

CHAPTER III OPERATIONAL PLAN

3.1 Location & Facilities

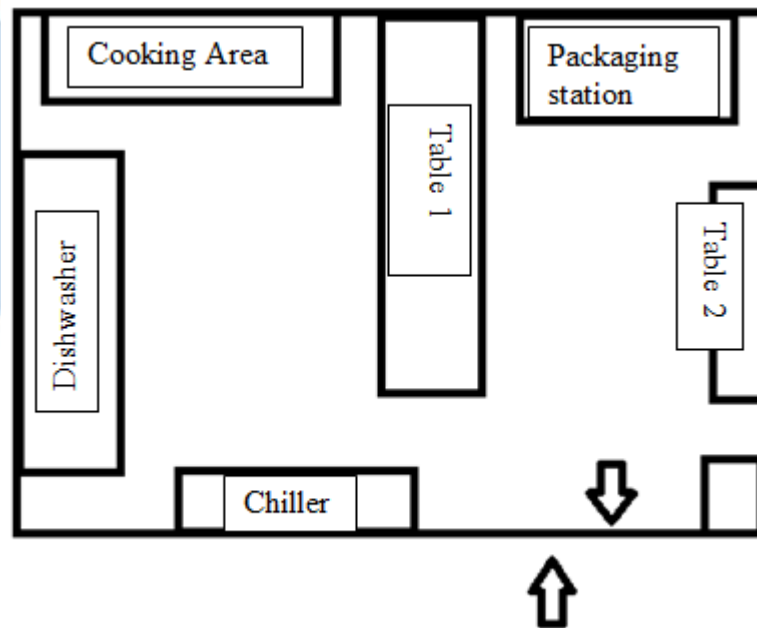
Location selection is one of the most important things in running a business because can give a big impact on costs and revenues. Besides that, location can also affect the smooth selection of production due to strategic places and also give big effect on marketing. While for the production process, it is determined based on the presence of suppliers.



Figure 3.1 Pascal Cluster Map

The location for producing YAMBOX products, is in Gading Serpong City Cluster Pacal Barat 1 no 9, Gading Serpong, Tangerang. This location is strategic because the ingredients needed to make the products are very easy to get just go to Sinpasa Market located in Summarecon Mall Serpong. This location very supportive for the distribution of products because it is very close to BSD city, Alam Sutera, Lippo Karawaci and Tangerang City.

Kitchen is the one of the important facilities that must be owned or provided by the company to start an Food and Beverage business. And this is the YAMBOX kitchen Layout. For now this the layout of the kitchen area the owner separate the cooking area from the packaging area so that food hygiene is maintained. If this businesses become large and successful the owner will provide bigger and also proper kitchen.



Picture 3.2 Kitchen Layout

This is the kitchen layout YAMBOX Company. The placement of the Kitchen Layout sorted by the first thing when the owner cooks food. The raw materials will be stored to the chiller or the freezer such as Chicken meat, Egg, chicken skin, and etc. for vegetable like Onion, garlic, lime leave and etc. will be stored to chiller only. Cooking area used for processing the product like cooking the chicken, cooking all spices. Table 1 used for cutting the onion and also for a place to put food ingredients before cooking and also as a place to cut raw ingredients. There will be a separator between the cooking area and the packaging area, in the form of glass so that the food that will be packaged for customers remains in a clean condition. Packaging station area

for food plating and preparation for handing over to customers. And last for table 2 an area to put food to be given to guests, a place to record food to be brought, and etc. what is certain is that table 2 is used for any use, except for kitchen purposes like raw materials.

3.2 Manufacturing / Service Methods

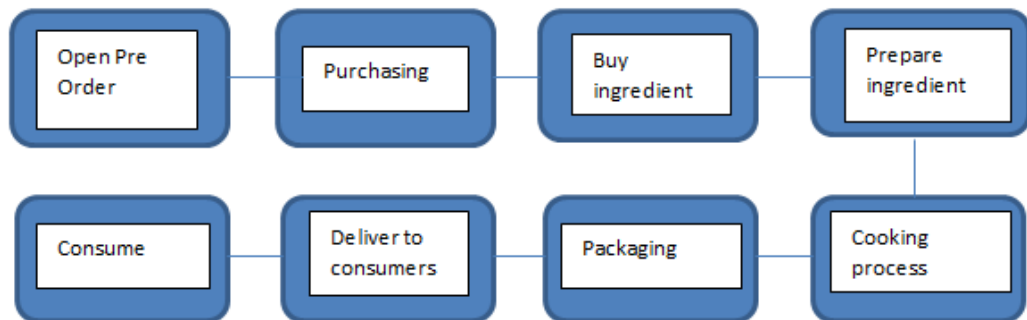


Chart 3.7 Manufacturing Chart

The process of making YAMBOX products is carried out very carefully and also maintains the quality of products. YAMBOX manufacturing process starts with Open Pre order for a certain date in order to know the number of buyers and after that the consumers pay first the owner provides two payment options, paying in full or in half this way it can minimize the owner spending money on the first sale. Next it buys ingredient buy good quality ingredients to maintain product quality so that it remains the best for buyers, the owner have chosen several places to use in order to supply the ingredients for the dishes. Cooking process Our target is to make the best use of cooking time so that the food reaches the customer on time and also for packaging will always control so that the packaging stays neat. After everything finish next is delivering to customers on the date specified at the time of pre order. Last it's consumed.

