

ARC MONTHLY REPORT AUTO UPDATE

KONTROL PERUBAHAN BLUEPRINT

Document Version	Change Date	Description

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1. Background

TED-1 merupakan unit yang bertanggung jawab untuk melaksanakan pengelolaan penyimpanan component records, termasuk dokumen ARC di dalamnya. Berdasarkan PRM (Procedure Reference Manual) dari GA dan QG, TED memiliki tanggung jawab untuk “Menerbitkan monthly aircraft data report terkait status ketersediaan ARC”.

Untuk saat ini, proses penyusunan monthly report ARC tersebut dilakukan secara manual dengan menarik banyak data dari SWIFT. Penarikan data tersebut membutuhkan waktu yang sangat lama dan tidak jarang mengalami kegagalan dalam prosesnya sehingga menghabiskan banyak manhours engineer.

Proses penyusunan report secara manual tersebut dapat di-otomatisasi, sehingga dapat meningkatkan efisiensi dan produktifitas engineer dengan kualitas data report yang lebih akurat.

2. Goals

ARC Monthly Report dapat diupdate secara otomatis.

Objective :

1. Database dari SWIFT dapat di join dengan database dari Records Management System (RMS)
2. Database dari SWIFT diupdate secara otomatis setiap hari
3. Menampilkan ARC Monthly Report sesuai dengan standart format

3. Scope of Work

3.1. Scope

Menu	Description
Dashboard	Halaman untuk melihat report general, overview, dan ARC, serta export
Analytics	Halaman untuk melihat report spesifik plane serta export
Action	Halaman untuk melihat full general report serta export
Documentation	Halaman untuk melihat dokumentasi setiap halaman
ARC Swift	Halaman untuk mengelola data ARC Swift
Docfile RMS	Halaman untuk mengelola data Docfile RMS
Location RMS	Halaman untuk mengelola data Location RMS
Administration	Halaman untuk mengelola data user

3.2. Sitemap/Mind Map

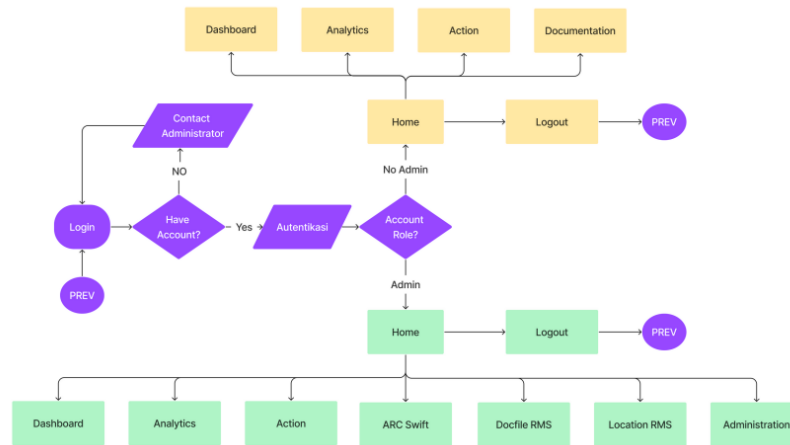


Figure 1 Flow Chart General

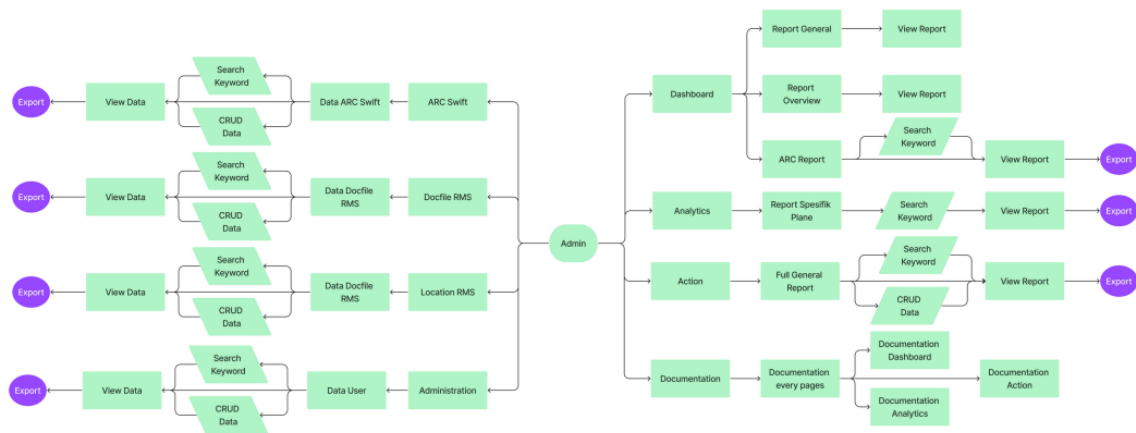


Figure 2 Flow Chart Admin

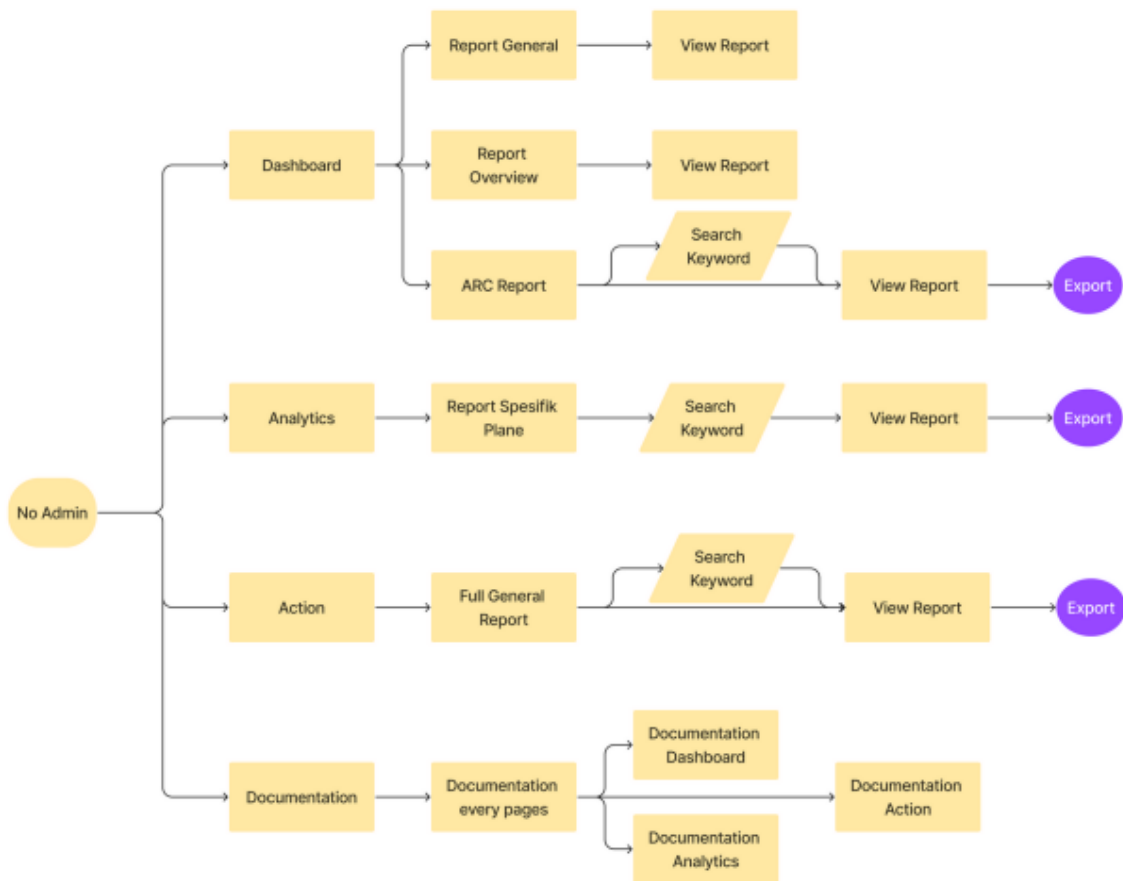
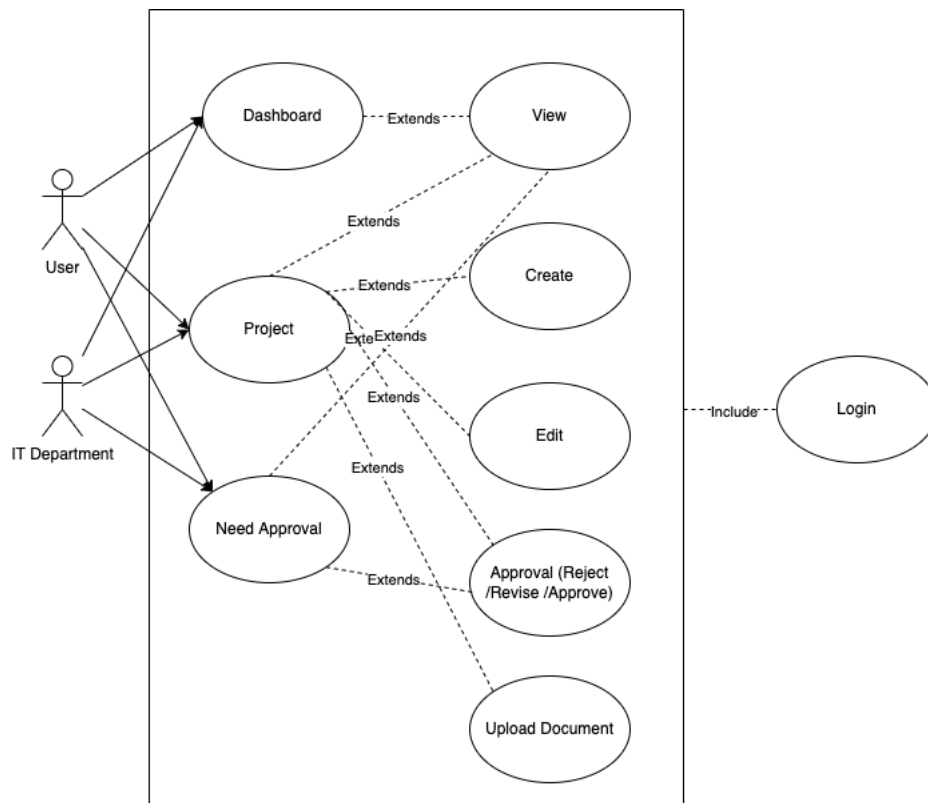


