MEMBANGUN BUDAYA MUTU MELALUI PENERAPAN 5S
DI GUGUS KERJA PERCETAKAN-BAGIAN PERBEKALAN DAN GUDANG
BIRO ADMINISTRASI UMUM-UNIVERSITAS SURABAYA

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Abstract

University of Surabaya (Ubaya) has been trying to increase the quality of academic and administrative servicing and also student internal affair through mending and contentious repairing on its administration biro, one of its kinds is Biro Administrasi Umum (Biro Adum) which is supporting and helping Ubaya academic and administration process. The realization of working/activities as procedure assembling which is being held by Biro Adum is already running well, because it's already been applied by several procedure from Quality Management ISO 9000:2000. Being observed by environment factor Biro Adum still have several Lack ness, where the condition of staff working place still not in orderly passion, where as working environment is one of factor that could influenced man’s working productivity. That’s why it’s need to be implemented by 5S (Seiri, Seiton, Seiso, Seiketsu, and Shitsuke) in Supplies Division of Biro Adum, especially the continuing “Gugus Kerja Percetakan” which is capable to reduce non productive activities from the staff during working hour. The Implementation of 5S is through out by several phase which are planning, knowing 5S, sorting (Seiri), arrangement (Seiton), cleaning (Seiso), stabilization (Seiketsu), and mistimed (Shitsuke). To know the affectivity of 5S Implementation, it is necessary to do work sampling to measure working utility before and after 5S implementation and in the end it will resulting. The average presentation of staff productive time before 5S Implementation is 83.01% and after 5S implementation are 65.78%. This mean there is an upgrading of staff working productivities as a result of 5S implementation. Besides that one of 5S implementation core is to change staff working path to better direction, that why it is necessary to do the qualitative observer of attitude and character changing as result of 5S implementation to better way by conceal changing indicator to determine positive perception (in case there are attitude changing of the staff to better way) and negative perception (in case there are no attitude changing of the staff to better way). From the observation there is a result that 5S implementation can bring positive perception which mean there is shifting of staff working culture to a better way.

There is needing of continuing 5S implementation so it can last and give better result. That’s why it is suggest to do occasionally 5S audit as a continuation of 5S audit by top management as in this case is chief of Biro Adum and chief of Supplies Division to maintain the stabilization process from 5S. Others than that it is also needed the support of new facilities to repaired the audit founded to maximized the result of the next 5S implementation.

Key words: 5S, change of culture

115