

LAPORAN BULANAN CLEANING SERVICE

Proyek :
TUNJUNGAN PLAZA 5 MALL



Periode :
DESEMBER 2024

Disusun Oleh :
TINING WAHYUNI
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 TUNJUNGAN PLAZA 5 MALL

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.

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LAPORAN TURNOVER

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	30	31	
1	5002749	FATIMATUS SUHRO	CS-TOILET_ATTENDANT	HL	HL	HL	HL	OFF	OFF	MD2	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	
2	5002960	NUR CHAFIFAH	CS-ADMIN	OFF	HP 1	HP 1	HP 1	HP 1	HP 1	HP 1	OFF	HP 1	HP 1	HP 1	HP 1	HP 1	HP 1	OFF	HP 1	HP 1	HP 1	HP 1	HP 1	HP 1	OFF	HP 1	HP 1	HP 1	HP 1	HP 1	HP 1	OFF	HP 1	HP 1	
3	5004753	RAHMATULLAH	CLEANER	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	HP	HP	OFF	HP	HP
4	5005312	ABDUL HADI	CS-TOILET_ATTENDANT	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	
5	5005398	GERRY BASREDEN YUSUF	CLEANER	HS	HS	OFF	HS	HS	HS	MD1	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HL	HS	HS	HS	HS	OFF	
6	5005846	SUPARNI	CLEANER	HM	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	HM	OFF
7	5005855	FIQI ADI SAPUTRA	CS-TOILET_ATTENDANT	HL	HL	HL	HL	OFF	OFF	MD2	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	
8	5005866	LAILATUL MAHFIROT	CS_SENIOR_CLEANER	HP	OFF	HP	HS	HS	HP	HP	HP	HP	HP	OFF	HP	HS	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	
9	5006161	ERMA YULIANA	CS-TOILET_ATTENDANT	HL	HL	OFF	OFF	HL	HL	MD2	HL	OFF	OFF	HL	HL	OFF	OFF	HL	HL	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	
10	5006175	KADIR	CLEANER	HS	HP	HP	HP	HP	OFF	MD1	HS	HP	HP	HP	OFF	HS	HS	HS	HP	HP	HP	OFF	HS	HS	HS	HP	HP	HP	HP	OFF	HS	HS	HS	HP	HP
11	5006879	SAMSIYEH	CS-TOILET_ATTENDANT	HL	HL	OFF	OFF	HL	HL	MD2	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	
12	5007010	LUKMANUL HAKIM	CLEANER	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	HM	OFF	HM
13	5007693	MUAWWAM EFENDI	CS-TOILET_ATTENDANT	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	OFF		
14	5007745	NUR FADILAH	CS-TOILET_ATTENDANT	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	HL	HL	OFF	OFF	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	
15	5007910	EKA DEWI LESTARI	CS-TOILET_ATTENDANT	HL	HL	OFF	OFF	HL	HL	MD2	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	
16	5008019	ALIF IKBAL AZIZI	CLEANER	HM	HM	HM	OFF	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	
17	5008063	DANI ARDIANSAH	CLEANER	HS	HM	HM	HM	HM	OFF	MD1	HS	HM	HM	HM	HM	OFF	HS	HS	HM	HM	HM	HM	OFF	HS	HS	HM	HM	HM	HM	OFF	HS	HS	HM	HM	
18	5008159	MOH TOHIR	CLEANER	HP	HP	HP	OFF	HS	HS	HP	HP	HS	HS	HS	HS	OFF	HP	HP	HP	HP	HS	HS	OFF	HP	HP	OFF	HS	HS	HS	HP	HP	HP	HS	HS	
19	5008161	HARJONO	CS-TOILET_ATTENDANT	HL	HL	OFF	OFF	HL	HL	MD2	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	
20	5008163	MEGA TRISNAWATI	CS-TOILET_ATTENDANT	HL	HL	HL	HL	OFF	OFF	MD2	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	
21	5008211	FAHMI TRI ARDIYANTO	CLEANER	HP	HP	HS	OFF	HS	HS	MD1	HS	OFF	HP	HP	HP	HP	HP	HP	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	
22	5008285	ERIK ALDI PRASETYO	CLEANER	HP	HP	HP	HP	HS	OFF	MD1	HS	HS	HS	OFF	HS	HP	HS	HS	HS	HS	OFF	HP	HP	HP	HP	HP	HP	OFF	HP	HP	HP	HP	HP	HP	
23	5008457	IMAM SYAFII	CLEANER	HP	HL	OFF	HP	HP	HP	HP	HP	HP	HS	HP	HP	OFF	HP	HP	HS	OFF	HP	HP	HP	HP	HP	HS	OFF	HP	HP	HP	HP	HP	HS	OFF	
24	5008474	DEWI SHOLEHAH	CLEANER	HS	HS	HS	HS	OFF	HS	MD1	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	

