

COMPILED BY:
Slav Simonovic

W/E DATE (SUN) :
13/06/21

TIME SHEET

LORD'S C&E

CONTRACT:

[illegible]

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 1 of 1
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REF: WOKI 02

 COMPILED BY:
 J. WRAY

 W/E DATE (SUN):
 13.06.2021

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)																
	✓	09:30	17:00	10:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
J. WRAY																
J. GODMAN	✓	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/	/	/	
J. SMITH	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
Hilton Hotel Woking - WOKI 02 - (RCL - CIS)																
	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
B. RAMCHANDE																
A. KULSINSKAS	✓	09:30	17:00	11:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	Tues am @ H/O - Cannon St
Red Carpark & Public Toilets - Woking - WOKI 03 - (RCL - CIS)																
	✓	07:30	09:30	/	/	/	/	/	/	/	/	/	/	/	/	
A. KULSINSKAS																
Red Carpark & Public Toilets - Woking - WOKI 03 - (RCL - PAYE)																
	✓	07:30	09:30	07:30	10:30	/	/	/	/	/	/	/	/	/	/	
J. WRAY																
Hilton Hotel Woking - WOKI 02 - (AGENCY - Apex Ltd)																
	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
G BURLAN																
D. DUMITRANA	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
Pushpinder. SINGH	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	15:00	07:30	17:00	/	/	/	/	
Balbir. SINGH	✓	/	/	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
Sukhdev SINGH	✓	07:30	17:00	/	/	/	/	/	/	/	/	/	/	/	/	FINISHED UP

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	

Kulwinder. SINGH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	FINISHED UP
S. GILL	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	FINISHED UP
Hilton Hotel Woking - WOKI 03 - (AGENCY - Apex Ltd)																		
Kulwinder. SINGH	✓	07:30	17:00	07:30	17:00	/	/	/	/	/	/	/	/	/	/	/	/	FINISHED UP
S. GILL	✓	07:30	17:00	07:30	17:00	/	/	/	/	/	/	/	/	/	/	/	/	FINISHED UP
Sukhdev SINGH	✓	/	/	07:30	17:00	/	/	/	/	/	/	/	/	/	/	/	/	FINISHED UP
Hilton Hotel Woking - WOKI 02 - (TICKTOMAS POLISHERS)																		
M. NOWOSADKO		/	/	/	/	/	08:00	16:00	07:30	16:30	07:30	16:30	/	/	/	/	/	

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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 Kulsinskis / Jason Wray

Apex Resources Limited
Apex House, 1 Bridle Path
Watford, Hertfordshire, WD17 1UE
Tel. 01923 200 111, Fax. 01923 200 112

apex
RESOURCES



Details for Week Ending (Date):

13/06/2021

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	Work Rate	Time Keeping	Average	Excellent
		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									
carpenter	Gheorghe Burlan	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	42.5✓	42.5	N/A				
carpenter	Dumitru Dumitrana	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	42.5✓	42.5	N/A				
carpenter	Pushpinder Singh	9.50	1.00	9.50	1.00	9.50	1.00	7.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	40.5✓	40.5	N/A				
carpenter	Balbair 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	Kulwinder Singh Mehmi	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17✓	17	N/A				
carpenter	Sukhdev Singh	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17✓	17	N/A				
carpenter	Steevan Gill	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17✓	17	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: **14/06/2021**

COMPILED BY: G.Buck
W/E DATE (SUN): 13-06-21

TIME SHEET

CONTRACT:
Knightsbridge

[illegible]

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TIME SHEET

CONTRACT: Head Office(tenders)

CONTRACT:

[illegible]

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Date 1/6/21

OPERATION

H.O. Lead Van 4 Lords.

per 10 loads.

collect Samples

Lucy

Dec 20 1895.

REF

2

3

11/2

 $\frac{1}{2}$ $10\frac{1}{2}$

TOTAL HOURS

NAME
Joe Stett

2

1

15

 $\frac{1}{2}$ $10\frac{1}{2}$

10000

Sms

 $q(1)$ **TOTALS**

10

TYPE OF MACHINE

102062

5.

ImSp 1

4 (.)

W02002 - 7 1/2. / Jms 861 - 10 (3). / CANNON - 5 1/2.

$$H_{\text{max}} \varphi_1 - 2 \cdot \sqrt{K_{\text{NIG}} \varphi_1 (P_F) \cdot \frac{1}{2} (i)} \cdot \sqrt{w_{\text{NIG}} \varphi_2 - 1 \frac{1}{2}}$$

HOUS- 18

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 9/6/21

CONTRACT

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

Joe Dren

2 1/2 2 1/2 1/2 1 1/2 1 1/2 1 1/2

JMS
WOK
CANNON
JMS
JMS

9(2)

TOTALS

11

TYPE OF MACHINE

JMS#1.

