

**PERANCANGAN *STANDARD OPERATING PROCEDURE*
(SOP) DI PT SUMBER URIP AGRI SATWA KABUPATEN
JEMBER** (*Design Of Standard Operating Procedures In PT Sumber Urip Agri
Satwa Jember District*)

Dr. Ir. Hari Rujito, MT as chief counselor

Fatin Dzurotin
Study Program of Agroindustry Management
Majoring of Agribusiness Management
Program Studi Manajemen Agroindustri
Jurusan Manajemen Agribisnis

ABSTRACT

The research design of the Standard Operating Procedure (SOP) aims to design working procedures in accordance with the procedures. In this study, the design of a Standard Operating Procedure (SOP) was carried out at a company that produces eggs, rice, and corn rice, namely at PT Sumber Urip Agri Satwa located at PB Sudirman street No. 359 Pakusari Jember. This research is a qualitative descriptive study that aims to describe the situation appropriately and accurately so as to obtain the actual data or information. Analysis of activities is carried out using grounded research theory by observing and continuing the activities under study to obtain actual data through observation, interviews, and documentation. In designing the Standard Operating Procedure (SOP) it uses two formats, namely the format in the form of flowcharts and in narrative form. The results of this study were to propose improvements to the company in the form of draft SOPs on the production of eggs, rice and corn rice. With the existence of a Standard Operating Procedure (SOP) it can be used as a guideline in carrying out work and is expected to reduce the level of errors and omissions in production activities.

Keyword : Standard Operating Procedure (SOP), Grounded research.