

LAPORAN BULANAN CLEANING SERVICE

Proyek :
COLUMBIA ASIA HOSPITAL - BSD



Periode :
DESEMBER 2024

Disusun Oleh :
AEIS SOFYAN
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 COLUMBIA ASIA HOSPITAL - BSD

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

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	1040087	BIMNUR MAS SYAHIDAH	CLEANER	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	OFF	HP	HP	HP
2	1036867	IDA FARIDA	CLEANER	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	OFF	HS	HS	HS	HS
3	1036851	ITA ARIYANTI BT RIMAN IJO	CLEANER	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	OFF	HS	HS	HS
4	1036873	FARIDA NURJANAH	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	HP	OFF	HP	HP	HP
5	1036854	RIDA FARIDA	CLEANER	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	OFF	HS	HS	HS	HS
6	1036852	LINDA WATI	CLEANER	HP	HP	HP	HP	OFF	HS	HP	HP	HP	HP	HP	OFF	HS	HP	HP	HP	HP	HP	OFF	HS	HP	HP	HP	HP	HP	HP	OFF	HS	HP	HP	HP
7	1036864	NILA RINJANI	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	HP	
8	1036872	ABDULLOH SYAFEI	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
9	1036858	BINTANG SAPUTRA	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
10	1036879	USMAN	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	HS
11	1036856	ARI NURYADI	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	HS
12	1036878	SUDIAR SUPRAPMO	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
13	1036853	NITA ANDRIYANI	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	HS
14	1036863	MUHAMMAD FARHAN	CLEANER	OFF	HS	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
15	1036869	AHMAD RIDUAN	CLEANER	OFF	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	HS	HS
16	1039797	DESI NOFIANITA	CLEANER	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	HS	HS	HS
17	1036862	JONI SETIAJI	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	OFF	HS	HS	HS	HS
18	1036877	AMAR ARDIANSAH	CLEANER	HP	HP	HP	OFF	HS	HS	HS	HP	HP	HP	OFF	HS	HS	HS	HP	HP	HP	OFF	HS	HS	HS	HP	HP	HP	OFF	HS	HS	HS	HP	HP	HP
19	1036881	NADIA	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	HP	OFF
20	1036874	WILI HASAN	CLEANER	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	HP	OFF	HP
21	1036860	SALSA APRILIANI	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	OFF	HP	HP
22	1036861	ALI AKBAR	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	OFF	HS	HS
23	1036859	RIFQI WAHYUDI	CLEANER	HP	MD1	MD1	MD1	MD1	MD1	OFF	HP	MD1	MD1	MD1	MD1	MD1	OFF	HP	MD1	MD1	MD1	MD1	MD1	OFF	HP	MD1	MD1	MD1	MD1	MD1	OFF	HP	MD1	MD1
24	1036868	SATRYA DEWA KESUMA	CLEANER	HM	OFF	HS	HS	HS	HS	HM	HM	OFF	HS	HS	HS	HS	HM	HM	OFF	HS	HS	HS	HS	HM	HM	OFF	HS	HS	HS	HS	HM	HM	OFF	HS
25	1036857	SAMSURI	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	OFF	HP	
26	1036850	JUPRI TARMUJI	CS-GARDENER	OFF	MD1	MD1	MD1	MD1	MD1	HP	OFF	MD1	MD1	MD1	MD1	MD1	HP	OFF	MD1	MD1	MD1	MD1	MD1	HP	OFF	MD1	MD1	MD1	MD1	MD1	HP	OFF	MD1	MD1

[illegible]

PENGAWAS

[illegible]



LAPORAN REKAP ABSENSI

[illegible]