6(2)

WOK#2

1 1/2

CANNON#1

1 1/2

OPERATION

JMS - LEAD VAN.

DEL - HILTON WORKING.

COLL - HILTON WORKING

H.O. LOAD - UNLOAD VAN

LUNCH

DEL CANNON ST. + COLL

DEL APex.

DEL & W3 ILL.

WEST SCOTT ARES.

REF

2 1/2 2 1/2 1/2 1 1/2 1 1/2 1 1/2 1 1/2 11 1/2

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 10/6/21

CONTRACT

OPERATION

REF

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

JOE DYETT

HOLS

TOTALS

TYPE OF MACHINE

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 11/6

CONTRACT

OPERATION

REF

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

J. Dyett

HOURS

TOTALS

TYPE OF MACHINE

RG RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Cheshington, Surrey KT9 1EU www.raphaelcontracting.com <th colspan="3">SITE MANAGER ALLOCATION SHEET</th> <th colspan="3">Name: G.Buck w/c : 07/06/2021</th>			SITE MANAGER ALLOCATION SHEET			Name: G.Buck w/c : 07/06/2021				
DAY	LOCATION	TASK	COST HEADINGS / HOURS							
MONDAY	Core A & C L1-4 All areas	Re-installing wall panels ready for client inspection. Snagging	6hrs							
			3hrs							
TUESDAY	Core A & C L1-4 All areas	Re-installing wall panels ready for client inspection. Snagging	6hrs							
			3hrs							
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 : 07-06-2021		
DAY	LOCATION	TASK	COST HEADINGS / HOURS			
MONDAY	Woking	Morning Site Walk and jobs allocations – 3 h Basement Toilets- Site survey, measurements -2h Level 20, rooms 2001, 2015 desks issues – 1h Clearing Level 1 storage room – 1h. Car Park site – Carpenters works allocation. - 1 Allocation Book – 1h				
TUESDAY	25 Cannon St. Woking	RCL Office organising, testing Plant for 25 Cannon St. Site – 4h Car Park site subframe works – Inspecting and allocating works to carpenters -2h Ground Floor skirting works, inspection – 1h Level 5 skirting. Carpenter setup, works check -1h Allocation Book – 1h				
WEDNESDAY	Woking	Magic man repairs- show locations and works. – 2h Site morning walk – 2h. Maglocks installation, explain and show to carpenters – 1h. Delivery and plant return to RCL office – 1h Inspect Magic Man repairs – 1h Skirting to Lift lobby inspectio , snag. -1h Allocation Book – 1h.				
THURSDAY	Woking	Morning Site Walk and jobs allocations – 3 h. Ground floor tower setup -1h. Ground floor corners detail install, carpenters setup – 1h Magic Man works to DDA room setup, inspect – 2h Missing Hinges site count. – 1h Allocation Book – 1				
FRIDAY	Woking	Morning Site Walk and jobs allocations – 3 h Snag level 1 doors – 1h Magic Man level 8 snags walk through – 1h Meglocks install locations , quantities - 1h Deliveries and orders – 1h. Progress report with Jason 1h. Allocation Book – 1h				
SATURDAY						

RG RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Chessington, Surrey KT9 1EU www.raphaelcontracting.com		SITE MANAGER ALLOCATION SHEET		Name: Mark Robinson w/e: 13/06/21				
DAY	LOCATION	TASK	COST HEADINGS / HOURS					
MONDAY	Office – CS	Review JMS vanity unit drawings with JMS & BGY. Issue RFA's.	4.5					
	Office - VSW	Arrange Level 06 sanitary fittings & mark up drawings. Review and issue shadbolt door report	4.5					
TUESDAY	Site - CS	Prep agenda for meeting, Vanity Unit Meeting	9					
WEDNESDAY	Office - CS	Meeting minutes, download revised BGY toilet drawings, issue them to JMS with Addendum. Issue to JMS RFA's 49 & 50	9					
THURSDAY	Site – VSW	Site	5					
	Office - CS	Issue JMS drawings to BGY & upload same. Update meeting minutes	4					
FRIDAY	Home – CS	Issue vanity drawings to JMS, emails to 3V regarding pull handles, email comments to Saper about café screen	6					
	Home – VSW	e-mails & calls regarding acoustic door seals coming off and door bowing issue	3					
SATURDAY								
SUNDAY								
TOTALS								

