

LAPORAN BULANAN CLEANING SERVICE

Proyek :
CIPUTRA MALL SEMARANG



Periode :
DESEMBER 2024

Disusun Oleh :

NGATIMAH
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 CIPUTRA MALL SEMARANG

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 TABEL PERIODIK

LAPORAN VISUALISASI PERIODIK

LAPORAN MESIN



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
1	5002549	DANIEL OKTAVIO	CS-OFFICE_BOY/GIRL	OFF	HP 4	HP 4	HP 4	HP 4	HP 4	OFF	OFF	HP 4	HP 4	HP 4	HP 4	HP 4	OFF	OFF	HP 4	HP 4	HP 4	HP 4	HP 4	OFF	OFF	HP 4	HP 4	HP	HP 4	HP 4	OFF	OFF
2	5007741	LUKI MUTIYARASARI	CS-ADMIN	OFF	HP 2	HP 2	HP 2	HP 2	HP 2	WD	OFF	HP 2	HP 2	HP 2	HP 2	HP 2	WD	OFF	HP 2	HP 2	HP 2	HP 2	HP 2	WD	OFF	HP 2	HP 2	OFF	HP 2	HP 2	WD	OFF
3	5007111	MUHAMMAD FAHRUL ALIM	CLEANER	MD1	MD1	MD1	MD1	MD1	OFF	MD1	MD1	MD1	MD1	MD1	OFF	MD1	MD1	MD1	MD1	MD1	MD1	MD1	OFF	MD1	MD1	MD1	MD1	MD1	MD1	OFF	MD1	MD1
4	5000584	PANJI WIJANTO	CLEANER	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS
5	5008500	NUNING RAHAYU	CLEANER	MD2	MD2	MD2	MD2	OFF	MD2	MD2	MD2	MD2	MD2	MD2	OFF	MD2	MD2	MD2	MD2	MD2	MD2	OFF	MD2	MD2	MD2	MD2	MD2	MD2	OFF	MD2	MD2	MD2
6	5009967	ANDRA PRAHMANA PUTRA	CLEANER	HP	OFF	HP	HP	HP	HP	HP	HP 1	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP
7	5008476	RHAFLY WAHYU KURNIAWAN	CLEANER	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP
8	5000150	NUR FATONI	CLEANER	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP
9	5009226	ARINA HIDAYATUS SYIFA	CLEANER	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	WD	OFF	WD	HP	HP	HP	HP	HP
10	5000711	MOHAMAD MALIK	CLEANER	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP
11	5004840	WAHYUNINGSIH	CLEANER	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	WD	HP	HP	HP	HP	OFF	HP	HP	HP	HP
12	5005046	SIGIT HARYANTO	CLEANER	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP
13	5005068	ADI PRASETYO	CLEANER	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP
14	5007278	SAIFUL MAULANA SADULLOH	CLEANER	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP 1	HP 1	HP
15	5008501	WILDAN BAYU ANGGARA	CLEANER	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	MD1	HP	HP	HP	OFF	HP	HP	HP	HP	HP	MD3	OFF	HP	HP	HP	HP	HP
16	5002178	MUHAMAD SAKUWAN	CLEANER	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP
17	5007929	SHEILA ADITYA KUSUMA	CLEANER	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP 1	HP	HP	HP
18	5010247	ZAHRA ALLEGRA	CLEANER	HP3	HP3	HP3	HP3	HP3	OFF	HP3	HP3	HP3	HP3	HP3	OFF	HP3	HP3	HP3	HP3	HP3	HP3	HP3	OFF	HP3	HP3	HP3	HP3	HP3	HP3	OFF	HP3	HP3
19	5008018	SINGGIH PRANOTO	CLEANER	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF		HP	HP
20	5004725	SUTARNO	CLEANER	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP
21	5010274	HILMI IKHSAN	CLEANER	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP 1	HS 2	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP
22	5006441	KOKO MAULANA	CLEANER	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	HP	OFF
23	5006408	INDAH TRIANASARI	CLEANER	HP	HP	HP	HP	MD2	HP3	OFF	HP	HP	HP	HP	MD2	HP3	OFF	HP 1	HP	HP	HP	MD2	HP3	OFF	HP	HP	HP	HP	MD2	HP3	OFF	HP