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	
10	1036855	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	-	
	NUR JAJANG																																										
11	1036856	CLEANER	O	H	H	H	H	H	O	H	H	H	H	H	H	IR	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	25	0	0	0	5	0	0	1	-	
	ARI NURYADI																																										
12	1036857	CLEANER	O	H	H	H	H	H	O	H	H	H	H	H	H	H	O	H	IR	H	H	H	H	O	H	H	H	H	H	H	O	H	[]	24	0	0	0	5	0	0	1	-	
	SAMSURI																																										
13	1036858	CLEANER	O	H	H	H	H	H	O	H	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	[]	25	0	0	0	5	0	0	0	-	
	BINTANG SAPUTRA																																										
14	1036859	CLEANER	H	H	H	H	H	H	O	SR	H	H	H	H	H	O	H	H	SR	H	H	H	O	H	H	H	H	H	H	O	H	H	H	25	0	0	0	4	0	2	0	-	
	RIFQI WAHYUDI																																										
15	1036860	CLEANER	O	H	H	H	H	H	O	H	H	H	H	H	H	H	O	H	H	IR	IR	H	H	O	H	H	H	H	H	O	h	IR	23	0	0	0	5	0	0	3	-		
	SALSA APRILIANI																																										
16	1036861	CLEANER	O	H	H	H	H	H	O	H	H	SR	H	H	H	H	O	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	25	0	0	2	5	0	1	0	-		
	ALI AKBAR																																										
17	1036862	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	2	4	0	0	0	-	
	JONI SETIAJI																																										
18	1036863	CLEANER	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	O	H	H	26	0	0	3	5	0	0	0	-		
	MUHAMMAD FARHAN																																										
19	1036864	CLEANER	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	[]	26	0	0	0	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		
	NILA RINJANI																																											
20	1036867	CLEANER	H	H	H	H	H	O	H	H	H	H	H	H	O	H	SR	IR	IR	IR	H	O	IR	H	H	IR	H	h	O	H	H	H	H	21	0	0	0	4	0	1	5	-		
	IDA FARIDA																																											
21	1036868	CLEANER	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	2	5	0	0	0	-		
	SATRYA DEWA KESUMA																																											
22	1036869	CLEANER	O	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	26	0	0	1	5	0	0	0	-		
	AHMAD RIDUAN															G																												
23	1036870	CLEANER	O	H	H	h	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	SR	SR	SR	H	H	H	O	H	H	23	0	0	0	5	0	3	0	-		
	REZA ADRIANSYAH																																											
24	1036872	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	1	5	0	0	0	-		
	ABDULLOH SYAFEI															G																												
25	1036873	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	2	4	0	0	0	-		
	FARIDA NURJANAH																																											
26	1036874	CLEANER	H	O	H	H	SR	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	O	H	H	H	H	H	H	H	O	H	25	0	0	1	5	0	1	0	-		
	WILI HASAN												G																															
27	1036875	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	-		
	TONI EFENDI																																											
28	1036876	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	0	5	0	0	0	-		
	ERIK FAUZI																																											

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		
29	1036877	CLEANER	H	H	H	O	H	H	H	H	H	O	H	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	27	0	0	1	4	0	0	0	-		
	AMAR ARDIANSAH																G																											
30	1036878	CLEANER	O	H	H	H	H	H	O	H	H	H	H	H	H	H	O	H	H	SR	H	H	H	O	H	H	H	H	H	H	O	H	H	25	0	0	0	5	0	1	0	-		
	SUDIAR SUPRAPMO																																											
31	1036879	CLEANER	O	H	H	H	H	H	O	H	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	-		
	USMAN																																											
32	1036881	CLEANER	H	H	O	H	H	H	H	H	H	O	H	H	H	SR	H	H	O	H	H	H	H	H	H	O	H	H	H	H	H	H	O	25	0	0	0	5	0	1	0	-		
	NADIA																																											
33	1039797	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	0	4	0	0	0	-		
	DESI NOFIANITA																																											
34	1040087	CLEANER	H	H	H	H	H	H	O	H	H	H	H	H	O	H	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	H	27	0	0	1	4	0	0	0	-		
	BIMNUR MAS SYAHIDAH									G																																		
Total :																																		872	0	2	18	155	0	12	10			