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
25	5008765	MOHAMMAD ROSIDI	CS-TOILET_ATTENDANT	HL	HL	HL	HL	OFF	OFF	MD2	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL
26	5008848	M SUAIDI	CLEANER	HP	HS	HS	HS	HM	OFF	HP	HP	HS	HS	HS	HM	OFF	HP	HP	HP	HP	HP	HM	OFF	HP	HP	HP	HP	HP	HM	OFF	HP	HP	HP	HP
27	5009204	AHMAT SIFAK	CLEANER	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM	HM	OFF	HM	HM	HM	HM	HM
28	5009425	MARETANIA RETNO AYUNINGTIYAS	CS-TOILET_ATTENDANT	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF
29	5009564	BAGAS YOGA PRATAMA	CS-TOILET_ATTENDANT	HL	HL	OFF	OFF	HL	HL	MD2	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL
30	5009803	WAHYU RAHMAWATI	CS-TOILET_ATTENDANT	HL	HL	HL	HL	OFF	OFF	MD2	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL
31	5009938	MOH FUAD ASYADAN	CLEANER	HS	HS	HS	OFF	HP	HP	HP	HP	HP	HP	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS	OFF	HS	HS	HS	HS	HS	HS
32	5010040	AHMAD AHS SHOF AZIZU	CS-TOILET_ATTENDANT	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF	OFF	HL	HL	HL	HL	OFF
33	5010059	MOCH ALIEF SYAHRIAL	CLEANER	HP	HP	HS	HS	OFF	HS	HP	HP	HP	OFF	HS	HS	HP	HP	HP	HP	HS	HS	HS	OFF	HP	HP	HP	HS	HS	HS	OFF	HP	HP	HP	HP
Total MP Shift Pagi:				7	7	6	5	5	5	24	6	7	6	5	5	5	8	6	7	6	5	5	5	8	6	7	6	5	5	6	8	6	7	7
Total MP Shift Siang:				5	4	5	5	5	5	0	6	5	5	5	5	5	6	6	5	5	5	5	5	6	6	4	5	5	4	5	6	6	5	4
Total MP Shift Malam:				4	4	4	4	5	4	4	4	4	4	5	4	4	4	4	4	4	4	5	4	4	4	4	4	4	5	4	4	4	4	4
Total MP Libur:				7	7	8	9	8	9	5	7	7	8	9	8	9	5	7	7	8	9	8	9	5	7	8	8	9	8	8	5	7	7	8
Total MP :				23	22	23	23	23	23	33	23	23	23	23	23	23	23	23	23	23	23	23	23	23	23	23	23	23	22	23	23	23	23	23

PENGAWAS

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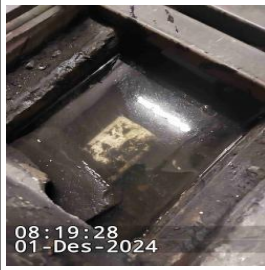
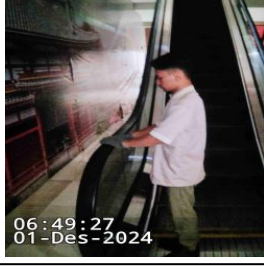
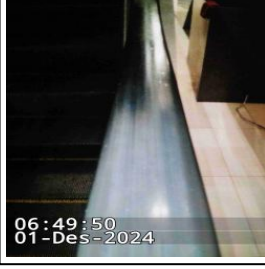
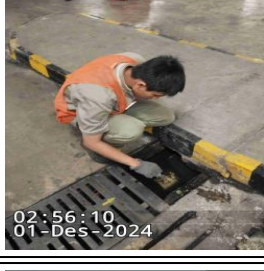
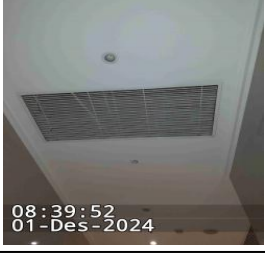
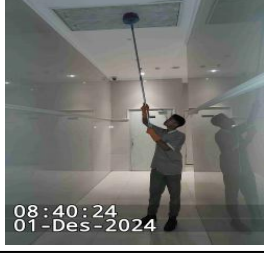
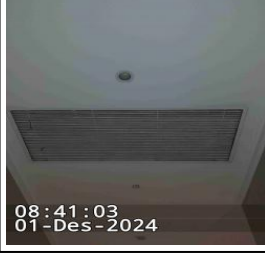
LAPORAN REKAP ABSENSI

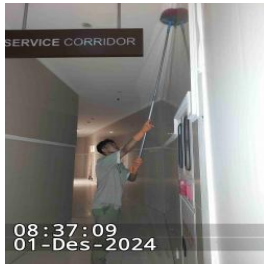
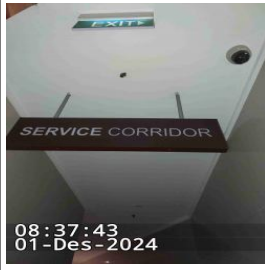
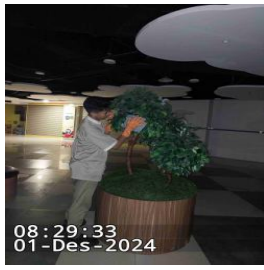


