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|  | <b>DAFTAR INDUK DOKUMEN INTERNAL</b> | No Dokumen : DP.03.03/1.01/3145/2020 |
|   | <b>POLTEKKES KEMENKES SURAKARTA</b>  | Tanggal Terbit : 01 April 2020       |
|   |                                      | No. Revisi : 00                      |

**DAFTAR INDUK DOKUMEN INTERNAL  
PROGRAM STUDI D3 JAMU JURUSAN JAMU  
POLTEKKES KEMENKES SURAKARTA**


| No. Dok                         | Judul                            | No Revisi | Tgl Ditetapkan | Tgl. Implementasi |
|---------------------------------|----------------------------------|-----------|----------------|-------------------|
| <b>DOKUMEN: INSTRUKSI KERJA</b> |                                  |           |                |                   |
| IK.JAMU/00/01/2016              | PENGAYAK MANUAL                  | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/02/2016              | CENTRIFUGE                       | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/03/2016              | VISCOMETER                       | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/04/2016              | PRESS MANUAL ,MODEL SCREWW PRESS | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/05/2016              | TENSIMETER                       | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/06/2016              | AUTOCLAVE HIRAYAMA HVE 50        | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/07/2016              | SLICER (PENCACAH)                | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/08/2016              | MESIN PEMERAS ELEKTRIK           | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/09/2016              | MESIN SEALER (PACKAGING)         | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/10/2016              | OVEN MEMMERT                     | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/11/2016              | ROTARY EVAPORATOR                | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/12/2016              | MESIN PENGERING KABINET          | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/13/2016              | OVEN                             | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/14/2016              | HOTPLATE                         | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/15/2016              | LAMINAR AIR FLOW                 | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/16/2016              | TLC AUTOSPOTTER                  | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/17/2016              | SPEKTROFOTOMETER UV-VIS          | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/18/2016              | TLC SCANNER                      | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/19/2016              | MIKROSKOP BINOKULER              | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/20/2016              | LINOMAT 5                        | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/21/2016              | SPEKTROFOTOMETER                 | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/22/2016              | WATERBATH                        | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/23/2016              | FTIR                             | 00        | 25 Juli 2016   | 25 Juli 2016      |
| IK.JAMU/00/24/2016              | TLC VISUALIZER                   | 00        | 25 Juli 2016   | 25 Juli 2016      |

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|----------------------|---|-----------|-----------------|-------------------|
| IK.JAMU/00/25/2016   | ADC 2                                   | 00        | 25 Juli 2016    | 25 Juli 2016      |
| IK.JAMU/00/26/2016   | HPLC                                    | 00        | 25 Juli 2016    | 25 Juli 2016      |
| IK.JAMU/00/27/2016   | VISCOMETER OSWALD                       | 00        | 25 Juli 2016    | 25 Juli 2016      |
| IK.JAMU/00/28/2016   | PH METER                                | 00        | 25 Juli 2016    | 25 Juli 2016      |
| IK-Lab.JM/00/01/2017 | UV CABINET                              | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/02/2017 | MINI SHAKER                             | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/03/2017 | CENTRIFUGE SMART R17                    | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/04/2017 | TIMBANGAN ANALITIK OHAUS                | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/05/2017 | TIMBANGAN ANALITIK GREAT SCALE          | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/06/2017 | VORTEX BIOSAN                           | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/07/2017 | DESIKATOR                               | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/08/2017 | HARDNESS TESTER                         | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/09/2017 | MELTING POINT                           | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/10/2017 | DISINTEGRATED TESTER                    | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/11/2017 | ULTRASONIC BRANSONIC                    | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/13/2017 | REFRAKTROMETER                          | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/14/2017 | BLENDER SIMPLISIA FOMAC                 | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/15/2017 | FLOOR SCALE (ELECTRONIC PLATFORM SCALE) | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/17/2017 | MIKROPIPET                              | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/18/2017 | KADAR AIR KARL FISHER                   | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/20/2017 | CLIMATE CHAMBER                         | 00        | 7 April 2017    | 7 April 2017      |
| IK-Lab.JM/00/16/2017 | LAMINAR AIR FLOW BIOBASE                | 00        | 7 November 2017 | 7 November 2017   |
| IK-Lab.JM/00/12/2017 | AUTOMATIC TITRATOR                      | 00        | 7 Desember 2017 | 7 Desember 2017   |
| IK-Lab.JM/00/19/2017 | TIMBANGAN BADAN DIGITAL                 | 00        | 7 Desember 2017 | 7 Desember 2017   |
| IK-Lab.JM/00/21/2017 | UJI WAKTU ALIR                          | 00        | 7 April 2017    | 7 April 2017      |