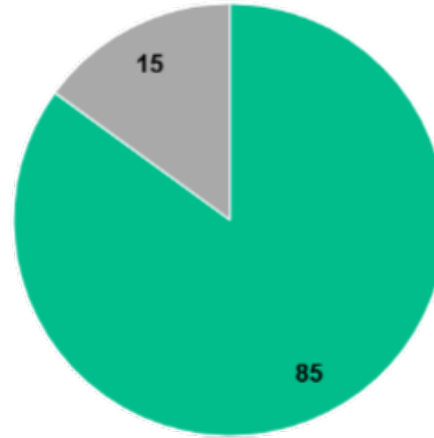
Keterangan :	Operation	OA	Check & Import Payroll	Verification
-Huruf H = Hadir , I = Izin , A = Alpha , O = OFF , S = SAKIT, SR = SAKIT SURAT , IR = IZIN SURAT -Kolom dibawah untuk Huruf G = Lembur Ganti -Jika CSO yang sedang off diminta masuk menggantikan maka baris atas diisi O baris bawah diisi G -Kolom D,E,F,G,H terisi otomatis dari jumlah Hadir, Izin, Alpha, Lembur Ganti, Off	YANTI SUPRIYANTI	Ega		Nama
	2024-12-16 10:34:15	2024-12-24 09:58:09	Tgl	Tgl

TOTAL JADWAL : 1047 MP

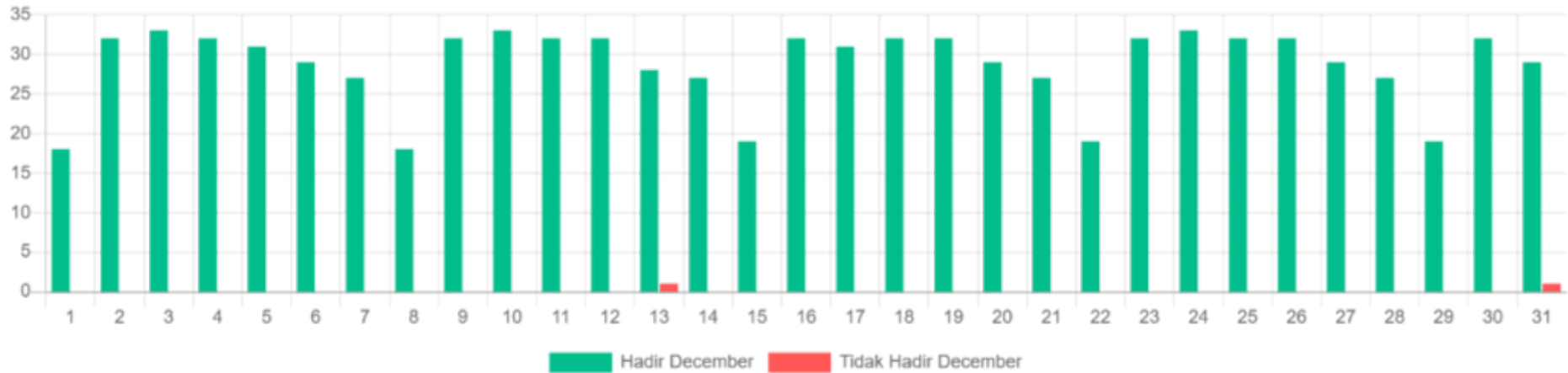
HADIR : 890 MP

OFF : 155 MP

TIDAK HADIR : 2 MP



Monthly : December





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			
							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	SB	MG	SN	SL					
							PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA	PA			
KACA																																										
1	LOBBY	GLASS CLEANING	0	5	0	0		PA							PA							PA							PA							PA			5	5		
PILAR																																										
1	LOBBY	WALL CLEANING	0	5	0	0		PA							PA							PA							PA							PA			5	5		
GRILL AC																																										
1	LOBBY	HIGH DUSTING	0	4	0	0					PA						PA							PA							PA								4	4		
LOGO RSCA																																										
1	LOBBY	SPOTING	0	4	0	0						PA					PA								PA							PA							4	4		
DINDING KORIDOR																																										
1	LOBBY	WALL CLEANING	0	5	0	0			PA							PA							PA							PA							PA	5	5			
ACP KANOPI LOBBY																																										
1	LOBBY	SPOTING	0	0	1	0								PA																									1	1		
KANOPI LOBBY																																										
1	LOBBY	BRUSHING	0	0	1	0																									PA								1	1		
KANOPI UGD																																										
1	UGD	BRUSHING	0	0	1	0																									PA								1	1		
AHU																																										
1	LOBBY	SWEEPING	0	5	0	0			PA							PA						PA								PA							PA	5	5			
TROLI BAKET																																										
1	LOBBY	SPOTING	0	4	0	0				PA							PA						PA								PA								4	4		
LIFT																																										
1	LOBBY	WALL CLEANING	0	2	0	0				PA													PA																2	2		
PINTU REL LIFT																																										
1	LOBBY	SWEEPING	0	2	0	0									PA																PA								2	2		
TRASH BIN																																										
1	LOBBY	SPOTING	0	4	0	0								PA							PA						PA							PA					4	4		
LANTAI																																										
1	LOBBY	WASHING	0	5	0	0	PA								PA						PA							PA							PA				5	5		
2	TOILET	BRUSHING	0	5	0	0	PA							PA							PA							PA							PA				5	5		
DINDING TOILET																																										
1	TOILET	WALL CLEANING	0	5	0	0	PA								PA						PA							PA							PA				5	5		
EXIT																																										
1	EXIT	BRUSHING MANUAL	0	4	0	0						PA								PA							PA							PA					4	4		
Total Rencana :							3	2	2	2	1	2	1	4	2	2	2	1	2	1	3	2	2	2	1	2	1	3	2	2	4	1	2	1	3	2	2	2				
Total Realisasi :								3	2	2	2	1	2	1	4	2	2	2	1	2	1	3	2	2	2	1	2	1	3	2	2	4	1	2	1	3	2	2	2	62	62	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			

