

# LAPORAN BULANAN CLEANING SERVICE

Proyek :  
**JAGAT BUILDING**

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Periode :  
**NOVEMBER 2024**

Disusun Oleh :  
**ASMIRAH**  
**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 JAGAT BUILDING**

**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 JADWAL

**OPERATOR**

| No                    | NUC     | 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  |   |
|-----------------------|---------|--------------------|---------|-----|-----|-----|-----|----|----|----|-----|-----|-----|-----|----|----|----|-----|-----|-----|-----|----|----|----|-----|-----|-----|----|----|----|----|-----|-----|---|
| 1                     | 1032908 | ABDULAH AMIN       | CLEANER | MD2 | HP  | OFF | HP  | HP | HP | HP | HP  | HP  | OFF | HP  | HP | HP | HP | HP  | HP  | OFF | HP  | HP | HP | HP | HP  | HP  | OFF | HS | HS | HS | HS | MD2 | HP  |   |
| 2                     | 1021931 | EKA TRISNAWATI     | CLEANER | HP  | OFF | HP  | HS  | HS | HS | HS | HS  | OFF | HP  | HS  | HS | HS | HS | HS  | HP  | OFF | HS  | HS | HS | HS | HS  | HP  | OFF | HP | HP | HP | HP | HP  | HP  |   |
| 3                     | 1039224 | EKO SUSANTI        | CLEANER | HS  | HP  | OFF | HP  | HP | HP | HP | HP  | HP  | OFF | HP  | HP | HP | HP | HP  | HP  | OFF | HP  | HP | HP | HP | HP  | HP  | OFF | HS | HS | HS | HS | HS  | HP  |   |
| 4                     | 1036618 | EZA ALFAJRI        | CLEANER | HP  | HP  | OFF | HP  | HP | HP | HP | HP  | HP  | OFF | HP  | HP | HP | HP | HP  | OFF | HP  | HP  | HP | HP | HP | HP  | OFF | MD1 | HP | HP | HP | HP | HP  | OFF |   |
| 5                     | 1035557 | IIN INDRIYANI      | CLEANER | HP  | OFF | HP  | MD1 | HP | HP | HP | HP  | OFF | HP  | MD1 | HP | HP | HP | HP  | OFF | HP  | MD1 | HP | HP | HP | HP  | OFF | WD  | HP | HP | HP | HP | HP  | OFF |   |
| 6                     | 1024284 | KELVIANSYAH        | CLEANER | HS  | HP  | OFF | HP  | HP | HP | HP | HP  | HP  | OFF | HP  | HP | HP | HP | HP  | OFF | HP  | HP  | HP | HP | HP | HP  | OFF | MD1 | HS | HS | HS | HS | MD2 | OFF |   |
| 7                     | 1033122 | SELAMET            | CLEANER | HP  | OFF | HP  | HS  | HS | HS | HS | MD2 | OFF | HP  | HS  | HS | HS | HS | MD2 | HP  | OFF | HS  | HS | HS | HS | MD2 | HP  | OFF | HP | HP | HP | HP | HP  | HP  |   |
| 8                     | 1032643 | TRIO AKBAR RAMADAN | CLEANER | HP  | OFF | HP  | HS  | HS | HS | HS | MD2 | OFF | HP  | HS  | HS | HS | HS | MD2 | OFF | HP  | HS  | HS | HS | HS | MD2 | OFF | WD  | HP | HP | HP | HP | HP  | OFF |   |
| Total MP Shift Pagi:  |         |                    |         | 6   | 4   | 4   | 5   | 5  | 5  | 5  | 7   | 4   | 4   | 5   | 5  | 5  | 5  | 7   | 4   | 4   | 5   | 5  | 5  | 5  | 7   | 4   | 2   | 5  | 5  | 5  | 5  | 7   | 4   |   |
| Total MP Shift Siang: |         |                    |         | 2   | 0   | 0   | 3   | 3  | 3  | 3  | 1   | 0   | 0   | 3   | 3  | 3  | 3  | 1   | 0   | 0   | 3   | 3  | 3  | 3  | 1   | 0   | 0   | 3  | 3  | 3  | 3  | 1   |     |   |
| Total MP Shift Malam: |         |                    |         | 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  |     |     |   |
| Total MP Libur:       |         |                    |         | 0   | 4   | 4   | 0   | 0  | 0  | 0  | 0   | 4   | 4   | 0   | 0  | 0  | 0  | 0   | 4   | 4   | 0   | 0  | 0  | 0  | 0   | 0   | 4   | 4  | 0  | 0  | 0  | 0   |     | 4 |
| Total MP :            |         |                    |         | 8   | 8   | 8   | 8   | 8  | 8  | 8  | 8   | 8   | 8   | 8   | 8  | 8  | 8  | 8   | 8   | 8   | 8   | 8  | 8  | 8  | 8   | 8   | 8   | 6  | 8  | 8  | 8  | 8   | 8   | 8 |

