

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

Bengkalis State Polytechnic is a state polytechnic located in Riau province. The Bengkalis State Polytechnic was founded in early 2000 by the Bengkalis district government under the auspices of the Bengun Insani Foundation (YBI). As of July 29 2011, the Bengkalis Polytechnic officially changed its status to become a state university (PTN) through the Minister of National Education Regulation number 28 of 2011 concerning the establishment, organization and work procedures of the Bengkalis State Polytechnic, which was inaugurated by the Minister of Education and Culture of the Republic of Indonesia on December 26, 2011.

Polytechnic is a tertiary institution that provides vocational education in various sciences. Vocational education is education whose knowledge is more supportive of the mastery of certain applied skills. Bengkalis State Polytechnic requires every student to carry out field work practices in government agencies and private companies as one of the conditions that must be met to complete Diploma 4 education in International Business Administration at Bengkalis State Polytechnic.

Apprenticeship is an opportunity for students to apply the theories they have received during the learning process at lectures into the real world of work. In the world of education the relationship between theory and practice are two very important things to compare and prove something that has been learned in theory with the actual situation in the field. The process of Apprenticeship that is carried out by going directly to the company, will give rise to a picture of new thoughts, because during Apprenticeship, the theory that has been learned will be implemented so that students can easily understand and learn it and have the opportunity to develop their potential, add useful ideas and can add student's

knowledge of what is assigned to him. Implementation of Apprenticeship will bring students to real experience, namely the world of work. For Diploma III graduate students, this Apprenticeship is carried out after students complete a minimum of 4 (four) semesters and fully graduate. Meanwhile, for Diploma IV graduate students, Apprenticeship is carried out after students complete a minimum of 6 (six) semesters and fully graduate which is carried out for a minimum of 4 months and a maximum of 6 months. Bengkalis State Polytechnic has collaborated with other agencies and companies in Indonesia and abroad. Based on the above, the author as a student of the e International Business Administration Study Program is required to carry out apprenticeship activities for a minimum of 4 months.

The author chose this apprenticeship at PT.KLK Dumai because is a company engaged in the processing of Crude Palm Kernel Oil (CPKO) and one of the world's leading oleo chemicals manufacturers committed to providing excellence in the global market, so that many business activities are carried out, according to the material studied in campus, the author want to see firsthand the process of import, receipt of incoming goods, input data on the system and how the work process in the PT KLK Dumai. During the implementation of apprenticeship activities the author is placed in the “Logistics section”. The implementation of this apprenticeship really helped the writer to get to know logistics better.

The logistics department is a part of work at PT KLK DUMAI which functions to plan, implement, control effectively and efficiently the process of procurement, management, storage, service and information starting from the beginning of the process of receiving raw materials to finished materials. Logistics activities cannot be separated from the word export and import. Here the author gets the “Import” part in the implementation of apprenticeship. Import is the activity of entering goods into the customs area. Import transactions are trade by entering goods from abroad into Indonesian customs areas by complying with the provisions of the applicable laws and regulations.

Bonded Zone is a Bonded Storage Place (TPB) for storing imported goods or goods originating from other places in the customs area to be processed or combined before being exported or imported for use. Goods in the Bonded Zone are divided into capital goods, raw materials, auxiliary materials, waste materials, office equipment and production results. The process of receiving raw materials can be done with 2 systems, namely by shipping by land and shipping by sea.

The implementation of the KP starts from 06 February 2023 to 05 July 2023. It is hoped that the implementation of the KP will add to the author's insight into various good and correct tasks and be able to face the real world of work with the experience gained during apprenticeship.

1.2 Purpose of the Apprenticeship

The Apprenticeship activities of State Polytechnic of Bengkalis student, International Business Administration Study Program have the following objectives :

1. To find out job descriptions of Apprenticeship program at PT. Kuala Lumpur Kepong (KLK) Dumai
2. To find out procedures and systems of Apprenticeship program at PT. Kuala Lumpur Kepong (KLK) Dumai
3. To find out the Place and time of Apprenticeship program at PT. Kuala Lumpur Kepong (KLK) Dumai
4. To find out the obstacles and solutions during Apprenticeship program at PT. Kuala Lumpur Kepong (KLK) Dumai

1.3 Significances of the Apprenticeship

Apprenticeship activities are very beneficial for several parties such as student, companies and State Polytechnic of bengkalis :

1.3.1 For Students

There are several benefits from the implementation of internship program programs obtained by students, namely as follows :

1. Student have the opportunity to apply theoretical knowledge and concepts acquired during lectures into the real world of work.
2. Get certificate from the company if you have completed the Apprenticeship program.
3. Student can develop work relationships and add experience to their resumes
4. Student gain practical experience in applying theoretical/conseptual science according to their sudy program
5. Student have the opportunity to be able to analyze problems related to science that are applied in work according to their study program.

1.3.2 For Companies

The benefits of implementing apprenticeship program are also obtained by companies/institutions that accept internship program students, such as :

1. There is a collaboration between the world of education and the world of industry/companies so that it is known by academics and companies to get alternative candidates for employees who are known for their quality, dedication, and credibility
2. The company will receive labor assistance from students who do Apprenticeship program.
3. Provide knowledge for students about the world of work in industry
4. To develop and train student competencies
5. As a form of implementing the policy of implementing education partners with universities.

1.3.3 For State Polytechnic of bengkalis

There are several benefits from implementing the apprenticeship program obtained by the State Polytechnic of bengkalis, which are as follows :

1. State Polytechnic of Bengkalis get feedback from companies related to curriculum development and learning processes for students who

take part in apprenticeship which can improve the quality of their graduates through apprenticeship experiences.

2. There is good cooperation /relationship between the campus and the company where students do apprenticeship program
3. State Polytechnic of Bengkalis can improve the quality of its graduates through student apprenticeship program experience.
4. State Polytechnic of Bengkalis receives feedback from organization/companies on the ability of students who take part in apprenticeship program in the world of work.
5. For the implementation of independent campus activities.