Warna	Keterangan
P	: Planning
A	: Actual / Terealisasi
X	: Tidak Terealisasi

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				
							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	SB	MG	SN	SL						
GUTTER																																											
1	HALAMAN	SWEEPING	0	5	0	0	P	A							P	A						P	A						P	A					P	A		5	5				
RUMPUT GULMA																																											
1	HALAMAN	PECABUTAN	0	4	0	0					P	A				P	A					P	A								P	A						4	4				
TPS																																											
1	HALAMAN	WASHING MANUAL	0	5	0	0		P	A							P	A					P	A							P	A						P	A	5	5			
TRASH BIN																																											
1	HALAMAN	SPOTING	0	4	0	0						P	A						P	A							P	A						P	A				4	4			
Total Rencana :							0	1	1	0	1	1	0	0	1	1	0	1	1	0	0	1	1	0	1	1	0	0	1	1	0	1	1	0	1	1	0	0	1	1			
Total Realisasi :							0	1	1	0	1	1	0	0	1	1	0	1	1	0	0	1	1	0	1	1	0	1	1	0	1	1	0	1	1	0	0	1	1	1	18	18	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	0		
Warna	Keterangan																																										
P	: Planning																																										
A	: Actual / Terealisasi																																										
X	: Tidak Terealisasi																																										

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			
							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	SB	MG	SN	SL	SL				
							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	P	A
GRILL AC																																										
1	LANTAI 1	HIGH DUSTING	0	3	0	0		P	A						P	A						P	A															3	3			
DINDING KORIDOR																																										
1	KORIDOR	WALL CLEANING	0	5	0	0			P	A						P	A					P	A							P	A						P	A	5	5		
AHU																																										
1	LANTAI 1	SWEEPING	0	5	0	0			P	A						P	A					P	A							P	A						P	A	5	5		
LIFT																																										
1	PINTU LIFT	WALL CLEANING	0	2	0	0				P	A											P	A															2	2			
PINTU REL LIFT																																										
1	RELL LIFT	SWEEPING	0	1	0	0										P	A																					1	1			
TRASH BIN																																										
1	LANTAI 1	SPOTING	0	4	0	0				P	A						P	A					P	A							P	A							4	4		
LANTAI																																										
1	LANTAI 1	WASHING	0	4	0	0							P	A					P	A						P	A							P	A				4	4		
2	TOILET	BRUSHING MANUAL	0	4	0	0				P	A						P	A					P	A							P	A							4	4		
KACA																																										
1	LANTAI 1	GLASS CLEANING	0	4	0	0							P	A				P	A						P	A							P	A					4	4		
EXIT																																										
1	EXIT	BRUSHING MANUAL	0	4	0	0						P	A					P	A					P	A							P	A						4	4		
TROLI BAKET																																										
1	LANTAI 1	SPOTING	0	4	0	0						P	A					P	A						P	A							P	A					4	4		
DINDING TOILET																																										
1	TOILET	WALL CLEANING	0	4	0	0					P	A						P	A					P	A							P	A						4	4		
Total Rencana :							0	1	2	2	4	2	2	0	1	2	2	4	2	2	0	1	2	2	4	2	2	0	0	2	1	4	2	2	0	0	2					
Total Realisasi :							0	1	2	2	4	2	2	0	1	2	2	4	2	2	0	1	2	2	4	2	2	0	0	2	1	4	2	2	0	0	2	2	44	44		
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			
Warna	Keterangan																																									
P	: Planning																																									
A	: Actual / Terealisasi																																									
X	: Tidak Terealisasi																																									