**PENGAWAS**

| No                    | NUC     | 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 |
|-----------------------|---------|---------------|---------------|-----|-----|-----|----|----|----|----|----|-----|-----|----|----|----|----|-----|-----|----|----|----|----|----|-----|-----|----|----|----|----|----|-----|----|
| 1                     | 1007054 | ASMIRAH       | CS-SUPERVISOR | OFF | WD  | OFF | HP | HP | HP | HP | HP | WD  | OFF | HP | HP | HP | HP | WD  | OFF | HP | HP | HP | HP | HP | WD  | OFF | HP | HP | HP | HP | HP | WD  |    |
| 2                     | 1014504 | ARIS SETIAWAN | CS-LEADER     | HP  | OFF | HP  | HS | HS | HS | HS | HS | OFF | HP  | HS | HS | HS | HS | OFF | HP  | HS | HS | HS | HS | HS | OFF | WD  | HS | HS | HS | HS | HS | OFF |    |
| Total MP Shift Pagi:  |         |               |               | 1   | 0   | 1   | 1  | 1  | 1  | 1  | 1  | 0   | 1   | 1  | 1  | 1  | 1  | 1   | 0   | 1  | 1  | 1  | 1  | 1  | 1   | 0   | 0  | 1  | 1  | 1  | 1  | 1   |    |
| Total MP Shift Siang: |         |               |               | 0   | 0   | 0   | 1  | 1  | 1  | 1  | 1  | 0   | 0   | 1  | 1  | 1  | 1  | 1   | 0   | 0  | 1  | 1  | 1  | 1  | 1   | 0   | 0  | 1  | 1  | 1  | 1  | 1   |    |
| Total MP Shift Malam: |         |               |               | 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  |     |    |
| Total MP Libur:       |         |               |               | 1   | 1   | 1   | 0  | 0  | 0  | 0  | 0  | 1   | 1   | 0  | 0  | 0  | 0  | 0   | 1   | 1  | 0  | 0  | 0  | 0  | 0   | 1   | 1  | 0  | 0  | 0  | 0  |     | 1  |
| Total MP :            |         |               |               | 2   | 1   | 2   | 2  | 2  | 2  | 2  | 2  | 1   | 2   | 2  | 2  | 2  | 2  | 2   | 1   | 2  | 2  | 2  | 2  | 2  | 2   | 1   | 1  | 2  | 2  | 2  | 2  | 2   | 1  |



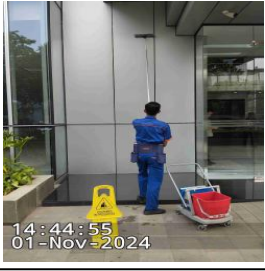
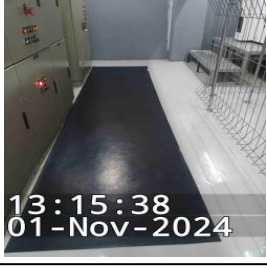
# **LAPORAN REKAP ABSENSI**