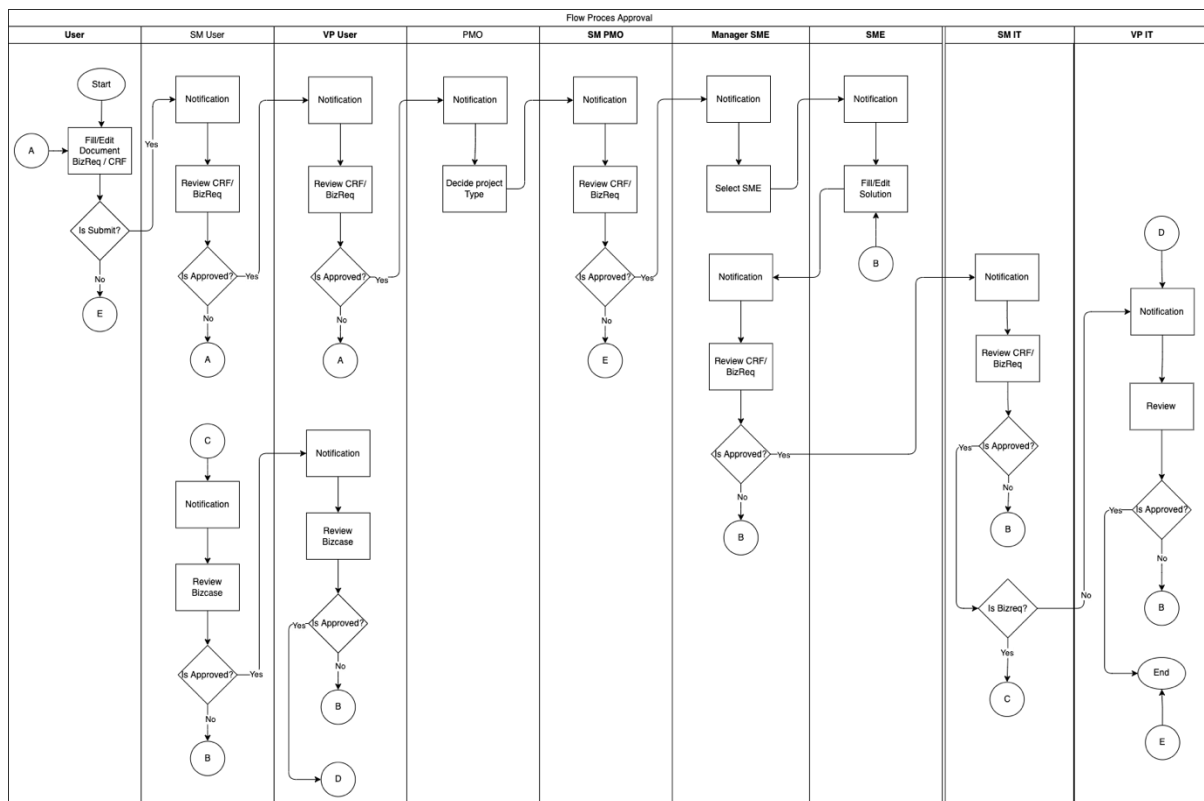
Figure 3 Flowchart Guest

4. Desain System

4.1. Use Case




4.2. Flow Process Business & System



4.2.1. Flow Process Login



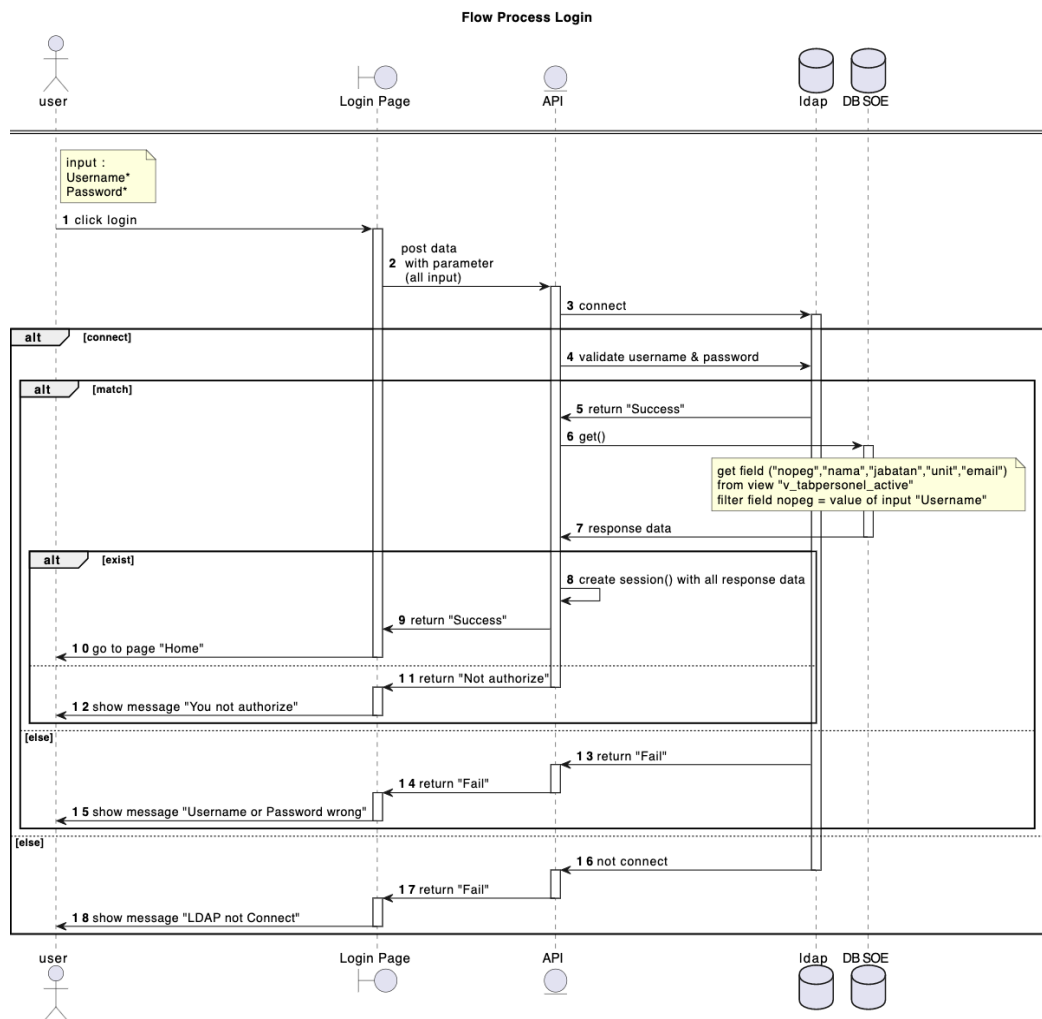
 **GMFAeroAsia**
GARUDA INDONESIA GROUP
PMO IT