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			
							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	SB	MG	SN	SL					
							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	P	A
GRILL AC																																										
1	LANTAI 2	HIGH DUSTING	0	5	0	0		P	A						P	A						P	A						P	A						P	A		5	5		
AHU																																										
1	LANTAI 2	SWEETING	0	5	0	0			P	A						P	A						P	A						P	A						P	A	5	5		
TROLI BAKET																																										
1	LANTAI 2	SPOTING	0	4	0	0						P	A						P	A						P	A					P	A						4	4		
KACA																																										
1	LANTAI 2	GLASS CLEANING	0	5	0	0			P	A						P	A						P	A						P	A						P	A	5	5		
LIFT																																										
1	LANTAI 2	WALL CLEANING	0	2	0	0				P	A								P	A																			2	2		
PINTU REL LIFT																																										
1	LANTAI 2	SWEETING	0	2	0	0									P	A															P	A							2	2		
DINDING KORIDOR																																										
1	LANTAI 2	WALL CLEANING	0	4	0	0					P	A					P	A						P	A							P	A						4	4		
TRASH BIN																																										
1	LANTAI 2	SPOTING	0	4	0	0					P	A					P	A						P	A							P	A						4	4		
DINDING TOILET																																										
1	TOILET	WALL CLEANING	0	4	0	0					P	A					P	A						P	A							P	A						4	4		
EXIT																																										
1	EXIT	BRUSHING MANUAL	0	4	0	0						P	A					P	A						P	A						P	A						4	4		
LANTAI																																										
1	TOILET	BRUSHING MANUAL	0	4	0	0					P	A						P	A							P	A						P	A					4	4		
Total Rencana :							0	1	2	2	3	2	0	0	1	2	2	3	2	0	0	1	2	2	3	2	0	0	1	2	2	3	2	0	0	0	1	2				
Total Realisasi :							0	1	2	2	3	2	0	0	1	2	2	3	2	0	0	1	2	2	3	2	0	0	1	2	2	3	2	0	0	0	1	2	2	43	43	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																																									
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X	: Tidak Terealisasi																																									

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																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
							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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	SB	MG	SN	SL

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		
							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	SB	MG	SN	SL			RB	KM
PIPA																																									
1	BESMEN	HIGH DUSTING	0	5	0	0		P	A							P	A						P	A						P	A						P	A		5	5
AHU																																									
1	BESMEN	BRUSHING MANUAL	0	5	0	0			P	A							P	A					P	A						P	A							P	A	5	5
GRILL AC																																									
1	BESMEN	HIGH DUSTING	0	4	0	0							P	A					P	A						P	A						P	A					4	4	
LIFT																																									
1	BESMEN	WALL CLEANING	0	2	0	0				P	A												P	A															2	2	
PINTU REL LIFT																																									
1	BESMEN	SWEEPING	0	2	0	0											P	A													P	A							2	2	
PARKIRAN BESMEN																																									
1	BESMEN	BRUSHING	0	0	1	0																													P	A			1	1	
SPEED BUMP																																									
1	BESMEN	BRUSHING MANUAL	0	4	0	0					P	A						P	A							P	A						P	A					4	4	
TRASH BIN																																									
1	BESMEN	SPOTING	0	4	0	0								P	A					P	A						P	A						P	A				4	4	
KARPET																																									
1	BESMEN	DRY VAKUM	0	4	0	0								P	A					P	A						P	A						P	A				4	4	
TROLI BAKET																																									
1	BESMEN	SPOTING	0	4	0	0								P	A					P	A							P	A					P	A				4	4	
PERAWATAN MESIN																																									
1	BESMEN	GENERAL CLEANING	0	5	0	0	P	A							P	A						P	A						P	A						P	A			5	5
LANTAI																																									
1	BESMEN	WASHING	0	5	0	0	P	A							P	A						P	A						P	A						P	A			5	5
2	TOILET	BRUSHING MANUAL	0	4	0	0								P	A					P	A							P	A					P	A				4	4	
3	OFFICE	WASHING	0	2	0	0														P	A														P	A			2	2	
DINDING TOILET																																									
1	TOILET	WALL CLEANING	0	4	0	0									P	A					P	A							P	A					P	A				4	4
Total Rencana :							2	1	1	1	1	1	5	2	1	1	1	1	1	5	3	1	1	1	1	1	5	2	1	1	1	1	1	5	4	1	1	55	100%		
Total Realisasi :							2	1	1	1	1	1	5	2	1	1	1	1	1	5	3	1	1	1	1	1	5	2	1	1	1	1	1	5	4	1	1	55			
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																																							

