

## DAFTAR PUSTAKA

- <https://expressgroup.co.id/expressweb/about/Training-and-Development.html>, diakses tanggal 3 Agustus 2019
- <https://m.merdeka.com>, diakses tanggal 1 Agustus 2019
- <https://m.facebook.com/PNagawan/posts/73324978677907>, diakses tanggal 3 Agustus 2019
- <https://www.enrichmenttraining.com/>, diakses tanggal 3 Agustus 2019
- <https://www.maxmanroe.com/pengertian-struktur-organisasi.html>, diakses tanggal 3 Agustus 2019
- <https://www.panbrotherstbk.com>, diakses tanggal 1 Agustus 2019
- UU No 13 th 2013 mengenai Ketenagakerjaan

# Lampiran 1 Checklist Perawatan Mesin

### CHECKLIST PERAWATAN MESIN

JENIS MESIN : SN  
 MERK : LUK  
 NO SERI : A DATE 19 30 12

Perawatan Berkala ( / 6 bulan )

No	Bagian Mesin	Kegiatan	Status	Spare part yang diganti	Perawatan ke :	Keterangan
1	Kondisi Oli	Tambah oli & Ganti Oli				
2	Grease	Ditambahkan				
3	Control Box	Dibersihkan, Disemprot				
4	Kondisi Kabel	Dicheck & dirapikan				
5	Alat Safety	Dicheck & dilengkapi				
6	Sparepart Mesin	Diganti & dilengkapi				

Ket : V = OK X = Tidak OK ( Segera Hubungi Supervisor )

Mekanik : \_\_\_\_\_ Mekanik : \_\_\_\_\_

Perawatan Harian ( Daily )

BULAN : JANUARI 2019

No	Bagian Mesin	Kegiatan	Tanggal																														
			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	Kepala, Kaki & Meja Mesin	Dibersihkan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2	Oil dan Bak Oil	Dibersihkan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3	Needle plate & Feed dog	Dibersihkan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4	Control Box	Dibersihkan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
5	Roda mesin	Dibersihkan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
6	Instalasi kabel	Dicheck	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7	Pengaman Jarum/Kaca Pengaman	Dicheck	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
8	Pully dan Van belt guard	Dicheck	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

SPV Prod : \_\_\_\_\_ SPV Mekanik : \_\_\_\_\_

Perawatan Harian ( Daily )

BULAN : FEBRUARI 2019

No	Bagian Mesin	Kegiatan	Tanggal																															
			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				
1	Kepala, Kaki & Meja Mesin	Dibersihkan																																
2	Oil dan Bak Oil	Dibersihkan																																
3	Needle plate & Feed dog	Dibersihkan																																
4	Control Box	Dibersihkan																																
5	Roda mesin	Dibersihkan																																
6	Instalasi kabel	Dicheck																																
7	Pengaman Jarum/Kaca Pengaman	Dicheck																																
8	Pully dan Van belt guard	Dicheck																																

SPV Prod : \_\_\_\_\_ SPV Mekanik : \_\_\_\_\_

Perawatan Harian ( Daily )