Please login your account

Email

Password

Login



4.2.2. Flow Process Project

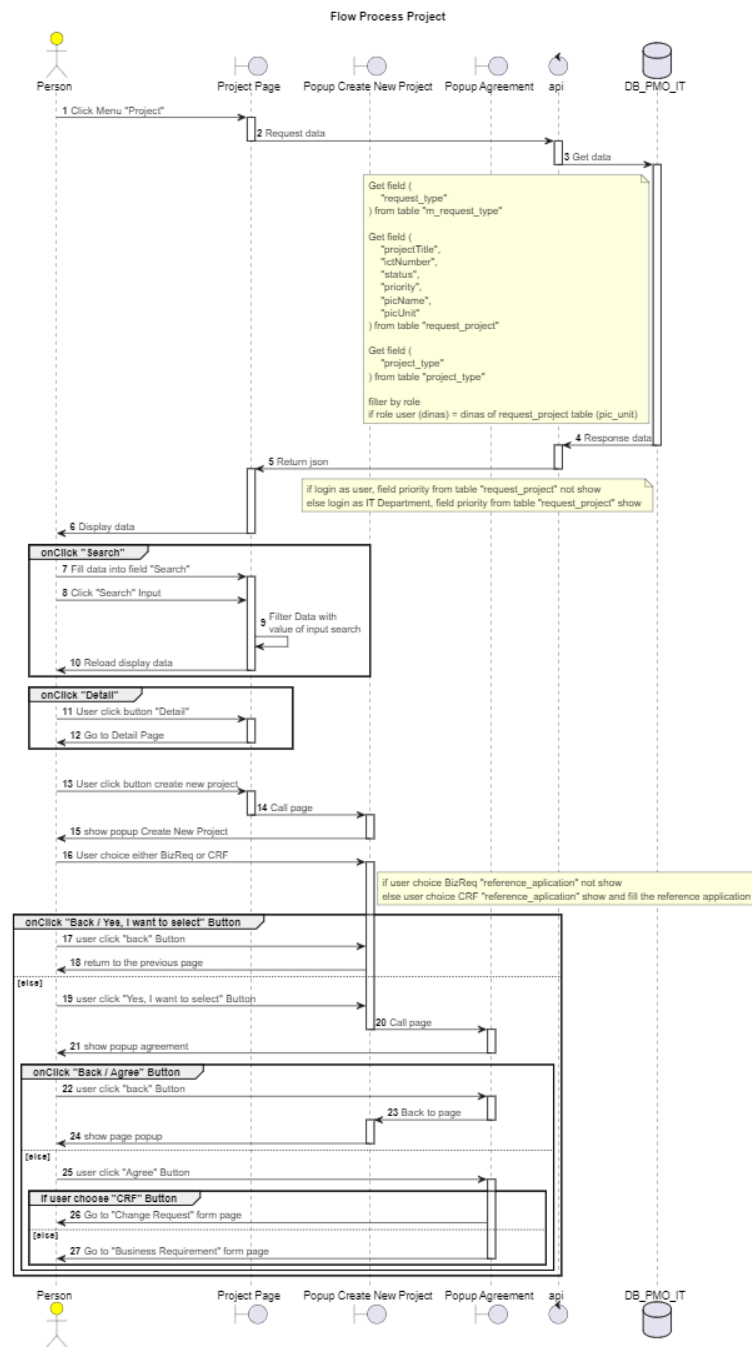
Project

Search filter: [Filter] [Clear Filter]

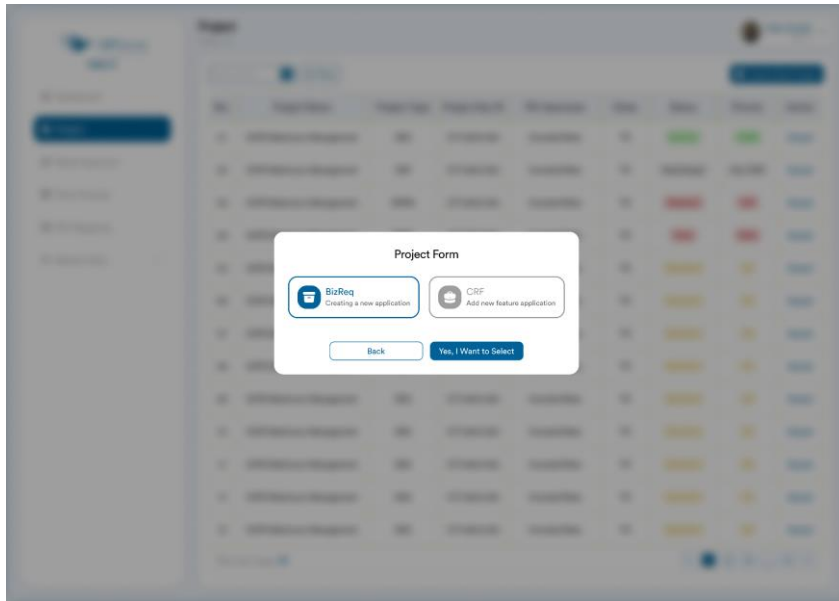
NO	REAL TYPE	PROJECT NAME	PROJECT KEY ID	PROJECT TIME	PLC USERNAME	STATUS	VALUE	STATUS	STATUS BY	PRIORITY	ACTION
1	CMF	Testing	471-000-001	SQL, MYSQL	Muhammad Fajri	ATTEND 2	000	[Click here for detail solution] [Click here for detail solution]	IT-0000000001	Low	Detail

Rows per page: [30] of 1 entries

Page: [1] of 1



4.2.3. Flow Process Create Project Bizreq



Create Requir
Project > Create Requir

Business Requirement
Setting Error

Step 1 Background Step 2 Objective Step 3 Process Step 4 Benefit Step 5 Task Step 6 Urgency

Business Requirement Step

Setting Error

User Information

Full Name: Muhammad Naji
Employee ID: 85942
Unit: HTT02-2

Background

Atleast background yg mendeskripsikan masalah IT yang dihadapi. Berikan juga user ataupun data yang mendukung

Background

Next

Create Requir
Project > Create Requir

Business Requirement
Setting Error

Step 1 Background Step 2 Objective Step 3 Process Step 4 Benefit Step 5 Task Step 6 Urgency

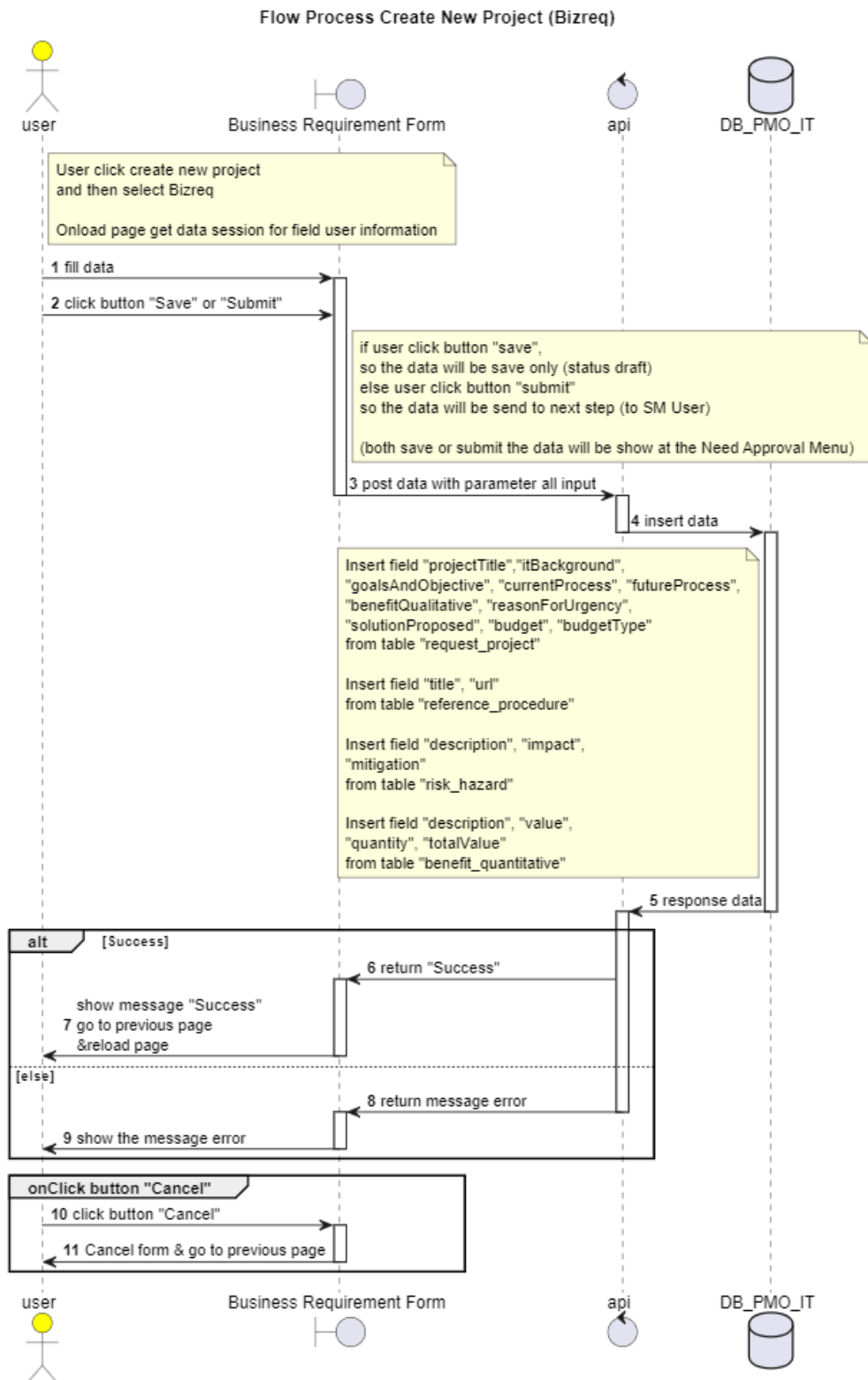
Goal/Objective

Atleast secara detail tujuan target yang ingin dicapai dari masalah IT yang dihadapi

