

TRAINING OF ORGANIZATIONAL CULTURE, OCCUPATIONAL HEALTH AND SAFETY (OHS), AND COMPUTERIZATION OF FINANCIAL REPORTS FOR MSME

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ABSTRACT

This community service aims to improve understanding of corporate culture, occupational health and safety (OHS) for MSME employees and computerize financial reports for MSME management and owners. Community service activities carried out for two days using lecture and training methods are expected to improve employee performance and work safety and can add insight to the management and owner of CV Jaroe Design in planning computerized financial reports. The problem faced by CV Jaroe Design is that employees do not understand the company culture and aspects of occupational health and safety. On the other hand, the management of CV Jaroe Design still does not understand the direction and computerization of the company's financial statements. Implementing this community service activity results indicate an increased employee understanding of the company's work culture and OHS. The training participants showed enthusiasm during the training, both in the question and answer session. After the training, the management of CV Jaroe Design set a plan to computerize the company's financial statements.

Keywords: *organizational culture, occupational health and safety, financial report*

1. INTRODUCTION

The SME sector has a fundamental economic function in the progress and overall performance of both developed and developing countries (Eniola, 2018). In Indonesia, Micro Small and Medium Enterprises (MSME) are also the economy's backbones. Based on data from the Ministry of Cooperatives and Small and Medium Enterprises (Kemenkop UKM) in March 2021, the number of MSME in Indonesia has reached 64.2 million, contributing to a Gross Domestic Product (GDP) of 61.07 percent or Rp. 8,573.89 trillion (PIP, 2022). Given the large enough role of the Indonesian economy, MSME must be encouraged and facilitated to improve their business performance, including helping solve problems faced by MSME.

CV Jaroe Design is a wooden furniture and craft company located on Jl. South Ring Road, Yogyakarta. The production capacity of CV Jaroe Design according to the permit

(IUI)/TDI is 2,250m³/year with an investment value excluding land and buildings of Rp250 million. CV Jaroe Design has 51 employees, and its products include furniture, wooden baths, wall decorations, mirrors, wooden panels, vases, and artworks made from recycled wood. In recent years, the company has expanded its production and has combined raw materials from wood with other materials (mix product). CV Jaroe Design also cooperates with other manufacturers in Indonesia to provide products such as marble bath sinks, river stone, terrazzo, copper and wood, copper, river stone, fossil stone, terrazzo and marble sinks and various wall decorations. CV Jaroe Design is oriented to the export market by order. CV Jaroe Design's export destinations include Germany, Iraq, England, the Netherlands, America, Australia, and the Middle East. CV Jaroe Design actively participates in local and international exhibitions to attract buyers. In line with the increase in business, CV Jaroe Design faces several problems in business management: (1) the organizational culture is not understood by employees, (2) lack of understanding and awareness of employees for the implementation of OHS, and (3) the company's financial statements still use manual recording combined with the use of Microsoft excel has not supported the management's need to get fast financial information for decision making and tax reporting.

Culture is expressed in the underlying beliefs, assumptions, attitudes, values, artifacts, and behaviors of organizational members (Gochhayat et al., 2017). Strong culture brings a competitive advantage. (Ćelić et al., 2019). Although organizational behavior (OC) has several definitions, there is a consensus regarding group values, beliefs, practices, and assumptions that guide organizational members in their daily work activities (Barbera, 2014). OC can build a suitable environment that affects operational and business performance (Cadden et al., 2013). OC has been an essential link to improved performance in the manufacturing and service sectors (Prajogo & McDermott, 2005).

Safety culture is defined as an aspect or part of organizational culture that influences attitudes and behavior, which impact the level of safety in the organization (Nielsen, 2014). The main barriers to good safety practices include implementation costs and poor safety culture (Belayutham & Ibrahim, 2019). McFadden et al., (2014) found indirect effects of safety culture and performance via continuous quality improvement initiatives.

Accounting Information Systems(AIS) is a computer-based system that processes financial information and supports decision tasks in coordination and control of organizational activities (Nicolaou, 2000). Accounting Information Systems (AIS) is a vital resource for today's SME as it can facilitate effective decision-making, planning, and controlling activities of an organization. SME are highly required to manage their accounting and finances efficiently to maintain and improve their business since one of the aims of running a business is "profitability" (Ibrahim et al., 2020). The study also

demonstrates a statistically significant relationship between organizational culture on accounting information systems and corporate performance (Kwarteng & Aveh, 2018).

The solution agreed by the community service team and the management of CV Jaroe Design to help solve these problems is training for employees and company staff on organizational culture and OHS, as well as training on the computerization of financial reports to management and owners of CV Jaroe Design. The implementation of the training is expected to help the management of CV Jaroe Design in building organizational culture, increase employee awareness of OHS to improve the comfort of the work environment, and assist company management in making decisions to computerize financial reports.

