



**Administration and Optimization of Fixed Assets at the Secretariat of Election
Commission for West Java Province, Indonesia**

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M48, H7.

Abstract

This study aims to determine the effect of administration of State Property, which consists of bookkeeping, inventory, and reporting on the optimization of fixed assets in the Secretariat of the General Election Commission of West Java Province, Indonesia. Questionnaires are distributed to 38 officers whom using and responsible for the use of fixed assets in a room or work location at the Secretariat of the General Election Commission of West Java Province, Indonesia. The finding shows that administration of State Property (bookkeeping, inventory, and reporting of fixed assets) affect the optimization of fixed assets in the Secretariat of the General Election Commission by 55% while the remaining 45% influenced by other factors that are not examined in this study.