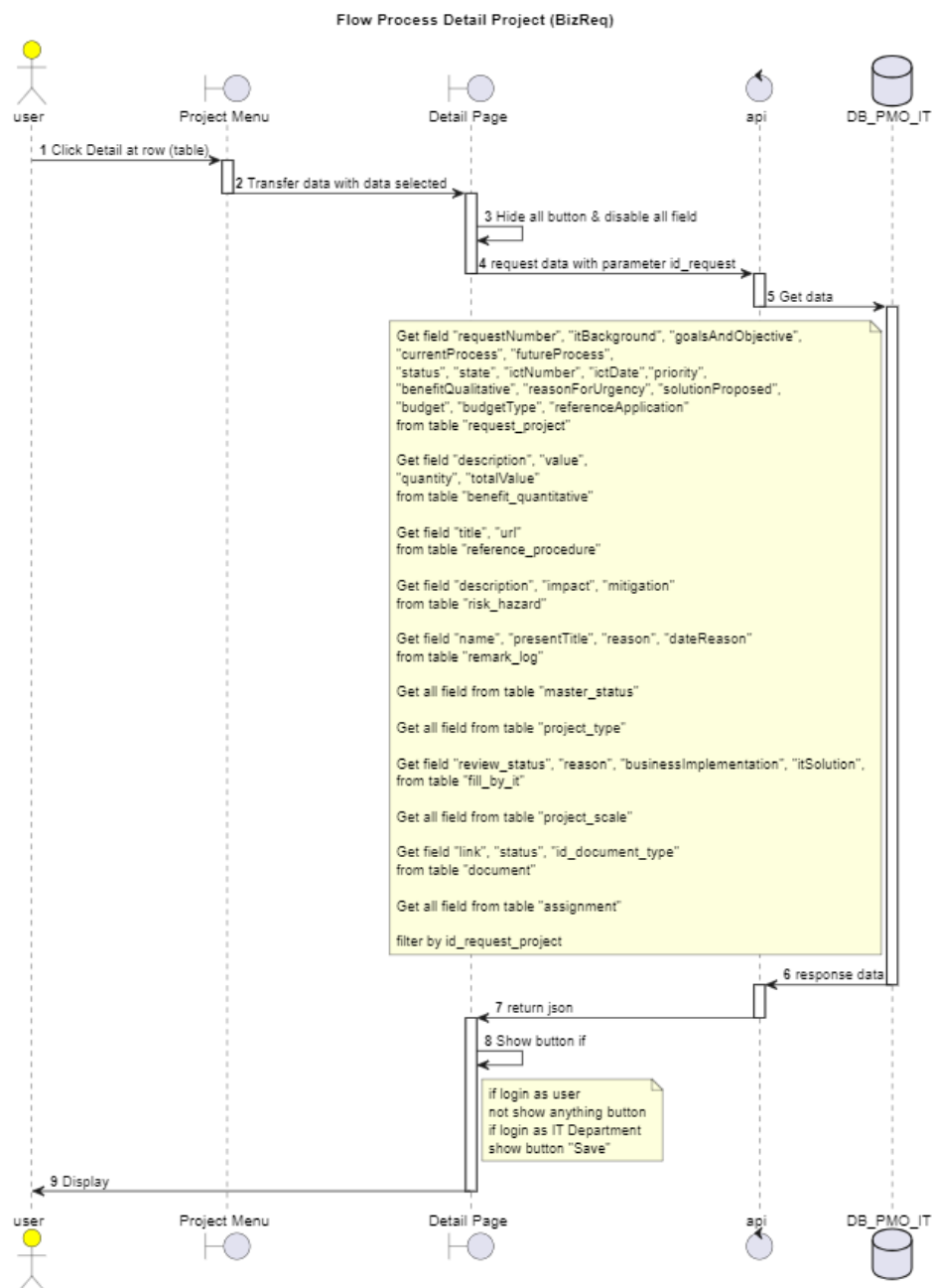
Tujuan

Previous Next

[illegible]



4.2.4. Flow Process Detail Project Bizreq

[illegible]

4.2.5. Flow Process Create Project CRF

The screenshot shows the 'Project Form' modal in the PMO-IT system. The modal has two tabs: 'Req Req' (selected) and 'CRF'. The 'Req Req' tab contains a text input field for 'Reference Application' with the value 'PMO TZ'. The 'CRF' tab contains a text input field for 'Reference Application' with the value 'PMO TZ'. The modal also has 'Cancel' and 'Continue' buttons.

NO.	REQ. TYPE	PROJECT NAME	PROJECT KEY ID	PROJECT TYPE	PC USERNAME	DINAS	YEAR	STATUS	STATUS BY	PRIORITY	ACTION
1	CRF	Project CRF (Real Currency Risk)	KT-2023-201	SAP	Muhammad Hajir	ATTDO	2023	IN PROCESS FOR DEVELOPMENT	IT DEPARTMENT	NA	Detail

The screenshot shows a modal titled 'By submitting business requirement document, user are committed to:'. It contains a list of seven items with checkboxes, all of which are checked. The items are:

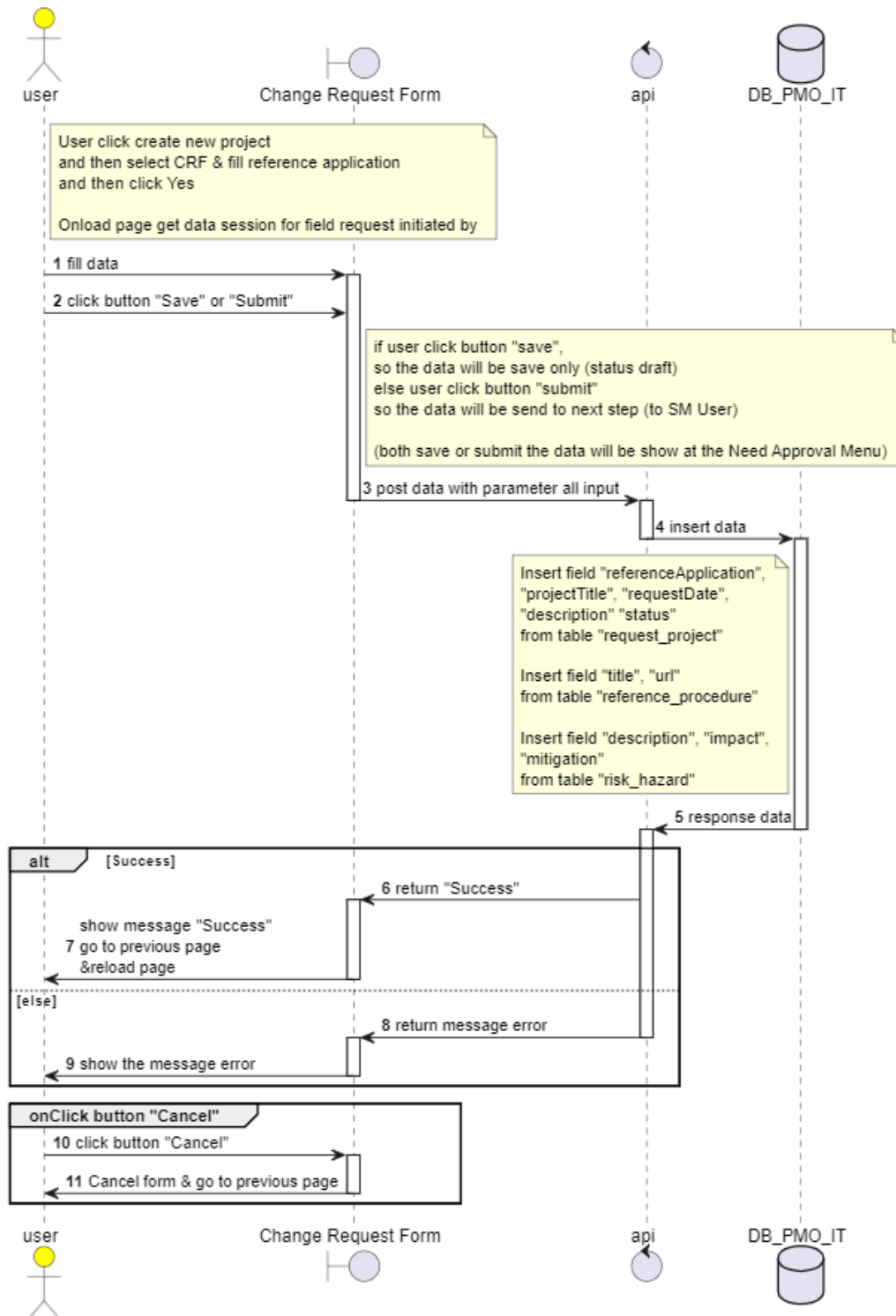
- Conduct risk assessment together with Financial Analysis & Enterprise Risk Department (if needed) before submitting business requirement document.
- Conduct HIRAM together with Quality Assurance Department (if needed) before submitting business requirement document.
- Respond any queries requested during developing Business Case and Project Implementation.
- Develop / Revise existing procedure and do change management activities due to implemented solution (Application / IT Infrastructure).
- Utilize implemented solution (Application / IT Infrastructure) to obtain promised benefit upon request.
- Report the achievement of utilization and obtained benefits periodically (3 months and 1 year of application usage) in the form of presentations, which is addressed to the IT Steering Committee.

