

| 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 | JML | Ket |   |   |
|----------------|--------------------------------------|------------------|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|-----|-----|---|---|
|                |                                      |                  |   |   |   |   | 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 |     |     |   |   |
|                |                                      |                  |   |   |   |   | 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 |
| OFFICE GRAMALA |                                      |                  |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |     |     |   |   |
| 1              | RUANGAN MANAGER ROOM 3               | GENERAL CLEANING | 0 | 5 | 0 | 0 | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  | 5  | 5   |     |   |   |
| 2              | TEMPAT SAMPAH                        | WASHING          | 0 | 5 | 0 | 0 | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  | 5  | 5   |     |   |   |
| 3              | SARANG LABA LABA                     | SPIDER WEB       | 0 | 0 | 1 | 0 |    |    |    |    |    |    |    |    |    |    |    |    |    |    | P  | A  |    |    |    |    |    |    |    |    |    |    |    |    |    | 1  | 1   |     |   |   |
| 4              | PENCUCIAN LANTAI KORIDOR             | WASHING          | 0 | 3 | 0 | 0 | P  | A  | P  | A  | P  | A  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | 3   | 3   |   |   |
| 5              | RUANGAN FMS                          | GENERAL CLEANING | 0 | 5 | 0 | 0 |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  |    |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  | 5   | 5   |   |   |
| 6              | RUANGAN PURCHASING LANTAI 1          | GENERAL CLEANING | 0 | 9 | 0 | 0 |    | P  | A  |    |    | P  | A  |    |    | P  | A  |    | P  | A  |    | P  | A  |    | P  | A  |    |    | P  | A  |    | P  | A  |    |    | P  | A   | 9   | 9 |   |
| 7              | ASESEORIS KORIDOR & LOBBY            | DUSTING          | 0 | 5 | 0 | 0 |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  |    |    |    |    |    |    | P  | A  |    |    |    |    |    | P  | A   | 5   | 5 |   |
| 8              | PMK LANTAI PARKIR                    | GENERAL CLEANING | 0 | 0 | 1 | 0 |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | P  | A  |    |    |    |    |    |    | 1   | 1   |   |   |
| 9              | DINDING KORIDOR                      | SPOTING          | 0 | 5 | 0 | 0 |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  |    |    |    |    |    |    | P  | A  |    |    |    |    |    | P  | A   | 5   | 5 |   |
| 10             | RUANGAN KOSONG LANTAI 2              | GENERAL CLEANING | 0 | 5 | 0 | 0 |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  |    |    |    |    |    |    | P  | A  |    |    |    |    |    | P  | A   | 5   | 5 |   |
| 11             | TOILET                               | GENERAL CLEANING | 0 | 4 | 0 | 0 |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  |    |    |    |    |    |    | P  | A  |    |    |    |    |    |     | 4   | 4 |   |
| 12             | RUANGAN STROAGE 10 ATK LANTAI 1      | GENERAL CLEANING | 0 | 4 | 0 | 0 |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  |    |    |    |    |    |    | P  | A  |    |    |    |    |    |     | 4   | 4 |   |
| 13             | RUANGAN EX HRD LANTAI 1              | GENERAL CLEANING | 0 | 4 | 0 | 0 |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  |    |    |    |    |    |    | P  | A  |    |    |    |    |    |     | 4   | 4 |   |
| 14             | RUANGAN MANAGER ROOM 2 LANTAI 1      | GENERAL CLEANING | 0 | 4 | 0 | 0 |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  |    |    |    |    |    |    |    | P  | A  |    |    |    |    |    |     | 4   | 3 |   |
| 15             | RUANGAN STROAGE 11 FAINANCE LANTAI 2 | GENERAL CLEANING | 0 | 4 | 0 | 0 |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  |    |    |    |    |    |    | P  | X  |    |    |    |    |    |     | 4   | 3 |   |
| 16             | RUANGAN HALEY WELLY LANTAI 2         | GENERAL CLEANING | 0 | 4 | 0 | 0 |    |    |    | P  | A  |    |    |    |    |    | P  | A  |    |    |    |    | P  | A  |    |    |    |    |    |    | P  | A  |    |    |    |    |     |     | 4 | 4 |

