

## **ABSTRACT**

*PT XYZ is a company engaged in the field of convection, which has data on the actual amount of production greater than the amount of demand with a demand figure of 732 Pcs and an actual amount of 899 Pcs so that there is an indication of waste overproduction of 167 Pcs. This research aims to minimize waste overproduction in the production process caused by poor demand management and the process of recording the amount of production every day by workers is done manually so it is necessary to design related records in the information category. In this problem, business process improvements are made to get a more effective process. The improvement was carried out using the Business Process Improvement (BPI) method. In this improvement, a process that requires automation is obtained related to the process of recapitulating product results by recording the number of cut results on a google spreadsheet. The use of the google spreadsheet application is processed using the waterfall method. The results of the google spreadsheet design can display the number of requests, cut results, and remaining products so that the recording process can be done more accurately and the collected data will be safely stored in the system. The system design has been able to run well related to storing data recording results into the system and displaying the number of remaining products continuously. With this design, it is hoped that the company can carry out the production process effectively and the goal of minimizing waste overproduction can be achieved.*

**Keywords – [Waste Overproduction, Business Process, Business Process Improvement, Waterfall, Spreadsheet]**