

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 31/5/21

CONTRACT

OPERATION

BANK
HOLIDAY

REF

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

JOE D'ETI

TOTALS

TYPE OF MACHINE

B/HOL-9

JMS01-36. (2 1/2)

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 1/6/21

CONTRACT

OPERATION

UNLOAD VAN @ JMS.
TAKE VAN FOR SERVICE
(MERC COV)
LOAD COURTESY VAN
@ JMS
CONNECT METAL FX.
LUNCH
DEC + COLLECT
(LORDS)
UNLOAD VAN @ H.O.

REF 2 2 1 2 1/2 2 1

10 1/2

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

JOE DYETT

2 2 1 2 1/2 2 1

10 1/2

TOTALS

9(1)

TYPE OF MACHINE

10.

5m Sep

9(1)

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 3/6/21

CONTRACT

OPERATION

LABOURING
JMS.

REF

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

9 1/2

TOTAL
HOURS

9 1/2

Joe Dyer

TOTALS

9.

TYPE OF MACHINE

JMS 01

9.

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 4/6/21

CONTRACT

OPERATION

LABOURING
JMS

REF

9 1/2

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

JOE DYER

9 1/2

TOTALS

9.

TYPE OF MACHINE

JMS01

9.

COMPILED BY:
Slav Simonovic
TIME SHEET

 W/E DATE (SUN):
06/06/21

LORD'S C&E

CONTRACT:

NAME	MON		TUE		WED		THUR		FRI		SAT		SUN		COMMENTS
	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	
S. Simonovic	7:30	5:00	7:30	5:00	7:30	5:00	/	/	/	/					
A. Lidzius	7:30	5:00	7:30	5:00	/	/	/	/	/	/					
S. Hirani	/	/	7:30	5:00	/	/	/	/	/	/					
R. Rama	/	/	7:30	5:00	/	/	/	/	/	/					
G. Diulgher	7:30	5:00	7:30	5:00	/	/	/	/	/	/					Agency
E. Amann	6:30	4:10	H/O	H/O	Ekn 15:00 (PF)						12:30	12:30			5/10/19/10-9/10/19 (PF) 27(4)

REF: WOKI 02
COMPILED BY:
J. WRAY
W/E DATE (SUN):
06.06.2021
CONTRACT: Hilton Hotel, Victoria Square, Woking

NAME		MON		TUE		WED		THUR		FRI		SAT		SUN		COMMENTS
		IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT			
Hilton Hotel Woking - WOKI 02 - (RCL - PAYE)																
	✓	B/H	B/H	07:30	17:00	07:30	17:00	07:30	17:00	09:30	17:00	/	/	/	/	
	✓	B/H	B/H	07:30	17:00	07:30	17:00	/	/	/	/	/	/	/	/	
	✓	B/H	B/H	/	/	07:30	09:00	/	/	/	/	/	/	/	/	
Hilton Hotel Woking - WOKI 02 - (RCL - CIS)																
	✓	B/H	B/H	/	/	/	/	/	/	/	/	/	/	/	/	On HOL'S
	✓	B/H	B/H	07:30	17:00	/	/	07:30	17:00	07:30	17:00	/	/	/	/	Wednesday @ Cannon St
Red Carpark & Public Toilets - Woking - WOKI 03 - (RCL - CIS)																
	✓	B/H	B/H	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
	✓	B/H	B/H	/	/	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
Red Carpark & Public Toilets - Woking - WOKI 03 - (RCL - PAYE)																
	✓	B/H	B/H	07:30	17:00	09:00	17:00	/	/	07:30	17:00	/	/	/	/	
	✓	/	/	/	/	/	/	/	/	07:30	09:30	/	/	/	/	
Hilton Hotel Woking - WOKI 02 - (AGENCY - Apex Ltd)																
		B/H	B/H	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
		B/H	B/H	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
		B/H	B/H	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	

DOCUMENT REFERENCE:	SIT-FM-009	VERSION NO:	1.0	CREATION DATE:	07/02/2013	Page 1 of 1
DOCUMENT OWNER:	DAS			LAST REVISION DATE:	N/A	
				NEXT REVIEW DATE:	07/02/2014	

