



**CHAPTER I
INDRODUCTION**

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INTRODUCTION



Economic sector is one of the important parts for a country. This sector can be used by a country to increase its development. Economic sector can also attract investors to deposit their stock. Many investors, who deposit their stock, can make a country to get some profits. Nowadays, many countries pay a lot of attention to their economic sector. It is possible because they expect that their country will grow up better.

Industry is a tool of the economic field in Indonesia, which is helpful to improve the welfare and prosperity of the communities. According to the law of Ministry of Trade on no. 5/1984 article one; it says that "Industry is economic activities which cultivate a raw material, and/or goods to be goods with a higher value to be used, including the activities of engineering building design and engineering industry". This industry involves a lot of people in it, because it includes many things contained there. It is not only sales and purchases within a country, but all countries can make sales or purchases between the two countries. Industry itself has several important sectors. They are textile sectors, automotive sectors, electronics sectors, and many more. Each sector has similar important roles in the economic progress in Indonesia. However, the principle remains the same that is to promote and raise the economy in Indonesia.

Indonesia has many islands and the seas which make this country a home of the abundant natural resources. Thus, Indonesia could enhance its economy until now. One factor which is pushed upward of the economy in Indonesia is the industry and trade. Currently, industry and trade in Indonesia are suffering a rapid change than last year. Because of the Government's role which is currently being sustained through the State economic sector of industry and trade. In addition, the role of producers of goods and services are also needed. Because, they can make the country's economy increase rapidly.

Indonesian government has established an agency to handle all that deal with the affairs of industry and trade in Indonesia. In addition to the establishment of this agency, the government helps to supervise all the things related with the industry and trade. This agency is called as *Dinas Perindustrian dan Perdagangan* (Department of Trade and Industry) which is a department that plays role in the economic growth in Indonesia. This Department is authorized to carry out industrial and commercial development in indonesia. Department of industry and trade is part of the Ministry of trade of the Republic of Indonesia.

East java is one of the provinces in Indonesia that has many natural resources; such as agriculture, forestry, marine and fisheries, farm, and plantations. Indonesia could benefit from the positive economic growth over the years, including the past 5 years, which was always above average 5,82% per year (www.jatimprov.go.id).

These are due to the number of large firms, medium industries, small industries, and households that currently have to market their goods and services to another country. In addition, the East Java Government supports and facilitates the import and export trade

The services that are provided by Department of Industry and Trade East Java Province to public, especially International Trade Division are firstly, giving *Surat Keterangan Asal* (Certificate of Origin) documents for exporters/companies who want to export authentic items from Indonesia. Secondly, providing/publishing *Angka Pengenal Importir* (Importer Identification Digit) documents for importers/companies who want to import goods from abroad. Then, *Angka Pengenal Impor* is divided into two parts: *API Umum* (Importer Identification Digit of Public) and *API Produsen* (Importer Identification Digit of Producer).

The writer took his internship at Department of Industry and Trade East Java Province, the institution that exists below the Ministry of Trade. In that institution, he works as an International Trade Division Staff. The main jobs of the Staffs are to check and make list of Certificate of Origin and Importer Identification Number documents, do the data input, translate letters, itineraries and etc. The staffs are one of the important for an institution for along does not run well without the existence of one who is versed in the field.

The writer had a reason, why he chose Department of Industry and Trade East Java Province to do the internship. The writer feels the job is challenging and he has a big willingness to get a lot of knowledge about the development of economic in Indonesia.

He also improves his skills that he learnt during his study at Airlangga University. He thought the institution could give a lot of new knowledge for him in the future. During his internship, he did many activities that he never does during his study at Airlangga University, such as: checking the documents, input data, making list of Certificate of Origin and Importer Identification Number and documents, translating letter, itineraries, etc. The writer got much knowledge about business activities in trading and industry, especially export and import. This experience will be useful when he works in other places someday.