Warna	Keterangan
X	: Tidak Terealisasi

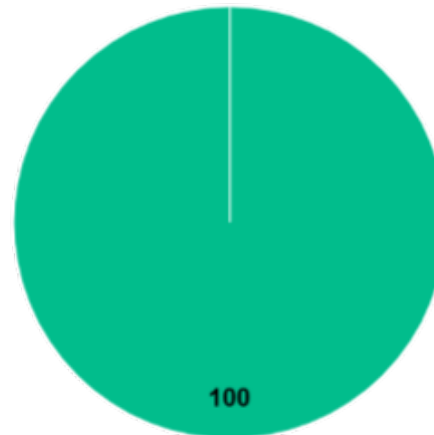
PEKERJAAN : 299

REALISASI : 299

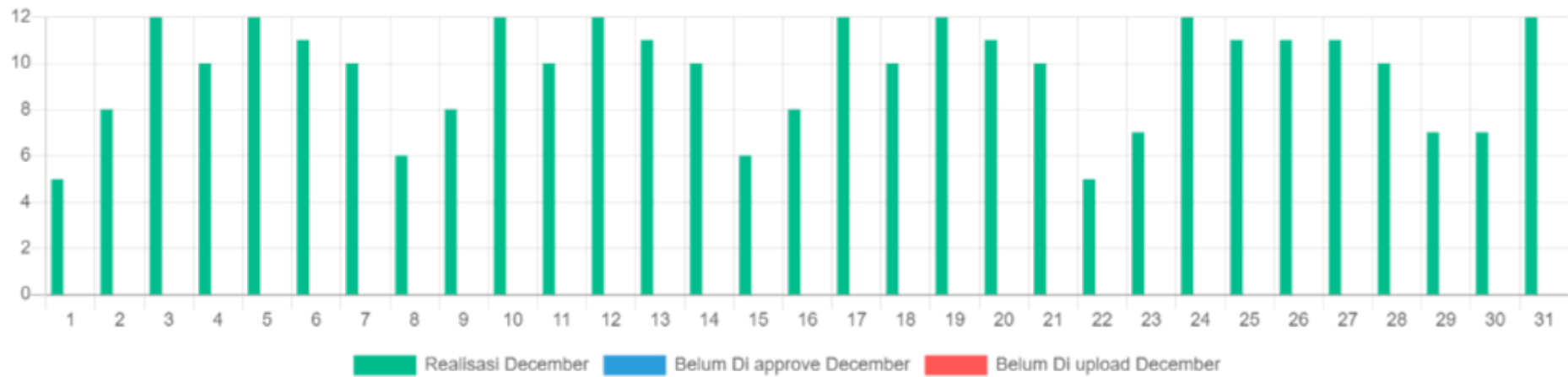
DIALIHKAN : 0

BELUM APPROVE : 0

BELUM UPLOAD : 0



Monthly : December





LAPORAN VISUALISASI PERIODIK

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	10-12-2024	HALAMAN	WASHING MANUAL	HALAMAN	 17:17:55 10-Dec-2024	 17:18:50 10-Dec-2024	 17:29:13 10-Dec-2024
2	10-12-2024	LOBBY	WALL CLEANING	LOBBY	 15:56:02 10-Dec-2024	 15:56:24 10-Dec-2024	 15:58:04 10-Dec-2024
3	10-12-2024	LOBBY	SWEEPING	LOBBY	 09:46:46 10-Dec-2024	 09:48:00 10-Dec-2024	 09:50:46 10-Dec-2024
4	10-12-2024	LANTAI 1	WALL CLEANING	KORIDOR	 09:39:20 10-Dec-2024	 09:39:31 10-Dec-2024	 09:42:54 10-Dec-2024
5	10-12-2024	LANTAI 1	SWEEPING	LANTAI 1	 16:03:28 10-Dec-2024	 16:06:07 10-Dec-2024	 16:11:38 10-Dec-2024
6	10-12-2024	LANTAI 2	SWEEPING	LANTAI 2	 11:15:25 10-Dec-2024	 11:15:35 10-Dec-2024	 11:18:52 10-Dec-2024

No	Tanggal	Area	ItemPekerjaan	Detail Pekerjaan	Before	Progress	After
7	10-12-2024	LANTAI 2	GLASS CLEANING	LANTAI 2	 19:26:15 10-Des-2024	 19:32:46 10-Des-2024	 19:35:54 10-Des-2024
8	10-12-2024	LANTAI 3	WALL CLEANING	LANTAI 3	 11:09:41 10-Des-2024	 11:12:32 10-Des-2024	 11:54:05 10-Des-2024
9	10-12-2024	LANTAI 3	SWEEPING	LANTAI 3	 19:04:54 10-Des-2024	 19:05:27 10-Des-2024	 19:07:03 10-Des-2024
10	10-12-2024	LANTAI 5	WALL CLEANING	LANTAI 5	 11:05:46 10-Des-2024	 11:20:14 10-Des-2024	 11:46:46 10-Des-2024
