
Internal Control System Analysis of Merchandise Supply at PT. Indomarco Prismatama (Indomaret) Wr. Supratman South Tangerang

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ABSTRACT

The research aims to analyze internal control procedures for merchandise inventory at PT Indomarco Prismatama (Indomaret) WR Supratman, South Tangerang. In this study using a type of qualitative descriptive research that is by describing the object of research at the current state based on the facts as they are, then analyzed and interpreted, the form is in the form of surveys and developmental studies. And based on the analysis carried out, it was found that the procedure for inventory of merchandise at PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang is not good enough, where in the process of issuing goods the clerk only receives proof of the number of goods ordered and when distributing merchandise the warehouse clerk does not record real time or update the stock of the number of goods to be distributed.

Keywords: Internal Control, Inventory

INTRODUCTION

Free trade which is growing rapidly as it is today is very influential on the development of trading companies, both in improving customer service, improving the quality of goods and how to distribute them properly. Many business activities are engaged in trade with the aim of getting maximum profit. In order for the company's goals to be achieved properly, a management is needed that can regulate the course of activities related to the company so that it runs smoothly for the achievement of company goals.

One of the most important elements in a trading company is inventory. Inventories are merchandise purchased and then stored for further resale in operations. The company always pays great attention to inventory. (Tamodia, 2013).

And to secure inventory and report it properly in the financial statements, a good and regular internal control system is needed to manage merchandise inventory, then the leadership will get useful reports to increase company

effectiveness, as well as help in making policy decisions and being responsible in leading the company.

PT Indomarco Prismatama which operates as Indomaret, is a company engaged in the franchised retail network in Indonesia. Indomaret is a subsidiary of the Salim Group, Indomaret is a minimarket network that provides basic and daily needs.

Excess merchandise results in additional storage costs and too long goods are stored in warehouses resulting in damaged goods, expiration of expiration and loss of goods which will result in non-fulfillment of customer requests so that the company suffers losses due to weak supervision of merchandise inventory.

Based on the background above, the researcher is interested in conducting research with the title "An Analysis of the Internal Control System for Merchandise Inventory at PT Indomarco Prismatama (Indomaret) WR Supratman South Tangerang".

METHODS



In this study using a qualitative descriptive method. According to Siregar (2014: 108), "The descriptive method is to describe the object of research at the current situation based on the facts as they are, then analyzed and interpreted, the form is in the form of surveys and developmental studies". Where the research was carried out at PT Indomarco Prismatama (Indomaret) Jl. WR Supratman No.3, Cempaka Putih, Ciputat Timur, Banten, and was completed within a span of 2 (two) months from October 2022 to November 2022.

The data analysis technique used in this research is using descriptive analysis method by collecting data and information regarding merchandise inventory control based on the results of interviews, observation and documentation, studying the data obtained presenting the data by explaining the main issues then providing conclusions and suggestions.

RESULTS and DISCUSSION

Elements of Internal Control of Merchandise Inventory

a. Organizational structure

The Organizational Structure of PT Indomarco Prismatama (Indomaret) WR Supratman Tangerang Selatan has been well designed and structured, namely functionally, this can be seen from the scheme of the company's organizational structure which consists of a purchasing function and a receiving function, a recording function and a storage function. The division of tasks into each section based on the main functions carried out by the company.

b. Control Activity

1. Transaction Authorization

Authorization for transactions and activities is carried out by affixing a signature by an authorized person on the document for the transaction, for example: reports on receipt of goods and release of goods are authorized for transactions and activities. This is sufficient in carrying out internal control of merchandise inventory.

2. Separation of Duties

PT Indomarco Prismatama (Indomaret) WR Supratman Tangerang Selatan has not implemented sufficient segregation of duties for each transaction or activity where the cashier only functions as a cash receipt for the company and may not have access to the system for recording petty cash for expenses incurred within the company. This does not yet reflect the separation of the reception function, recording function, and storage function because these three functions must be separated within the organization. The goal is to always have internal checks in carrying out a transaction, so that the security of the company's assets can be guaranteed and ensure the reliability of the company's data.

3. Accounting Records

PT Indomarco Prismatama (Indomaret) WR Supratman South Tangerang has adequate accounting records, the company has made documents and records aimed at inventory control. These documents are also equipped with a printed serial number.