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|--|---|-----------|------------------|-------------------|
| IK-Lab.JM/00/01/2018                               | TIMBANGAN SARTORIUS                             | 00        | 13 Januari 2018  | 13 Januari 2018   |
| IK-Lab.JM/00/05/2018                               | LEMARI ASAM                                     | 00        | 13 Januari 2018  | 13 Januari 2018   |
| IK-Lab.JM/00/03/2018                               | PH METER RRC                                    | 00        | 13 Sept 2018     | 13 Sept 2018      |
| IK-Lab.JM/00/04/2018                               | VORTEX THERMO SC                                | 00        | 13 Sept 2018     | 13 Sept 2018      |
| IK-Lab.JM/00/08/2018                               | HOTPLATE THERMO                                 | 00        | 13 Sept 2018     | 13 Sept 2018      |
| IK-Lab.JM/00/07/2018                               | OVEN INCUBATOR WINA                             | 00        | 13 Oktober 2018  | 13 Oktober 2018   |
| IK-Lab.JM/00/06/2018                               | HOT AIR STERILIZATION                           | 00        | 13 November 2018 | 13 November 2018  |
| IK-Lab.JM/00/02/2018                               | AUTOCLAVE STANDAR EQUITRON                      | 00        | 13 Desember 2018 | 13 Desember 2018  |
| IK.JAMU/00/03/2019                                 | REFRIGERATOR PANASONIC                          | 00        | 06 Januari 2019  | 06 Januari 2019   |
| IK.JAMU/00/01/2019                                 | Penyimpanan Ekstrak Hasil Praktikum             | 00        | 06 Sept 2019     | 06 Sept 2019      |
| IK-Lab.JM/00/02/2019                               | CONCENTRIC RING BATH                            | 00        | 06 Sept 2019     | 06 Sept 2019      |
| IK.JAMU/00/01/2020                                 | TIMBANGAN ANALITIK LABEX                        | 00        | 3 Maret 2020     | 3 Maret 2020      |
| <b>DOKUMEN: STANDAR OPERASIONAL PROSEDUR (SOP)</b> |   |           |                  |                   |
| SOP.J.JAM/00/01/2015                               | SOP Penggunaan Laboratorium                     | 00        | 20 Mei 2015      | 20 Mei 2015       |
| SOP.J.JAM/00/02/2015                               | SOP Peminjaman Alat Laboratorium                | 00        | 20 Mei 2015      | 20 Mei 2015       |
| SOP.J.JAM/00/01/2016                               | SOP Pengelolaan Sarana – Prasarana Laboratorium | 00        | 26 Des 2016      | 26 Des 2016       |
| SOP.J.JAM/00/02/2016                               | SOP Perawatan dan Pelaporan Alat Laboratorium   | 00        | 28 Des 2016      | 28 Des 2016       |
| SOP.J.JAM/00/01/2017                               | SOP Pengadaan Alat dan Bahan Laboratorium       | 00        | 2 Juni 2017      | 2 Juni 2017       |
| SOP.J.JAM/00/02/2017                               | SOP Penyimpanan Alat dan Bahan Laboratorium     | 00        | 2 Juni 2017      | 2 Juni 2017       |
| SOP.J.JAM/00/01/2018                               | SOP Ujian Praktik Laboratorium                  | 00        | 3 Jan 2018       | 3 Jan 2018        |
| SOP.J.JAM/00/02/2018                               | SOP Pelaksanaan Praktikum                       | 00        | 3 Jan 2018       | 3 Jan 2018        |

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|----------------------|--|----|--------------|--------------|
| SOP.J.JAM/00/03/2018 | SOP penarikan Mahasiswa Praktik Klinik                 | 00 | 6 Mei 2018   | 6 Mei 2018   |
| SOP.J.JAM/00/01/2019 | SOP Penanganan Bahan Berbahaya dan beracun yang Tumpah | 00 | 3 April 2019 | 3 April 2019 |
| SOP.J.JAM/00/02/2019 | SOP Keamanan dan Keselamatan Laboratorium              | 00 | 3 April 2019 | 3 April 2019 |

Surakarta, 12 April 2023  
Ketua Jurusan

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