2. METHOD

The methods used in this community service activity are lectures and training. The community service team delivered material on organizational culture and OHS to management and employees of CV Jaroe Design on Saturday, March 12, 2022. The training continued on April 11, 2022, with management and owner of CV Jaroe Design as participants for computerized financial report material. The success of this service activity is based on the participants' enthusiasm for participating in the training, the questions asked during and after the presentation, and the answers/arguments submitted by the participants in answering queries or practice questions raised by the community service team.

3. RESULTS AND DISCUSSION

Organizational culture and OHS training was held on Saturday, March 12, 2022, attended by employees and staff of CV Jaroe Design. The training activity began with the delivery of organizational culture topics by Eko Yulianto, M.B.A., and Krisnita Candrawati, S.E., M.Sc. in the first session.



Figure 1. Participants and Activities of Organizational Culture and OSH Training.

Organizational Culture refers to group values, beliefs, practices, and assumptions that guide organizational members' daily work activities (Barbera, 2014). Culture begins with shared values, which then produce norms that govern behavior. Behavior produces outcomes that are reinforced or punished, thereby bolstering the culture. Thus, any culture, positive or negative, becomes self-reinforcing and difficult to change (Hitt et al., 2017). OC is considered an essential instrument for managers to guide the way for their organizations (Daft, 2014). OC can build a suitable environment that affects operational and business performance (Cadden et al., 2013). OC has been an important link to improved performance in the manufacturing and service sectors (Prajogo & McDermott, 2005).

In the second session, Epsilandri Setyarini, S.E., M.M. delivered the OHS topic. OSH management in MSMEs, especially in small companies, is usually not suitable due to (1) lack of employees working in the field of safety and health, (2) lack of access to external OHS services, (3) limited access to information and OHS training opportunities (4) limited knowledge of equipment or machinery that is considered 'safe.' Time management according to government regulatory standards can be applied in MSMEs to maintain occupational health and safety. Prevention of occupational diseases also needs to be done by knowing the source of the cause so that preventive measures can be taken. For example, lung and respiratory diseases due to dust in the workplace can be overcome using personal protective equipment and masks. Occupational Health and Safety (OHS) needs to be well understood by employees and company management, especially in its implementation, because work-related illnesses and work accidents can cause financial disasters for the company. Therefore, the MSME sector needs to implement OHS to build a productive, safe, and healthy business so the company can continue to grow and develop.

In training held on April 11, 2022, Anita Primastiwi, S.E., M.Sc., conveyed the topic of computerized financial statements.



Figure 2. Training on computerization of financial reports.

An *excellent financial report* is a financial report that presents relevant and reliable information. In order to produce quality financial reports, it is necessary to understand accounting principles, accounting activities, accounting activities, and economic events relevant to its business. Computerization of financial reports has several benefits, including minimizing errors, integrating automatically between financial reports, and accelerating the process of preparing financial reports.

Computerized financial reports using accounting software by existing business characteristics can produce financial information needed in making decisions in business management. There are at least two implementation options in accounting information systems: buying accounting information system software or designing an accounting information system. The existing accounting information system software can usually only meet 65% -85% of user needs while designing an accounting information system requires no small amount of money. (Ibrahim et al., 2020). Therefore, CV Jaroe Design needs to understand the advantages and risks of each choice before deciding because implementing an appropriate information system for the company will improve the company's performance. (Kwarteng & Aveh, 2018).

The employees and management of CV Jaroe Design showed enthusiasm during the training, participating in the question and answer session and working on the practice questions given. The community service team conducted discussions and shared data with the management of CV Jaroe Design. The management of CV Jaroe Design appreciates the community service activities that have been carried out and has decided to purchase accounting software that provides development features.

4. CONCLUSION

Community service activities at CV Jaroe Design lasted for two days, on Saturday, March 12, 2022, and Monday, April 11, 2022, which is useful to provide benefits to MSME, especially CV Jaroe Design, in building organizational culture, OHS, and computerization of company financial reports. Increasing employee understanding of organizational culture and OHS is expected to support improving the performance of companies that have entered the international export market. Increasing understanding of CV Jaroe Design's management related to financial computerization is expected to be a consideration for decision making and preparing steps for its implementation.

The management and owner of CV Jaroe Design appreciate these community service activities and hope that community service activities can be carried out sustainably. Thus CV Jaroe Design can build an organizational culture that supports company performance, implementation of OHS, and the application of a computerized accounting system to support the preparation of financial reports.

Suggestions and input from this community service activity for the next:

1. CV Jaroe Design should provide employees regular training or socialization related to organizational culture and OHS.
2. In implementing computerized financial reports, it is better to use software that is already on the market with assistance features from software developers better to adapt existing features to the needs of the company.

THANK-YOU NOTE

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