Harry

Balbir. SINGH	B/H	B/H	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
C. GHERMAN	B/H	B/H	07:30	17:00	/	/	/	/	/	/	/	/	/	/	/	/	Finished Up
M. CUDALB	B/H	B/H	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	Finished Up
A. SCHITO	B/H	B/H	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	Finished Up
E. MARINOV	B/H	B/H	07:30	17:00	/	/	/	/	/	/	/	/	/	/	/	/	Finished Up
Sukhdev SINGH	B/H	B/H	07:30	12:30	/	/	/	/	/	/	/	/	/	/	/	/	
Kulwinder. SINGH	B/H	B/H	07:30	17:00	/	/	/	/	/	/	/	/	/	/	/	/	
S. GILL	B/H	B/H	/	/	/	/	/	/	/	/	/	/	/	/	/	/	
Hilton Hotel Woking - WOKI 03 - (AGENCY - Apex Ltd)																	
Sukhdev SINGH	B/H	B/H	12:30	17:00	07:30	17:00	07:30	17:00	/	/	07:30	17:00	/	/	/	/	
Kulwinder. SINGH	B/H	B/H	/	/	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
S. GILL	B/H	B/H	/	/	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	

DOCUMENT REFERENCE: DOCUMENT OWNER:	SIT-FM-009 DAS	VERSION NO: 1.0	CREATION DATE: LAST REVISION DATE: NEXT REVIEW DATE:	07/02/2013 N/A 07/02/2014	Page 2 of 1
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Client Account Name & Address:	Work or Site Address:
Raphael Contracting Limited	Hilton Hotel
	Victoria Square, Woking
Accounts Number:	Reporting To:
Purchase Number 32757	Auris Kulsinkas / Jason Wray

Details for Week Ending (Date):

06/06/2021

TimeSheets to be received by Tuesday 11:00AM. - F: 01923 200 112, Email: please use the button below.

Trade	Name of Temp Worker	MON		TUE		WED		THU		FRI		SAT		SUN		Total Hours Worked Less Breaks	Basic Rate Hour	Overtime Rate Hour	Average					Work Rate	Time Keeping	Conduct Attitude	Work Quality
		On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks	On Site Hours	Less Breaks				1	2	3	4	5				
carpenter	Gheorghe Burlan	0.00	0.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	34	34	N/A									
carpenter	Dumitru Dumitran	0.00	0.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	34	34	N/A									
carpenter	Pushpinder Singh	0.00	0.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	34	34	N/A									
carpenter	Balbir Singh	0.00	0.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	34	34	N/A									
carpenter	Cristinel Gherman	0.00	0.00	9.50	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.5	8.5	N/A									
carpenter	Marin Cudalib	0.00	0.00	9.50	1.00	9.50	1.00	5.00	0.50	9.50	1.00	0.00	0.00	0.00	0.00	30	30	N/A									
carpenter	Anton Schito	0.00	0.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	34	34	N/A									
carpenter	Eugeniu Marinov	0.00	0.00	9.50	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.5	8.5	N/A									
carpenter	Kulwinder Singh Mehmi	0.00	0.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	34	34	N/A									
carpenter	Sukhdev Singh	0.00	0.00	9.50	1.00	9.50	1.00	0.00	0.00	9.50	1.00	0.00	0.00	0.00	0.00	25.5	25.5	N/A									
carpenter	Steevan Gill	0.00	0.00	0.00	0.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	25.5	25.5	N/A									

We confirm that the work has been carried out is to our satisfaction. We certify that the total hours above are correct and will accept your account for the hours worked shown at the agreed rates. We understand, agree and accept all terms/conditions of business set out by Apex Resources Ltd. I confirm the works were completed without any supervision, direction or control as to the manner in which the works were completed. Receipt of this document via email from the Sender's company or individual it was intended for will be treated as authorisation to invoice as per our Terms & Conditions.

