

Analysis of Internal Control System in Cash Receipt at PT Angkasa Migasindo Batu Raja

Analisis Sistem Pengendalian Internal Dalam Penerimaan Kas Pada PT Angkasa Migasindo Baturaja

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ABSTRACT

Cash is one of the assets that has an important role in the development of the company. Cash important because it is the most liquid assets (liquid). In an effort to protect cash from theft and misuse, the company must have an internal control system over cash from the time it is received until it is deposited in the bank. PT Angkasa Migasindo Baturaja is a company engaged in the field of LPG gas. In carrying out its operational activities there are always transactions cash. Therefore, the company needs an internal control procedure for cash receipts. This study aims to determine the effectiveness of internal control of cash receipts at PT Angkasa Migasindo Baturaja. The research method uses analytical methods descriptive. The test results show that the cash receipts internal control system has been effective, contrary to the internal control of cash disbursements. While the expenditure internal control system cash is not yet effective, because there are still elements of internal control within the company that have not fully carried out, including the placement of cashiers in the same room as other employees, cash in hand and the cashier is not insured, bank reconciliation is not done by the inspection internal audit, and the check stamp held by the check maker, which should be by the accounting department for control

Keywords: *internal control system, cash receipts.*

ABSTRAK

Kas merupakan salah satu aset yang memiliki peranan penting dalam perkembangan perusahaan. Kas penting karena merupakan aset yang paling likuid (likuid). Dalam upaya melindungi kas dari pencurian dan penyalahgunaan, perusahaan harus memiliki sistem pengendalian intern atas kas sejak diterima sampai disimpan di bank. PT Angkasa Migasindo Baturaja merupakan perusahaan yang bergerak di bidang gas LPG. Dalam menjalankan kegiatan operasionalnya selalu terdapat transaksi tunai. Oleh karena itu, perusahaan memerlukan prosedur pengendalian intern atas penerimaan kas. Penelitian ini bertujuan untuk mengetahui efektivitas pengendalian intern penerimaan kas pada PT Angkasa Migasindo Baturaja. Metode penelitian menggunakan metode deskriptif analitis. Hasil pengujian menunjukkan bahwa sistem pengendalian intern penerimaan kas sudah efektif, sebaliknya dengan pengendalian intern pengeluaran kas. Sedangkan sistem pengendalian intern pengeluaran kas belum efektif, karena masih terdapat unsur-unsur pengendalian intern di dalam perusahaan yang belum sepenuhnya terlaksana, antara lain penempatan kasir dalam satu ruangan dengan karyawan lainnya, kas di tangan dan kasir tersebut tidak diasuransikan, rekonsiliasi bank tidak dilakukan dengan pemeriksaan audit internal, dan stempel cek dipegang oleh pembuat cek, yang seharusnya berada di bagian akuntansi untuk pengendalian

Kata kunci: sistem pengendalian intern, penerimaan kas

1. Introduction

Making decisions in implementing it by the company, a leader must pay attention to information to find out the condition of the problems that exist in the company, especially the finance department. Companies that have a good internal control system are companies that are

able to clearly separate functional responsibilities, have good authorization systems and record-keeping procedures, and adequate resources (Zakirova, 2021; Leonov et al., 2020)

The internal control system is not a system that is intended to avoid all possible errors or irregularities that may occur. A good control function based on good management and financial systems will also make activities within the company run smoothly and under control (Devi & Hoesada 2020).

One of the most difficult company assets to monitor is cash. Cash is needed to finance the company's daily operations, as well as to make new investments in assets. Besides that, Cash is the most current asset of all existing assets (Fiqgiya et al., 2020; Pakurár et al., 2019). Cash has characteristics that other assets do not have, namely cash that is not easily identified by its owner, is relatively small in shape, is easily transferred by transfer in a relatively short period of time, is easy to carry around and the desire to own it is high (Petrov & Sembieva 2020). So that always be target of fraud. This happens because almost all transactions within the company are related to cash, whether in service companies, industrial or trading companies. Therefore to avoid fraud then the company should carry out adequate internal control of cash in a company.