The modal also has 'Back' and 'Submit' buttons.

The screenshot shows the 'Create CRF' form in the PMO-IT system. The form is titled 'Change Request' and has a 'Title' field with the value 'Testing IS'. It has a 'Reference Application' field with the value 'PMO TZ' and a 'Request Date (mm/dd/yyyy)' field with the value '10/23/2023'. The form also has a 'Description' field with the value 'This description' and a 'Risk/Hazard Identification' table.

NO.	REFERENCE	IMPACT	MITIGATION
1	This description	This impact	This mitigation

Flow Process Create New Project (CRF)



4.2.6. Flow Process Detail Project CRF

Detail CRF
Project > Detail CRF

Change Request
KT-2023-001

Download Document | Submit Details

General Information | Filled by User | Filled by IT | Tracking | Main Document | Other Document | Requester Log | Solution Log

Project Information

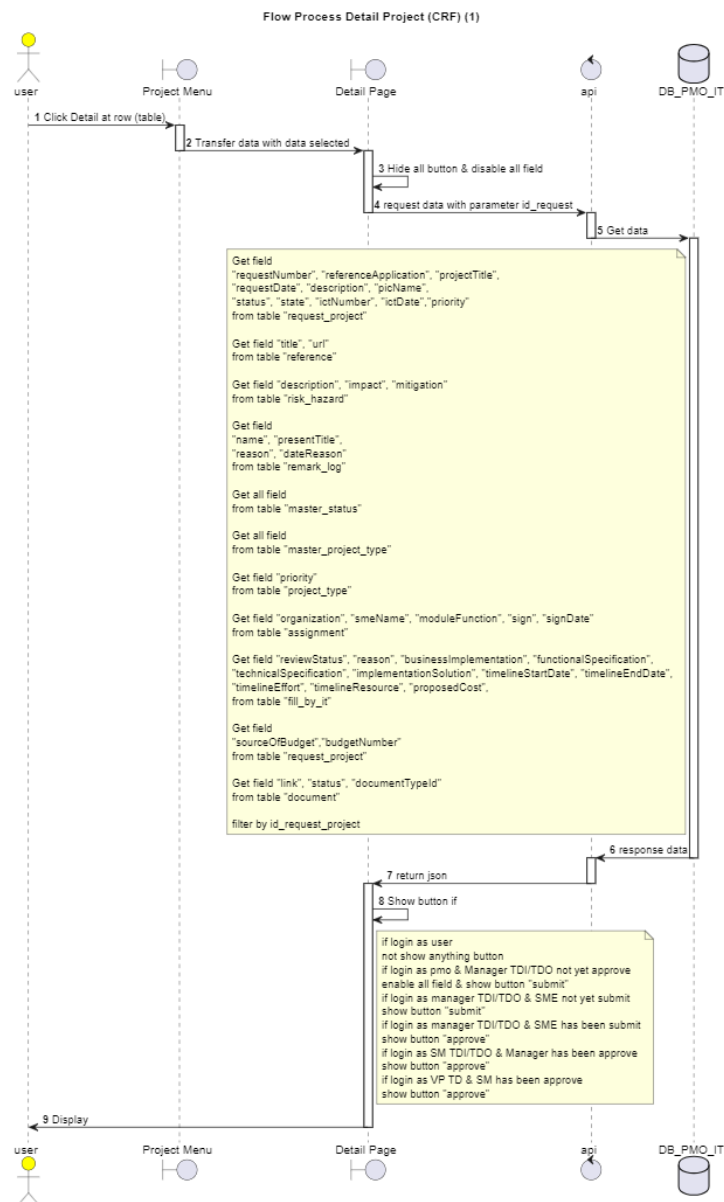
Project Type ISSE (PMO)	Status PLANNED_FOR_DESIGN_SOLUTION	State PLANNED_FOR_DESIGN_SOLUTION
Project Type Priority NA	ICT Date 10/23/2023	Priority NA
Title Testing	Request Date 10/23/2023	Reference Application PMO-IT

Persons in Charge

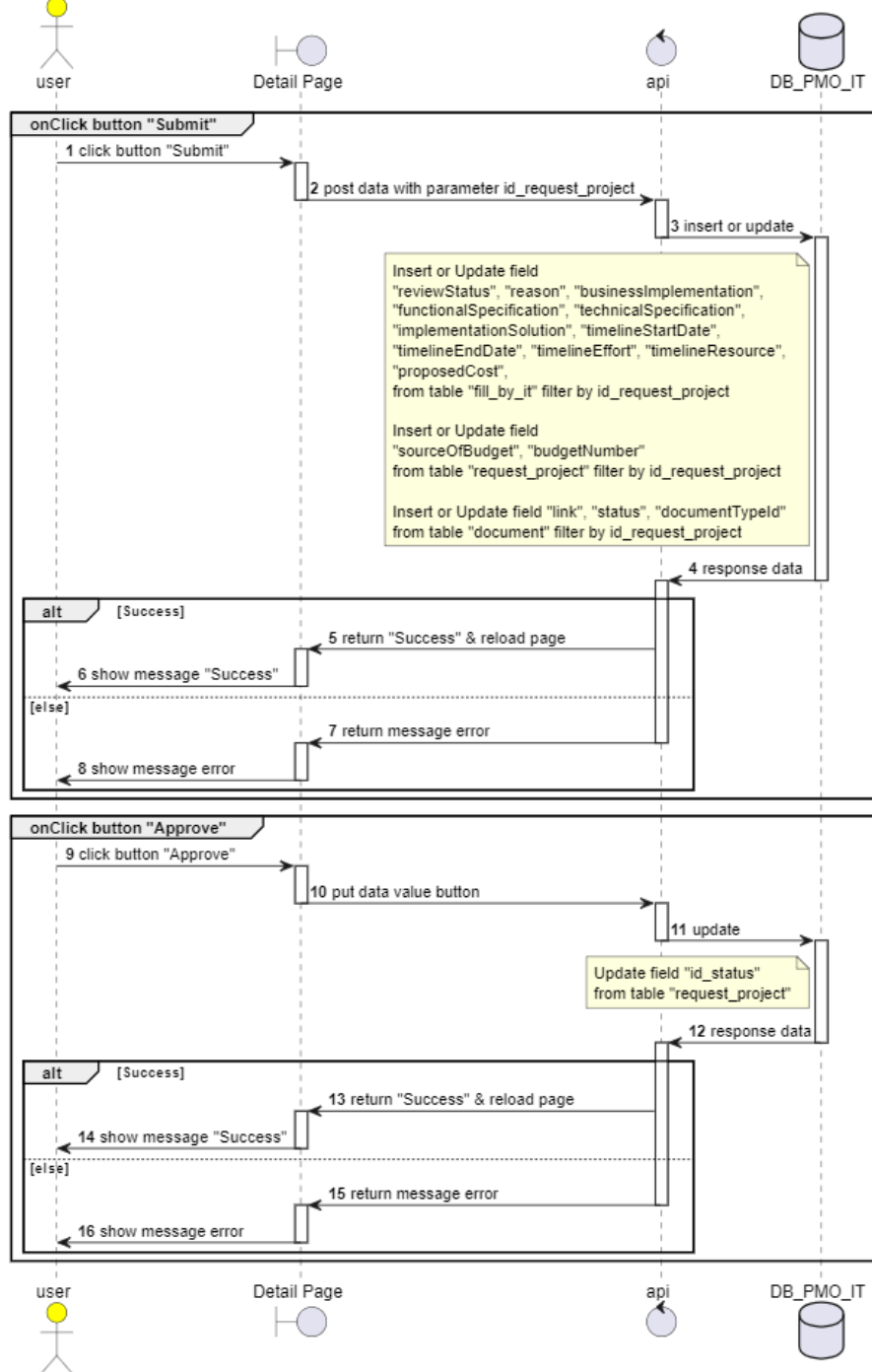
PMO Username Muhammad Hagi	Employee ID 83042	Unit Requestor JT750-2
PMO SMDT		
SME SDA Rahmatul Salahi	SME NAMA DITA HASAN	

Timeline

Start Date: 23 Oct 2023	End Date: 28 Nov 2023
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Flow Process Detail Project (CRF) (2)