Consultant:

Branch Number & Notes:

Signature: Jason Wray Name (in capitals): **JASON WRAY**

Position: **Project Manager** Date: **07/06/2021**

COMPILED BY: G.Buck
W/E DATE (SUN): 06-06-21

TIME SHEET

CONTRACT:
Knightsbridge

[illegible]

TIME SHEET

CONTRACT: Head Office(tenders)

[illegible]

RG RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Cheshington, Surrey KT9 1EU www.raphaelcontracting.com			Name: G.Buck w/c : 31/05/2021		SITE MANAGER ALLOCATION SHEET										
DAY	LOCATION	TASK	COST HEADINGS / HOURS												
MONDAY		BANK HOLIDAY													
TUESDAY		HOLIDAY													
WEDNESDAY	Core A & C L1-4 All areas	Re-installing wall panels ready for client inspection. Snagging	6hrs	3hrs											
THURSDAY	Core A & C L1-4 All areas	Re-installing wall panels ready for client inspection. Snagging	6hrs	3hrs											
FRIDAY	All areas	Snagging	9hrs												
SATURDAY															
SUNDAY															
			TOTALS												

RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Chessington, Surrey KT9 1EU www.raphaelcontracting.com		SITE MANAGER ALLOCATION SHEET		Name: Aurelijus Kulsinskas w/c : 31-05-2021		
DAY	LOCATION	TASK	COST HEADINGS / HOURS			
MONDAY		B/HOL				
TUESDAY	Woking	Morning Site Walk and jobs allocations – 3 h. Carpenters set up to Ground Floor area. Skirting and boxing details by windows and columns -2h Carpenters set up to Level 20 rooms 2001 and 2015 to install desks – 2h Level 1 mirror and bench install locations details and locations -1h Allocation Book – 1h				
WEDNESDAY	25 Cannon Street	Induction -3 h Site works introduction, site walk –2h Find, Marking FFL to floors – 3h Site place for RCL desk location, organise toolboxes and tools – 1h				
THURSDAY	Woking	Morning Site Walk and jobs allocations – 3 h. Ground Floor doors and skirting to lift area. Materials for it. – 2h Snag list works allocation – 2h. Move materials from level 1 - 1h . Allocation Book – 1h				
FRIDAY	Woking	Morning Site Walk and jobs allocations – 3 h. Fire drill – 2h. Rehang back doors ground floor – 1h. Level 6 – door ironmongery inspection, emails. – 1h Parking area frames. Site walk. – 1h Allocation Book – 1h				
SATURDAY						
SUNDAY						
TOTALS						

RAPHAEEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Chessington, Surrey KT9 1EU www.raphaelcontracting.com			SITE MANAGER ALLOCATION SHEET		Name: Kes Kulsinskas w/c : 06-06-21				
DAY	LOCATION	TASK	COST HEADINGS / HOURS						
MONDAY	N/A	N/A							
TUESDAY	Woking Car Park	Making plywood temp linings for core -2 DAB Meetings						9hrs	
WEDNESDAY	Woking Car Park	Making plywood temp linings for core -2 DAB Meetings						9hrs	
THURSDAY	Woking Car Park	Making plywood temp linings for core -2 DAB Meetings						9hrs	
FRIDAY	Woking Car Park	Making plywood temp linings for core -2 DAB Meetings						9hrs	
SATURDAY									
SUNDAY									
TOTALS									

RG&L RAPHAEEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Cheshington, Surrey KT9 1EU www.raphaelcontracting.com			SITE MANAGER ALLOCATION SHEET		Name: Mark Robinson w/e: 06/06/21			
DAY	LOCATION	TASK	COST HEADINGS / HOURS					
MONDAY	Bank Holiday		9					
TUESDAY	Office – CS	Issue RFA, Upload JMS drawings, meeting room with MOB, RCH, JRH	7					
	Office - VSW	Discuss report with Shadbolt, Shower Seat Issue	2					
WEDNESDAY	Site - CS	Formwise induction/delivery, Boris induction and walk the site. Veneer selection at Shadbolt	9					
THURSDAY	Home – CS Site - CS	Issue RFA's Review ironmongery samples with 3V, BGY, BAM	9					
FRIDAY	Office – CS	Minutes – ironmongery review meeting. Monthly report. VSW-monthly report. Site	4					
	Site - VSW		5					
SATURDAY								
SUNDAY								
TOTALS								

RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Cheshington, Surrey KT9 1EU www.raphaelcontracting.com		SITE MANAGER ALLOCATION SHEET		Name: D Sanders w/c: 31-05-21		
DAY	LOCATION	TASK	COST HEADINGS / HOURS			
MONDAY		BANK HOLIDAY				
TUESDAY	Head Office	Re do RCP door schedule Issued Woking drawings etc on 4P Do times and go through emails	WOKI03 10 hrs			
WEDNESDAY	Woking Site	Drop off wall protection samples RCP door schedule Re issued all doc's onto 4P with new numbering as advised	WOKI03 10 hrs			
THURSDAY	Head Office	Space CM tender Report, plus working with Simon on bits for Space house	Space house 5hrs	WOKI03 5hrs		
FRIDAY	Site Woking	Site visit to check of podium WC progress and temp door lining installation, also adjust Cap park door schedule based on ply linings fitted increasing depths of some of the frames. Do Lords daywork sheets	Woking 03 8hrs	Lords 02 2hrs		
SATURDAY						
SUNDAY						
TOTALS						

RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Chessington, Surrey KT9 1EU www.raphaelcontracting.com			SITE MANAGER ALLOCATION SHEET		Name: Slav Simonovic w/c: 31/05/21	
DAY	LOCATION	TASK	COST HEADINGS / HOURS			
MONDAY	LORD'S	ISG Instructed works	9			
TUESDAY	"	Site supervision, Paperwork, Housekeeping, Material/Plant collection	9			
WEDNESDAY	"	Paperwork, orders, emails, Producing daywork sheets.	9			
THURSDAY						
FRIDAY						
SATURDAY						
SUNDAY						
TOTALS						

RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Chessington, Surrey KT9 1EU www.raphaelcontracting.com		SITE MANAGER ALLOCATION SHEET		Name: Jason Wray w/c : 31/05/2021	
DAY	LOCATION : VSW WOKI 02	TASK	COST HEADINGS / HOURS		
MONDAY	N/A	N/A	N/A		
TUESDAY	Office Office Office Office Levels 00 to 20 Level 09 & Office	Toolbox Talk. Read / Reply to e-mails (Off 3 days last week) & phone calls. Agency & RCL Time sheets etc. Daily Briefing meeting Walking site checking progress/Quality and going through skirting details Measure & Order Timbers for Guest room door stops	0.5 hr 3.0 hr 2.0 hr 0.5 hr 2.5 hr 1.0 hr		
WEDNESDAY	Office Level 06, Ground & 09 to 20 Level 06 Office Office Office Office Office	Read / Reply to e-mails & phone calls. Supervising Carpenters Going through issues with Lights in pre-function room Daily Briefing meeting Organising a magic man/French polisher Co-Ordination meeting (Guest Rooms) Progress Report for SRM Allocation sheets	1.5 hr 3.0 hr 1.0 hr 0.5 hr 0.5 hr 1.0 hr 1.5 hr 0.5 hr		
THURSDAY	Office Ground & Level 06 SRM Office SRM Office Office Office Levels 10 & 20	Toolbox Talk. Walking site checking quality/Progress and pre-function light issues. Collaborate planning review meeting. Collaborate planning Look ahead meeting. Daily Briefing meeting Read / Reply to e-mails & phone calls. Checking issues with damaged door on Level 10 & Desks on Level 20	0.5 hr 2.0 hr 1.0 hr 3.0-hr 0.5 hr 1.5. hr 1.0 hr		
FRIDAY	Public Toilets (WOKI-03) Carpark (WOKI-03) Office Office Level Ground & 06 High Street Off Site	Going through setting out of Public Toilets with D.S & SRM Going through Temp Door linings with D.S & K.K Safety Paperwork for SRM Read / Reply to e-mails & phone calls. Walking Site Checking progress & Quality. Fire Evacuation of Zone 1 Getting 2 nd Covid Jab	1.0 hr 1.0 hr 1.5 hr 1.5 hr 1.5 hr 1.0 hr 2.0 hr		
SATURDAY					
SUNDAY					
TOTALS					