

# LAPORAN BULANAN CLEANING SERVICE

Proyek :  
**BUDI LUHUR (SMA)**



Periode :  
**SEPTEMBER 2025**

Disusun Oleh :  
**NURHAYADI**  
**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 BUDI LUHUR (SMA)**

**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

[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       | 1025469              | CLEANER   | h | H  | H | H | O | O | O | H | H | H  | H  | H  | H  | O  | H  | H  | IR | H  | H  | H  | O  | H  | H  | H  | H  | H  | H  | O  | H  | H  | 23 | 0 | 0 | 0 | 6  | 0 | 0  | 1  | -          |
|         | YOLA SAFITRI         |           |   |    |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |    |   |    |    |            |
| 2       | 1038748              | CLEANER   | h | H  | H | H | O | O | O | H | H | H  | H  | H  | H  | O  | H  | H  | H  | H  | H  | H  | O  | H  | H  | H  | H  | H  | H  | O  | H  | H  | 24 | 0 | 0 | 0 | 6  | 0 | 0  | 0  | -          |
|         | ERLANGGA             |           |   |    |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |    |   |    |    |            |
| 3       | 1039591              | CLEANER   | h | SR | H | H | O | H | O | H | H | H  | H  | H  | O  | O  | H  | H  | H  | H  | H  | H  | O  | H  | SR | H  | H  | H  | O  | O  | H  | H  | 21 | 0 | 0 | 0 | 7  | 0 | 2  | 0  | -          |
|         | M RIHMAYADI APRIYATA |           |   |    |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |    |   |    |    |            |
| 4       | 13000590             | CS-LEADER | h | H  | H | H | O | H | O | H | H | H  | H  | H  | O  | O  | H  | H  | H  | H  | H  | O  | O  | H  | H  | H  | H  | H  | O  | O  | H  | H  | 22 | 0 | 0 | 0 | 8  | 0 | 0  | 0  | -          |
|         | NURHAYADI            |           |   |    |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |    |   |    |    |            |
| Total : |                      |           |   |    |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | 90 | 0 | 0 | 0 | 27 | 0 | 2  | 1  |            |

| Keterangan :                                                                                                                                                                                                                                                                                                                               | Operation           | OA                  | Check & Import Payroll | Verification |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------|------------------------|--------------|
| -Huruf H = Hadir , I = Izin , A = Alpha , O = OFF , S = SAKIT, SR = SAKIT SURAT , IR = IZIN SURAT<br>-Kolom dibawah untuk Huruf G = Lembur Ganti<br>-Jika CSO yang sedang off diminta masuk menggantikan maka baris atas diisi O baris bawah diisi G<br>-Kolom D,E,F,G,H terisi otomatis dari jumlah Hadir, Izin, Alpha, Lembur Ganti, Off | ARIFIN HIDAYAT      | SUSAN               |                        | Nama         |
|                                                                                                                                                                                                                                                                                                                                            | 2025-09-16 17:00:15 | 2025-09-21 19:25:36 | Tgl                    | Tgl          |





