

LAPORAN BULANAN CLEANING SERVICE

Proyek :
PASAR MODERN GRAND WISATA



Periode :

OKTOBER 2025

Disusun Oleh :

NURHASAN

CS-SUPERVISOR

PT. CAREFASTINDO
Perkantoran Grogol Permai Blok H No.12A -15
Jl. Prof. Dr. Latumenten Raya, Jakarta Barat 11460

KATA PENGANTAR

Terimakasih atas kepercayaan yang diberikan kepada kami PT Carefastindo dalam mengelola jasa kebersihan di gedung PASAR MODERN GRAND WISATA

Untuk memberikan hasil kualitas terbaik yang disesuaikan dengan kondisi gedung berdasarkan rencana kerja bulanan yang telah di sepakati kami merangkum laporan pekerjaan bulanan sebagai bentuk reporting dan bahan evaluasi atas pencapaian pekerjaan dan seluruh kegiatan yang telah dilakukan di lapangan setiap bulan.

Besar harapan kami rangkuman laporan bulanan ini dapat menjadi masukan dan pertimbangan bagi management gedung untuk meningkatkan hasil dan kualitas pekerjaan bersama di lapangan agar lebih baik lagi.

Atas support, masukan, kerjasama dan komunikasi yang terjalin dengan baik selama ini kami mengucapkan terimakasih.

Hormat kami,

Operational PT Carefastindo.

DAFTAR ISI

LAPORAN JADWAL

LAPORAN REKAP ABSENSI

LAPORAN TABEL PERIODIK

LAPORAN VISUALISASI PERIODIK

LAPORAN TURNOVER

LAPORAN MESIN



LAPORAN JADWAL

OPERATOR

[illegible]

PENGAWAS

[illegible]



LAPORAN REKAP ABSENSI

No	NIK/NAMA	JABATAN	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	H	I	A	G	O	S	SR	IR	Keterangan	
1	1033369	CS-SUPERVISOR	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	26	0	0	0	5	0	0	0	-	
	NURHASAN																																										
2	1033371	CLEANER	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	I	H	H	26	1	0	0	4	0	0	0	-	
	HARIMUDIN																																										
3	1033372	CLEANER	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	26	0	0	0	5	0	0	0	-		
	SUMIATI																																										
4	1033373	CLEANER	H	H	O	H	H	H	H	H	O	H	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	9	20	0	2	2	0	0	0	-	
	DIDI MULYADI																																										
5	1033374	CLEANER	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	27	0	0	0	4	0	0	0	-	
	IRFAN FAJAR PRATOMO																																										
6	1033375	CLEANER	H	H	H	H	H	O	H	H	H	H	H	H	H	O	H	H	H	H	H	O	H	H	H	S	H	H	O	H	H	H	26	0	0	0	4	1	0	0	-		
	YANTI																																										
7	1033376	CLEANER	H	O	I	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	O	H	H	H	H	H	H	H	H	O	H	25	1	0	1	5	0	0	0	-	
	SARIPUDIN																																										
8	1033377	CLEANER	H	H	O	H	H	H	H	H	O	H	H	H	H	H	H	H	O	H	H	H	H	H	O	H	H	H	H	H	H	H	O	26	0	0	0	5	0	0	0	-	
	ASEP SUPRIADI																																										
9	1033381	CLEANER	H	O	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	O	H	H	H	O	H	H	H	H	O	H	26	0	0	0	5	0	0	0	-	
	SYAMSUL PALELA																																										
10	1033382	CLEANER	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	27	0	0	3	4	0	0	0	-	