4.2.7. Flow Process Need Approval

Need Approval

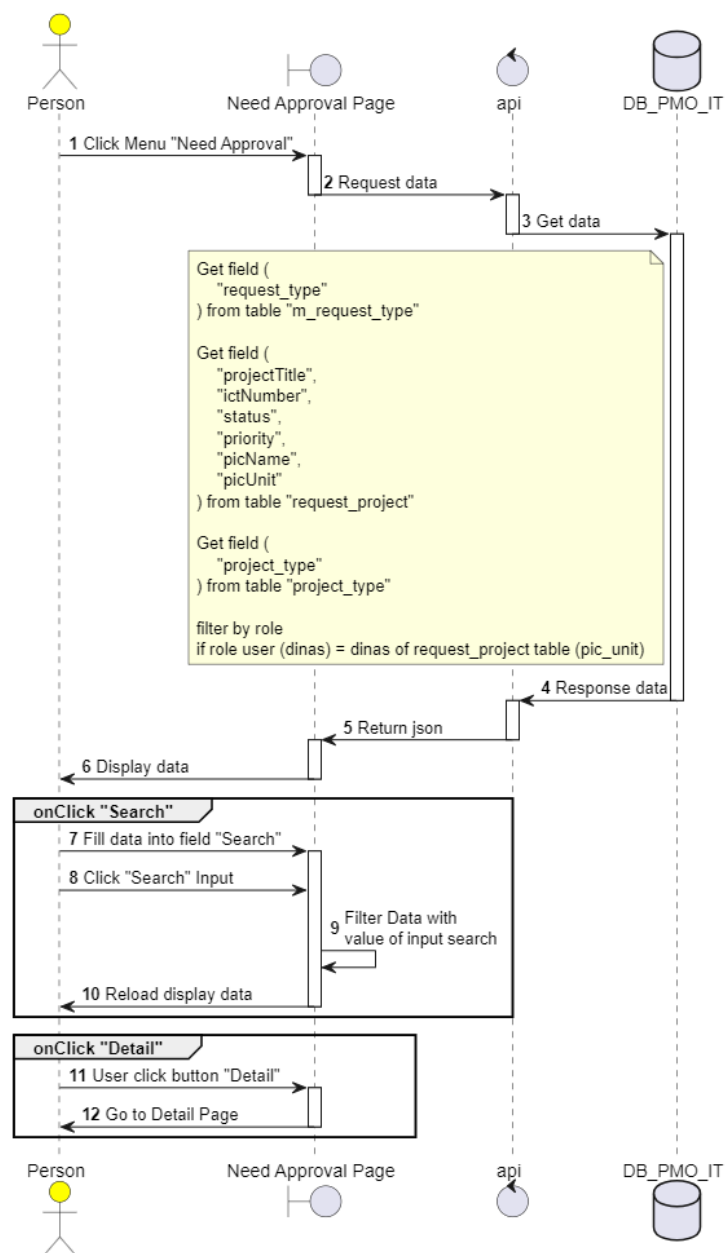
Search here... Filter

NO.	REQ TYPE	PROJECT NAME	PROJECT KEY ID	PIC USERNAME	DINAS	STATUS	STATUS BY	ACTION
1	CRF	Testing SS	CR-2023-10-007	Muhammad Hagi	JRTD00-2	PENDING_APPROVAL	SM USER	Detail
2	CRF	Project CRF (from Syarif)	CR-2023-10-008	MUHAMMAD SYARIF, FIAZI	JRTD00-2	PENDING_APPROVAL	SP USER	Detail
3	CRF	TEST	CR-2023-10-005	Muhammad Hagi	JRTD00-2	PENDING_APPROVAL	SM USER	Detail
4	CRF	Project CRF	CR-2023-10-003	Muhammad Hagi	JRTD00-2	PENDING_APPROVAL	IT DEPARTMENT	Detail
5	SDR02	Project Borneo	BN-2023-10-001	Muhammad Hagi	JRTD00-2	PENDING_APPROVAL	IT DEPARTMENT	Detail

Rows per page: 10 of 5 entries

Page 1 of 1

Flow Process Need Approval



4.2.8. Flow Process Detail Need Approval Bizreq

Detail Bizreq
Need Approval > Detail Bizreq

Business Requirement
BR-0023-70-004
Testing Bizreq

General Information | Filled by User | **Filled by IT** | Tracking | Main Document | Other Document | Requester Log | Solution Log

Page 1: Project Type | Page 2: Review and Other

Assignment PMO (Filled by IT Department)

Function: PMO | Assign By: Rishah Hani Saputra | Name: ANANDION RIZKA PRATIWI

Project Scale (Filled by IT Department)

Integration System: ☒ SDA ☐ SAP ☒ NFPA | Summary Project Size: Medium Scale

Remark:

[Next](#)

Detail Bizreq
Need Approval > Detail Bizreq

Business Requirement
BR-0023-002
Testing Bizreq

General Information | Filled by User | **Filled by IT** | Tracking | Main Document | Other Document | Requester Log | Solution Log

Page 1: Project Type | Page 2: Review and Other

Business (Filled by IT Department)

NO.	ORGANIZATION	NAME OF SUBJECT MATTER EXPERT	MODUL/FUNCTION	DATE & SIGN
1	ITTD02.2	MOHAMMAD DRHAS ERTHA	TECH LEAD	23 Oct 2023
2	ITTD02.2	HARRY CHRISTANTO	ANALYST	23 Oct 2023

Business / Implementation / Product SDA *
Business / Implementation / Product SDA

Business / Implementation / Product NFPA *
Product NFPA

BUSCASE

Upload Buscase to system

[Download Buscase Template](#)

[Upload Document](#)

Cost Projection

Sum of Proposed Cost: 0 | Source of Budget:

Detail Bizreq
Need Approval > Detail Bizreq

Business Requirement
BR-0023-70-004
Testing Bizreq

Filled by User | Tracking | Main Document | Other Document | Requester Log

Step 1: Background | Step 2: Objective | Step 3: Process | Step 4: Benefits | Step 5: Risk | Step 6: Urgency

Title

Business Requirement Title: Testing Bizreq

User Information

PMO User: Muhammad Hagi | Employee ID: 800462 | Unit: ITTD02.2

Background

Jelaskan background yg mendasari pengajuan ini/apa IT yang dibutuhkan, berikan juga user ataupun data yang mendukung *

Background

[Next](#)

Need Approval

- Dashboard
- Project
- Need Approval**
- Schedule
- Feedback

PAO-IT

Business Requirement

BR-2022-00-004
Testing Room

Muhammad Pagi - 0520E
KPTD-2

< Back

Filled by User Tracking Main Document Other Document Requestor Log

Step 1
Background

Step 2
Objective

Step 3
Process

Step 4
Result

Step 5
Risk

Step 6
Urgency

Result

Jelaskan manfaat, kebutuhan yang diperoleh setelah install terapanit, Manfaat/keuntungan agar diisikan secara kualitatif dan kuantitatif