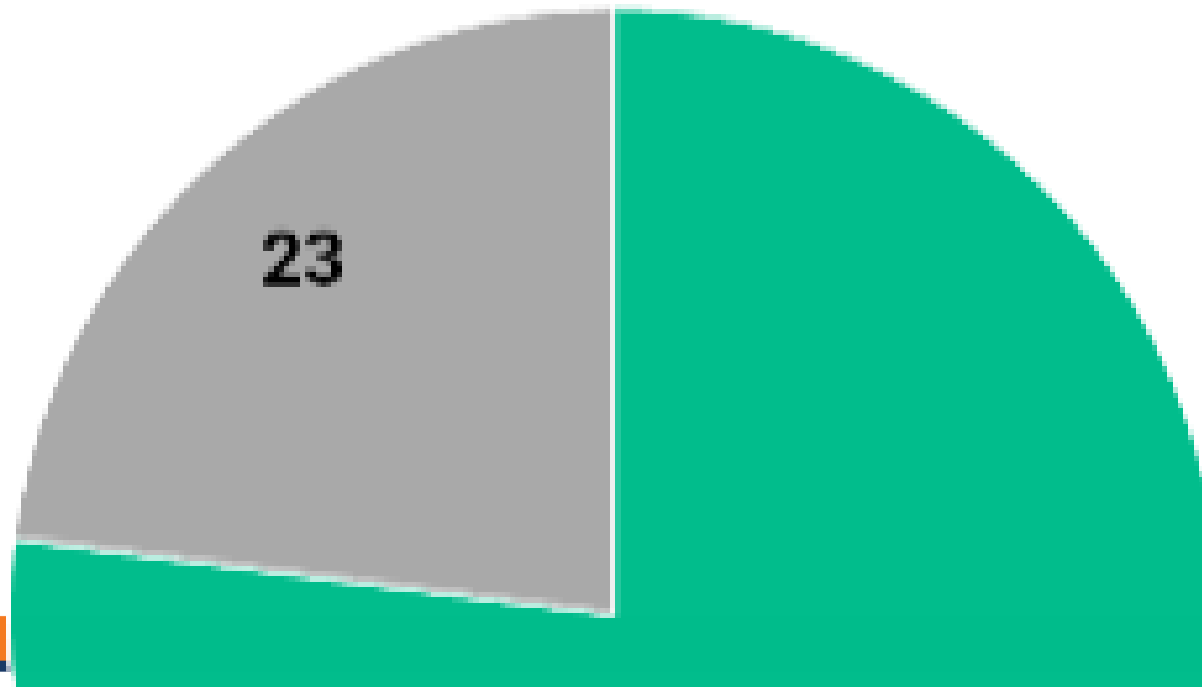


**TOTAL JADWAL : 117 MP**

**HADIR : 90 MP**

**OFF : 27 MP**

**TIDAK HADIR : 0 MP**





# **LAPORAN TABEL PERIODIK**



| Warna | Keterangan          |
|-------|---------------------|
| X     | : Tidak Terealisasi |





