

ABSTRACT

Manufacturing Process Laboratory is one of the laboratory at Telkom University. Manufacturing Process Laboratory is concern to researchers because the qualified laboratories needed by researchers in achieving the vission of Telkom University in 2015, which is the strategic plan to make the university an ISO certified. Because laboratory is part of a university, researchers are trying to create a laboratory to be certified ISO 17025: 2008.

ISO 17025: 2008 is a standard for calibration laboratory or a laboratory test. Laboratory Manufacturing Process Laboratory is the closest in terms of calibration or testing. When the Laboratory of Manufacturing Processes have been certified, then the other laboratories will be able to follow the existing guidelines in order to realize the strategic plan of the University of Telkom. SOP (Standard Operating Procedure) is one of the key documents in the requirements of ISO 17025: 2008 and will assist laboratories in the running system documented in the SOP. Identify the data in Prosman Laboratory and compare it with the ISO 17025 standard, which will be obtained by the GAP most critical and proposals given in the process of improvement in the form of SOP.

SOP design is done by using the method of benchmarking with benchmark partners selected to produce an effective and efficient process in the laboratory. SOP to be designed is SOP Document Control accordance with clause 4.3 of ISO 17025: 2008, which will be explained in detail about the documents related to the Manufacturing Process Laboratory.

Keyword : ISO 17025: 2008, Benchmarking, Laboratory, Manufacturing Processes, Telkom University.