LAPORAN TABEL PERIODIK



LAPORAN VISUALISASI PERIODIK

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	01-12-2024	GUTTER	SWEEPING	SWEEPING GUTTER SISI IN MOBIL SISI TOTEM	 08:18:40 01-Des-2024	 08:19:14 01-Des-2024	 08:19:28 01-Des-2024
2	01-12-2024	ESCALATOR	GENERAL CLEANING	PEMBERSIHAN ESCALATOR LV.7-9 (UP&DOWN)	 06:47:41 01-Des-2024	 06:48:04 01-Des-2024	 06:48:22 01-Des-2024
3	01-12-2024	ESCALATOR	GENERAL CLEANING	PEMBERSIHAN ESCALATOR LV.9-10 (UP&DOWN)	 06:48:50 01-Des-2024	 06:49:27 01-Des-2024	 06:49:50 01-Des-2024
4	01-12-2024	CARPARK	GENERAL CLEANING	PEMBERSIHAN CARPARK AREA LG	 03:33:54 01-Des-2024	 02:53:53 01-Des-2024	 03:34:18 01-Des-2024
5	01-12-2024	GUTTER	SWEEPING	PEMBERSIHAN GUTTER SISI SPIRAL UP&DOWN	 02:55:44 01-Des-2024	 02:56:10 01-Des-2024	 02:57:06 01-Des-2024
6	01-12-2024	KORIDOR SHOPPING	CELLING	CELLING AREA KORIDOR SHOPPING LV.6-10	 08:39:52 01-Des-2024	 08:40:24 01-Des-2024	 08:41:03 01-Des-2024

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
7	01-12-2024	KORIDOR SHOPPING	DUSTING	DUSTING BADUKAN, SELA SELA HAND RALLING LV.6-10			
8	01-12-2024	KORIDOR SHOPPING	CELLING	CELLING AREA KORIDOR SERVICE LV.LG-10			
9	01-12-2024	KORIDOR SHOPPING	GENERAL CLEANING	PEMBERSIHAN TANGGA EXIT 22 SISI BELAKANG LIFT PASSENGER LV.LG-10			
10	01-12-2024	KORIDOR SHOPPING	DUSTING	DUSTING TANAMAN HIAS SISI PILLAR KOTAK TENANT KIDS STATION LV.4 (4 PCS) LV.4			
11	01-12-2024	KORIDOR SHOPPING	DUSTING	DUSTING LOGO NAMA TENANT & SIGN DIRECTION LV.2-3			
12	01-12-2024	KORIDOR SHOPPING	POLISHING	BUSHING KORIDOR EXIT 24 LV.3			

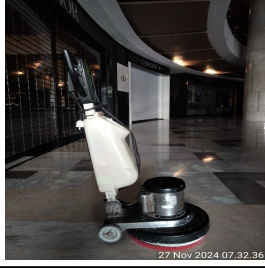
No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
13	01-12-2024	CARPARK	POLISHING	PENCUCIAN LANTAI DEPAN LIFT SERVICE LV.3			
14	01-12-2024	CARPARK	GENERAL CLEANING	DETAIL CLEANING TOILET CARPARK LV.8			

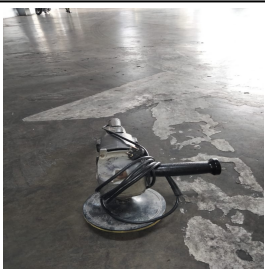


LAPORAN TURNOVER



LAPORAN MESIN

No	Kode Mesin	Jenis Mesin	Merk Mesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
1	CF8/21/LOSP/3323	LOW SPEED POLISHER	GOLDIE			BAIK	-
2	CF8/21/LOSP/3324	LOW SPEED POLISHER	GOLDIE			BAIK	-
3	CF8/21/LOSP/3325	LOW SPEED POLISHER	GOLDIE			BAIK	-
4	CF8/3/SCRB/3327	AUTOMATIC SCRUBBER	INNOTECH			BAIK	-
5	CF8/3/VC60/3328	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
6	CF8/3/VC60/3329	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-

No	Kode Mesin	Jenis Mesin	Merk Mesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
7	CF8/11/HPOL/3330	HAND POLISHER	ALKO			BAIK	-
8	CF8/13/HTUH-HTVH/3332	HANDY TALKIE	MOTOROLLA			BAIK	-
9	CF8/13/HTUH-HTVH/3333	HANDY TALKIE	MOTOROLLA			BAIK	-
10	CF8/13/HTUH-HTVH/3334	HANDY TALKIE	MOTOROLLA			BAIK	-