INDOFARMA

CATATAN KONTROL HARIAN PENGEMASAN PRODUK MANUAL
Manual Packaging Daily Control Record

No	:	F-PR-03-17
Rev	:	00
Eff.Date	:	15 Juni 2011

Dept. /Unit : Production I / Pengemasan (Packaging) | Hari / tgl (Day/Date) :

No. Ruang/Lini (Room No./Line) : | Nama Produk / Name of Product : | Order : | Proses/Process: Pengemasan manual/ Manual Packaging

Batch No : | 1 ktk (*box*) @ blister/strip/bottle/sachet(+brochure) @ btr(*pcs*) | Norm :

Bottles @ btr (pcs)

Catch Cover @ btr (pcs)

SHIFT														Total
☐	I	07.00-08.00	08.00-09.00	09.00-10.00	10.00-11.00	11.00-11.30	12.30-13.00	13.00-14.00	14.00-15.00	15.00-16.00				
☐	I	08.00-09.00	09.00-10.00	10.00-11.00	11.00-12.00	13.00-14.00	14.00-15.00							
☐	I + *over time*	07.00-08.00	08.00-09.00	09.00-10.00	10.00-11.00	11.00-11.30	12.30- 13.00	13.00-14.00	14.00-15.00	15.00-16.00	16.00-17.00	17.00-18.00	18.00-19.00	
☐	II	15.00-16.00	16.00-17.00	17.00-18.00	18.30-19.00	19.00-20.00	20.00-21.00	21.00-22.00	22.00-23.00					
☐	II	14.30-15.00	15.00-16.00	16.00-17.00	17.00-18.00	19.00-20.00	20.00-21.00	21.00-21.30						
☐	III	22.00-23.00	23.00-24.00	00.30-01.00	01.00-02.00	02.00-03.00	03.00-04.00	04.00-05.00	05.00-06.00					
☐	III + *over time*	18.00-19.00	19.00-20.00	20.00-21.00	21.00-22.00	22.00-23.00	23.00-24.00	24.30-01.00	01.00-02.00	02.00-04.00	03.00-04.00	04.00-05.00	05.00-06.00	
Rencana/*plan (a)*														

REALISASI / REALIZATION

No.	Nama / *Name*	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil / *Result*	* LT	Hasil *Result (b)*	Man Hours (e)	*LT (f)
1																												
2																												
3																												
4																												
5																												
6																												
7																												
8																												
9																												
10																												
11																												
12																												
13																												
14																												
15																												
Sub Total																												

PENUNJANG / SUPPORT

1																												
2																												
3																												
4																												
5																												
Total																												

Total Rencana /*Plan total (a)*	:	btr(pcs)/kg	Total Man Hours Tersedia / *man hours available total(e)*	:	Menit/*minute*	Catatan/ *Note* :	Paraf Supervisor /*Sign*
Total Realisasi/ *Realization Total (b)*	:	btr(pcs)/kg	Total Man Hours tidak terlaksana / *man hours rest total (f)*	:	Menit/*minute*		
Volume Tercapai/ *Achievement Volum (c)*	:	%	Total efektif man hours/effective man hours total (g=e-f)	:	Menit/*minute*		
Output rata-rata/jam (*Output Averege/Hour*) (d= b/ g	:	btr(pcs)/kg	Effective man hours (h=d/norm)	:	%		( )

*) LT = Lost Time dalam hitungan menit