

## **ABSTRACT**

*Logistics unit is one of unit which is important in IT TELKOM because part of IT Telkom Asset Management. Currently Logistics in IT Telkom still do the demand for goods or services manually, starting from the procurement process in the form of exploitation and investment goods up to the reporting of purchases of goods. Procurement process is an important process and should have clear procedures. But at the time of running the procurement process appear some problems in it, such as the long time of the procurement process, coordination between units / faculties are less well established, many documents (papers) were involved, until the purchase transaction reporting inaccurate and slow.*

*BPI method is a sistem that will assisted in the process of simplification / streamlining of business processes, to provided assurance that the internal and external customers of the organization will get a much better output (Harrington, 1991). Analysis of fit / gap analysis is a tool that involves the identification of gaps between current conditions to future conditions which expected. The analysis was the starting point in the implementation process for process improvement activities. Microsoft Dynamics AX formerly known as Microsoft Axapta is a complete business solution applications, flexible, and integrated. The application is built with reference to the trends the latest technological developments.*

*The importance of improvement the existing sistem to aims the maximize of performance form the Logistics unit. One of the tools in improving business processes is used the Fit / Gap Analysis and BPI (Bussiness Process Improvement). Fit / Gap Analysis is a method to improve business processes by comparing the better business processes and business processes that are used, that will be compared from a software called Dynamics AX 2012 business processes particularly on Inventory and Warehouse Management modules and Fixed assets. Lot of expected to use the software for recording and accommodation goods in the IT TELKOM can be done better.*

*Keywords: Inventory, IT Telkom, BPI (Bussiness Process Improvement), Fit / Gap Analysis, Dynamix Ax.*