11	10-12-2024	LANTAI 5	SWEEPING	LANTAI 5	 15:53:25 10-Des-2024	 15:53:49 10-Des-2024	 15:55:07 10-Des-2024
12	10-12-2024	BESMENT	BRUSHING MANUAL	BESMEN	 09:54:56 10-Des-2024	 18:00:42 10-Des-2024	 10:09:16 10-Des-2024

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
1	11-12-2024	LOBBY	SPOTING	LOBBY	 16:18:55 11-Des-2024	 16:19:49 11-Des-2024	 16:24:53 11-Des-2024
2	11-12-2024	LOBBY	SWEEPING	LOBBY	 06:27:18 11-Des-2024	 06:27:38 11-Des-2024	 06:34:02 11-Des-2024
3	11-12-2024	LANTAI 1	SWEEPING	RELL LIFT	 07:44:40 11-Des-2024	 07:45:11 11-Des-2024	 07:57:51 11-Des-2024
4	11-12-2024	LANTAI 1	SPOTING	LANTAI 1	 16:33:08 11-Des-2024	 16:36:27 11-Des-2024	 16:39:54 11-Des-2024
5	11-12-2024	LANTAI 2	SWEEPING	LANTAI 2	 09:44:20 11-Des-2024	 09:44:56 11-Des-2024	 09:50:16 11-Des-2024
6	11-12-2024	LANTAI 2	SPOTING	LANTAI 2	 21:02:05 11-Des-2024	 21:02:31 11-Des-2024	 21:04:52 11-Des-2024

No	Tanggal	Area	Item Pekerjaan	Detail Pekerjaan	Before	Progress	After
7	11-12-2024	LANTAI 3	SPOTING	LANTAI 3	 21:02:53 11-Dec-2024	 21:03:15 11-Dec-2024	 21:05:47 11-Dec-2024
8	11-12-2024	LANTAI 3	SWEEPING	LANTAI 3	 10:50:43 11-Dec-2024	 10:51:34 11-Dec-2024	 12:58:00 11-Dec-2024
9	11-12-2024	LANTAI 5	SWEEPING	LANTAI 5	 10:57:34 11-Dec-2024	 10:58:05 11-Dec-2024	 11:00:34 11-Dec-2024
10	11-12-2024	BESMENT	SWEEPING	BESMEN	 12:42:06 11-Dec-2024	 12:43:13 11-Dec-2024	 12:46:52 11-Dec-2024



LAPORAN TURNOVER

Total MP Awal	MP Baru	MP Pindahan	MP Dipindahkan	Dipulangkan	Total MP Akhir	Turnover Rate (%)
32	0	0	3	0	29	0.00