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		
24	5005070	SURYADI	CLEANER	OFF	HP	HP	HP	MD2	MD1	HS1	OFF	HP	HP	HP	MD2	MD1	HS1	OFF	HP	HP	HP	MD2	MD1	HS1	OFF	HP	HP	HP	MD2	MD1	HS1	OFF	HP	
25	5009184	AHMAD ROIF FATONI	CLEANER	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	OFF	
26	5001008	CRESSIDA ADE CHRISTY	CLEANER	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	
27	5000042	SUYONO	CLEANER	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	
28	5010123	STEVANI MUTIARA SARI	CLEANER	HS 2	HP 1	HP 1																												
29	5006945	MAYLA FARAHZIAN AULIA QISTY	CLEANER	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	
30	5002916	KUKUH HARSOYO	CLEANER	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	
31	5000040	GATOT ADIYANTO	CLEANER	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS 2	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	
32	5004946	ARIYANI SUSANTI	CLEANER	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	
33	5000092	WIJI LESTARI ERNAWATI	CLEANER	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	
34	5009880	YUNI SETYANINGSIH	CLEANER	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	HS	HS	
35	5000041	PARMIN SUPRIYANTO	CLEANER	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	HS	HS	
36	5005072	MUHAMMAD WISNU PURBA	CLEANER	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	HS	
37	5007868	ADI SETIAWAN	CLEANER	MD2	MD2	MD2	MD2	OFF	MD2	MD2	MD2	MD2	MD2	MD2	OFF	MD2	MD2	HS 2	MD2	MD2	MD2	OFF	MD2	MD2	MD2	MD2	MD2	MD2	MD2	MD2	MD2	MD2	MD2	
38	5007012	ADI SETIAWAN	CLEANER	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	
39	5006673	BUDI CAHYONO	CLEANER	HS1	HS1	HS1	HS1	HS1	HS1	OFF	HS1	HS1	HS1	HS1	HS1	HS1	OFF	HS1	HS1	HS1	HS1	HS1	HS1	HS1	OFF	HS1	HS1	HS1	HS1	HS1	HS1	HS1	HS1	
40	5000600	BUDI CAHYONO	CLEANER	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	
41	5008139	JAYENG SUPRIYANTO	CLEANER	MD5	MD3	MD3	MD4	MD4	OFF	MD5	MD6	MD3	MD3	MD4	MD4	OFF	MD5	MD6	MD3	MD3	MD4	MD4	OFF	MD5	MD6	MD3	MD3	MD4	MD4	OFF	MD5	MD6	MD3	
42	5010335	ANITA KAROLINA	CLEANER					HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	HS	
43	5010379	VERA SALSABILLA	CLEANER																												HS	HS		
Total MP Shift Pagi:				22	22	22	21	22	20	20	22	21	21	21	22	20	20	21	21	21	21	22	19	20	21	21	20	20	22	19	20	22	22	
Total MP Shift Siang:				15	13	13	12	14	14	14	15	13	14	13	14	15	14	16	13	14	13	14	14	14	15	13	14	13	14	14	15	10	10	
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	0	0	
Total MP Libur:				4	6	6	7	5	7	6	4	7	6	7	5	6	6	4	7	6	7	5	7	6	4	7	6	8	5	7	6	4	4	
Total MP :				41	41	41	40	41	41	40	41	41	41	41	41	41	41	40	41	41	41	41	41	40	40	40	41	40	41	41	40	41	41	42

