

***DESIGNING OF STANDARD OPERATING PROCEDURE (SOP)
FOR CRACKERS MAKING AT UD BAROKAH
JEMBER DISTRICT***

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ABSTRACT

This research aims to analyze and design the Standard Operating Procedure (SOP) cracker production process. This research is qualitative descriptive research. Research with qualitative approach aims to describe the situation that occurs in the field accurately ranging from the process of procuring raw materials, processing process, to the process of packaging crackers contained in UD.Barokah so as to obtain actual data or information. Analysis of activities conducted using grounded research theory by observing and conducting researched activities to obtain actual data through observation, interview, and documentation. The object of this research is UD. Barokah located in Kaliwates District, Jember Regency. UD. Barokah is one of the cracker manufacturers in Jember, so a guarantee of product quality is required, therefore SOP is needed in carrying out the production process. In the design of standard operating procedure (SOP) this uses two formats, namely the format in the form of narration and flowchart. The result of this study is to provide proposed improvements to the company in the form of SOP design in the cracker production process. With the Standard Operating Procedure (SOP) can be used as a guideline in doing the work and is expected to reduce the level of errors and omissions in operational activities so that the production process can run better.

Keywords: *Crackers Production Process, Standard Operating Procedure Design, Standard Operating Procedure*