# **LAPORAN TABEL PERIODIK**

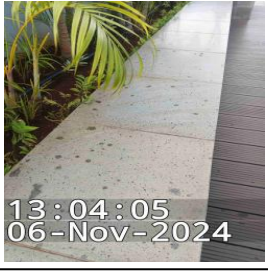
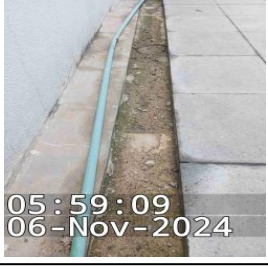


# **LAPORAN VISUALISASI PERIODIK**

| No | Tanggal    | Area     | Item Pekerjaan | Detail Pekerjaan                | Before                                                                                                         | Progress                                                                                                        | After                                                                                                            |
|----|------------|----------|----------------|---------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| 1  | 01-11-2024 | EXTERNAL | GLASS CLEANING | PEMBERSIHAN KACA SELASAR        | <br>14:16:37<br>01-Nov-2024   | <br>14:47:48<br>01-Nov-2024   | <br>15:47:47<br>01-Nov-2024   |
| 2  | 01-11-2024 | EXTERNAL | WALL CLEANING  | PEMBERSIHAN ACP SELASAR         | <br>14:17:01<br>01-Nov-2024   | <br>14:44:55<br>01-Nov-2024   | <br>15:48:16<br>01-Nov-2024   |
| 3  | 01-11-2024 | BASEMENT | MOPPING        | PEMBERSIHAN LANTAI RUANG TRAVO  | <br>13:15:38<br>01-Nov-2024  | <br>13:20:51<br>01-Nov-2024  | <br>13:21:46<br>01-Nov-2024  |
| 4  | 01-11-2024 | BASEMENT | MOPPING        | PEMBERSIHAN LANTAI RUANG GENSET | <br>10:39:41<br>01-Nov-2024 | <br>10:43:09<br>01-Nov-2024 | <br>10:45:18<br>01-Nov-2024 |
| 5  | 01-11-2024 | BASEMENT | MOPPING        | PEMBERSIHAN LANTAI RUANG POMPA  | <br>10:02:22<br>01-Nov-2024 | <br>10:11:25<br>01-Nov-2024 | <br>10:13:26<br>01-Nov-2024 |

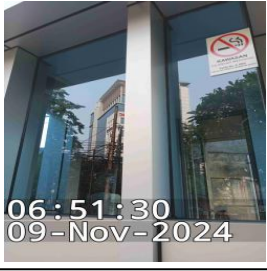
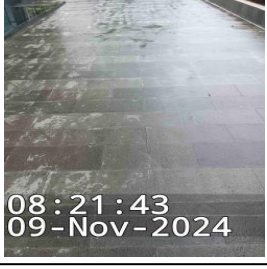
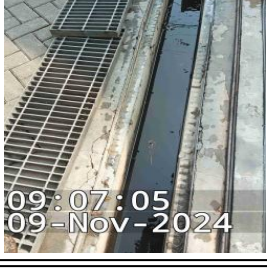
| No | Tanggal    | Area     | Item Pekerjaan | Detail Pekerjaan       | Before                                                                                                            | Progress                                                                                                           | After                                                                                                               |
|----|------------|----------|----------------|------------------------|-------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| 1  | 02-11-2024 | EXTERNAL | SPOTTING       | PEMBERSIHAN LOGO JAGAT |  <p>07:32:40<br/>02-Nov-2024</p> |  <p>07:33:44<br/>02-Nov-2024</p> |  <p>07:33:58<br/>02-Nov-2024</p> |

