheless, this program still provides significant benefits to the community.

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