No	NIK/NAMA	JABATAN	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	H	I	A	G	O	S	SR	IR	Keterangan		
	RAHMAN NURHAKIM				G																																							
11	1033383	CLEANER	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	26	0	0	2	5	0	0	0	-		
	SURYANTO																																											
12	1035315	CLEANER	h	H	H	O	H	H	H	H	H	IR	O	H	H	H	H	H	H	O	H	I	H	H	H	IR	O	H	H	H	H	H	H	24	1	0	0	4	0	0	2	-		
	RENDI ADHANI SAPUTRA																																											
13	1035448	CS-LEADER	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	h	H	H	H	H	H	O	H	H	H	H	H	H	O	H	26	0	0	0	5	0	0	0	-		
	TRIAANTONO ALIB																																											
14	1036138	CLEANER	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	27	0	0	0	4	0	0	0	-		
	IWAN																																											
15	2003837	CLEANER	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	A	O	SR	H	H	H	A	H	O	H	IR	IR	IR	H	H	21	0	2	2	4	0	1	3	-		
	DIAN										G																																	
Total :																																		368	23	2	10	65	1	1	5			

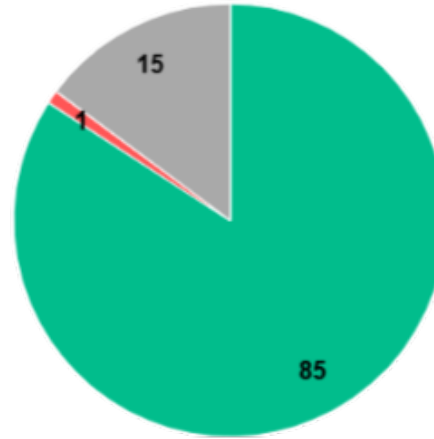
Keterangan :	Operation	OA	Check & Import Payroll	Verification
-Huruf H = Hadir , I = Izin , A = Alpha , O = OFF , S = SAKIT, SR = SAKIT SURAT , IR = IZIN SURAT -Kolom dibawah untuk Huruf G = Lembur Ganti -Jika CSO yang sedang off diminta masuk menggantikan maka baris atas diisi O baris bawah diisi G -Kolom D,E,F,G,H terisi otomatis dari jumlah Hadir, Izin, Alpha, Lembur Ganti, Off	SARIPUDIN	SUKARNO		Nama
	2025-10-15 23:51:31	2025-10-20 14:02:44	Tgl	Tgl

TOTAL JADWAL : 446 MP

HADIR : 378 MP

OFF : 65 MP

TIDAK HADIR : 3 MP



Monthly : October





LAPORAN TABEL PERIODIK

No	Area	Pekerjaan	D	W	M	Y	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	JML	Ket			
							RB	KM	JM	SB	MG	SN	SL	RB	KM	JM	SB	MG	SN	SL	RB	KM	JM	SB	MG	SN	SL	RB	KM	JM	SB	MG	SN	SL	RB	KM	JM					
							P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A	P			A	P	A
lapak																																										
1	BRUSING LAPAK ZONA A	BRUSING	0	5	0	0			P	A							P	A	P	A					P	A						P	A					5	5			
2	BRUSING LAPAK ZONA B	BRUSING	0	5	0	0			P	A								P	A					P	A						P	A		P	A			5	5			
3	BRUSING LAPAK ZONA C	BRUSING	0	4	0	0				P	A								P	A					P	A							P	A			4	4				
4	BRUSING LAPAK ZONA D	BRUSING	0	5	0	0					P	A								P	A					P	A						P	A			P	A	5	5		
5	SPOTING DINDING	SPOTING	0	8	0	0						P	A			P	A						P	A	P	A	P	A			P	A	P	A	P	A			8	8		
kios																																										
1	SPOTING ROLLING DOR PK 5	SPOTING	0	18	0	0			P	A	P	A	P	A	P	A	P	A			P	A			P	A	P	A	P	A	P	A			P	A	P	A	P	A	18	18
toilet pria																																										
1	GENERAL CLENGING	GENERAL CLENGING	0	9	0	0				P	A	P	A				P	A						P	A		P	A		P	A				P	A			P	A	9	9
toilet wanita																																										
1	GALSS CLEANING	GALSS CLEANING	0	7	0	0			P	A	P	A						P	A	P	A				P	A							P	A	P	A					7	7
Total Rencana :							0	0	3	4	3	2	2	0	0	4	2	4	2	2	0	0	4	3	6	3	3	0	0	0	3	6	4	4	4	0	0	3				
Total Realisasi :							0	0	3	4	3	2	2	0	0	4	2	4	2	2	0	0	4	3	6	3	3	0	0	0	3	6	4	4	4	0	0	3	61	61	100%	
Tidak Terealisasi :							0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Warna	Keterangan																																									
P	: Planning																																									
A	: Actual / Terealisasi																																									
X	: Tidak Terealisasi																																									

