

CHAPTER III

OPERATIONAL PLAN

3.1 Location & Facilities

Advertised as ready to eat and go, Sea Bowl planned to develop the business in PIK by the sea, with strategic location plays a pivotal part in business growth, Owner's deem that Seabowl is situated strategically near mall, Chinatown, and residential housing that are ideal with the market target of productive age (15-24) customers.



Figure 3.1 Store Location Map

Although Seabowl will be located in PIK by the sea, Seabowl inventories will be kept at the owner house. Owner resident will also be the office for Seabowl staff for reporting financial reports and meeting when needed. Adjusting with the current situation where Seabowl is still a starting company, owner resident seems to be the best option for inventories and office as it is not far from the booth location.

3.2 Manufacturing/Service Methods

Manufacturing and packaging procedure are focusing on the purchasing of the product ingredients, and also sequence from taking order until serving.

The Purchasing to Inventory Check Flow Chart is used to make sure the in and out flow of ingredients in the inventory and to identify which ingredients is ready to use and not.

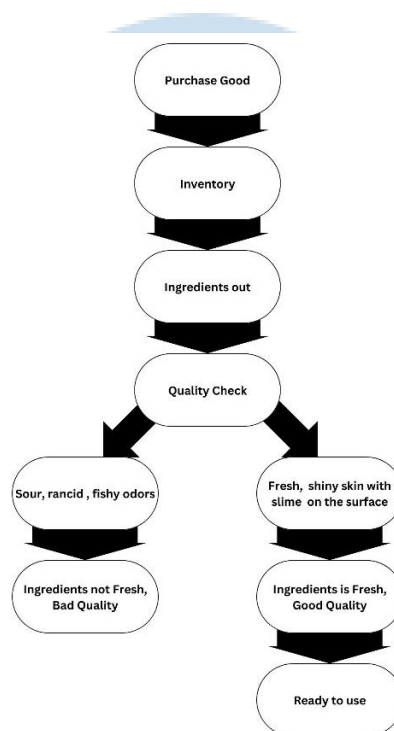


Figure 3.2 Purchasing to Inventory Check Flow Chart

The Order in to Serving Flow Chart are used to make sure the service is smooth. The flow chart will also help the worker to understand the serving flow.



Figure 3.3 Order in to Serving Flow Chart

3.3 Supplies and Suppliers

Majority of the supply needed by the business can be purchase from Shopee and Tokopedia. In addition, appliance and furniture listed above have been carefully calculated to be appropriate in terms of specifications and usability. As for packaging, Seabowl will use a rice bowl brown paper that are easy to dissolve compare to other packaging.

Table 3.1 Equipment & Appliances List

No.	Supply	Qty	Units	Supplier
Appliances				
1	4 head stoves	1	1	Satmesin.com on Shopee
2	Frezeer	1	1	AQUA
3	Showcase Polytron	1	1	Widola on Shopee
4	Pan 28cm	1	6	Tokopedia
5	Pot	1	2	IKEA
6	Spatula	1	10	Tokopedia

7	Chopper	1	1	Tokopedia
8	Cutting Board	1	2	Tokopedia
9	Knife Set	1	1	Oxone on Shopee
10	Rubber Spatula	1	5	Tokopedia
11	Kitchen Napkin	1	5	Tokopedia
12	Mixing Bowl 20cm	1	5	Shopee
Furnishing				
13	X Banner 60x160	1	1	Tokopedia
Packaging				
14	Paper Bowl 750 ml	1	1	Food Pact Shopee
15	Plastic Spoon	1	100	Shopee
16	Takeaway Plastic	1	38	Shopee
17	Thinwall Cup 150 ml	1	25	Shopee
18	Stickers	1	50	Pigma
19	Labels	1	8	Pigma

3.4 Control Procedures

Producing ricebowl as main products Seabowl will provide a separate storage for wet ingredients and dry ingredients. To make sure that the ingredients are in good quality, a first in and first out (FIFO) method will be used.

Table 3.2 Inventory Control Procedures

IN			
Date	Unit	Activity	By
15/06/23	2	Storing	Juaneta
17/06/23	-	Inventory	Juaneta

OUT			
Date	Unit	Activity	By
15/06/23	2	Operational	Juaneta

The SOP will focus on HACCP, hygiene and sanitation of the area to reduce chances of contamination.

Operational Protocols

1. Staff body temperature checked and wash their hands thoroughly with anti-bacterial hand sanitizer/soap provided.
2. Require to wear a hat to prevent hair from falling and face mask. Staff required to wear an apron and food grade hand gloves.
4. Operational began from preparing the products to the chiller, making sure all equipment are visible and easy to reach.
5. Staff are prohibited from leaving the booth empty,
6. Hand gloves are prohibited from touching anything other than equipment, and the food.
7. After confirming transaction, staff should inform the customer the waiting order, and time estimation.
8. Packaging should be done according to the order.

3.5 Staffing

Seabowl will start will smaller member of team with chances of expanding in the future. By hiring financial and marketing staff will help the company to run smoothly. The production will be done on spot. Owner plan to hire a daily worker for operational team consist of two people.

1. Staff Requirements for Operational Staff

- 1) Minimum degree of high school
- 2) Women 20-25
- 3) Able to work as a team
- 4) Keep good hygiene and health protocols
- 5) Honest and friendly
- 6) Has experience in cooking

2. Job Description for Operational Staff

- 1) Handling production of rice bowls
- 2) Following health protocols and SOP of operational
- 3) Sorting and storing ingredients into the storage
- 4) Update First in First out (FIFO) form
- 5) Update hazard report

3. Salary

Using a standard salary, Seabowl will pay their employees UMR (Upah Minimum Regional) per region. Since Seabowl will be having 2 monthly employees, who will be a full-time operational staff to help ensure the smooth operational, product quality and taste to be consistent. Therefore, Seabowl will open vacancy for 2 operational staff, for cooking and handling transactions also marketing.

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