

ABSTRACT

Telkom Institute of Technology is one of the university based on Information and Communications Technologies (ICT). Over time, IT Telkom was heading for the World Class University in 2017. But there were many aspects that had to be fixed in IT Telkom, for example logistics and finance. Logistics department was in charge of a section providing everything from vendor search to a specific unit of the goods can be accepted. However, for the payment to the vendor was the responsibility of the finance department.

In such cases there were many problems that arose in other units, especially for budget submission and payment issues were quite complex and lengthy process. To overcome these problems, we needed a design process payments business that can help finance and other parts made the payment.

To improvement of business process used the fit / gap and Business Process Improvement (BPI). Fit/ gap methods used to compare two business processes in order to obtain the difference between the two. In this case, the business process was compared to the existing business processes in IT Telkom with the Procurement and Sourcing in Microsoft Dynamics AX. While the BPI used for business process improvement in accordance with the organization's needs by used streamlining. The results of the designed process was a new business process that has tailored to the needs of the organization. In addition, business process designed has approved by the authorities concerned and implemented on Microsoft Dynamics AX.

Keywords: fit / gap, Business Process Improvement (BPI), streamlining, Microsoft Dynamics AX, Procurement and Sourcing