ABSTRACT
DEVELOPMENT OF MATERIAL REQUEST LIST STANDARD OPERATING PROCEDURE (SOP) AT PT. PLN (PERSERO) CUSTOMER SERVICE UNIT SOUTH MAKASSAR

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Standard Operating Procedure (SOP) are a set of written instructions that describe how and when to carry out certain government administrative processes, as well as where and by whom. In terms of ease, service, and a well-balanced arrangement, a well-executed SOP will demonstrate consistency in job outcomes, product production, and service operations. The creation and application of SOPs is a factor that can determine whether an operational activity is successful or unsuccessful. SOPs also ensure that all operational operations are conducted consistently from start to finish. The research's advantages—which include both theoretical and practical advantages—clearly demonstrate the potential of the study's findings. They include: theoretical advantages This study is anticipated to be useful in gaining understanding of how Standard Operating Procedures (SOP) are created in PT PLN (Persero) UP3 South Makassar. Practical advantages The findings of this study are anticipated to provide PT. PLN (Persero) UP3 Makassar Selatan with information or food for thought as it implements standard operating procedures for implementing employee work. According to the study's findings, this SOP creation work in the area of UP3 logistics unit construction unit was necessary. The SOP development was done in order to facilitate the task of PT PLN (Persero) UP3 South Makassar Employees in completing their work as well as its impact on the company where the development carried out will undoubtedly assist the course of an activity in the company especially in this case the governance of company activities are not well planned so it is necessary to develop the SOP.

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