PRODUCTION PROCESS OF PAPER
AT PT. SINAR INDAH KERTAS PATI

PAPER
Presented in partial fulfillment of the requirements
for completion of Diploma III
of the English Department
specialized in Office Management.

by:
Name: ROSENANY MAKMUR
NIM: C21.2001.09391

FACULTY OF LANGUAGES AND LETTERS
DIAN NUSWANTORO UNIVERSITY
SEMARANG
2006
PRODUCTION PROCESS OF PAPER  
AT PT. SINAR INDAH KERTAS PATI  

PAPER  

Presented in partial fulfillment of the requirements  
for completion of Diploma III  
of the English Department  
specialized in Office Management  

by:  
Name: Rosenany Makmur  
NIM: C21.2001.00301  

FACULTY OF LANGUAGES AND LETTERS  
DIAN NUSWANTORO UNIVERSITY  
SEMARANG  
2006
PAGE OF APPROVAL

This paper has been approved by the board of examiners, Diploma III Study Program of English Languages and Letters, Dian Nuswantoro University on February 06, 2006.

Board of Examiners

Chairperson

Member

Achmad Basari, S.S

Ardini Suryo A, S.S.

Adviser

Haryati Sulistyorini, S.S.

Approved by:

Dean of

Faculty of Languages and Letters
ACKNOWLEDGEMENT

Alhamdulilah, the writer has finally accomplished this paper. The writer wishes to the Almighty who has blessed me during the writing of this paper. The writer is also very grateful to:

1. The Dean of Faculty of Languages and Letters of Dian Nuswantoro University, who gave permission to the writer to conduct this study.
2. Mrs. Ardini Suryo Andriani, S.S, the paper coordinator of Diploma III study program of English Language Faculty of Languages and Letters Dian Nuswantoro University who gave permission to the writer to conduct this study.
3. Mrs. Haryati Sulistyorini, S.S, my adviser for her continues and valuable guidance and encouragement in completing this paper.
4. All lecturers of Dian Nuswantoro University, who have thought motivated and given guidance during the writing of this paper.
5. Mr. G. Djasmin the Personal Manager, Mr. Purwanto the Head of Production Division, Mr. Bambang the Head of Personal Division, Mba Lunuk, Mba Trie, and all of staff for their giving the writer opportunity and valuable help to conduct the field study at the company.
6. Director of PT. Sinar Indah Kertas Pati who gave permission to the writer to conduct the field study at the company.
7. Mum, Dad, my brothers, some one in my heart and all of my big family for their love and never ending support and prayer to the writer.
8. All of my friends Melly, Eny, Rina, Ochim, Asih, Rully, Dewi, Andry, Aried, Guntur, Rossy, Iswi, thanks for being my best friends.

9. All of my boarding house friends Thasya, Cici, Meme, Cece, Ida and Nana, you are my special friends that always be there for me in every situations, Mak Elly as my land mother, thanks for your kindness, and your love. Good bless you.

10. All of my friends whom I cannot mention one by one. Thanks for all.

Semarang, February 2006

Rosenany Makmur
ABSTRACT

This paper entitled “Production Process of Paper at PT. Sinar Indah Kertas Pati” is the result of field study which is conducted for three weeks (February 14, 2005 - March 05, 2005) at PT. Sinar Indah Kertas Pati. This study is aimed at describing the Production Process of Paper at PT. Sinar Indah Kertas Pati.

The data of the study were collected by using interview, observation and library research method. The interview method was conducted to get information about the production process of paper. The observation method is aimed at understanding the production process of paper at PT. Sinar Indah Kertas Pati. The library research method was conducted to get some references relate to the problem.

From the study, it can be concluded that the Production Process of Paper at PT. Sinar Indah Kertas Pati include:

Continuous system

Production Process of Paper at PT. Sinar Indah Kertas Pati include:

a. Preparing a raw material
b. Separated a raw material
c. Making of paper
d. Putting the paper pulp on the wire
e. Drying of paper
f. Rolling the paper
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAGE OF TITLE</td>
<td>i</td>
</tr>
<tr>
<td>PAGE OF APPROVAL</td>
<td>ii</td>
</tr>
<tr>
<td>ACKNOWLEDGMENT</td>
<td>iii</td>
</tr>
<tr>
<td>ABSTRACT</td>
<td>v</td>
</tr>
<tr>
<td>TABLE OF CONTENTS</td>
<td>vi</td>
</tr>
<tr>
<td><strong>CHAPTER I. INTRODUCTION</strong></td>
<td></td>
</tr>
<tr>
<td>1.1 Reason for Choosing the Title</td>
<td>1</td>
</tr>
<tr>
<td>1.2 Statement of the Problem</td>
<td>2</td>
</tr>
<tr>
<td>1.3 Limitation of the Problem</td>
<td>2</td>
</tr>
<tr>
<td>1.4 Objective of the Study</td>
<td>2</td>
</tr>
<tr>
<td>1.5 Significance of the Study</td>
<td>3</td>
</tr>
<tr>
<td>1.6 Implementation of Study</td>
<td>3</td>
</tr>
<tr>
<td>1.7 Method of Data Collection</td>
<td>4</td>
</tr>
<tr>
<td>1.8 Paper Organization</td>
<td>5</td>
</tr>
<tr>
<td><strong>CHAPTER II. LITERATURE REVIEW</strong></td>
<td></td>
</tr>
<tr>
<td>2.1 Definition of Production</td>
<td>7</td>
</tr>
<tr>
<td>2.2 Factor of Production</td>
<td>7</td>
</tr>
<tr>
<td>2.3 Production Planning</td>
<td>8</td>
</tr>
<tr>
<td>2.4 Definition of Production Process</td>
<td>9</td>
</tr>
<tr>
<td>2.5 Period of Time Production</td>
<td>9</td>
</tr>
<tr>
<td>2.6 Definition of Procedure</td>
<td>13</td>
</tr>
</tbody>
</table>
CHAPTER III. THE PRODUCTION PROCESS OF PAPER AT

PT. SINAR INDAH KERTAS PATI

3.1 The History of PT. Sinar Indah Kertas Pati .................................. 14

3.2 Organizational Structure of Production Process of Paper at PT. Sinar Indah Kertas Pati ................................................... 16

3.3 Job Description ........................................................................... 17

3.4 The Production Process of Paper at PT. Sinar Indah Kertas Pati ............................................................. 21

CHAPTER IV. CONCLUSION AND SUGGESTION

4.1 Conclusion .................................................................................. 31

4.2 Suggestion .................................................................................. 31

BIBLIOGRAPHY