

ABSTRACT

CV Gradient is a manufacturing company engaged in the manufacture of rubber motorcycle spare parts and various types of plastic. Good product quality is an important factor of a company. In line with the excellent quality, the company should also have a good working environment. Waste generated by a product defect CV Gradient. CV Gradient waste has increased from 2012 to 2013, which amounted to 0.24% to 0.94% at the end. CV Gradient trying meminimalisir waste and trying to create a heightened awareness of the importance of good environmental management. By having the Environmental Management Standard ISO 14001:2004 is expected to help the company realize a good working environment.

Currently CV Gradient already have Quality Management Standards (QMS) ISO 9001:2008, which is a Quality Manual, mandatory SOP, SOP, and other policies. This research will integrate ISO 9001:2008 which has been owned previously, with the form of ISO 14001:2004 Environmental Management Standard (EMS). The design of this integration is done by identifying some of the data, ie QMS ISO 9001:2008 which has been owned by the requirements of ISO 14001:2004 (Clause 4.1, 4.2, 4.3.1, 4.3.2, 4.3.3, 4.4.1, 4.4.2, 4.4.4, 4.5.2, 4.5.3). This will result in the identification and gap analysis, the data processing will be carried out by the method of Business Process Improvement (BPI). The results of this study were (i) Environmental Policy by clause 4.2, (ii) Revision Control SOP Incompatibility and Corrective Actions by clause 4.5.3, (iii) Employee Training SOP by clause 4.4.2, (iv) Proposed Organizational Structure by clause 4.4 .1, (v) the SOP Suitability Evaluation of the Legal Requirements based on clause 4.3.2 and 4.5.2, (vi) Identification SOP Aspects and Environmental Impact based on clauses 4.3.1, (vii) Environmental Goals and Objectives by clause 4.3.3.

Keywords: *Standard Operating Procedure, ISO 14001:2004, ISO 9001:2008, Business Process Improvement*