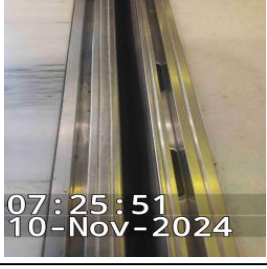
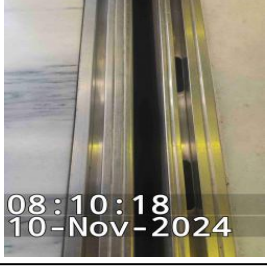
| No | Tanggal    | Area                    | Item Pekerjaan | Detail Pekerjaan               | Before                                                                            | Progress                                                                           | After                                                                               |
|----|------------|-------------------------|----------------|--------------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 1  | 04-11-2024 | GROUND FLOUR - LANTAI 9 | SPOTTING       | PEMBERSIHAN DINDING DAN LANTAI |  |  |  |
| 2  | 04-11-2024 | GROUND FLOUR - LANTAI 9 | SPOTTING       | PEMBERSIHAN DINDING DAN LANTAI |  |  |  |

| No | Tanggal    | Area                    | Item Pekerjaan  | Detail Pekerjaan        | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|-------------------------|-----------------|-------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 06-11-2024 | GROUND FLOUR - LANTAI 9 | SPOTTING        | PEMBERSIHAN DUK ALKABON | <br>05:58:21<br>06-Nov-2024  | <br>09:55:15<br>06-Nov-2024  | <br>13:03:46<br>06-Nov-2024  |
| 2  | 06-11-2024 | GROUND FLOUR - LANTAI 9 | BRUSHING MANUAL | PEMBERSIHAN PLANTER BOX | <br>05:58:44<br>06-Nov-2024  | <br>09:56:34<br>06-Nov-2024  | <br>13:04:05<br>06-Nov-2024  |
| 3  | 06-11-2024 | GROUND FLOUR - LANTAI 9 | BRUSHING MANUAL | PEMBERSIHAN GUTTER      | <br>05:59:09<br>06-Nov-2024 | <br>09:59:35<br>06-Nov-2024 | <br>13:04:48<br>06-Nov-2024 |

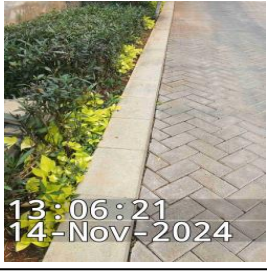
| No | Tanggal    | Area                    | Item Pekerjaan | Detail Pekerjaan    | Before                                                                                                       | Progress                                                                                                      | After                                                                                                          |
|----|------------|-------------------------|----------------|---------------------|--------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| 1  | 07-11-2024 | GROUND FLOUR - LANTAI 9 | DUSTING        | PEMBERSIHAN CAMERA  | <br>09:46:30<br>07-Nov-2024 | <br>09:49:15<br>07-Nov-2024 | <br>10:52:45<br>07-Nov-2024 |
| 2  | 07-11-2024 | GROUND FLOUR - LANTAI 9 | SPOTTING       | PEMBERSIHAN DUK ACP | <br>09:47:02<br>07-Nov-2024 | <br>09:51:02<br>07-Nov-2024 | <br>10:53:28<br>07-Nov-2024 |

| No | Tanggal    | Area                    | Item Pekerjaan | Detail Pekerjaan          | Before                                                                             | Progress                                                                            | After                                                                                |
|----|------------|-------------------------|----------------|---------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 1  | 08-11-2024 | GROUND FLOUR - LANTAI 9 | DUSTING        | PEMBERSIHAN GRILL AC      |   |   |   |
| 2  | 08-11-2024 | GROUND FLOUR - LANTAI 9 | CLEANING       | PEMBERSIHAN LEMARI BERKAS |   |   |   |
| 3  | 08-11-2024 | GROUND FLOUR - LANTAI 9 | GLASS CLEANING | PEMBERSIHAN KACA          |  |  |  |