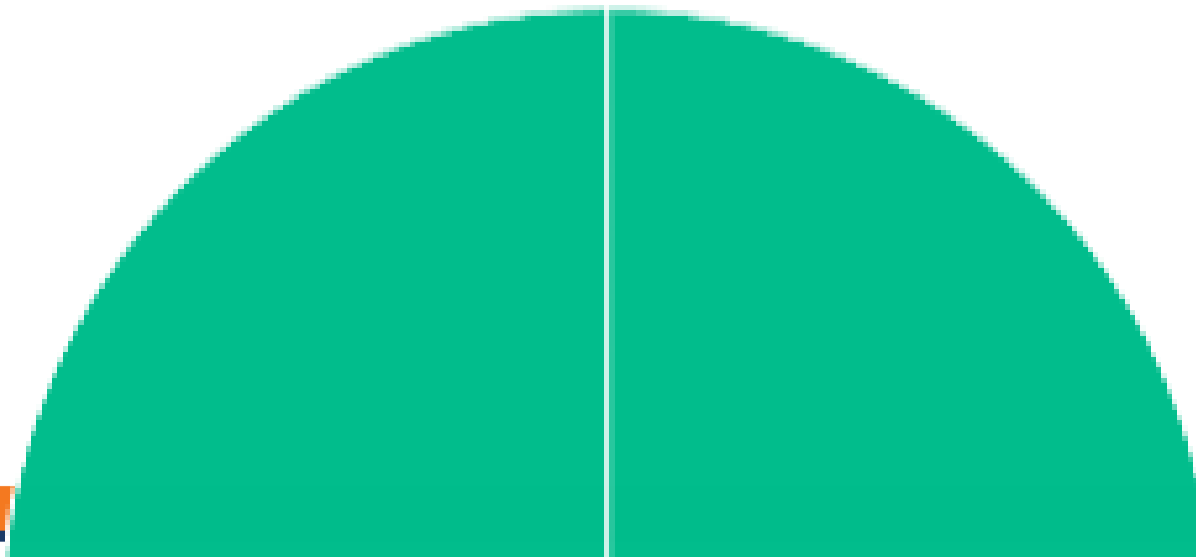
**PEKERJAAN : 59**

**REALISASI : 59**

**DIALIHKAN : 0**

**BELUM APPROVE : 0**

**BELUM UPLOAD : 0**



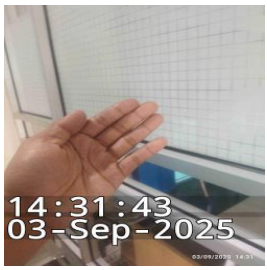




# **LAPORAN VISUALISASI PERIODIK**

| No | Tanggal    | Area           | Item Pekerjaan | Detail Pekerjaan               | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|----------------|--------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 01-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING LIST KACA - KACA       | <br>10:25:05<br>01-Sep-2025  | <br>10:25:31<br>01-Sep-2025  | <br>10:25:47<br>01-Sep-2025  |
| 2  | 01-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | GLASS CLEANING KACA LAB FISIKA | <br>10:23:22<br>01-Sep-2025  | <br>10:24:17<br>01-Sep-2025  | <br>10:24:33<br>01-Sep-2025  |
| 3  | 01-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING DUG DINDING KORIDOR    | <br>13:13:51<br>01-Sep-2025 | <br>13:14:31<br>01-Sep-2025 | <br>13:14:48<br>01-Sep-2025 |

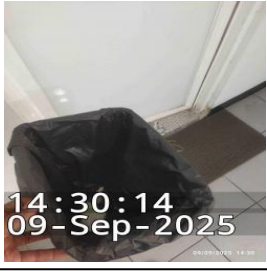
| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan            | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 02-09-2025 | SMA BUDI LUHUR | SPOTTING         | SPOTTING DINDING            | <br>12:26:26<br>02-Sep-2025  | <br>12:26:44<br>02-Sep-2025  | <br>12:26:57<br>02-Sep-2025  |
| 2  | 02-09-2025 | SMA BUDI LUHUR | WASHING          | WASHING TEMPAT SAMPAH       | <br>12:27:16<br>02-Sep-2025  | <br>12:27:54<br>02-Sep-2025  | <br>12:28:14<br>02-Sep-2025  |
| 3  | 02-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | GENERAL CLEANING LAB FISIKA | <br>12:29:03<br>02-Sep-2025 | <br>12:29:25<br>02-Sep-2025 | <br>12:29:39<br>02-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan | Before                                                                             | Progress                                                                            | After                                                                                |
|----|------------|----------------|------------------|------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 1  | 03-09-2025 | SMA BUDI LUHUR | GLASS CLEANING   | LOBBY SEKOLAH    |   |   |   |
| 2  | 03-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | LAB BIOLOGI      |   |   |   |
| 3  | 03-09-2025 | SMA BUDI LUHUR | GLASS CLEANING   | RUANG MEETING    |  |  |  |

| No | Tanggal    | Area           | Item Pekerjaan | Detail Pekerjaan             | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|----------------|------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 04-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | PERPUSTAKAAN                 | <br>13:24:56<br>04-Sep-2025  | <br>13:25:13<br>04-Sep-2025  | <br>13:25:26<br>04-Sep-2025  |
| 2  | 04-09-2025 | SMA BUDI LUHUR | SPOTTING       | SPOTTING SUDUT-SUDUT KORIDOR | <br>13:26:11<br>04-Sep-2025  | <br>13:26:49<br>04-Sep-2025  | <br>13:27:08<br>04-Sep-2025  |
| 3  | 04-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | RUANG AGAMA NONIS            | <br>14:32:49<br>04-Sep-2025 | <br>14:33:02<br>04-Sep-2025 | <br>14:33:15<br>04-Sep-2025 |

