Departments and Their Roles in the ERP

Each department has specific roles and responsibilities within the ERP system. The following table summarizes the main tasks for each department

Matrix of Module Responsibilities per Department

Departemen	Modul dalam ERP	Tugas dan Tanggung Jawab
Accounting	General Ledger, Fixed	Manages the chart of accounts (COA), general journals, asset depreciation, and the financial closing process.
Finance	Accounts Receivable, Account Payable, Finance	Manages customer payments, vendor payments, and bank reconciliations.
Tax and Bea	Accounts Receivable, Inventory	Manages output and input tax invoices, as well as reporting for Bonded Zones.
Sales Local & IB	CRM, Sales	Manages customer data, creates quotations, sales orders, and monitors sales targets.

Procurement	Purchasing	Executes the procurement process, from purchase requests and purchase orders to supplier evaluations.
Warehouse	Inventory	Manages goods receipts, delivery orders, stock-taking, and inventory transfers between warehouses.
Production Planning	Production	Plans production schedules, calculates material requirements (MRP), and issues Work Orders..
GMP Operation	Production	Executes work orders, records raw material requests, and reports factory activities.
Quality Assurance	Quality Control	Performs quality checks on incoming and outgoing goods.
RND	Production	Designs and manages the Bill of Materials (BOM).
MIS	Settings	Manages user authorization and access rights, as well as other system settings.

Revision #2
Created 21 July 2025 14:45:22 by Sayu
Updated 21 July 2025 14:56:12 by Sayu