Control is a tool that can assist leaders in carrying out their duties and functions. Internal control has a very important role for a company organization in obtaining accurate and reliable data, protecting company wealth or assets and increase the effectiveness of all members of the company (Koomson et al., 2020). So company can run according to the goals that have been set. internal control is a method used by company leaders to supervise and control the company. Internal control includes structure organization, forms and procedures for accounting reports (administration), budgets and internal inspection standards and so on (Frazer 2020).

Each company certainly has its own control system in terms of managing all activities carried out. This is intended to achieve the goals set by the company. The achievement of these goals is carried out through many things, one of which is establishing some supervision or internal control of the company (Kabuye et al., 2019; Klychova et al., 2021). Protect cash and ensure the accuracy of accounting records effective internal control is a must. Good internal control avoids fraud, such as changing reports or calculations (Parasti & Feranika 2021). There are appropriate record keeping procedures in place so that sophisticated controls can be carried out or even the best system is not necessarily able to avoid mistakes if there is misconduct by employees to commit fraud. which may render the control useless. PT Angkasa Migasindo Baturaja is a company engaged in the field of 3kg cylinder LPG gas. where the company will receive various payments from consumers who buy the company's products and issue cash to pay all costs used to support the company's operational activities where fraud can occur in cash receipts activities. Therefore, companies need internal control over cash receipts and disbursements. The problem in this research is whether the internal control system is effective in cash receipts. For this reason, companies really need a good control system management is able to direct and supervise its subordinates, so that work results are achieved obtained as desired by the owner or management company.

Likewise with the internal control system of acceptance and disbursement of cash, which is a system that is needed by company, so that there is no crime or fraud that occurs in company, considering that this cash is very easy to hide and move hand it over, so that it is always the target of abuse. The author views a good internal control system as a thing the most important thing in the company, given the realization of the vision of a company really depends on how good the control system is applied internally. Research Objectives This research was conducted with the aim of knowing the effectiveness of controlling internal cash receipts.

2. Methods

This type of research used is descriptive research. Research whose purpose is to present a systematic and accurate description of the facts, the nature of the relationship between the phenomena studied in a company (Sugiono, 2015: 21).

Data Type

The type of data collected in this study is qualitative data. Qualitative data is a series of observations where each observation whose probability cannot be expressed in numbers. (Soeratno, 2018).

Data Source

- a. Primary data, in the form of data obtained directly from the company through interviews with managers branches, heads of finance and employees who are directly related to the object under study, and observation activities which will then be processed by the author.
- b. Secondary data, in the form of data collected through official company records and documents and other data processed such as a brief history of the company, organizational structure, and other documents. Data collection technique The techniques used in collecting data are documentation studies, interview techniques and observation technique.
 1. Study of documentation, namely through recording and photocopying of the required data. Like recording results interviews, photocopies of company internal memos
 2. Interview techniques, namely by conducting question and answer directly with related parties with the object of research.
 3. Observation techniques, namely research techniques by making direct observations on companies that become the object of research.

Data Analysis Technique

The analysis techniques in this study are:

1. Collect data and information about the cash receipts internal control system based on the results of interviews and documentation.
2. Studying and reviewing data and information about the cash receipts internal control system
3. Describe the elements of the internal control system and relate them to cash receipts, in accordance with the existing literature.
4. Draw conclusions

3. Results and Discussion

Elements of COSO Internal Control

1. Control Environment.

An organizational structure that clearly separates functional responsibilities. Organizational structure is a framework for the distribution of functional tasks to organizational units formed by PT Angkasa Migasindo Baturaja to carry out the main activities of the company described the staffing structure along with job descriptions of each. Organizational structure for the company's cash receipts accounting system, in general PT Angkasa Migasindo Baturaja has establish structural and organizational separation between the cash function and the collection function company.

2. Determination of Risk.

Determination of risk is important for management. Company management must seeks to minimize the risk of cash receipts, which will affect operations company. cashier's finances, the company's finance department is not insured by company. This allows the occurrence of fraud committed by employees of the finance department Cash in transit is also not insured. Insurance should be required to protect company assets. With the implementation of the risk determination, it will be support the effectiveness and efficiency of the company, where in essence the company will not be harmed due to employee misconduct.