RAPHAEEL 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: 07-06-21			
DAY	LOCATION	TASK	COST HEADINGS / HOURS					
MONDAY	Lords Site	Visit site , attend ISG meeting .adjust key suiting schedule plus door and ironmongery schedules to as built and issue them	LORD 02 10hrs					
TUESDAY	Day's holiday	Working at home from 7am to 11 am on woking door schedule plus bits for Lords						
WEDNESDAY	Head Office	Working with Simon on Space House tender items and Woking wall protection quantities	Tenders 10 hrs					
THURSDAY	Head Office	Order sanitaryware fixtures and fitting for Woking public WC Order benchmark doors and frames plus ironmongery for woking Car Park Space House tender Bits on Lords	Lords 02 2hrs	WOKI03 5hrs	H/O Tenders Space house 3hrs			
FRIDAY	Day's Holiday							
SATURDAY								
SUNDAY								
			TOTALS					

RG RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Chessington, Surrey KT9 1EU www.raphaelcontracting.com <th colspan="2">SITE MANAGER ALLOCATION SHEET</th> <th colspan="5">Name: Slav Simonovic w/c: 07/06/21</th>		SITE MANAGER ALLOCATION SHEET		Name: Slav Simonovic w/c: 07/06/21				
DAY	LOCATION	TASK	COST HEADINGS / HOURS					
MONDAY	LORD'S	Site, supervision, paperwork, check ups, orders, daywork sheets. Material and plant delivery, Plant check, Housekeeping.	9					
TUESDAY	"	Site supervision, Paperwork, Emails, Orders	9					
WEDNESDAY	"	Site supervision, check ups, Deliveries	3					
		Snagging to door sets,	2					
		Install ply and carpet flooring to lifts	2					
			2					
THURSDAY	"	Site supervision, Site walk, Handover, Produce daywork sheet.	9					
FRIDAY	"	Site Supervision, Paperwork, ISG weekly report. Site walk, handover. Take off for new order. Check ups and helping out.	9					
SATURDAY								
SUNDAY								
TOTALS								

RG 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 : 07/06/2021	
DAY	LOCATION : VSW WOKI 02	TASK	COST HEADINGS / HOURS		
MONDAY	Office	Toolbox Talk.	0.5 hr		
	Office	Read / Reply to e-mails & phone calls.	3.5 hr		
	Office	Agency & RCL Time sheets etc.	2.0 hr		
	Office & Ground (WOKI – 03)	Surveying & marking up drawings for Public.	2.0 hr		
	Office	Sorting out Shelf positions L01 & L06	1.0 hr		
TUESDAY	Office	Daily Briefing meeting	0.5 hr		
	Office	Read / Reply to e-mails & phone calls.	3.0 hr		
	Office (WOKI-03)	Going through public w/c's survey with M.P of SRM	1.0 hr		
	Office (WOKI-03)	Updating, scanning & sending updated w/c's survey	1.0 hr		
	Carpark L1-L10 (WOKI-03)	Supervising carpenters in car park	1.0 hr		
WEDNESDAY	Office	Going through Electromechanical locks & key schedule for Mark	1.0 hr		
	Office	Daily Briefing meeting	0.5 hr		
	Office	Filling in IT&P's Levels 09 to 20	2.0 hr		
	Office	Read / Reply to e-mails & phone calls.	2.5 hr		
	Office (WOKI-03)	Going through drawings & marking up work completed for D.S & S.T	1.5 hr		
THURSDAY	Office	Filling in IT&P's Levels 09 to 20	4.5 hr		
	Office	Daily Briefing meeting	0.5 hr		
	Office	Read / Reply to e-mails & phone calls.	1.5 hr		
	SRM Office	Collaborate planning review meeting.	1.0 hr		
	Office	Sorting out issues with Level 01 W/C setting out	1.0 hr		
FRIDAY	SRM Office	Collaborate planning Look ahead meeting.	2.5 hr		
	Office	Daily Briefing meeting	0.5 hr		
	Office	Filling in IT&P's Levels 09 to 20	2.0 hr		
	Office	Going through JMS quality issues at VSW & SPS for Martin	1.0 hr		
	Office	Toolbox Talk.	0.5 hr		
SATURDAY	Office	Safety Paperwork for SRM	1.5 hr		
	Office	Read / Reply to e-mails & phone calls.	2.0 hr		
	Office	Filling in IT&P's Levels 09 to 20	2.5 hr		
	Office	Daily Briefing meeting	0.5 hr		
	Office	Progress Report for SRM	1.5 hr		
SUNDAY	Office	Loading Level 20 IT&P's onto Field View	1.0 hr		
TOTALS					