No.	NUC	Nama Karyawan	Jabatan Terakhir	Tipe Turnover	Tanggal Keluar	Tanggal Masuk	Keterangan
DIPULANGKAN KE HO							
MP BARU							
MP PINDAHAN							
MP DIPINDAHKAN							
1	1036858	BINTANG SAPUTRA	CLEANER	MP DIPINDAHKAN	-	2024-12-31	-
2	1036864	NILA RINJANI	CLEANER	MP DIPINDAHKAN	-	2024-12-31	-
3	1036857	SAMSURI	CLEANER	MP DIPINDAHKAN	-	2024-12-31	-

TOTAL : 3 MP

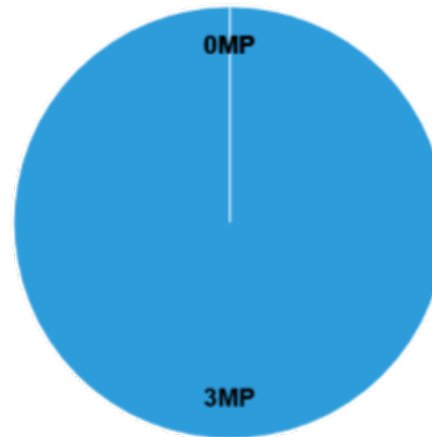
NEW : 0 MP

RESIGN : 0 MP

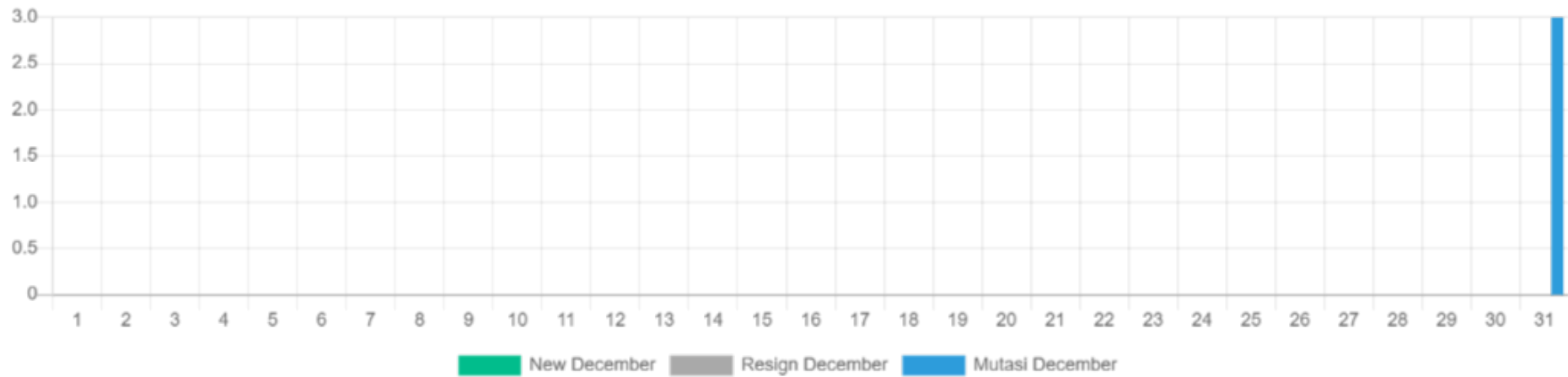
MUTASI : 3 MP

Pengawas : 0

CSO : 3



Monthly : December





LAPORAN MESIN

No	Kode Mesin	Jenis Mesin	Merk Mesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
1	CF1/59/SCRB/54	AUTOMATIC SCRUBBER	ROTANO			-	RUSAK
2	CF1/3/VC60/59	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			-	RUSAK
3	CF1/3/HPOL/55	HAND POLISHER	INNOTECH			BAIK	-
4	CF1/59/LOSP/56	LOW SPEED POLISHER	ROTANO			BAIK	-
5	CF1/3/VC30/57	WET & DRY VACUUM CLEANER 30 LITER	INNOTECH			BAIK	-
6	CF1/59/SCRB/3573	AUTOMATIC SCRUBBER	ROTANO			BAIK	-