3. Control Activities.

In terms of the company's internal control elements in the form of an authorization system and recording procedures on PT Angkasa Migasindo Baturaja, bills only on the basis of a list of receivables invoiced by the accounting department. Under these conditions, the authorization of the function Billing will exist because of the authorization of the accounting function. And vice versa accounting function can't do billing without billing function.

4. Information and Communication.

Information regarding cash at PT Angkasa Migasindo Baturaja is in the form of information from each part that in charge of cash. Information from collectors regarding disbursements from finance companies, information from the finance department regarding cash balances.

5. Supervision or Monitoring.

The management of PT Angkasa Migasindo Baturaja Prima has outlined responsibilities for each personnel clearly. Because it is between one part and another related part. Monitoring of cash is the responsibility of the financial manager. Every personnel is always monitored based on information and every year an audit of cash is held by the head office audit.

Elements of Internal Control of Cash Receipts

Elements of internal control in the cash receipts accounting system on which it is based on the discussion and assessment of internal control, namely:

1. An organizational structure that clearly separates functional responsibilities.

The organizational structure is a framework for dividing functional tasks into units organization formed by PT Angkasa Migasindo Baturaja to carry out the company's main activities in PT Angkasa Migasindo Baturaja has described the staffing structure along with their respective job descriptions. The organizational structure for the company's cash receipts accounting system, in general PT Angkasa Migasindo Baturaja has established a structural and organizational separation between the functions cash and billing functions of the company.

2. Authorization system and record keeping procedures.

Elements of the company's internal control in the form of an authorization system and recording procedures at PT Angkasa Migasindo Baturaja, the billing function performs billing only on the basis of a list of receivables that must be billed by the accounting department. Under these conditions, the billing authorization from the billing function will exist because of the authorization of the accounting function. And vice versa function accounting cannot do billing without a billing function. Deviations may arise if there is cooperation between the accounting department and the billing department. This condition must be examined immediately more carefully by involving other parties in the inspection and supervision that has strong authorization.

3. Healthy practices in carrying out the duties and functions of each organizational unit.

Observations regarding the system and procedures for cash receipts show that the results of cash calculations are consistent recorded directly by the company's finance department in the bank's cash book, back-up book and if it is Accounts receivable payments will be recorded in the accounts receivable card and the accounting department will input the journal will be needed as computer data input, recording into the sub ledger, ledger for reporting and for cash receipts will be paid in full to the bank immediately.

Discussion

Internal control of cash receipts at PT Angkasa Migasindo Baturaja has been effective. Is known that the company's management pays good attention to cash receipts by separating accounting function, billing function, and cash receipt function, appropriate authorization and recording system with elements of internal control of cash receipts. Internal control of cash disbursements at PT Angkasa Migasindo Baturaja has not been effective. Organizational structure, Authorization and record system, employees who competent in accordance with the elements of internal control of cash disbursements. However, elements Internal control of cash disbursements is a healthy practice of placing cashiers in one room with other employees, cash on hand is not insured, cash in transit is not insured.

4. Conclusions

The results of research conducted at PT Angkasa Migasindo Baturaja, the researchers concluded:

1. The internal control system for cash receipts at PT Angkasa Migasindo Baturaja has been effective. Viewed by has meet the elements of internal control.
2. The cash disbursement internal control system at PT Angkasa Migasindo Baturaja has not been effective, because it still is there are elements of internal control within the company that have not been fully implemented, among others placement of cashiers in one room with other employees, cash on hand and cashiers not insured, bank reconciliation was not carried out by the internal inspection department, the check stamp was held by the check maker, as well as PT Angkasa Migasindo Baturaja does not routinely rotate positions so the possibility of fraud is still very large.

Suggestions that the author can convey are as follows:

1. The cashier in charge of keeping cash should be placed in a different room from the employees others and only interested parties may enter.
2. The cash on hand and the cashier's section should be insured considering the amount is quite large.
3. Bank reconciliation is carried out by the controller to ensure the reliability and accuracy of accounting records company.
4. Employee involvement in decision making needs to be reminded to increase employees loyalty towards the company, so that misuse of funds can be minimized.

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