

Sistem dan Prosedur Pengadaan Pelatihan UMKM Di Dinas Koperasi, UKM, dan Perindustrian Kabupaten Bantul

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Laporan tugas akhir ini menganalisis mengenai bagaimana sistem dan prosedur pengadaan pelatihan di Dinas Koperasi, UKM, dan Perindustrian Kabupaten Bantul. Prosedur pengadaan pelatihan menggunakan 3 sub sistem yaitu Sistem pendaftaran, Sistem verifikasi data calon peserta pelatihan dan Sistem pelatihan UMKM. Tujuan dari Laporan Tugas Akhir ini untuk mengetahui bagaimana pengadaan pelatihan di Dinas Koperasi, UKM, dan Perindustrian Kabupaten Bantul. Hasil penelitian yang diperoleh antara lain : pemaparan tentang dokumen yang terkait, bagaimana sistem dan prosedur pengadaan pelatihan UMKM, yang diterapkan serta pemisahan tugas dan pemberian otorisasi sesuai fungsi masing-masing.

Kata Kunci: Pelatihan, Pengadaan Pelatihan, UMKM, Sistem, Prosedur.

Systems and Procedures for Procurement of MSME Training in the Office of Cooperatives, SMEs and Industry of Bantul Regency

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This final report analyzes the systems and procedures for the provision of training in the Department of Cooperatives, SMEs and Industry of Bantul Regency. The training procurement procedure uses 3 subsystems, namely the registration system, the data verification system for prospective trainees and the MSME training system. The purpose of this Final Project Report is to find out how to provide training in the Office of Cooperatives, SMEs, and Industry of Bantul Regency. The results of the research included explanations about related documents, how the systems and procedures for the provision of MSME training were implemented as well as the separation of duties and giving authorization according to their respective functions.

Keywords: Training, Training Procurement, MSMEs, Systems, Procedures.