|                  |                             |                  |   |   |   |   |     |     |     |  |     |     |  |     |  |  |     |  |     |  |     |  |     |     |     |     |   |   |
|------------------|-----------------------------|------------------|---|---|---|---|-----|-----|-----|--|-----|-----|--|-----|--|--|-----|--|-----|--|-----|--|-----|-----|-----|-----|---|---|
| 17               | TOILET GRAMALA              | GENERAL CLEANING | 0 | 8 | 0 | 0 |     |     |     |  | P A |     |  | P A |  |  | P A |  | P A |  | P A |  | P A |     | 8   | 8   |   |   |
| 18               | KACA TANGGA KORIDOR         | GLASS CLEANING   | 0 | 4 | 0 | 0 |     |     |     |  | P A |     |  |     |  |  | P A |  |     |  | P A |  |     | P A |     | 4   | 4 |   |
| 19               | AC OUT DOOR LANTAI 2 DAN 3  | DUSTING          | 0 | 4 | 0 | 0 |     |     |     |  | P A |     |  |     |  |  | P A |  |     |  | P A |  |     | P A |     | 4   | 4 |   |
| 20               | ASESORIS                    | DUSTING          | 0 | 4 | 0 | 0 |     |     |     |  | P A |     |  |     |  |  | P A |  |     |  | P A |  |     | P A |     | 4   | 4 |   |
| 21               | KAP LAMPU LANTAI 3          | DUSTING          | 0 | 0 | 1 | 0 |     |     |     |  |     |     |  |     |  |  |     |  |     |  | P A |  |     |     |     | 1   | 1 |   |
| 22               | RUANGAN LANTAI 1            | GENERAL CLEANING | 0 | 4 | 0 | 0 |     |     |     |  | P A |     |  |     |  |  | P A |  | P A |  |     |  |     | P A |     | 4   | 4 |   |
| 23               | KACA LOBBY DAN KORIDOR      | GLASS CLEANING   | 0 | 4 | 0 | 0 |     |     |     |  | P A |     |  |     |  |  | P A |  | P A |  |     |  |     | P A |     | 4   | 4 |   |
| 24               | KIPAS ANGIN KANTIN          | DUSTING          | 0 | 4 | 0 | 0 |     |     |     |  | P A |     |  |     |  |  | P A |  | P A |  |     |  |     | P A |     | 4   | 4 |   |
| 25               | RUANGAN PANTRY LANTAI 1     | GENERAL CLEANING | 0 | 4 | 0 | 0 |     |     |     |  |     | P A |  |     |  |  | P A |  |     |  | P A |  |     | P A |     | 4   | 4 |   |
| 26               | RUANGAN PANTRY LANTAI 2     | GENERAL CLEANING | 0 | 4 | 0 | 0 |     |     |     |  |     | P A |  |     |  |  | P A |  |     |  | P A |  |     | P A |     | 4   | 4 |   |
| 27               | RUANGAN COO LANTAI 2        | GENERAL CLEANING | 0 | 4 | 0 | 0 |     |     |     |  |     | P A |  |     |  |  | P A |  |     |  | P A |  |     | P A |     | 4   | 4 |   |
| 28               | RUANGAN SECERTARIS LANTAI 2 | GENERAL CLEANING | 0 | 4 | 0 | 0 |     |     |     |  |     | P A |  |     |  |  | P A |  |     |  | P A |  |     | P A |     | 4   | 4 |   |
| 29               | APART                       | DUSTING          | 0 | 4 | 0 | 0 |     |     |     |  |     | P A |  |     |  |  | P A |  |     |  | P A |  |     | P A |     | 4   | 4 |   |
| 30               | BOX PANEL                   | DUSTING          | 0 | 4 | 0 | 0 |     |     |     |  |     | P A |  |     |  |  | P A |  |     |  | P A |  |     | P A |     | 4   | 4 |   |
| KANTIN & HALAMAN |                             |                  |   |   |   |   |     |     |     |  |     |     |  |     |  |  |     |  |     |  |     |  |     |     |     |     |   |   |
| 1                | DAK DAK KANTIN              | BRUSHING         | 0 | 5 | 0 | 0 | P A |     |     |  |     |     |  | P A |  |  |     |  |     |  | P A |  |     |     | P A |     | 5 | 5 |
| 2                | GUTTER HALAMAN              | SWEEPING         | 0 | 5 | 0 | 0 | P A |     |     |  |     |     |  | P A |  |  |     |  |     |  | P A |  |     |     | P A |     | 5 | 5 |
| 3                | RUANGAN POSKO SECURTIY      | GENERAL CLEANING | 0 | 5 | 0 | 0 |     | P A |     |  |     |     |  | P A |  |  |     |  | P A |  |     |  |     | P A |     | P A | 5 | 5 |
| 4                | DINDING KERAMIK KANTIN      | WALL CLEANING    | 0 | 5 | 0 | 0 |     | P A |     |  |     |     |  | P A |  |  |     |  | P A |  |     |  |     | P A |     | P A | 5 | 5 |
| 5                | RUANGAN STROAGE OPS 2 DAN 3 | GENERAL CLEANING | 0 | 4 | 0 | 0 |     |     | P A |  |     |     |  | P A |  |  |     |  | P A |  |     |  |     | P A |     |     | 4 | 4 |
| 6                | PLANTER POT KANTIN          | SPOTING          | 0 | 4 | 0 | 0 |     |     | P A |  |     |     |  | P A |  |  |     |  | P A |  |     |  |     | P A |     |     | 4 | 4 |

[illegible]

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