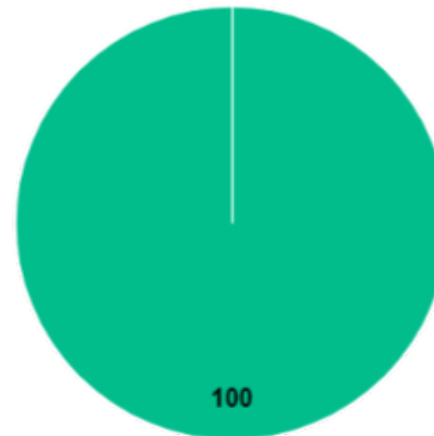
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REALISASI : 71

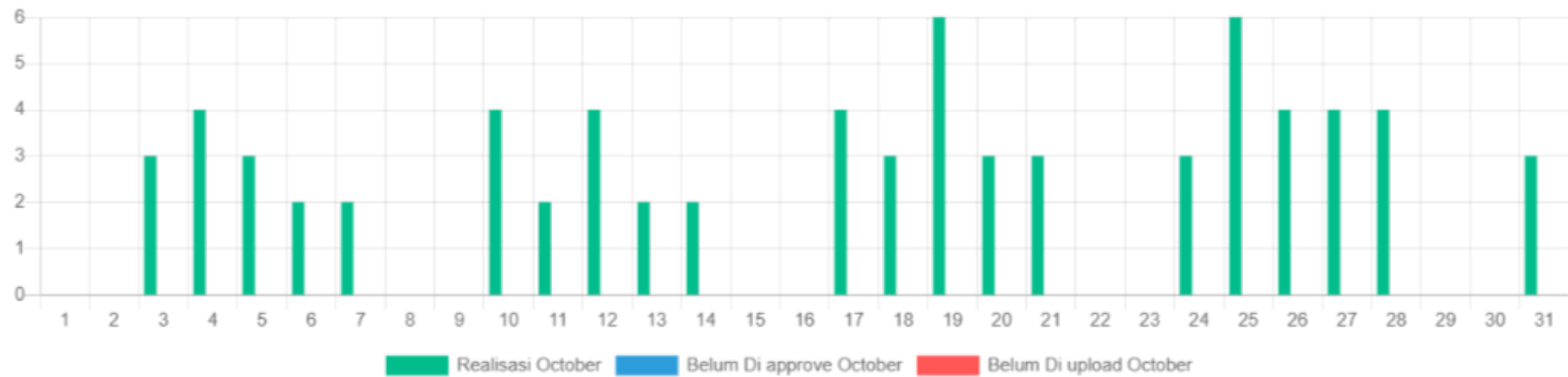
DIALIHKAN : 0

BELUM APPROVE : 0

BELUM UPLOAD : 0



Monthly : October

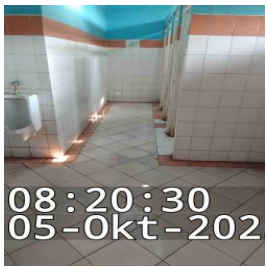




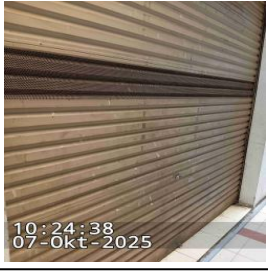
LAPORAN VISUALISASI PERIODIK

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	03-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA A			
2	03-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5			
3	03-10-2025	ALL AREA2	GALSS CLEANING	GALSS CLEANING			