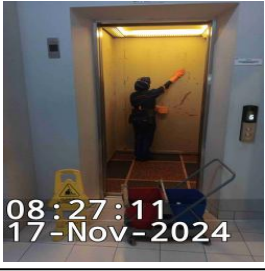
| No | Tanggal    | Area     | Item Pekerjaan  | Detail Pekerjaan              | Before                                                                                                         | Progress                                                                                                        | After                                                                                                            |
|----|------------|----------|-----------------|-------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| 1  | 09-11-2024 | EXTERNAL | WALL CLEANING   | PEMBERSIHAN ACP POS SECURITY  | <br>06:51:47<br>09-Nov-2024   | <br>06:56:27<br>09-Nov-2024   | <br>07:41:17<br>09-Nov-2024   |
| 2  | 09-11-2024 | EXTERNAL | GLASS CLEANING  | PEMBERSIHAN KACA POS SECURITY | <br>06:51:30<br>09-Nov-2024   | <br>06:57:23<br>09-Nov-2024   | <br>07:41:36<br>09-Nov-2024   |
| 3  | 09-11-2024 | EXTERNAL | BRUSHING        | PEMBERSIHAN LANTAI BATU ALAM  | <br>06:51:02<br>09-Nov-2024  | <br>07:52:46<br>09-Nov-2024  | <br>08:21:43<br>09-Nov-2024  |
| 4  | 09-11-2024 | EXTERNAL | BRUSHING MANUAL | PEMBERSIHAN GUTTER            | <br>09:07:05<br>09-Nov-2024 | <br>09:07:45<br>09-Nov-2024 | <br>14:11:19<br>09-Nov-2024 |

| No | Tanggal    | Area         | Item Pekerjaan | Detail Pekerjaan                   | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|--------------|----------------|------------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 10-11-2024 | GROUND FLOUR | CLEANING       | PEMBERSIHAN PLAFON LIFT PESENGER   | <br>07:25:11<br>10-Nov-2024  | <br>07:27:56<br>10-Nov-2024  | <br>08:09:41<br>10-Nov-2024  |
| 2  | 10-11-2024 | GROUND FLOUR | GLASS CLEANING | PEMBERSIHAN KACA LIFT PESENGER     | <br>07:25:29<br>10-Nov-2024  | <br>07:28:25<br>10-Nov-2024  | <br>08:10:01<br>10-Nov-2024  |
| 3  | 10-11-2024 | GROUND FLOUR | SPOTTING       | PEMBERSIHAN REALLING LIFT PESENGER | <br>07:25:51<br>10-Nov-2024 | <br>07:29:03<br>10-Nov-2024 | <br>08:10:18<br>10-Nov-2024 |

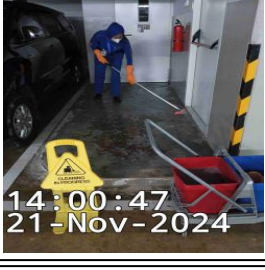
| No | Tanggal    | Area                    | Item Pekerjaan | Detail Pekerjaan       | Before                                                                            | Progress                                                                           | After                                                                               |
|----|------------|-------------------------|----------------|------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 1  | 12-11-2024 | GROUND FLOUR - LANTAI 9 | VACUMMING      | PEMBERSIHAN GRACE TRAP |  |  |  |

| No | Tanggal    | Area                    | Item Pekerjaan  | Detail Pekerjaan           | Before                                                                                                         | Progress                                                                                                        | After                                                                                                            |
|----|------------|-------------------------|-----------------|----------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| 1  | 14-11-2024 | GROUND FLOOR - LANTAI 9 | WALL CLEANING   | PEMBERSIHAN DINDING MARMER | <br>08:38:21<br>14-Nov-2024   | <br>13:04:22<br>14-Nov-2024   | <br>13:07:38<br>14-Nov-2024   |
| 2  | 14-11-2024 | EXTERNAL                | BRUSHING MANUAL | PEMBERSIHAN PLANTER BOX    | <br>13:06:21<br>14-Nov-2024   | <br>13:09:54<br>14-Nov-2024   | <br>13:41:21<br>14-Nov-2024   |
| 3  | 14-11-2024 | EXTERNAL                | BRUSHING MANUAL | PEMBERSIHAN LANTAI SELASAR | <br>09:17:53<br>14-Nov-2024  | <br>13:04:52<br>14-Nov-2024  | <br>13:12:31<br>14-Nov-2024  |
| 4  | 14-11-2024 | BASEMENT                | DUSTING         | PEMBERSIHAN CAMERA         | <br>08:27:01<br>14-Nov-2024 | <br>13:26:20<br>14-Nov-2024 | <br>13:26:40<br>14-Nov-2024 |
| 5  | 14-11-2024 | BASEMENT                | DUSTING         | PEMBERSIHAN GRILL AC       | <br>08:27:43<br>14-Nov-2024 | <br>13:23:35<br>14-Nov-2024 | <br>13:24:02<br>14-Nov-2024 |
| 6  | 14-11-2024 | BASEMENT                | DUSTING         | PEMBERSIHAN TOAH           | <br>08:26:28<br>14-Nov-2024 | <br>13:25:31<br>14-Nov-2024 | <br>13:25:57<br>14-Nov-2024 |