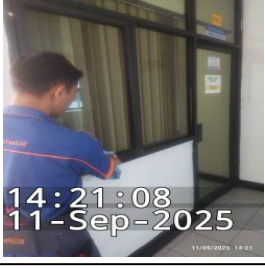


| No | Tanggal    | Area           | Item Pekerjaan | Detail Pekerjaan               | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|----------------|--------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 08-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING LIST KACA - KACA       | <br>09:24:04<br>08-Sep-2025  | <br>09:24:16<br>08-Sep-2025  | <br>09:24:33<br>08-Sep-2025  |
| 2  | 08-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | GLASS CLEANING KACA LAB FISIKA | <br>14:06:13<br>08-Sep-2025  | <br>14:08:35<br>08-Sep-2025  | <br>14:09:52<br>08-Sep-2025  |
| 3  | 08-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING DUG DINDING KORIDOR    | <br>09:24:48<br>08-Sep-2025 | <br>09:25:02<br>08-Sep-2025 | <br>09:25:13<br>08-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan            | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 09-09-2025 | SMA BUDI LUHUR | SPOTTING         | SPOTTING DINDING            | <br>14:29:21<br>09-Sep-2025  | <br>14:29:38<br>09-Sep-2025  | <br>14:29:49<br>09-Sep-2025  |
| 2  | 09-09-2025 | SMA BUDI LUHUR | WASHING          | WASHING TEMPAT SAMPAH       | <br>14:30:14<br>09-Sep-2025  | <br>14:30:38<br>09-Sep-2025  | <br>14:31:09<br>09-Sep-2025  |
| 3  | 09-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | GENERAL CLEANING LAB FISIKA | <br>14:31:32<br>09-Sep-2025 | <br>14:31:46<br>09-Sep-2025 | <br>14:31:58<br>09-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan | Before                                                                                                     | Progress                                                                                                    | After                                                                                                        |
|----|------------|----------------|------------------|------------------|------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| 1  | 10-09-2025 | SMA BUDI LUHUR | GLASS CLEANING   | LOBBY SEKOLAH    |  13:14:08<br>10-Sep-2025  |  13:14:18<br>10-Sep-2025  |  13:14:29<br>10-Sep-2025  |
| 2  | 10-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | LAB BIOLOGI      |  13:12:00<br>10-Sep-2025  |  13:12:30<br>10-Sep-2025  |  13:12:48<br>10-Sep-2025  |
| 3  | 10-09-2025 | SMA BUDI LUHUR | GLASS CLEANING   | RUANG MEETING    |  13:13:19<br>10-Sep-2025 |  13:13:32<br>10-Sep-2025 |  13:13:44<br>10-Sep-2025 |



| No | Tanggal    | Area           | Item Pekerjaan | Detail Pekerjaan             | Before                                                                                                     | Progress                                                                                                    | After                                                                                                        |
|----|------------|----------------|----------------|------------------------------|------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| 1  | 11-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | PERPUSTAKAAN                 |  13:31:16<br>11-Sep-2025  |  13:31:33<br>11-Sep-2025  |  13:31:45<br>11-Sep-2025  |
| 2  | 11-09-2025 | SMA BUDI LUHUR | SPOTTING       | SPOTTING SUDUT-SUDUT KORIDOR |  13:32:09<br>11-Sep-2025  |  13:32:35<br>11-Sep-2025  |  13:32:48<br>11-Sep-2025  |
| 3  | 11-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | RUANG AGAMA NONIS            |  14:20:53<br>11-Sep-2025 |  14:21:08<br>11-Sep-2025 |  14:21:19<br>11-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan | Detail Pekerjaan               | Before                                                                             | Progress                                                                            | After                                                                                |
|----|------------|----------------|----------------|--------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 1  | 15-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING LIST KACA - KACA       |   |   |   |
| 2  | 15-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | GLASS CLEANING KACA LAB FISIKA |   |   |   |
| 3  | 15-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING DUG DINDING KORIDOR    |  |  |  |

| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan            | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 16-09-2025 | SMA BUDI LUHUR | SPOTTING         | SPOTTING DINDING            | <br>14:10:08<br>16-Sep-2025  | <br>14:10:46<br>16-Sep-2025  | <br>14:11:02<br>16-Sep-2025  |
| 2  | 16-09-2025 | SMA BUDI LUHUR | WASHING          | WASHING TEMPAT SAMPAH       | <br>14:12:17<br>16-Sep-2025  | <br>14:12:50<br>16-Sep-2025  | <br>14:13:14<br>16-Sep-2025  |
| 3  | 16-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | GENERAL CLEANING LAB FISIKA | <br>14:15:17<br>16-Sep-2025 | <br>14:15:35<br>16-Sep-2025 | <br>14:15:48<br>16-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan | Before | Progress | After |
|----|------------|----------------|------------------|------------------|--------|----------|-------|
| 1  | 17-09-2025 | SMA BUDI LUHUR | GLASS CLEANING   | LOBBY SEKOLAH    |        |          |       |
| 2  | 17-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | LAB BIOLOGI      |        |          |       |
| 3  | 17-09-2025 | SMA BUDI LUHUR | GLASS CLEANING   | RUANG MEETING    |        |          |       |



| No | Tanggal    | Area           | Item Pekerjaan | Detail Pekerjaan             | Before                                                                                                                | Progress                                                                                                               | After                                                                                                                   |
|----|------------|----------------|----------------|------------------------------|-----------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1  | 18-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | PERPUSTAKAAN                 |  <div>13:53:30<br/>18-Sep-2025</div> |  <div>13:53:48<br/>18-Sep-2025</div> |  <div>13:54:01<br/>18-Sep-2025</div> |
| 2  | 18-09-2025 | SMA BUDI LUHUR | SPOTTING       | SPOTTING SUDUT-SUDUT KORIDOR |  <div>13:54:25<br/>18-Sep-2025</div> |  <div>13:55:30<br/>18-Sep-2025</div> |  <div>13:55:48<br/>18-Sep-2025</div> |

| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|------------------|------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 19-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | RUANG SERVER     | <br>10:13:47<br>19-Sep-2025  | <br>10:14:16<br>19-Sep-2025  | <br>10:14:28<br>19-Sep-2025  |
| 2  | 19-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | TOILET SISWA     | <br>09:14:34<br>19-Sep-2025  | <br>09:14:56<br>19-Sep-2025  | <br>09:15:17<br>19-Sep-2025  |
| 3  | 19-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | LAB KOMPUTER     | <br>13:53:44<br>19-Sep-2025 | <br>13:55:18<br>19-Sep-2025 | <br>13:55:31<br>19-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan | Detail Pekerjaan               | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|----------------|--------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 22-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING LIST KACA - KACA       | <br>09:31:04<br>22-Sep-2025  | <br>09:31:23<br>22-Sep-2025  | <br>09:31:42<br>22-Sep-2025  |
| 2  | 22-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | GLASS CLEANING KACA LAB FISIKA | <br>09:32:15<br>22-Sep-2025  | <br>09:33:01<br>22-Sep-2025  | <br>09:33:17<br>22-Sep-2025  |
| 3  | 22-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING DUG DINDING KORIDOR    | <br>09:33:43<br>22-Sep-2025 | <br>09:33:56<br>22-Sep-2025 | <br>09:34:09<br>22-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan            | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 23-09-2025 | SMA BUDI LUHUR | SPOTTING         | SPOTTING DINDING            | <br>13:34:10<br>23-Sep-2025  | <br>13:34:34<br>23-Sep-2025  | <br>13:34:47<br>23-Sep-2025  |
| 2  | 23-09-2025 | SMA BUDI LUHUR | WASHING          | WASHING TEMPAT SAMPAH       | <br>13:35:27<br>23-Sep-2025  | <br>13:35:54<br>23-Sep-2025  | <br>13:36:09<br>23-Sep-2025  |
| 3  | 23-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | GENERAL CLEANING LAB FISIKA | <br>15:30:50<br>23-Sep-2025 | <br>15:31:01<br>23-Sep-2025 | <br>15:31:17<br>23-Sep-2025 |



