

## **Abstract**

PT. Samindo Electronics is a manufacturing business which active in electronic assembling. In fact complexity of the procedures in this business process has contributed in increasing the cycle time besides monitoring process of the activities hasn't been done well. Monitoring process has an important meaning in business process, because it will easy to control the business process in order to walk as according to the plan and easy to follow the business process it self.

This research is divided into 2 phase, which are phase of business process improvement and information system design phase. In the first phase of this research, process walkthrough and time measurement was conducted as base of the improvement. Then continued by the activities analysis which divide the activities into real value-added, business value-added and non value added. Besides using streamlining method, availability of the facilities and technology in supporting the business process is also considerate in organizing the improvement. At the final phase of this research, it designed the information system to support the flows of the process.

The research has resulted in minimizing the number of activities from 86 activities in existing condition to 57 activities in initial improvement condition (without applying computerized system). Least activities, 44 activities, resulted in final condition (improvement by applying computerized system). Meanwhile the improvement could decrease the cycle time by 58.05 hours (18.92%) in initial improvement condition and by 106.60 hours (34.75%) in final improvement condition.

Analysis and redesign the activities had succeed in decreasing the cycle time of the business process. In addition by applying the production scheduling system, the officer could collect, process, and make decision faster so it will have supported in achieving efficiency of the business process.

Key words: *business process improvement, streamlining, production scheduling*