Manfaat/Keuntungan-Kualitatif Jelaskan(+) *

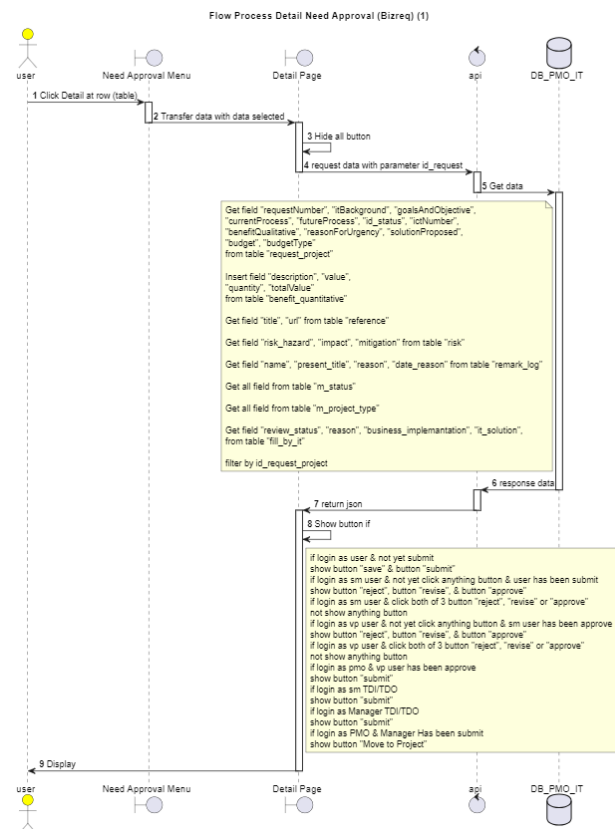
Kualitatif

Benefit Kuantitatif Jelaskan bentuk uang *

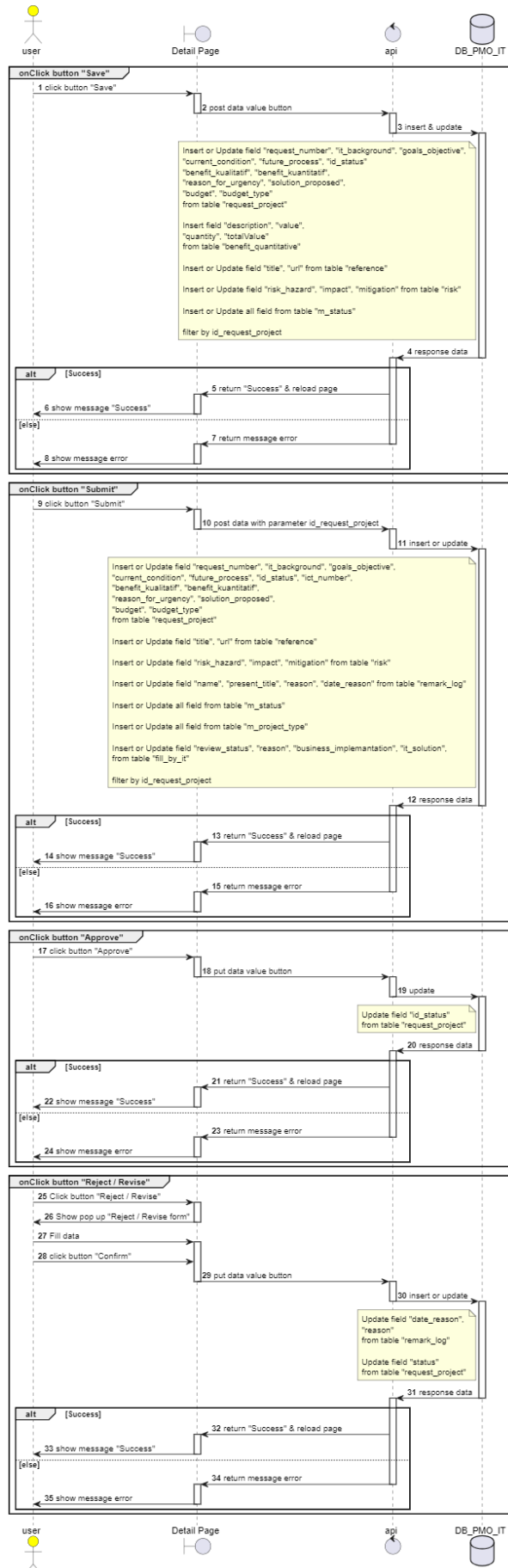
No.	BENEFIT KUANTIFIKASI	VALUE	QUANTITY	TOTAL VALUE
1	TEST	1000	30	30000

← Previous
→ Next

The screenshot shows the 'Detail Billing' page for 'Need Agreement 3 (Drafting)'. The user is logged in as Muhammad Fajri USIRI. The page features a sidebar with navigation links: Dashboard, Project, Need Agreement (active), Guidance, and Feedback. The main content area displays a 'Business Requirement' document titled 'BR-002-20-004' with a status of 'Testing Status'. A progress bar indicates the completion of six steps: Step 1 Background (completed), Step 2 Objective (completed), Step 3 Process (completed), Step 4 Benefit (completed), Step 5 Risk (completed), and Step 6 Legacy (in progress). Below the progress bar, there are three sections: 'Reason for Urgency' with a text input field containing 'Insuff...', 'Solution Proposed' with a text input field containing 'Solusi yang di usulkan jika sudah ada atau tersedia di pasar', and 'Budget' with a dropdown menu set to 'NOT AVAILABLE'.



Flow Process Detail Need Approval (Bizreq) (2)



4.2.9. Flow Process Detail Need Approval CRF

PMO-IT

Dashboard

Project

Need Approval

Guidance

Feedback

Master

Detail CRF

Need Approval > Detail CRF

Change Request

CR-2023-10-001

Testing ES

Need

Report

Submit

General Information

Filled by User

Filled by IT

Tracking

Main Document

Other Document

Requester Log

Solution Log

Page 1

Project 1 Type

Page 2

Replies and Other

Assignment PMO (Filled by IT Department)

Function *

Assign By *

Name *

PMO

Putra Hedi Saputra

ANANDA RIZKA PRATIWI

Project Scale (Filled by IT Department)

USD Rate *

Development Time *

Person Days (PD) *

Integration System *

Price of Development *

Summary Project Scale *

Medium Scale

Remark (If the project still on the CRF meanwhile project scale is medium or larger)

Next

PMO-IT

Dashboard
Project
Need Approval
Feedback

Detail CRF

Need Approval > Detail CRF

Change Request

IC7-2023-001

Testing

Review

Report

Approve

General Information

Filled by User

Filled by IT

Tracking

Main Document

Other Document

Requester Log

Solution Log

Page 1

Project Type

Page 2

Review and Other

Review [Filled by IT Department]

NO.	ORGANIZATION	NAME OF SUBJECT MATTER EXPERT	MODUL/FUNCTION	DATE & SIGN
1	IKTID-2	RAHMUS SALAM	ANALYST SDA	23 Oct 2023
2	IKTID-2	DITA RAMWAN	ANALYST INFRA	23 Oct 2023

Business / Implementation / Product SDA *

Product SDA

Business / Implementation / Product INFRA *

Product INFRA

SDA

System Solution / Infrastructure Change Description / Implementation Solution

Implementation Solution *

Implementation

Functional Specification Reference *

Function

Technical Specification Reference *

Technical

Resource / Skill Required *

jr, FE

Next Date *

End Date *

Filled (Mandatory Total) *

Responsible Cost (Total) *

GDF
 Gulf Development Finance

PMD-IT

[Dashboard](#)
[Project](#)
[Need Approval](#)
[Feedback](#)

Detail CRF

Need Approval > Detail CRF

[← Back](#)

Change Request

CR-2023-10-101
Testing SS

[New](#)
[Approve](#)

[General Information](#)
[Filed by User](#)
[Filled by IT](#)
[Tracking](#)
[Main Document](#)
[Other Document](#)
[Requester Log](#)
[Solution Log](#)

Change Request Information

Reference Application *	Title *
PMD T2	Testing SS
Request Date (mm/dd/yyyy) *	Request Initial By
10/23/2023	BDA42

Change Request Description

NO.	TITLE	ATTACHMENT
1	This title	https://gdf-digital-governance.com/innovation/calls/v1/api/media/preview/starfileds-wfcr-465c-89ba-24d75cdaf71.pdf

