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The implementation of record management through the use of Electronic Document and Records Management System (EDRMS) as an application or information system technology that functions are to provide systematic and computerized information that can be used to identify risks and is part of the Business Information System (BIS) that required to carry out business activity especially to provides efficiency for data retrieval or decision making to support business process running well, minimize the occurrence of risks, and estimate the risks that will be faced. The purpose of this study to identify and analyze the effect of record management, especially EDRMS, through its use and function positively related to risk management in company business processes. The number of respondents obtained in this study were 71 respondents who were selected randomly with the criteria are using EDRMS and involved in risk management at company. Primary data from the questionnaire was then processed using the Structural Equation Modeling (SEM) method based on Variance Partial Least Square (PLS) version 3.3.3. The results of this study showed that positive and significant effect between the use of EDRMS as an information tool which is an important factor that related with decision making to determine the risks that will faced and how to deal with them. The effect of record management and risk management based on analysis test is 71.5% on the company's business processes.

Keyword: Record management, EDRMS, Risk Management, Business processes,SEM

(xv + 119 + attachment + 10 figure + 52 table)

Bibliography (1990 – 2020)