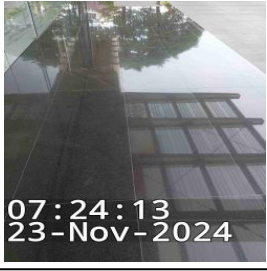
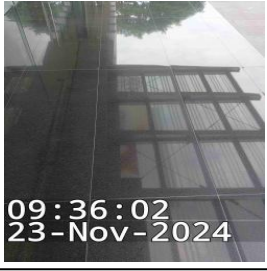
| No | Tanggal    | Area     | Item Pekerjaan | Detail Pekerjaan        | Before                                                                            | Progress                                                                           | After                                                                               |
|----|------------|----------|----------------|-------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 1  | 15-11-2024 | EXTERNAL | CLEANING       | PEMBERSIHAN LAMPU TAMAN |  |  |  |

| No | Tanggal    | Area         | Item Pekerjaan | Detail Pekerjaan                  | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|--------------|----------------|-----------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 17-11-2024 | GROUND FLOUR | CLEANING       | PEMBERSIHAN PLAFON LIFT SERVICE   | <br>08:08:15<br>17-Nov-2024  | <br>08:26:49<br>17-Nov-2024  | <br>11:32:41<br>17-Nov-2024  |
| 2  | 17-11-2024 | GROUND FLOUR | SPOTTING       | PEMBERSIHAN DINDING LIFT SERVICE  | <br>08:09:09<br>17-Nov-2024  | <br>08:27:11<br>17-Nov-2024  | <br>11:33:06<br>17-Nov-2024  |
| 3  | 17-11-2024 | GROUND FLOUR | SPOTTING       | PEMBERSIHAN REALLING LIFT SERVICE | <br>08:09:25<br>17-Nov-2024 | <br>08:27:53<br>17-Nov-2024 | <br>11:33:27<br>17-Nov-2024 |

| No | Tanggal    | Area                | Item Pekerjaan | Detail Pekerjaan             | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|---------------------|----------------|------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 20-11-2024 | LANTAI 9 - BASEMENT | SPOTTING       | PEMBERSIHAN DINDING          | <br>09:11:51<br>20-Nov-2024  | <br>09:40:38<br>20-Nov-2024  | <br>10:36:52<br>20-Nov-2024  |
| 2  | 20-11-2024 | LANTAI 9 - BASEMENT | SPOTTING       | PEMBERSIHAN KISI KISI LANTAI | <br>09:12:18<br>20-Nov-2024  | <br>09:41:07<br>20-Nov-2024  | <br>10:37:32<br>20-Nov-2024  |
| 3  | 20-11-2024 | EXTERNAL            | SPOTTING       | PEMBERSIHAN SIAMESSE         | <br>09:17:22<br>20-Nov-2024 | <br>10:07:13<br>20-Nov-2024 | <br>13:25:26<br>20-Nov-2024 |