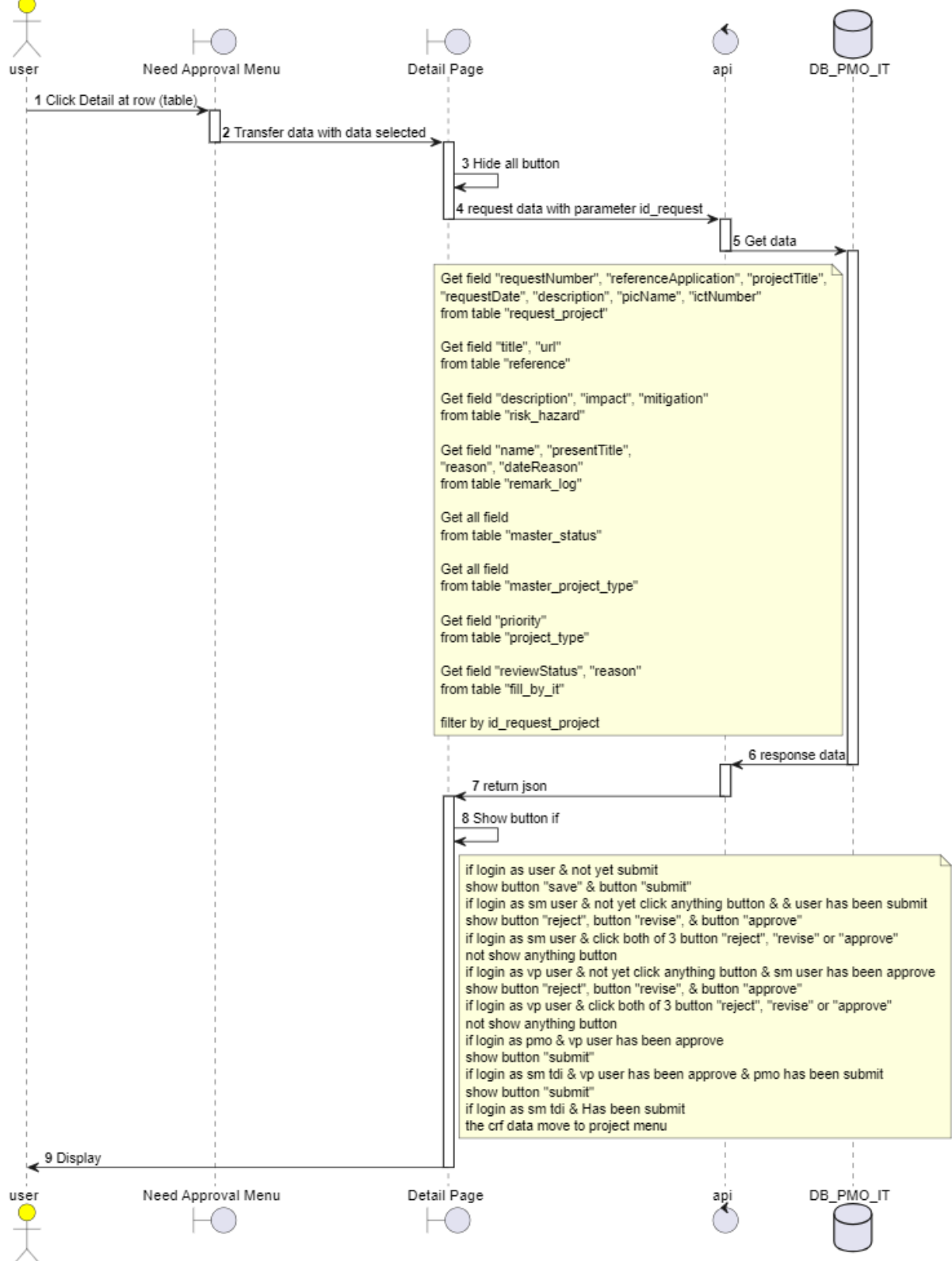
Description *

This description

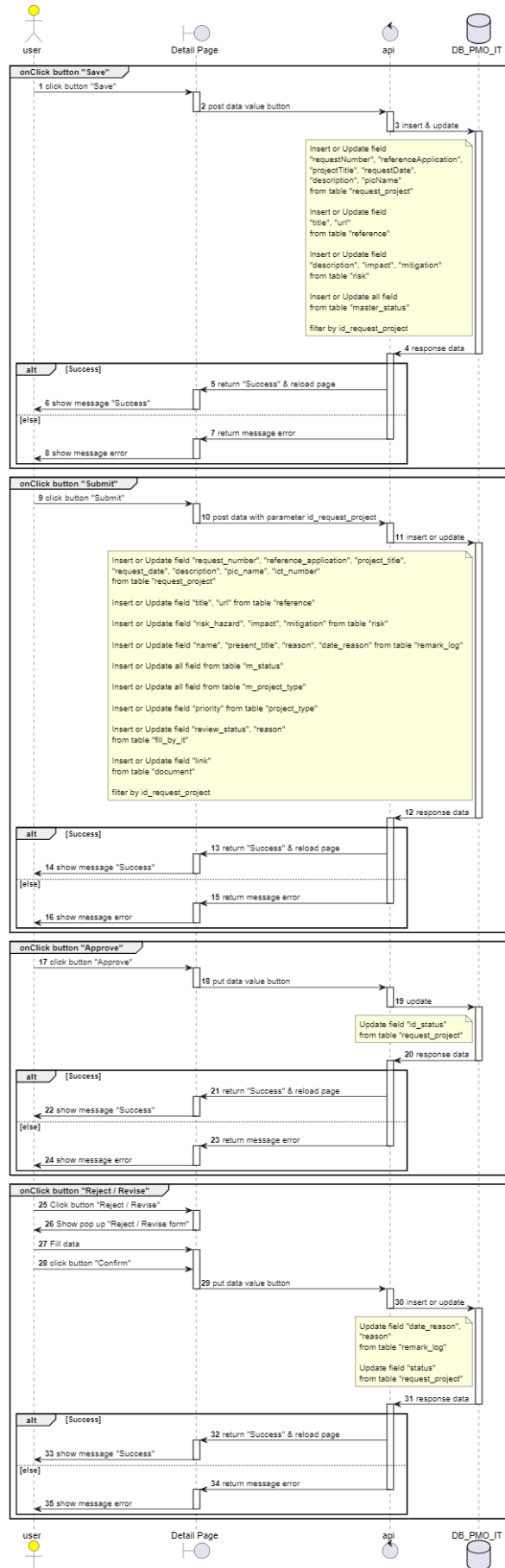
Risk/Issue Identification

NO.	RISK/HAZARD	IMPACT	MITIGATION
1	This description	This impact	This mitigation

Flow Process Detail Need Approval (CRF) (1)



Flow Process Detail Need Approval (CRF) (2)



4.2.10. Flow Process Approve, Reject, Revise Approval

The screenshot shows the 'Detail CRF' page for a 'Change Request' (CR-2023-10-001) titled 'Testing IS'. The page is in the 'Need Approval' state. A 'Reject Form' modal is displayed in the center, prompting the user to enter a 'Reason of Reject *'. The background form contains sections for 'Change Request Information', 'Reference Procedures', and 'Risk/Hazard Identification'.

Change Request Information

Reference Application *	Title *
PMD 12	Testing IS

Request Date (mm/dd/yyyy) *: 10/20/2023

Request Initiated By: [Name]

Reference Procedures *

NO.	TITLE
1	This title

Description *: This description

Risk/Hazard Identification

NO.	RISK/HAZARD	IMPACT	MITIGATION
1	This description	This impact	This mitigation

The screenshot shows the 'Detail CRF' page for the same 'Change Request'. A 'Revision Form' modal is displayed, prompting the user to enter a 'Reason of Revision *'. The background form structure is identical to the previous screenshot.

Change Request Information

Reference Application *	Title *
PMD 12	Testing IS

Request Date (mm/dd/yyyy) *: 10/20/2023

Request Initiated By: [Name]

Reference Procedures *

NO.	TITLE
1	This title

Description *: This description

Risk/Hazard Identification

NO.	RISK/HAZARD	IMPACT	MITIGATION
1	This description	This impact	This mitigation

The screenshot shows the 'Detail CRF' page for the same 'Change Request'. An 'Approve Form' modal is displayed, prompting the user to enter a 'Reason of Approve *'. The background form structure is identical to the previous screenshots.

Change Request Information

Reference Application *	Title *
PMD 12	Testing IS

Request Date (mm/dd/yyyy) *: 10/20/2023

Request Initiated By: [Name]

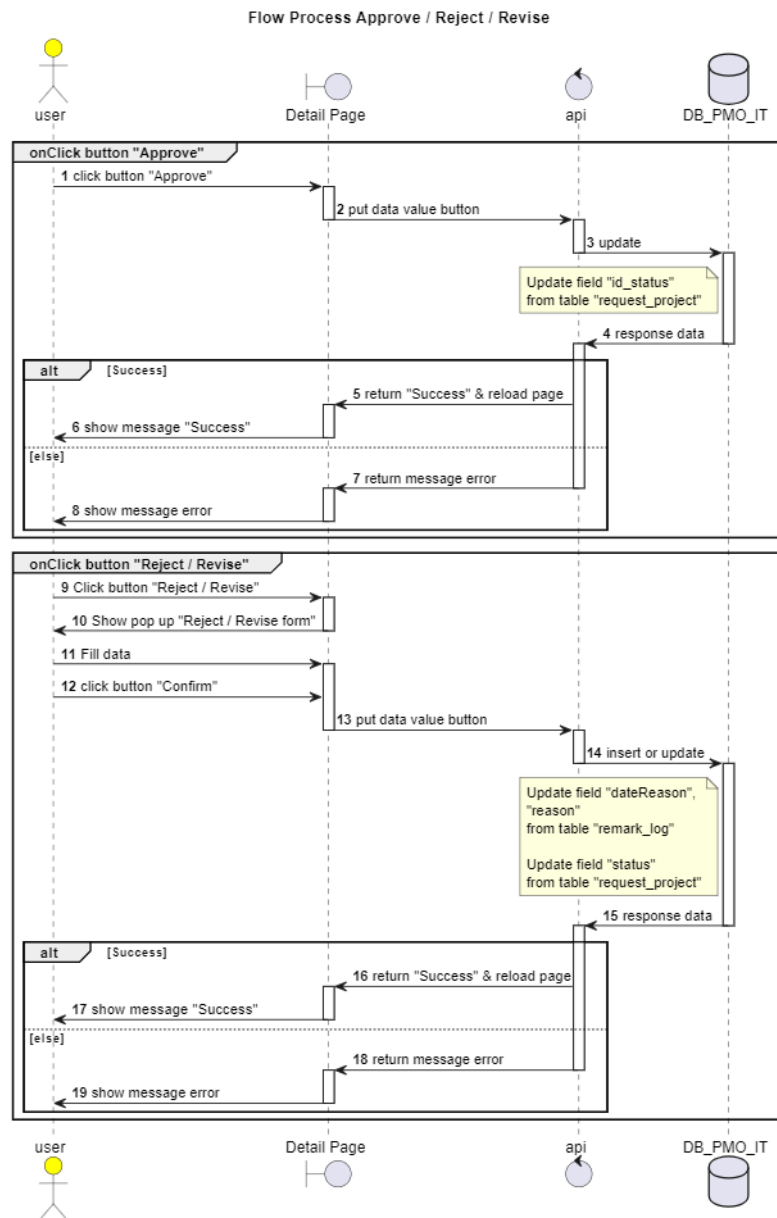
Reference Procedures *

NO.	TITLE
1	This title

Description *: This description

Risk/Hazard Identification

NO.	RISK/HAZARD	IMPACT	MITIGATION
1	This description	This impact	This mitigation



4.3. Style Guide

Primary Color					
Main	Surface	Border	Hover	Pressed	Focus
#006298	#F6F9FE	#BAD5F9	#276BC5	#184076	#CCDFEA
Secondary Color					
Green	Yellow	Red	Gray 1	White	Black
#84BD00	#E2B93B	#EB5757	#9E9E9E	#FFFFFF	#0A0A0A
			Gray 2		
			#F5F5F5		



4.4. Desain Database

[illegible]

4.5. Role Matrix

[illegible]

Lampiran

Link Mockup :

<https://www.figma.com/file/KcTigg4eqmI9C50hJrosgD/PMO-IT?type=design&node-id=0-1&t=2JLYIP1LqbpuXsfb-0>