

ABSTRACT

PT XYZ is a company engaged in the textile sector that produces upholstery fabrics and spring-bed fabrics. In the production planning process, PT XYZ has not documented the information needed for this process. This resulted in the absence of product defect identification and defect control planning. Therefore, this research will design documented information in the production planning process using a business process management approach. The data used is divided into 2, namely primary data and secondary data. The primary data consists of the main business processes of PT XYZ and the existing production planning business processes at PT XYZ. Secondary data consists of profiles and organizational structure of PT XYZ. The first stage in this research is to identify the main business processes. The main business processes will be reduced to level 2. After that, process modeling will be carried out using BPMN. After process modeling is carried out, the process will be juxtaposed with the requirements of ISO 9001:2015 clause 8.1. After comparison, identification of existing documented information will be carried out in the production planning process. The output of the identification process is documented information that is not yet available. Documented information that is not yet available will be drafted. After that, a verification and validation process is carried out regarding the data and results of the design to the company. The results of this study are documented information on the production planning process consisting of design and development input records, results records and design change controls, criteria records and evaluation of vendor selection, and records of quality control and process evaluation criteria records as well as redesign of production planning documents which contains information regarding production schedules, delivery dates, delivery methods, production capacity, labor requirements, and raw material requirements.

Keyword —ISO9001:2015, Production Planning Process, Business Process Management, Documented Information