| No | Tanggal    | Area                | Item Pekerjaan  | Detail Pekerjaan               | Before                                                                                                         | Progress                                                                                                        | After                                                                                                            |
|----|------------|---------------------|-----------------|--------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| 1  | 21-11-2024 | LANTAI 9 - BASEMENT | MOPPING         | PEMBERSIHAN LANTAI RUANG PANEL | <br>11:04:27<br>21-Nov-2024   | <br>11:13:46<br>21-Nov-2024   | <br>14:21:05<br>21-Nov-2024   |
| 2  | 21-11-2024 | LANTAI 9 - BASEMENT | DUSTING         | PEMBERSIHAN BOX PANEL          | <br>11:05:09<br>21-Nov-2024   | <br>11:13:20<br>21-Nov-2024   | <br>14:21:42<br>21-Nov-2024   |
| 3  | 21-11-2024 | LANTAI 9 - BASEMENT | SPOTTING        | PEMBERSIHAN PINTU RUANG PANEL  | <br>11:05:47<br>21-Nov-2024  | <br>11:12:45<br>21-Nov-2024  | <br>14:22:07<br>21-Nov-2024  |
| 4  | 21-11-2024 | BASEMENT            | BRUSHING MANUAL | PEMBERSIHAN LANTAI TANGGUL     | <br>11:49:07<br>21-Nov-2024 | <br>14:00:47<br>21-Nov-2024 | <br>14:06:20<br>21-Nov-2024 |

| No | Tanggal    | Area                    | Item Pekerjaan | Detail Pekerjaan            | Before                                                                                                         | Progress                                                                                                        | After                                                                                                            |
|----|------------|-------------------------|----------------|-----------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| 1  | 22-11-2024 | GROUND FLOUR - LANTAI 9 | DUSTING        | PEMBERSIHAN GRILL AC        | <br>13:37:14<br>22-Nov-2024   | <br>18:56:12<br>22-Nov-2024   | <br>19:00:48<br>22-Nov-2024   |
| 2  | 22-11-2024 | GROUND FLOUR - LANTAI 9 | DUSTING        | PEMBERSIHAN CAMERA          | <br>13:37:35<br>22-Nov-2024   | <br>18:57:19<br>22-Nov-2024   | <br>19:01:08<br>22-Nov-2024   |
| 3  | 22-11-2024 | GROUND FLOUR - LANTAI 9 | WALL CLEANING  | PEMBERSIHAN DINDING KAYU    | <br>13:38:01<br>22-Nov-2024  | <br>18:58:31<br>22-Nov-2024  | <br>19:00:07<br>22-Nov-2024  |
| 4  | 22-11-2024 | BASEMENT                | SPOTTING       | PEMBERSIHAN DINDING PILAR   | <br>08:22:29<br>22-Nov-2024 | <br>13:18:53<br>22-Nov-2024 | <br>13:20:34<br>22-Nov-2024 |
| 5  | 22-11-2024 | BASEMENT                | SPOTTING       | PEMBERSIHAN DINDING ABU ABU | <br>08:22:45<br>22-Nov-2024 | <br>13:18:13<br>22-Nov-2024 | <br>13:21:07<br>22-Nov-2024 |

| No | Tanggal    | Area                | Item Pekerjaan | Detail Pekerjaan                | Before                                                                                                         | Progress                                                                                                        | After                                                                                                            |
|----|------------|---------------------|----------------|---------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| 1  | 23-11-2024 | GROUND FLOUR        | WHASING        | PEMBERSIHAN LANTAI MARMER       | <br>07:23:45<br>23-Nov-2024   | <br>09:37:50<br>23-Nov-2024   | <br>14:28:56<br>23-Nov-2024   |
| 2  | 23-11-2024 | GROUND FLOUR        | WHASING        | PEMBERSIHAN LANTAI GRANITE      | <br>07:24:13<br>23-Nov-2024   | <br>08:55:18<br>23-Nov-2024   | <br>09:36:02<br>23-Nov-2024   |
| 3  | 23-11-2024 | LANTAI 9 - BASEMENT | SPOTTING       | PEMBERSIHAN PINTU EXIT          | <br>07:25:35<br>23-Nov-2024  | <br>09:31:51<br>23-Nov-2024  | <br>14:35:51<br>23-Nov-2024  |
| 4  | 23-11-2024 | LANTAI 9 - BASEMENT | SPOTTING       | PEMBERSIHAN KERANGKA PINTU EXIT | <br>07:25:56<br>23-Nov-2024 | <br>09:32:28<br>23-Nov-2024 | <br>14:36:12<br>23-Nov-2024 |

