

ABSTRACT

Yohana Emmanuella Sugiarto, 2017, NIT : 50135105.K, *“The effectiveness of the use of the Cash Card in order to Facilitate the activities of the Agency in PT. Pertamina (Persero) Shipping”*, Mini thesis Port and Shipping Departement, Diploma IV, Merchant Marine Polytechnic of Semarang, Advisor I: Daryanto , S.H., M.M., Advisor II: F. Pambudi W., S.T., M.T., M.Mar.E.

PT. Pertamina (Persero) Shipping in carrying out the recording mechanism use of funds in the work unit to apply the use of cash card. cash card is a debit card service company as mean of petty cash transaction is allocated centrally by the company to the operating units/ officer in 1 (one) period to pay routine operational activities of the company. This research analyze about the importance of the use of cash card, c onstraints experienced in the management of cash card, and the efforts made by the Agency in PT. Pertamina (Persero) Shipping to overcome these constraints.

In this research the researcher use qualitative methods that produce descriptive data in the form of written words from people and observed behavior by collecting data in the form of approaches to the object through observation, interview directly to the subject and using documents and data.

Based on the result of the reserch, barriers faced by the Agency in PT. Pertamina (Persero) Shipping occured because the user did not comply with the Organization's existing Workforce in the company. Delay and documents during the process accountability cash card can inhibit the activities of the Agency in the company. PT. Pertamina (Persero) Shipping is attempting to minimize the barriers.

Keywords: Effectiveness, cash card, petty cash, activities of the Agency.