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	31
1	5000251	NGATIMAH	CS-SUPERVISOR	WD	HP 1	HP 1	OFF	HP 1	HP	WD	WD	HP 1	HP 1	OFF	HP 1	HP 1	MD1	HP3	HP 1	HP 1	OFF	HP 1	WD	HP3	HP3	HP 1	HP 1	OFF	HP 1	WD	OFF	HP3	HP 1	HP 1
2	5006203	EVA DWI AMBARWATI	CS-LEADER	HP	HP	HS	HS	OFF	HS	HP	HS	HS	HS	HP	OFF	HP	HP	HP	HS	HS	OFF	HS	HP	HS	HS	HS	HP	OFF	HP	HP	HP	HP	HP	HS
3	5002434	YOHANES ROSID KRISDIYANTO	CS-LEADER	HS	HS	OFF	HP	HS	HP	HS	HP	HP	OFF	HS	HS	HS	HS	HS	HS	OFF	HP	HS	HP	HS	HP	HP	OFF	HS	HS	HS	HS	HS	HS	OFF
Total MP Shift Pagi:				1	2	1	1	1	2	1	1	2	1	1	1	2	2	2	2	1	1	1	1	2	2	2	1	1	1	1	1	2	2	1
Total MP Shift Siang:				1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	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				
Total MP Libur:				0	0	1	1	1	0	0	0	0	1	1	1	0	0	0	0	1	1	1	0	0	0	0	1	1	1	0	1			1
Total MP :				2	3	3	3	3	3	2	2	3	3	3	3	3	3	3	3	3	3	3	2	3	3	3	3	3	3	2	3	3	3	3



LAPORAN TABEL PERIODIK

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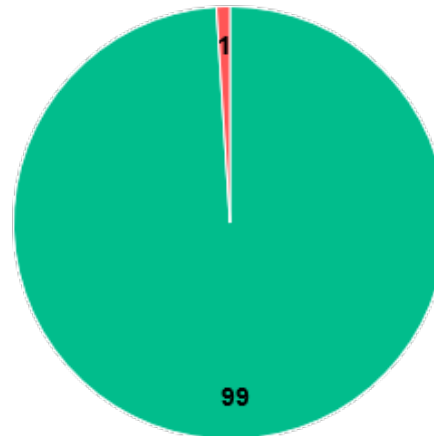
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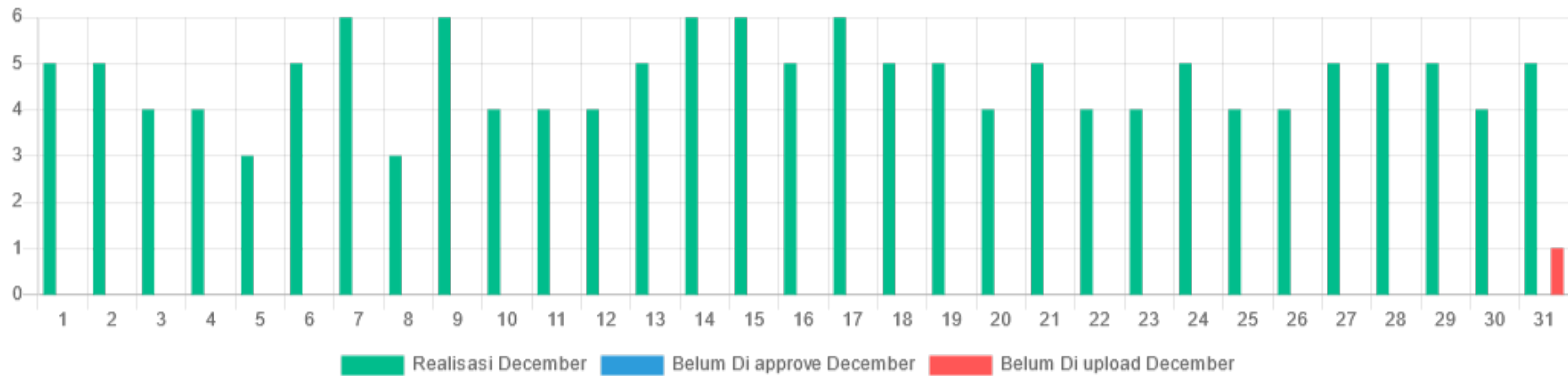
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BELUM APPROVE : 0