3.3 Supplies and Suppliers

Table 3. 1 Equipment & Appliances List

No.	Supply	Qty	Units	Supplier	Price
1	Chiller	1	Pcs	Gloria Furniture	
2	Freezer	1	Pcs	Gloria Furniture	
3	Big bowl	3	Pcs	Ace Gading Serpong	Rp. 36.000
4	Scale	1	Pcs	Sinpasa Market	Rp.35.000
5	Knife	2	Pcs	Sinpasa Market	Rp.100.000
6	Cutting board	2	Pcs	Tokopedia @cvkimswoods	Rp.494.000
7	Strainer	2	Pcs	Sinpasa Market	Rp. 7.500
8	Spoon	5	Pack	TokoPedia @DJ88_Olshop	Rp. 20.000
9	Wood Spatula	3	Pcs	Ace Gading Serpong	Rp. 50.000
10	Plastic Box	4	Pcs	Sinpasa Market	Rp. 20.000
11	Paper Box	2	Pack	Sinpasa Market	Rp.20.000
12	Plastic Table	2	pack	Gloria Furniture	
13	Raw Chicken	1	Pack	Sinpasa Market	Rp. 28.000
14	Basa Gede Spices	1	pack	Sinpasa Market	
15	Oil and seasoning	2	pack	Sinpasa Market	
16	Red onion	1	Pack	Sinpasa Market	Rp 10.000
17	Chili	1	pack	Sinpasa Market	Rp. 5.000
18	Lime Leaves	1	Pack	Sinpasa Market	Rp. 5.000
19	Bay leaf	1	Pacs	Sinpasa market	Rp. 5.000

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3.4 Control Procedures

So that the business runs smoothly without any obstacles the Writer need to pay attention not only in external factors, but also internal factors. Fluency in implementing procedures will be very helpful for business development. In here YAMBOX have several important procedures for smooth business.

- Purchasing raw materials
 - The company purchases buy ingredients based on the best quality
 - The purchase of ingredients such as raw chicken, lime leaves, bay leaf must be purchased fresh.
- Production
 - The employees must wear a uniform, hand gloves, hair cap, and face shield.
 - Before employee start cooking they need to wash they hands.
 - Before start cooking, all employees must ensure that all equipment is clean and after they finish cooking all employees must ensure that all equipment clean to.
 - Do not smoking while cooking.
- Distribution
 - in distributing products YAMBOX create a system for delivering products such as delivering to the area farthest from the store and then to the area close to the store. apply postage for several areas such as Gading Serpong area of 5000, Lippo area of 10,000, Alam Sutera and Tangerang areas of 20,000.
- Payment
 - the Writer make 2 types of payment its directly pay in full on the day when the pre-order is open or pay half and then the rest when the food arrives on the day of delivery

3.5 Staffing

YAMBOX has 3 employees consists of three parts of production which are divided into 2 in the production station, 1 in the packaging section (there will be rotation every 2 days). Then owner will be handling in administration for the online store's (Instagram). All employees selected based on the company standards, to support the main goals or target desired by the company. The minimum requirements set by YAMBOX are high school or vocational high school graduates, age range 19 years old to 35 years old, know basic knowledge about safety hygiene and sanitation, know about basic cooking, loyalty to the company, responsible, on time, can work in the team, hardworking, trustworthy, and honest. YAMBOX provide several facilities for employees such as a place to live if the employee comes from a distant area, 1 day off (each employee has a different day off), meal allowance for 1 time.

No	Division	Salary
1	Production	Rp. 2.000.000 /month

Table 3.2 Employees Salary

The company provides regulations and schedule that must be obeyed by every employee. The owner hope this regulation and schedule for the employee can reach the target of the YAMBOX company. The regulation and the schedule are:

- a. Employees must be come on time according to the schedule.
- b. Employees must do attendance every it start and leaving work.
- c. Employees are required to the Writerar uniforms and other equipment like hand gloves, hair caps, and face shield mouth.
- d. Employees need to keep cleanliness of every station.
- e. Employees must follow the SOP that has been given by company.

Position	M	T	W	T	F	S	S
Production	8 AM – 5 PM	8 AM – 5 PM	8 AM – 5 PM	8 AM – 5 PM	8 AM – 5 PM	8AM – 4AM	8 AM- 4 AM

Table 3.3 Employees Schedule

Saturday- Sunday	closing time 1 hour earlier
Monday	All employee came to the outlet
Tuesday	DAY OFF FOR EMPLOYEE 1
The Writerdnesday	DAY OFF FOR EMPLOYEE 2
Thursday	DAY OFF FOR EMPLOYEE 3
Friday	All employee came to the outlet

Table 3.4 Working Timeline

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