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	04-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA B	 13:16:26 04-Okt-2025	 13:26:32 04-Okt-2025	 13:33:51 04-Okt-2025
2	04-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 10:23:32 04-Okt-2025	 10:24:02 04-Okt-2025	 13:15:29 04-Okt-2025
3	04-10-2025	ALL AREA2	GENERAL CLENING	GENERAL CLENING	 07:20:34 04-Okt-202	 07:21:25 04-Okt-202	 13:59:37 04-Okt-202
4	04-10-2025	ALL AREA2	GALSS CLEANING	GALSS CLEANING	 07:20:00 04-Okt-202	 07:21:55 04-Okt-202	 13:59:02 04-Okt-202

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	05-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA C			
2	05-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5			
3	05-10-2025	ALL AREA2	GENERAL CLENING	GENERAL CLENING			

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	06-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA D	 13:49:53 06-Okt-2025	 14:19:53 06-Okt-2025	 16:51:33 06-Okt-2025
2	06-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 14:07:59 06-Okt-2025	 14:45:56 06-Okt-2025	 16:54:32 06-Okt-2025

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	07-10-2025	ALL AREA2	SPOTING	SPOTING DINDING	 10:19:04 07-Okt-2025	 10:19:31 07-Okt-2025	 13:10:05 07-Okt-2025
2	07-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 10:24:38 07-Okt-2025	 10:25:10 07-Okt-2025	 13:10:44 07-Okt-2025

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	10-10-2025	ALL AREA2	SPOTING	SPOTING DINDING	 13:19:27 10-Okt-2025	 13:19:50 10-Okt-2025	 14:04:11 10-Okt-2025
2	10-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 10:23:30 10-Okt-2025	 14:44:46 10-Okt-2025	 16:42:21 10-Okt-2025
3	10-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 10:25:31 10-Okt-2025	 10:31:30 10-Okt-2025	 13:27:10 10-Okt-2025
4	10-10-2025	ALL AREA2	GENERAL CLENGING	GENERAL CLENGING	 07:17:02 10-Okt-202	 07:18:17 10-Okt-202	 16:11:20 10-Okt-2025

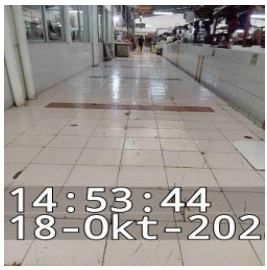
No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	11-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA A			
2	11-10-2025	ALL AREA2	GALSS CLEANING	GALSS CLEANING			

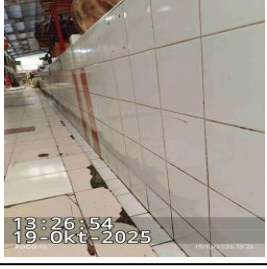
No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	12-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA A	 10:27:40 12-Okt-2025	 13:30:56 12-Okt-2025	 13:41:03 12-Okt-2025
2	12-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA B	 10:28:29 12-Okt-2025	 13:22:14 12-Okt-2025	 13:51:22 12-Okt-2025
3	12-10-2025	ALL AREA2	GALSS CLEANING	GALSS CLEANING	 06:29:49 12-Okt-202	 06:30:46 12-Okt-202	 07:15:35 12-Okt-202
4	12-10-2025	ALL AREA2	GALSS CLEANING	GALSS CLEANING	 06:13:06 12-Okt-202	 06:29:01 12-Okt-202	 07:16:40 12-Okt-202

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	13-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA C			
2	13-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5			

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	14-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA D	 14:57:02 14-Okt-2025	 16:16:13 14-Okt-2025	 17:24:38 14-Okt-2025
2	14-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 10:21:45 14-Okt-2025	 10:23:55 14-Okt-2025	 15:25:51 14-Okt-2025