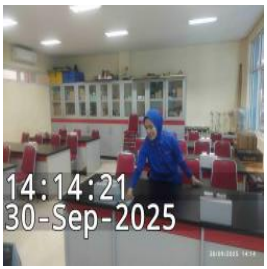
| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|------------------|------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 24-09-2025 | SMA BUDI LUHUR | GLASS CLEANING   | LOBBY SEKOLAH    | <br>13:27:36<br>24-Sep-2025  | <br>13:27:46<br>24-Sep-2025  | <br>13:27:59<br>24-Sep-2025  |
| 2  | 24-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | LAB BIOLOGI      | <br>13:26:04<br>24-Sep-2025  | <br>13:26:15<br>24-Sep-2025  | <br>13:26:27<br>24-Sep-2025  |
| 3  | 24-09-2025 | SMA BUDI LUHUR | GLASS CLEANING   | RUANG MEETING    | <br>13:26:50<br>24-Sep-2025 | <br>13:26:59<br>24-Sep-2025 | <br>13:27:10<br>24-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan | Detail Pekerjaan             | Before                                                                                                     | Progress                                                                                                    | After                                                                                                        |
|----|------------|----------------|----------------|------------------------------|------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| 1  | 25-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | PERPUSTAKAAN                 |  14:52:19<br>25-Sep-2025  |  14:52:34<br>25-Sep-2025  |  14:52:49<br>25-Sep-2025  |
| 2  | 25-09-2025 | SMA BUDI LUHUR | SPOTTING       | SPOTTING SUDUT-SUDUT KORIDOR |  14:53:14<br>25-Sep-2025  |  14:53:29<br>25-Sep-2025  |  14:53:49<br>25-Sep-2025  |
| 3  | 25-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | RUANG AGAMA NONIS            |  14:54:56<br>25-Sep-2025 |  14:55:22<br>25-Sep-2025 |  14:55:46<br>25-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|------------------|------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 26-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | RUANG SERVER     | <br>14:44:17<br>26-Sep-2025  | <br>14:44:29<br>26-Sep-2025  | <br>14:45:05<br>26-Sep-2025  |
| 2  | 26-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | TOILET SISWA     | <br>14:46:51<br>26-Sep-2025  | <br>14:47:09<br>26-Sep-2025  | <br>14:47:28<br>26-Sep-2025  |
| 3  | 26-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | LAB KOMPUTER     | <br>14:45:37<br>26-Sep-2025 | <br>14:45:52<br>26-Sep-2025 | <br>14:46:09<br>26-Sep-2025 |

| No | Tanggal    | Area           | Item Pekerjaan | Detail Pekerjaan               | Before                                                                             | Progress                                                                            | After                                                                                |
|----|------------|----------------|----------------|--------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 1  | 29-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING LIST KACA - KACA       |   |   |   |
| 2  | 29-09-2025 | SMA BUDI LUHUR | GLASS CLEANING | GLASS CLEANING KACA LAB FISIKA |   |   |   |
| 3  | 29-09-2025 | SMA BUDI LUHUR | DUSTING        | DUSTING DUG DINDING KORIDOR    |  |  |  |



