

ABSTRACT

Information Technology (IT) has an important role in making transparency, efficiency and effectiveness of services in government administration towards Good Government. In ensuring the use of IT truly supports the objectives of government administration, IT governance is required. The Office of Cooperatives and Small and Medium Enterprises and Trade or DINKOPDAG Surabaya City does not yet have governance in making IT investments. There are obstacles in the City of Surabaya's DINKOPDAG related to the tasks and functions of the equipment that are still inadequate, and have not utilized information technology evenly. This can be done by using the COBIT 5 framework as a framework in preparing IT governance, this is because COBIT 5 provides a complete and comprehensive guide that can help organizations achieve IT goals and provide value through effective governance and management. Based on these problems, this study aims to prepare DINKOPDAG governance documents using the COBIT 5 framework, BAI domain (Build, Acquire and Implement). The results of this study are in the form of governance documents and several recommendations. It is hoped that the design of governance documents can be applied to the Office of Cooperatives, Small and Medium Enterprises and Trade in implementing information technology that can assist business processes, procedures and activities carried out.

Keywords: *Cobit 5, APO Domains, Governance. Implementation of Governance*