

LAPORAN BULANAN CLEANING SERVICE

Proyek :
DAGO BUTIK



Periode :

APRIL 2025

Disusun Oleh :

ANDRI WIBOWO

CS-LEADER

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 DAGO BUTIK

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

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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	H	I	A	G	O	S	SR	IR	Keterangan
1	2001182	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	25	0	0	0	5	0	0	0	-
	ANDRI WIBOWO																																								
2	2003337	CLEANER	H	H	H	H	O	H	O	H	H	H	H	H	H	h	H	H	H	H	H	H	O	H	H	H	H	H	H	O	H	H	26	0	0	0	4	0	0	0	-
	RIKI NUGRAHA																																								
3	2003350	CLEANER	H	H	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	H	26	0	0	0	4	0	0	0	-
	RINA SAVITRIANA																																								
4	2003472	CLEANER	H	H	H	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	26	0	0	0	4	0	0	0	-
	GINAR KUSWARA																																								
5	2003479	CLEANER	O	H	H	H	H	H	A	O	H	H	H	H	h	H	O	H	H	A	H	H	H	O	H	H	H	H	H	H	O	H	23	0	2	0	5	0	0	0	-
	CECEP ALDI GUNAWAN																																								
6	2003540	CLEANER	H	H	H	H	H	O	H	H	O	H	H	H	O	H	H	A	H	H	H	O	H	H	H	H	H	h	O	H	H	H	24	0	1	0	5	0	0	0	-
	IRMA MARLINA																																								
Total :																																	150	0	3	0	27	0	0	0	

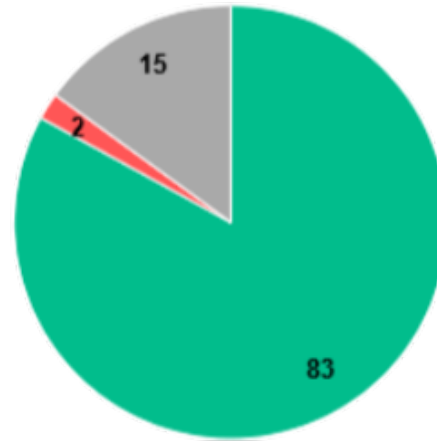
Keterangan :	Operation	OA	Check & Import Payroll	Verification
-Huruf H = Hadir , I = Izin , A = Alpha , O = OFF , S = SAKIT, SR = SAKIT SURAT , IR = IZIN SURAT -Kolom dibawah untuk Huruf G = Lembur Ganti -Jika CSO yang sedang off diminta masuk menggantikan maka baris atas diisi O baris bawah diisi G -Kolom D,E,F,G,H terisi otomatis dari jumlah Hadir, Izin, Alpha, Lembur Ganti, Off	SUMARNA	UMAR		Nama
	2025-04-16 10:06:54	2025-04-17 13:43:21	Tgl	Tgl