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	17-10-2025	ALL AREA2	SPOTING	SPOTING DINDING	 17:03:22 17-Okt-202	 17:04:54 17-Okt-202	 17:12:19 17-Okt-202
2	17-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 13:31:21 17-Okt-202	 13:31:45 17-Okt-202	 17:07:39 17-Okt-202
3	17-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 13:32:24 17-Okt-202	 13:32:46 17-Okt-202	 17:06:51 17-Okt-202
4	17-10-2025	ALL AREA2	GENERAL CLENGING	GENERAL CLENGING	 08:11:53 17-Okt-202	 08:13:49 17-Okt-202	 09:27:56 17-Okt-202

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	18-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA B			
2	18-10-2025	ALL AREA2	SPOTING	SPOTING DINDING			
3	18-10-2025	ALL AREA2	GALSS CLEANING	GALSS CLEANING			

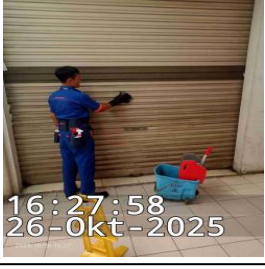
No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	19-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA A	 13:14:40 19-Okt-2025	 13:33:19 19-Okt-2025	 14:17:00 19-Okt-2025
2	19-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA C	 13:07:45 19-Okt-2025	 13:53:09 19-Okt-2025	 14:16:17 19-Okt-2025
3	19-10-2025	ALL AREA2	SPOTING	SPOTING DINDING	 13:08:40 19-Okt-2025	 13:09:18 19-Okt-2025	 13:26:54 19-Okt-2025
4	19-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 09:58:23 19-Okt-2025	 09:58:40 19-Okt-2025	 13:06:21 19-Okt-2025
5	19-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 09:56:26 19-Okt-2025	 09:59:20 19-Okt-2025	 13:06:52 19-Okt-2025
6	19-10-2025	ALL AREA2	GENERAL CLENING	GENERAL CLENING	 07:09:46 19-Okt-2025	 07:14:56 19-Okt-2025	 11:23:54 19-Okt-2025

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	20-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA D			
2	20-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5			
3	20-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5			

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	21-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5			
2	21-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5			
3	21-10-2025	ALL AREA2	GENERAL CLENING	GENERAL CLENING			

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	24-10-2025	ALL AREA2	SPOTING	SPOTING DINDING	 13:05:27 24-Okt-2025	 13:06:09 24-Okt-2025	 13:16:24 24-Okt-2025
2	24-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 15:17:19 24-Okt-2025	 16:05:59 24-Okt-2025	 16:52:45 24-Okt-2025
3	24-10-2025	ALL AREA2	GENERAL CLENING	GENERAL CLENING	 12:55:39 24-Okt-2025	 12:56:05 24-Okt-2025	 18:01:26 24-Okt-2025

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	25-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA B	 13:25:43 25-Okt-2025	 13:26:04 25-Okt-2025	 13:41:47 25-Okt-2025
2	25-10-2025	ALL AREA2	SPOTING	SPOTING DINDING	 12:57:04 25-Okt-2025	 12:57:23 25-Okt-2025	 13:16:06 25-Okt-2025
3	25-10-2025	ALL AREA2	SPOTING	SPOTING DINDING	 12:56:14 25-Okt-2025	 12:57:58 25-Okt-2025	 13:16:35 25-Okt-2025
4	25-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 09:28:29 25-Okt-2025	 09:28:53 25-Okt-2025	 16:29:56 25-Okt-2025
5	25-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 09:33:34 25-Okt-2025	 09:33:55 25-Okt-2025	 16:30:21 25-Okt-2025
6	25-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 09:34:19 25-Okt-2025	 09:34:55 25-Okt-2025	 16:30:39 25-Okt-2025

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	26-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA A			
2	26-10-2025	ALL AREA2	SPOTING	SPOTING DINDING			
3	26-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5			
4	26-10-2025	ALL AREA2	GALSS CLEANING	GALSS CLEANING			

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	27-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA B	 10:40:15 27-Okt-2025	 10:55:12 27-Okt-2025	 11:06:07 27-Okt-2025
2	27-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA D	 10:40:46 27-Okt-2025	 10:52:44 27-Okt-2025	 11:07:43 27-Okt-2025
3	27-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5	 15:10:40 27-Okt-2025	 15:12:08 27-Okt-2025	 16:19:52 27-Okt-2025
4	27-10-2025	ALL AREA2	GALSS CLEANING	GALSS CLEANING	 06:48:39 27-Okt-202	 06:49:38 27-Okt-202	 14:30:44 27-Okt-202