4. Access Control

The physical protection of the merchandise inventory at this company is sufficient, namely by providing a warehouse as a storage area and equipped with gas savings to combat fire hazards and locked by an authorized logistics officer after working hours are over. Physical protection of documents and records has also been adequate, namely by providing a blinder map as a storage place for each document and re-creating and keeping records that are damaged both on a computer by selecting a computer network. According to the author, the company's policy in realizing supervision and physical protection of inventories and records, as well as company assets is quite sufficient in realizing good internal control.

c. Healthy practice

Healthy practices include having documents printed with sequential numbers, namely order forms ending with suppliers, payments are only made by the cashier with the knowledge of the management and payment orders will be made in accordance

with the agreement between PT Indomarco Prismatama (Indomaret) WR Supratman South Tangerang and suppliers.

1. SOP (Standard Operating Procedure) Implementation of Merchandise Inventory Indomarco Prismatama (Indomaret) Wr Supratman South Tangerang.

The procedure for inventory of merchandise at PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang are as follows:

a) Purchase procedure

In the procedure for purchasing merchandise inventory at PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang., starting from determining the need for merchandise inventory, the purchasing process, receiving. In determining the need for merchandise inventory at PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang, warehouse staff first checks the items that need to be re-ordered, requests to order merchandise inventory only when it has run out then orders goods and adjusts them to developments in consumer demand. Next, the warehouse staff makes an estimate of the order which contains the name of the item, the quantity of the item and the date of arrival of the item.

b) Admission Procedure

In the process of receiving inventory, suppliers come with the ordered goods along with the original travel documents by handing them directly to the warehouse. Warehouse staff checks the completeness and correctness of administrative data between purchase orders (PO) and travel

documents. After checking the delivery document and the physical goods, the warehouse staff signs and the date of receipt, then the goods are stored in the warehouse. Furthermore, the warehouse staff makes minutes of the handover of goods and records the travel documents in the recapitulation of goods receipt, then distributes the original travel documents to the suppliers and copies of the travel documents are kept as archives by the warehouse department.

c) Trade Goods Storage Procedures

Items stored in the warehouse are made with one item card and recorded in the warehouse card. It only records the quantity, including the quantity issued based on the document requesting the release of goods and the remaining quantity. If there is an inventory of goods that has reached a minimum point, it is necessary to place an order by making a purchase request letter to the purchasing department. Before the request is signed and submitted, a physical count of materials in the warehouse is first carried out against the inventory that has reached the minimum point.

d) Procedures for the Use and Releasing of Merchandise

The implementation of releasing goods from the warehouse is carried out based on a written request by the leadership and the person entitled to remove goods from the warehouse is the warehouse staff who has previously signed a travel document, then the goods are given to the leader who requests the goods to be sent by the expedition division. Travel documents are the basis for

warehouse staff to record a reduction in the amount of inventory in inventory. This travel document is stored as an archive and will be matched with the sales memorandum.

e) Procedure for Physical Calculation of Merchandise Inventory

Reporting the amount of inventory in the warehouse by the head of the warehouse, calculating the physical inventory of merchandise by the inventory counting team consisting of the head of the warehouse, company leaders and warehouse officers. Make a physical calculation report by the warehouse computer.

2. Procedures for the Internal Control System for Merchandise Inventory

Based on the merchandise inventory procedure, the authors found that PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang is not good enough where in the process of issuing goods the clerk only receives proof of the number of items ordered and when distributing merchandise the warehouse clerk does not record real time or update the stock of the number of goods to be distributed to outlets that do booking.

CONCLUSION

Based on the results of the research that has been carried out and analyzed the data as explained in the previous chapter, The procedure for ordering goods at PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang is in accordance with SPI (Internal Control System) standards. The process of checking the goods of PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang is in accordance with SPI (Internal Control System). The process

3. Analysis of merchandise inventory procedures

On the results of research on the procedure for inventory of merchandise at PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang is not good enough, where in the process of issuing goods the clerk only receives proof of the number of goods ordered and when distributing merchandise the warehouse clerk does not record real time or update the stock of the number of goods to be distributed. This can lead to the possibility of misappropriation of the process of removing merchandise inventory where the amount of inventory issued with a record of the amount of inventory in the warehouse becomes unreasonable, therefore officers need to record these transactions which are complemented by recording of goods coming out of the warehouse, namely, real time recording or stock updates for the number of items distributed to each outlet that places an order so as to avoid acts of fraud. A good procedure is where each procedure is carried out in accordance with standards and there is a complete process that is carried out sequentially starting from purchasing an inventory to distributing it to the customer.

of storing PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang is in accordance with SPI (Internal Control System). In the process of removing and using the goods, the warehouse staff of PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang is not yet in accordance with SPI (Internal Control System). In the process of calculating the physical goods of PT. Indomarco Prismatama (Indomaret) WR Supratman South Tangerang

is in accordance with SPI (Internal Control System).

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