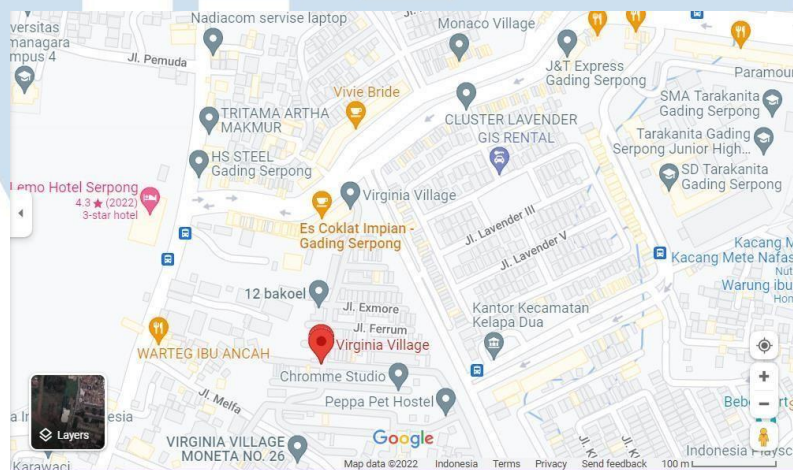


## CHAPTER III

### OPERATIONAL PLAN

#### 3.1 Location & Facilities

As a home-based business, the production place of TemBus will be in the writer's home which is located in Cluster Virginia Village, Jalan Bristol No. 5, Gading Serpong, Tangerang. Virginia Village is strategically located near residential housing, school, universities, shops, and house-offices.



Picture 3.1 TemBus Location

TemBus is located near multiple housing complexes such as Cluster Lavender, and Monaco Village. In addition, TemBus is also surrounded by house-office such as Ruko Glaze, and Ruko Blitz. With TemBus located in this strategic location, TemBus is projected to gain more potential customers and has much potential for business growth. TemBus provides facilities for simplifying and increasing the efficiency process of product distribution to customers. There will be a waiting area for distributors to pick up the product easily. TemBus also provides easy access to facilitate the distributor to pick up the product.

### 3.2 Manufacturing / Service Methods

TemBus has conducted several trials and created a standardized recipe for the product before starting to produce and sell the product to customers. By doing several trials and creating a standardized recipe, TemBus is expected to maintain consistently high product quality and increase the cost of production effectiveness. TemBus has different types of recipes which are:

#### 1. Product Standard Recipe

Table 3.1 Original TemBus Chips

Recipe Name	Original TemBus Chips		
Yield	1		
Portion	100 gr		
Ingredients	QTY	UOM	Preparation
Tempe Gembus	100	gr	Thin slice
Tepung Terigu	40	gr	
Tepung Beras	40	gr	
Salt	5	gr	
Totole	5	gr	
Water	100	ml	

Notes:

QTY = Quantity

UOM = Units of Measure

U N I V E R S I T A S  
M U L T I M E D I A  
N U S A N T A R A

Table 3.2 Spicy TemBus Chips

Recipe Name	Spicy TemBus Chips		
Yield	1		
Portion	100 gr		
Ingredients	QTY	UOM	Preparation
Tempe Gembus	100	gr	Thin Slice
Tepung Terigu	40	gr	
Tepung Beras	40	gr	
Salt	5	gr	
Water	100	ml	
Chili Flakes	10	gr	

Table 3.3 Cheese TemBus Chips

Recipe Name	Cheese TemBus Chips		
Yield	1		
Portion	100 gr		
Ingredients	QTY	UOM	Preparation
Tempe Gembus	100	gr	Thin Slice
Tepung Terigu	40	gr	
Tepung Beras	40	gr	
Salt	5	gr	
Water	100	ml	
Bumbu Keju	10	gr	

Table 3.4 Barbeque TemBus Chips

Recipe Name	Barbeque TemBus Chips		
Yield	1		
Portion	100 gr		
Ingredients	QTY	UOM	Preparation
Tempe Gembus	100	gr	Thin Slice
Tepung Terigu	40	gr	
Tepung Beras	40	gr	
Salt	5	gr	
Totole	5	gr	
Water	100	ml	
Barbeque Powder	10	gr	