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	31-10-2025	ALL AREA2	BRUSING	BRUSING LAPAK ZONA D			
2	31-10-2025	ALL AREA2	SPOTING	SPOTING ROLLING DOR PK 5			
3	31-10-2025	ALL AREA2	GENERAL CLENING	GENERAL CLENING			



LAPORAN TURNOVER

No.	NUC	Nama Karyawan	Jabatan Terakhir	Tipe Turnover	Tanggal Keluar	Tanggal Masuk	Keterangan
DIPULANGKAN KE HO							
MP BARU							
MP PINDAHAN							
MP DIPINDAHKAN							

TOTAL : 0 MP

NEW : 0 MP

RESIGN : 0 MP

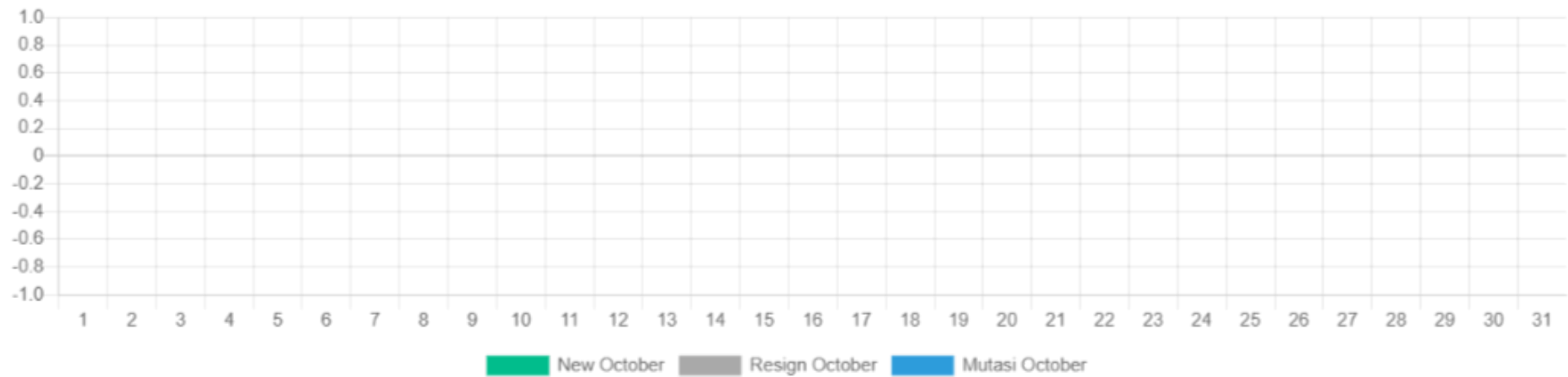
MUTASI : 0 MP

Pengawas : 0

CSO : 0

0MP

Monthly : October





LAPORAN MESIN

No	Kode Mesin	Jenis Mesin	Merk Mesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
1	CF7/21/LOSP/1971	LOW SPEED POLISHER	GOLDIE			BAIK	-
2	CF7/35/KR50/1972	KABEL ROLL 50 METER	KAISER			BAIK	-
3	CF7/3/VC20/1973	DRY VACUUM CLEANER 20 LITER	INNOTECH			BAIK	-
4	CF7/3/VC20/1974	DRY VACUUM CLEANER 20 LITER	INNOTECH			BAIK	-
5	CF7/21/HISP/1975	HIGH SPEED POLISHER	GOLDIE			BAIK	-
6	CF7/34/HPRE/1976	HIGH PRESSURE	LAVOR			BAIK	-

No	Kode Mesin	Jenis Mesin	MerkMesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
7	CF7/21/LOSP/2556	LOW SPEED POLISHER	GOLDIE			BAIK	-