

ABSTRACT

PT Citra Sukapura Megah (CSM) is subsidiary company of Yayasan Pendidikan Telkom (YPT) that works in a variety fields; one of them is development project. One of project that being handled by PT CSM is the Building Lecture of Sekolah Tinggi Seni Rupa dan Desain Indonesia (STISI Telkom), as a place to study for all students in Indonesia, especially for students of YPT. In the implementation process of constructing STISI Telkom, there is an incompatibility issue in the delivery of projects that result in a delay because there is no policy that is used as a guideline to implement the project properly

Through this, it's needed a project auditing for one of the processes in the project and designing a communication model with a building project of STISI Telkom as the case study of this research. The process that being audited are the process of procuring goods and/or services, based on the problem. It is necessary for performance analysis, and risk identification. Performance analysis is analyzing the variables and monthly project reports. Meanwhile, risk identification is done by creating and filling out the checklist form. Thus, it can be proposed a communication model of STISI Telkom building project in order to be better communication.

Through the checklist form, obtained 61 gaps, where 23 gaps are situational and 38 gaps are mandatory. Proposed communication model of STISI Telkom building project is in execution phase.

Keywords: Performance Analysisi, Project Auditing, Communication Model, Project Management Body of Knowledge, Checklist Form