

ABSTRACT

CV. XYZ is manufacturing company which produce mould, press tool, jig & fixture, and spare part especially for motorcycle. CV. XYZ has implemented QMS based on ISO 9001:2008 and now will implement QMS and EMS based on ISO 9001:2015 and 14001:2015 because of the changes of ISO standar. The changes of ISO standard will affect the customer which is one of the best automotive company to change the ISO standar in QMS and EMS in its company. It Cause customer will require CV. XYZ to implement the new standard as a step to assure the QMS and EMS in CV. XYZ resulting good quality product. The changes of standard is also as a step to doing continuous improvement in CV. XYZ that can make the business of CV. XYZ is sustainable.

Continuous improvement can be supported with the success of internal audit process in company. In previous research internal audit SOP has been resulted based on intregation of ISO 9001:2008 and 14001:2004. In a fact, the SOP of internal audit from previous research is not implemented because not conform to company conditions and needs so the SOP need to be updated according to new standar that require to considering risk that can make any failure of internal audit process in CV. XYZ. Based on that fact, it needs to design SOP of internal audit based on ISO 9001:2015 clause 9.2 and ISO 14001:2015 clause 9.2 which can make audit internal process can be implemented in company by using benchmarking method with the company that has implemented the audit internal process continuously.

Designing SOP of internal audit begin with integrating ISO 9001:2015 clause 9.2 with ISO 14001:2015 clause 9.2 which results integrated requirement of internal audit. The requirement then use as guideline for designing internal audit business process from benchmarking become internal audit business process that meet the integrated requirement of internal audit. After that, the business process that meet the requirement assessed for evaluating the risk that results risk register which become input for deisigning SOP so result SOP internal audit that meet the requirement of ISO 9001:2015 clause 9.2 and ISO 14001:2015 clause 9.2 which considering the risk.

The SOP of internal audit that resulted from this research has been verified that SOP meet the requirement, meet the needs of CV. XYZ and can prevent the risk that can cause any failure in internal audit process. The benefit from this research is CV. XYZ have internal audit SOP which can make sure that internal audit process implemented effectively.

Key words: *SOP, benchmarking, ISO 9001:2015, ISO 14001:2015, internal audit*