TOTAL JADWAL : 180 MP

HADIR : 150 MP

OFF : 27 MP

TIDAK HADIR : 3 MP



Monthly : April





LAPORAN TABEL PERIODIK



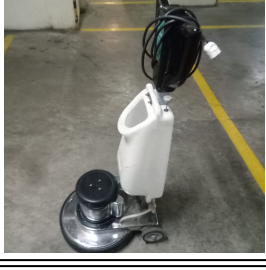
LAPORAN VISUALISASI PERIODIK



LAPORAN TURNOVER



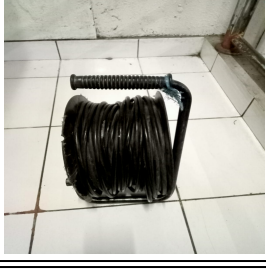
LAPORAN MESIN

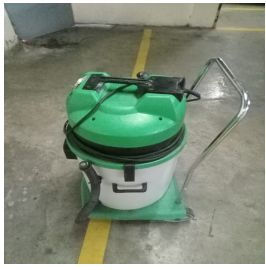
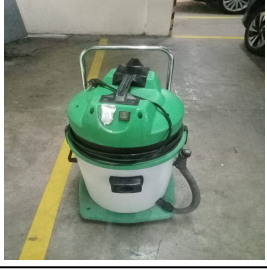
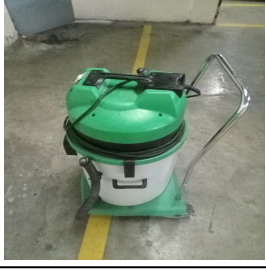
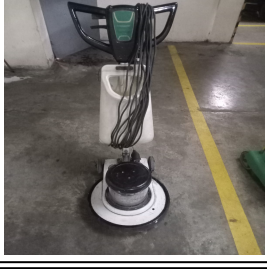
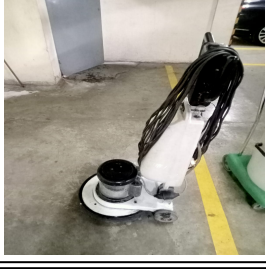
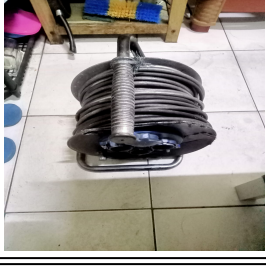
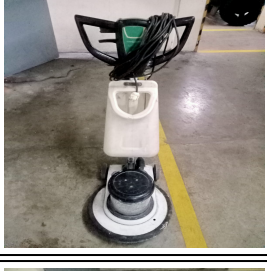
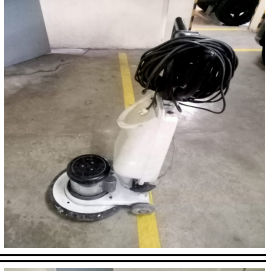
No	Kode Mesin	Jenis Mesin	Merk Mesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
1	CF2/21/LOSP/3085	LOW SPEED POLISHER	GOLDIE			-	RUSAK
2	CF2/36/KR50/3666	KABEL ROLL 50 METER	PHILMAX			BAIK	-
3	CF2/3/VC60/3257	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
4	CF2/21/LOSP/3258	LOW SPEED POLISHER	GOLDIE			BAIK	-
5	CF2/36/KR50/3259	KABEL ROLL 50 METER	PHILMAX			BAIK	-
6	CF2/21/LOSP/3482	LOW SPEED POLISHER	GOLDIE			BAIK	-

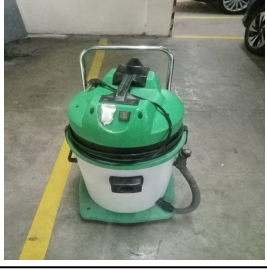
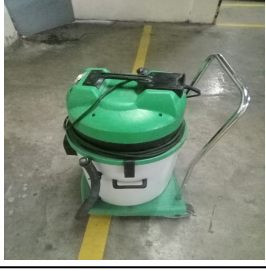
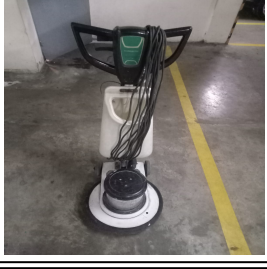
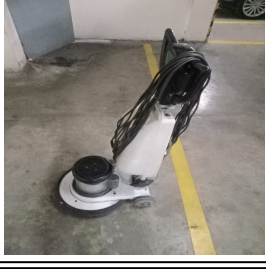
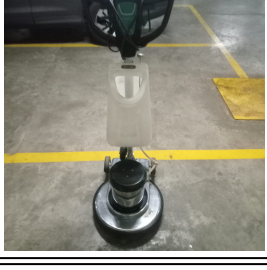
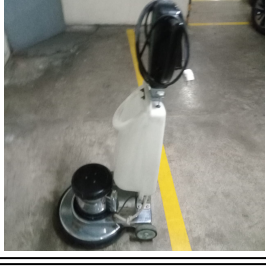
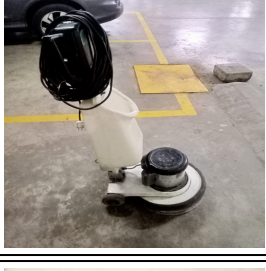
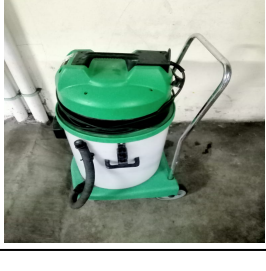
No	Kode Mesin	Jenis Mesin	MerkMesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
7	CF2/3/VC60/3483	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
8	CF2/36/KR50/3484	KABEL ROLL 50 METER	PHILMAX			BAIK	-
9	CF2/3/VC60/3594	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
10	CF2/36/KR50/3595	KABEL ROLL 50 METER	PHILMAX			BAIK	-
11	CF2/21/LOSP/3596	LOW SPEED POLISHER	GOLDIE			BAIK	-
12	CF2/21/LOSP/3664	LOW SPEED POLISHER	GOLDIE			BAIK	-

