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CHAPTER III

OPERATIONAL PLAN

3.1 Location & Facilities

The location of the production of Rin's Dessert will be at Perumahan Foresta Cluster Fiore B8/15, BSD, Tangerang Selatan. This location is near to other housing and university which can be easily reached when ordered.



Picture 3.1 Perumahan Foresta BSD Map

Rin's Dessert production will take place at the owner house, which will be made in the clean kitchen for baking and packaging and wet kitchen for preparation the process of baking the product. All the ingredients will be place in the refrigerator and pantry in the kitchen area.

U N I V E R S I T A S
M U L T I M E D I A
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3.2 Manufacturing / Service Methods

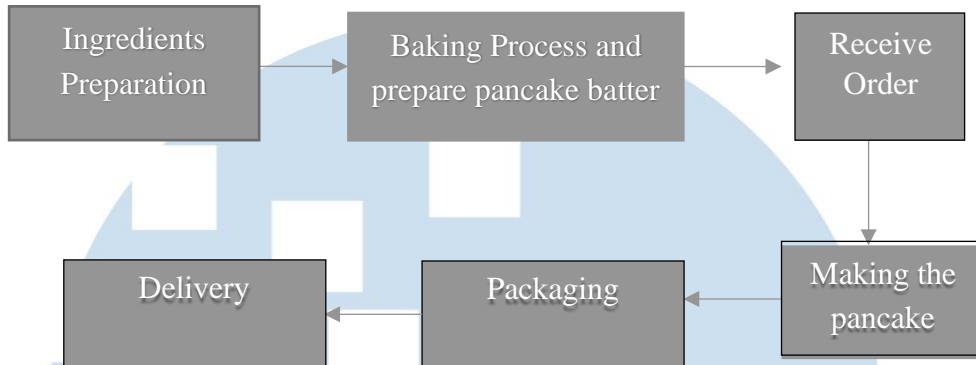


Chart 3.1 Manufacturing / Service Methods

In order to successfully handling the business, this company will open by ready stock for the customer to order that will be available to order on Monday – Friday and will be closed for order on the weekend. The company will made 25 products each day, which the first thing to do in the morning is to make and bake the cake, making the pancake batter, making the sauce that will reach the amount of quote per-day, when the customer order and paid for the product, the staff will prepare and making the product (for the pancake)the product for packaging and will be delivered to the customer location. The owner has plan to increased the number of production if there are more customer want to order.

3.3 Supplies and Suppliers

As a home industry business, Rin's dessert provide supplies in order to complete the production of the products with the suppliers that are near around the production house such as Informa, Puspita Toko Bahan Kue and Roti, Local Mart BSD and order supplies through shopee application.

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Table 3. 1 Equipment & Appliances List

No.	Supply	Qty	Units	Supplier
Appliances				
1.	Stove	1	Pcs	Informa
2.	Oven	1	Pcs	Informa
3.	Stainless Bowl	3	Pcs	Puspita Toko Bahan Kue dan Roti
4.	Silicon Spatula	5	Pcs	Puspita Toko Bahan Kue dan Roti
5.	Fry Pan	4	Pcs	Informa
6.	Sauce Pan	2	Pcs	Informa
7.	Baking Pan	2	Pcs	Puspita Toko Bahan Kue dan Roti
8.	Balloon Wisk	4	Pcs	Puspita Toko Bahan Kue dan Roti
9.	Ladle	3	Pcs	Pustipat Toko Bahan Kue dan Roti
10.	Mixer	1	Pcs	Informa
11.	Microwave	1	Pcs	Informa
12.	Container	6	Pcs	Puspita Toko Bahan Kue dan Roti
13.	Glove	1	Box	Aeon Supermarket
14.	Bread Knife	3	Pcs	Puspita Toko Bahan Kue dan Roti
15.	Brush	3	pcs	Puspita Toko Bahan Kue dan Roti
16.	Parchment Paper	5	roll	Puspita Toko Bahan Kue dan Roti
Packaging				
1.	Cake Dessert Cup Box	25	Pcs	Toko Bahan dan Kue NOVIA
2.	Pancake Dessert Box	25	Pcs	Toko Bahan dan Kue NOVIA
3.	Plastic Spoon	25	Pcs	Toko Bahan dan Kue NOVIA
4.	Sticker	25	Roll	Snappy
5.	Paper bag	30	Pcs	Shopee
6.	Sauce Container	25	Pcs	Toko Bahan dan Kue NOVIA
Ingredients				
1.	Dry Ingredients	5	Pcs	Local Mart BSD
2.	Wet Ingredients	5	Pcs	Puspita Toko Bahan Kue dan Roti

Source : Author Data

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3.4 Control Procedures

In order to successfully handling a business, there will be a control procedures where the staff could easily follow the steps which there will be purchasing control, storage control, production control, packaging and delivery control.

1. Purchasing Control

When ordering the ingredients, the person in charge of the purchasing must be able to list all ingredients and count the amount of ingredients needed before making a buying the materials from the suppliers. All ingredients must be checked for the expiration date and condition.

2. Storage Control

After purchasing the ingredients, all wet ingredients need to be stored in the fridge and all the dry ingredients need to be stored in the pantry according to the list that already written so that during preparation the baker can be able to take the ingredients easily.

3. Production Control

During the production, all staff need to clean the kitchen area and provide hygiene and sanitation. All equipment must be clean before used and after used. All the staff must wear apron and glove during the production. All cooking methods must be followed.

4. Packaging and Delivery Control

During the packaging all staff must provide self-hygiene and wear glove before putting the dessert to the package. The packaging process must be followed according to the company procedures. The package need to be sure that it is packed safely before delivery.

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3.5 Staffing

Rin's dessert will start with limited staffing during the first year. This company will have 3 staff that will handle finance and production, the owner will be able to help on the marketing, finance and production.

1. Staff Requirements.

1. Has minimum degree of High School
2. Has experience in baking
3. Women age 18-25 years old
4. Willing to work individual and as a team
5. Prioritize hygiene, cleanliness and health protocols
6. Honest
7. Friendly

This company will paid the staff Rp. 2.500.000 each month, for working hours each staff will start working at 8 AM to 4 PM with 1 hour break and each staff will be working on Monday – Friday.