| No | Tanggal    | Area                    | Item Pekerjaan | Detail Pekerjaan             | Before                                                                                                                | Progress                                                                                                               | After                                                                                                                   |
|----|------------|-------------------------|----------------|------------------------------|-----------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1  | 24-11-2024 | GROUND FLOUR - LANTAI 9 | BRUSHING       | PEMBERSIHAN LANTAI BATU ALAM |  <div>08:47:43<br/>24-Nov-2024</div> |  <div>10:15:23<br/>24-Nov-2024</div> |  <div>10:32:43<br/>24-Nov-2024</div> |
| 2  | 24-11-2024 | BASEMENT                | SCRUBBING      | PEMBERSIHAN LANTAI           |  <div>08:49:11<br/>24-Nov-2024</div> |  <div>13:41:21<br/>24-Nov-2024</div> |  <div>13:41:51<br/>24-Nov-2024</div> |

| No | Tanggal    | Area                    | Item Pekerjaan | Detail Pekerjaan               | Before                                                                                                         | Progress                                                                                                        | After                                                                                                            |
|----|------------|-------------------------|----------------|--------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| 1  | 25-11-2024 | GROUND FLOUR - LANTAI 9 | WALL CLEANING  | PEMBERSIHAN DINDING KAYU       | <br>10:27:40<br>25-Nov-2024   | <br>10:46:32<br>25-Nov-2024   | <br>13:29:06<br>25-Nov-2024   |
| 2  | 25-11-2024 | GROUND FLOUR - LANTAI 9 | GLASS CLEANING | PEMBERSIHAN KACA               | <br>10:44:18<br>25-Nov-2024   | <br>10:44:58<br>25-Nov-2024   | <br>13:25:27<br>25-Nov-2024   |
| 3  | 25-11-2024 | GROUND FLOUR - LANTAI 9 | GLASS CLEANING | PEMBERSIHAN PINTU KACA         | <br>10:28:06<br>25-Nov-2024  | <br>10:43:54<br>25-Nov-2024  | <br>13:25:49<br>25-Nov-2024  |
| 4  | 25-11-2024 | GROUND FLOUR - LANTAI 9 | SPOTTING       | PEMBERSIHAN DINDING DAN LANTAI | <br>10:32:16<br>25-Nov-2024 | <br>10:51:29<br>25-Nov-2024 | <br>14:53:42<br>25-Nov-2024 |
| 5  | 25-11-2024 | GROUND FLOUR - LANTAI 9 | SPOTTING       | PEMBERSIHAN DINDING DAN LANTAI | <br>10:32:36<br>25-Nov-2024 | <br>10:50:50<br>25-Nov-2024 | <br>14:52:47<br>25-Nov-2024 |

| No | Tanggal    | Area                | Item Pekerjaan | Detail Pekerjaan          | Before                                                                                                                | Progress                                                                                                               | After                                                                                                                   |
|----|------------|---------------------|----------------|---------------------------|-----------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1  | 27-11-2024 | LANTAI 9 - BASEMENT | DUSTING        | PEMBERSIHAN PIPA PLUMBING |  <div>09:37:21<br/>27-Nov-2024</div> |  <div>09:38:35<br/>27-Nov-2024</div> |  <div>12:59:18<br/>27-Nov-2024</div> |
| 2  | 27-11-2024 | LANTAI 9 - BASEMENT | DUSTING        | PEMBERSIHAN PIPA PRALON   |  <div>09:33:37<br/>27-Nov-2024</div> |  <div>09:34:28<br/>27-Nov-2024</div> |  <div>13:01:19<br/>27-Nov-2024</div> |



# **LAPORAN TURNOVER**