

CHAPTER I

INTRODUCTION

Reason for Choosing the Title

Technology advance in communication and transportation has brought effect to relationship among countries, especially international economic relationship.

Export/import means a transaction of buying or selling of commodities between countries by land, sea, or air. But, in fact, sufficient knowledge and insight are needed to be able to operate export/import

ion. As a developing country, Indonesia actively joins international

Because it can enrich national economy by devisa as the result of

To increase the devisa, government issues the non oil and gas export

The policy is able to motivate entrepreneurs to export their product

This can be seen by the increasing of exports have been done by some entrepreneurs, either small or big.

Industrial and Trading Department of Central Java is the

that services people in trading and industrial area in Central Java.

One of the tasks is issuing certificate of origin in Central Java.

The certificate of origin means approving commodities, which will be exported that the commodity is truly original from Indonesia, and to get the facility in part or all entry tax that is usually applied by government. Considering the big benefit, so the systematic and issuing of certificate of origin are need to be understood.

Based on reason above the writer would like to write "Certificate of Origin Service Procedures at Industrial and Trading Department of Semarang City". The paper is written to know and understand the certificate of origin service procedures at Industrial and Trading Department of Semarang City.

Statement of the Problem

Based on the explanation of the reason for choosing the title, the problem is as follows :

What is certificate of origin service procedures at Industrial and Trading Department of Semarang City?

Objective of the Study

The purpose of this paper is to describe the certificate of origin service procedures at Industrial and Trading Department of Semarang City.

Significance of the Study

The study is expected to give significances for:

1. The **Writer** is to increase the knowledge about the certificate of origin in the company.
2. The **University** is to support, modify and develop the knowledge of the student about the certificate of origin. The paper shows how the theories are put into practice.

Implementation of the Study

This field study was conducted for one month (from 1 March to 31 March 2005). The activities that the writer did during the study are:

No	DATE	ACTIVITY
1	Tuesday/ March 1 st , 2005	Getting acquainted with the staff at Industrial and Trading Department of Semarang City
2	Wednesday – Thursday/ March 2 nd to 3 rd , 2005	Reading the book about Certificate of Origin
3	Friday/ March 4 th , 2005	Joining meeting and gymnastic

Monday – Wednesday/ March 7 th to 9 th , 2005	Learning the Certificate of Origin Service Procedures and interviewing with the staff Certificate of Origin procedures
Thursday/ March 10 th , 2005	Helping the work
Friday/ March 11 th , 2005	Joining meeting and gymnastic analysis on certificate of origin service procedures
Monday/ March 14 th , 2005	Inputting data Data Collection
Tuesday – Thursday/ March 15 th to 17 th , 2005	Interviewing with the staff certificate of origin According to Barinas (1987) 130
Friday/ March 18 th , 2005	Joining meeting and Inputting data Based on this method the writer carried out the observation directly Industrial and Trading Department
Monday – Thursday/ March 21 st to 24 th , 2005	Practice is the customer service to understand and know about certificate of origin service procedures especially the Certificate of Origin Service Procedures

Friday/ March 25 th , 2005	Joining gymnastic and Practice is the customer service to understand and know about certificate of origin service procedures
Monday – Tuesday/ March 28 th to 29 th , 2005	Inputting data
Wednesday – Thursday/ March 30 th – 31 st , 2005	Inputting data and making some analysis on certificate of origin service procedures

Method of Data Collection

1. Observation

Observation is a research method conducted by observing and recording the activities of the objects. According to Sutrisno (1987:136), observation method is observing and recording phenomena which are being examined systematically. Based on this method the writer carried out the observation directly at Industrial and Trading Department of Semarang City about Certificate of Origin Service Procedures in the company. The writer observed and recorded the employee activities of Industrial and Trading Department of Semarang City, especially the Certificate of Origin Service Procedures

Interview

Based of this method, the writer conducted and interviewed with the employee of Industrial and Trading Department of Semarang City. This method was done by asking the employee of Industrial and Trading Department of Semarang City especially the Certificate of Origin.

Documentation

According to Arikunto (1998:236), documentation is the method of data collection by search of data connected with variable such as book, notes, agenda, and so on. In this method the writer reads and learns some documents related with the Certificate of Origin.

Paper Organization

This paper is organized into four chapters and each chapter is a

follows:

Chapter I : Introduction. This chapter consists of Reason for Choosing the Title, **Statement** of the Problem, Objective of the Study, Significance of the Study, **Implementation** of the Study, Method of Data Collection, and Paper Organization.

Chapter II : Literature Review. This paper consists of Definition of Procedure, **Certificate** of Origin, Prerequisite and Procedure of Export, and Types of Export Documents.

Chapter III : Certificate of Origin Service Procedures at Industrial and Trading Department of Semarang City. This chapter consists of History of

and Trading Department of Semarang City, Organizational
Job Description and Responsibilities, Certificate of Origin Service
Kind of Documents Enclosures for Requesting Certificate of
and Valid Date of Certificate of Origin.

Chapter IV : Conclusion and Suggestion.