No	Kode Mesin	Jenis Mesin	MerkMesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
13	CF2/3/VC60/3665	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
14	CF2/36/KR50/3144	KABEL ROLL 50 METER	PHILMAX			BAIK	-
15	CF2/21/LOSP/3811	LOW SPEED POLISHER	GOLDIE			BAIK	-
16	CF2/3/VC60/3812	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
17	CF2/36/KR50/3813	KABEL ROLL 50 METER	PHILMAX			BAIK	-
18	CF2/21/LOSP/4320	LOW SPEED POLISHER	GOLDIE			BAIK	-

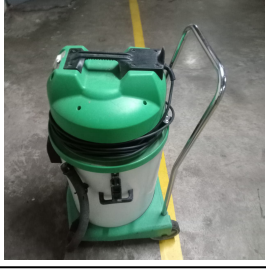
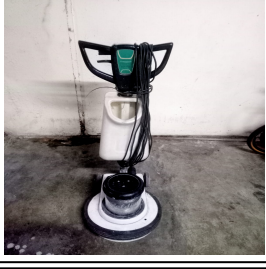
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19	CF2/3/VC60/4321	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
20	CF2/36/KR50/4322	KABEL ROLL 50 METER	PHILMAX			BAIK	-
21	CF2/3/VC60/4374	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
22	CF2/21/LOSP/4375	LOW SPEED POLISHER	GOLDIE			BAIK	-
23	CF2/36/KR50/4376	KABEL ROLL 50 METER	PHILMAX			BAIK	-
24	CF2/3/VC60/4637	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-

No	Kode Mesin	Jenis Mesin	MerkMesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
25	CF2/36/KR50/4638	KABEL ROLL 50 METER	PHILMAX			BAIK	-
26	CF2/21/LOSP/4639	LOW SPEED POLISHER	GOLDIE			BAIK	-
27	CF2/36/KR50/2690	KABEL ROLL 50 METER	PHILMAX			BAIK	-
28	CF2/3/VC60/2394	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
29	CF2/36/KR50/2395	KABEL ROLL 50 METER	PHILMAX			BAIK	-
30	CF2/4/LOSP/2485	LOW SPEED POLISHER	GADLEE			BAIK	-

No	Kode Mesin	Jenis Mesin	MerkMesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
31	CF2/3/CV80/2487	WET & DRY VACUUM CLEANER 80 LITER	INNOTECH			BAIK	-
32	CF2/3/VC60/2494	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
33	CF2/21/LOSP/2495	LOW SPEED POLISHER	GOLDIE			BAIK	-
34	CF2/36/KR50/2496	KABEL ROLL 50 METER	PHILMAX			BAIK	-
35	CF2/21/LOSP/2569	LOW SPEED POLISHER	GOLDIE			BAIK	-
36	CF2/3/VC60/2570	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-

No	Kode Mesin	Jenis Mesin	MerkMesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
37	CF2/36/KR50/2571	KABEL ROLL 50 METER	PHILMAX			BAIK	-
38	CF2/3/VC60/2688	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
39	CF2/21/LOSP/2689	LOW SPEED POLISHER	GOLDIE			BAIK	-
40	CF2/21/LOSP/3145	LOW SPEED POLISHER	GOLDIE			BAIK	-
41	CF2/21/LOSP/2714	LOW SPEED POLISHER	GOLDIE			BAIK	-
42	CF2/3/VC60/2715	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-

No	Kode Mesin	Jenis Mesin	MerkMesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
43	CF2/36/KR50/2716	KABEL ROLL 50 METER	PHILMAX			BAIK	-
44	CF2/21/HISP/2844	HIGH SPEED POLISHER	GOLDIE			BAIK	-
45	CF2/3/VC60/2845	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
46	CF2/21/LOSP/2950	LOW SPEED POLISHER	GOLDIE			BAIK	-
47	CF2/3/CV80/2951	WET & DRY VACUUM CLEANER 80 LITER	INNOTECH			BAIK	-
48	CF2/3/VC60/3086	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-

No	Kode Mesin	Jenis Mesin	MerkMesin	Foto Depan	Foto Samping	Status Baik	Status Rusak
49	CF2/36/KR50/3087	KABEL ROLL 50 METER	PHILMAX			BAIK	-
50	CF2/3/VC60/3143	WET & DRY VACUUM CLEANER 60 LITER	INNOTECH			BAIK	-
51	CF2/21/LOSP/2393	LOW SPEED POLISHER	GOLDIE			BAIK	-