Table 3.5 Recipe Method

<b>Method</b>
1. Prepare all equipment needed, and make sure all equipment are clean and ready to use.
2. Cut tempe gembus into thin slice.
3. Prepare wet flour mixture (wate, all purpose flour, salt, coriander, garlic, and totole) and dry flour mixture (rice flour)
4. Insert sliced tempe gembus into wet flour mixture first then to dry flour mixture (rice flour).
5. Fry tempe gembus with medium heat around 2 - 3 minutes
6. Wait until tempe gembus is dry enough
7. Bake tempe gemus at 130 Celcius degree for 25 minutes
8. Mix tempe gembus chip with flavoring powder

### 3.3 Supplies and Suppliers

Table 3.6 Equipment & Appliances List

Categories	Specification	Supplier
<b>Facilities Needs</b>		
Quantum Stove		Quantum
Refrigerator	Mini Bar 50L CBC 50	Changchong
Cooking Gas tank 3kgs	3 kg	Elpiji
Handphone	Redmi 10 5G	Xiaomi
Oven	400 Watt 10 Ltr	Sekai
Printer	Pixma IP 2770	Canon
<b>Furniture</b>		
Table Kitchen	Meja Stainless 3 Susun Mr Dapur WT3	Gaemoore
<b>Appliances</b>		
Water Gallon	19 Ltr	Fikraynia
<b>Kitchenware</b>		
Plastic Bowl	Golden dragon mangkok melamin 7"	Agen Perabot Family
Paring Knife	Tanica Paring Knife 10cm	Tanica, Pd Selamat
Chopping Board	25cm x 16cm x 0.4 cm	Ceveska Shop
Stainless Steel Spoon (12 pcs)		Pisces123
Joyko Scissors	Joyko SC-838	tokobukumurahonline
BOLDe Fry Pan	22cm	Bolde Store
Baking Paper (Roll)	30cm x 5m	superlife6868
Merang Paper (25 pcs)	43cm x 62 cm	solusi_packaging

### 3.4 Control Procedures

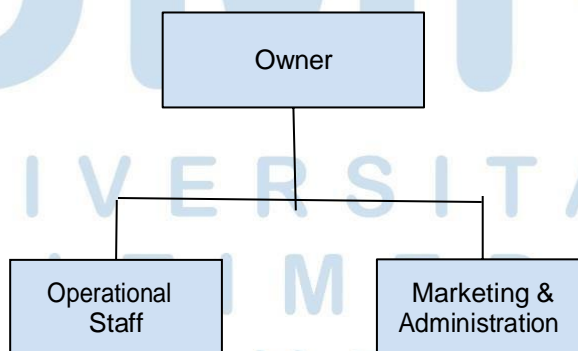
TemBus uses fresh ingredients that are needed to be store either in the chiller, or shelves. Our storage room will be hygienic and clean in order to maintain all the ingredient's quality. TemBus is freshly pre-made, so it is mandatory for all employees to do inventory control. TemBus uses the First In First Out (FIFO) inventory method.

Table 3.7 Inventory Control Form

IN			
Date	Unit	Activity	By
04/12/2022	30	-	Graciell

OUT			
Date	Unit	Activity	By
04/12/2022	30	-	Graciell

### 3.5 Staffing



Picture 3.2 TemBus Organizational Chart

Table 3.8 Staff Scheduling

	M	T	W	T	F	S	S
Owner							
Operational				OFF	OFF		
Marketing & Administration						OFF	OFF

1. Staff Requirement

- a. Men/women age 21 - 29.
- b. Able to work individually or in groups.
- c. Minimum education of high school.
- d. Willing to work on shift.
- e. Honest and willing to learn.

2. Job Description

a. Owner

- 1) Responsible for the day-to-day operation of the company.
- 2) Overseeing all business aspects (marketing, product making, and human resources).
- 3) Evaluate any problems that occurred.
- 4) Analyzing sales plan strategies and solving problems.

b. Operational Staff

- 1) Responsible for making tempe gembus chips.
- 2) Responsible for the packing process of tempe gembus chips.

c. Marketing & Administration

- 1) Responsible for handling TemBus business accounts on every digital platform (Shopee, Tokopedia, Instagram, and TikTok).
- 2) Creating customer engagement promos on social media.
- 3) Handling and processing every order and other digital transaction.

### 3. Salary

Based on business calculation considerations, TemBus is able to pay the salaries of employees in the amount of

Table 3.9 Staff Salary

Operating	Rp. 1.650.000,-
Marketing and Administration	Rp. 1.650.000,-



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