| No | Tanggal    | Area           | Item Pekerjaan   | Detail Pekerjaan            | Before                                                                                                        | Progress                                                                                                       | After                                                                                                           |
|----|------------|----------------|------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| 1  | 30-09-2025 | SMA BUDI LUHUR | SPOTTING         | SPOTTING DINDING            | <br>14:10:41<br>30-Sep-2025  | <br>14:11:02<br>30-Sep-2025  | <br>14:11:15<br>30-Sep-2025  |
| 2  | 30-09-2025 | SMA BUDI LUHUR | WASHING          | WASHING TEMPAT SAMPAH       | <br>14:06:54<br>30-Sep-2025  | <br>14:08:38<br>30-Sep-2025  | <br>14:08:53<br>30-Sep-2025  |
| 3  | 30-09-2025 | SMA BUDI LUHUR | GENERAL CLEANING | GENERAL CLEANING LAB FISIKA | <br>14:14:09<br>30-Sep-2025 | <br>14:14:21<br>30-Sep-2025 | <br>14:14:45<br>30-Sep-2025 |



# LAPORAN TURNOVER

| No.               | NUC | Nama Karyawan | Jabatan Terakhir | Tipe Turnover | Tanggal Keluar | Tanggal Masuk | Keterangan |
|-------------------|-----|---------------|------------------|---------------|----------------|---------------|------------|
| DIPULANGKAN KE HO |     |               |                  |               |                |               |            |
| MP BARU           |     |               |                  |               |                |               |            |
| MP PINDAHAN       |     |               |                  |               |                |               |            |
| MP DIPINDAHKAN    |     |               |                  |               |                |               |            |







**TOTAL : 0 MP**

**NEW : 0 MP**

**RESIGN : 0 MP**

**MUTASI : 0 MP**

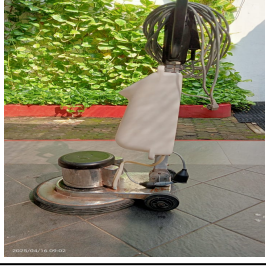
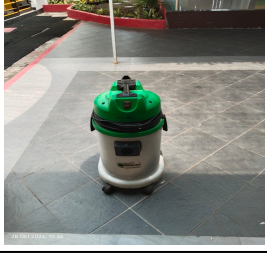
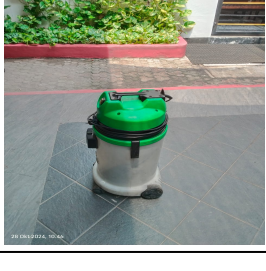
**Pengawas : 0**

**CSO : 0**

**OMP**



# **LAPORAN MESIN**

| No | Kode Mesin       | Jenis Mesin                       | Merk Mesin | Foto Depan                                                                          | Foto Samping                                                                          | Status Baik | Status Rusak |
|----|------------------|-----------------------------------|------------|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-------------|--------------|
| 1  | CF1/3/VC30/4416  | WET & DRY VACUUM CLEANER 30 LITER | INNOTECH   |    |    | -           | RUSAK        |
| 2  | CF1/3/VC30/4445  | WET & DRY VACUUM CLEANER 30 LITER | INNOTECH   |    |    | -           | RUSAK        |
| 3  | CF1/21/LOSP/4587 | LOW SPEED POLISHER                | GOLDIE     |   |   | -           | RUSAK        |
| 4  | CF1/21/HISP/3054 | HIGH SPEED POLISHER               | GOLDIE     |  |  | BAIK        | -            |
| 5  | CF1/3/VC60/3055  | WET & DRY VACUUM CLEANER 60 LITER | INNOTECH   |  |  | BAIK        | -            |
| 6  | CF1/3/VC30/3056  | WET & DRY VACUUM CLEANER 30 LITER | INNOTECH   |  |  | BAIK        | -            |

| No | Kode Mesin      | Jenis Mesin                       | MerkMesin | Foto Depan                                                                        | Foto Samping                                                                        | Status Baik | Status Rusak |
|----|-----------------|-----------------------------------|-----------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------|--------------|
| 7  | CF1/3/VC30/4444 | WET & DRY VACUUM CLEANER 30 LITER | INNOTECH  |  |  | BAIK        | -            |