

FORM USULAN PERUBAHAN STRUKTUR ORGANISASI  
ORGANIZATIONAL STRUCTURE CHANGE FORM

Pemohon / Applicant

## - Identitas Karyawan/ Employee Identity

Nama : Alif Dewi Amalia Departemen : Quality  
Name : Alif Dewi Amalia Department : Quality  
Nomor ID : 001051 Divisi : QA/QC  
ID Number : 001051 Division : QA/QC  
Nomor RFID : 0006314053 Sub Divisi : -  
RFID Number : 0006314053 Sub Division : -  
Nomor Sequence : - Section : -  
Sequence Number : - Section : -  
Jabatan : Manager QA Tim : -  
Position : Manager QA Team : -  
Level : - Unit : -

\*) Beri tanda silang (X)/ Give the Cross Mark

## - Usulan yang diminta \*)

- Requesting \*)
- ☒ Penambahan Struktur Organisasi  
Organizational Structure Addition
- ☐ Pengurangan Struktur Organisasi  
Organizational Structure Elimination
- ☐ Penggabungan Struktur Organisasi  
Organizational Structure Merge

- Struktur yang Ingin Diubah  
Structure You Want to Change

Departemen/ Department : Quality Tim/ Team : -  
Divisi/ Division : QA/QC Unit : -  
Sub Divisi/ Sub Division : - Jabatan : Operator QC Line (Peeling Leg,Boil,Timpro)  
Section : QC Position : -

## Level \*)

- ☐ Director ☐ Production Operator  
☐ Advisor ☐ Direct Production Operator  
☐ Senior Manager ☐ Direct Production Service  
☐ Manager  
☐ Assistant Manager ☐ Non-Production Operator  
☐ Section Head ☐ Indirect (Non Production) - Field A  
☐ Supervisor ☐ Indirect (Non-Production)- Field B  
☐ Assistant Supervisor ☐ Indirect (Non-Production)- Office  
☐ Officer  
☐ Office Operator ☐ Spesifik/ Specify .....

## - Alasan Perubahan \*)

- Reasons for change \*)
- ☐ Pemerataan Beban Kerja  
Even Distribution of Workloads
- ☐ Kebutuhan Kompetensi Baru  
New Competency Needs
- ☐ Efisiensi Koordinasi  
Coordination Efficiency
- ☐ Penyesuaian Sistem/Aturan Baru  
New System / Rules Adjustment
- ☐ Lainnya.....  
Other (Specify) .....

## - Output yang diharapkan (Tentukan secara rinci)/ Expected output (Specify in detail)

Dapat melaksanakan pekerjaan sesuai jobdes dan standar KPI

## Data yang Harus Dikumpulkan / Files to be Collected

- ☐ Tugas Pokok & Fungsi Lama (FRM-HRM/PD-017)  
Previous Job Description
- ☐ Usulan Tugas Pokok & Fungsi (FRM-HRM/PD-026)  
Job Description Proposal
- ☐ KPI Lama (FRM-HRM/PD-001)  
Previous Key Performance Indicator
- ☐ Usulan KPI (FRM-HRM/PD-025)  
Key Performance Indicator Proposal
- ☐ Struktur Organisasi Lama (FRM-HRM/PD-024)  
Previous Organizational Structure
- ☐ Usulan Struktur Organisasi (FRM-HRM/PD-024)  
Organizational Structure Proposal
- ☐ Kualifikasi Baru  
New Qualification
- ☐ Kamus Kompetensi Baru  
New competency dictionary

Ket : Diisi oleh Supervisor HRM-People Development  
Note : Filled by HRM-People Development Supervisor

## Keputusan / Decision

Dibuat oleh/ Submitted by, Manager Departemen Departement Manager	Pemohon/ Applicant, Direktur Departemen Departement Director	Diverifikasi Oleh/ Verified by, Supervisor People Dev People Dev Supervisor
Nama/ Name : Alif Dewi Amalia Jabatan/Position : QA Manager Level : Manager Tanggal/Date :	Nama/ Name : Junita Dwi Lia H. Jabatan/Position : Quality Director Level : Director Tanggal/Date :	Nama/ Name : Jabatan/Position : Level : Tanggal/Date :

Diketahui Oleh/ Known by, Manager HRM-GA-HSE HRM-GA-HSE Manager	Disetujui Oleh/ Approved by, Managing Director Managing Director	Keputusan/ Decision
Nama/ Name : Jabatan/Position : Level : Tanggal/Date :	Nama/ Name : Rachmat Hartojo Jabatan/Position : Managing Director Level : Managing Director Tanggal/Date :	<p><input type="checkbox"/> : Tidak Disetujui Rejected</p> <p><input type="checkbox"/> : Disetujui Approved</p> <p>Jumlah ..... / Orang Total ..... / People</p> <p>Ket : Diisi oleh Managing Director/ Advisor Note : Filled by Managing Director/ Advisor</p>