

ABSTRACT

CV XYZ is a manufacturing company engaged in the manufacture of motorcycle *spare parts* such as *dies, molds, jigs & fixtures, precision parts and plastic products*. Good quality product results from a good quality process. In line with good quality, the company must also have a good environment working. By having a *Quality Management Standard ISO 9001: 2015* and *Environmental Management Standard ISO 14001: 2015* is expected to help companies realize the quality and a good working environment.

This research will be integrated *ISO 9001: 2015* clause 9.1.3 with the *ISO 14001: 2015* clauses 9.1.2 to produce *SOP* analysis and evaluation. Integration that has been done is combine the requirement of *ISO 9001:2015* clause 9.1.3 and *ISO 14001:2015* clause 9.1.2. The result of the integration requirements of *ISO 9001: 2015* clauses 9.1.3 and *ISO 14001: 2015* clauses 9.1.2 will be input to the preparation of the *risk register*. Once the *risk register* prepared, the result of *integration requirements, risk registers and gap* obtained from the deficiencies that exist in *CV XYZ* will be the input for designing *SOP* analyze and evaluation. After obtaining a *SOP* design analyze and evaluation, will now be improve by using *business process improvement*. After the improvement, will be obtained *SOP* analyze and evaluation have gained improvement of *business process improvement* method. Further analysis and evaluation of this *SOP* will be verified to conform to the conditions in *CV XYZ*.

The conclusion that can be obtained from this research is design *SOP* analyze and evaluation has meet the integration of *ISO 9001:2015* clause 9.1.3 and *ISO 14001:2015* clause 9.1.2, *gap, risk register*.

Keyword : Standard Operating Procedure, ISO 14001:2015, ISO 9001:2015, Risk Register, Business Process Improvement