BELUM UPLOAD : 1

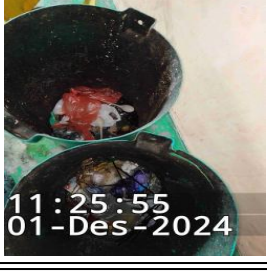


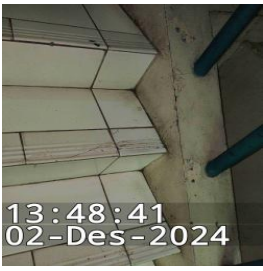
Monthly : December





LAPORAN VISUALISASI PERIODIK

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	01-12-2024	CIPUTRA SEMARANG	SPOOTING	SPOOTING	 07:32:37 30-Nov-2024	 10:12:52 30-Nov-2024	 11:35:32 30-Nov-2024
2	01-12-2024	CIPUTRA SEMARANG	CEILLING	CEILLING PLAFON&KAP LAMPU	 07:20:21 01-Dec-2024	 07:21:08 01-Dec-2024	 10:09:48 01-Dec-2024
3	01-12-2024	CIPUTRA SEMARANG	DUSTING	DUSTING PLAT BAJA	 11:34:07 30-Nov-2024	 11:34:49 30-Nov-2024	 11:58:08 30-Nov-2024
4	01-12-2024	CIPUTRA SEMARANG	WASHING	WASHING KESET 3M	 21:24:05 01-Dec-2024	 22:10:57 01-Dec-2024	 22:38:59 01-Dec-2024
5	01-12-2024	CIPUTRA SEMARANG	WASHING	GC FIBERGLASS	 11:25:55 01-Dec-2024	 11:35:51 01-Dec-2024	 11:36:39 01-Dec-2024

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	02-12-2024	CIPUTRA SEMARANG	DUSTING	DUSTING FURNITURE SISI MIRING	 07:29:41 01-Des-2024	 08:15:04 01-Des-2024	 08:18:18 01-Des-2024
2	02-12-2024	CIPUTRA SEMARANG	SPOOTING	SPOOTING	 13:48:41 02-Des-2024	 13:52:58 02-Des-2024	 13:57:14 02-Des-2024
3	02-12-2024	CIPUTRA SEMARANG	ROC SPIDERWEB	ROC SPIDERWEB	 09:24:13 02-Des-2024	 09:25:00 02-Des-2024	 14:32:29 02-Des-2024
4	02-12-2024	CIPUTRA SEMARANG	PENGSEMBURAN	PENGSEMBURAN	 07:48:29 01-Des-2024	 07:49:23 01-Des-2024	 10:34:15 01-Des-2024
5	02-12-2024	CIPUTRA SEMARANG	WASHING	GC TABUNG DUSTBIN	 09:08:50 02-Des-2024	 09:09:13 02-Des-2024	 09:13:13 02-Des-2024



LAPORAN MESIN

No	Kode Mesin	Jenis Mesin	Merk Mesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
1	CF5/54/PRNT/2446	PRINTER	CANON			BAIK	-
2	CF5/3/VC30/2778	WET & DRY VACUUM CLEANER 30 LITER	INNOTECH			BAIK	-
3	CF5/3/VC60/2779	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
4	CF5/3/SCRB/2780	AUTOMATIC SCRUBBER	INNOTECH			BAIK	-
5	CF5/7/WBLO/2781	CARPET BLOWER	TASCO			BAIK	-
6	CF5/7/WBLO/2782	CARPET BLOWER	TASCO			BAIK	-

No	Kode Mesin	Jenis Mesin	Merk Mesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
7	CF5/60/LOSP/2783	LOW SPEED POLISHER	REDWIND			BAIK	-
8	CF5/60/LOSP/2784	LOW SPEED POLISHER	REDWIND			BAIK	-
9	CF5/13/HTUH-HTVH/2791	HANDY TALKIE	MOTOROLLA			BAIK	-
10	CF5/13/HTUH-HTVH/2792	HANDY TALKIE	MOTOROLLA			BAIK	-
11	CF5/13/HTUH-HTVH/2793	HANDY TALKIE	MOTOROLLA			BAIK	-
12	CF5/13/HTUH-HTVH/2794	HANDY TALKIE	MOTOROLLA			BAIK	-

No	Kode Mesin	Jenis Mesin	Merk Mesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
13	CF5/13/HTUH-HTVH/2796	HANDY TALKIE	MOTOROLLA			BAIK	-
14	CF5/11/HPOL/2797	HAND POLISHER	ALKO			BAIK	-
15	CF5/49/KOMP/3824	COMPUTER SET AREA	LG			BAIK	-