

REF: WOKI 02
COMPILED BY:
J. WRAY
W/E DATE (SUN):
27.06.2021
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	IN	OUT	
Hilton Hotel Woking - WOKI 02 - (RCL - PAYE)															
J. WRAY	07:30	14:30	13:00	17:00	13:00	17:00	07:30	14:00	07:30	15:00	/	/	/	/	
J. GODMAN	07:30	17:00	07:30	17:00	/	/	/	/	/	/	/	/	/	/	Finished Up
J. SMITH	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/	
Hilton Hotel Woking - WOKI 02 - (RCL - CIS)															
B. RAMCHANDE	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
A. KULSINKAS	/	/	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
Harjinder. SINGH	/	/	/	/	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	New Start
Kawal. SINGH	/	/	/	/	/	/	/	/	/	/	/	/	/	/	New Start
Kuljinder. SINGH	/	/	/	/	/	/	07:30	17:00	07:30	17:00	/	/	/	/	
Red Carpark & Public Toilets - Woking - WOKI 03 - (RCL - PAYE)															
J. WRAY	14:30	17:00	07:30	13:00	07:30	13:00	14:00	17:00	15:00	17:00	/	/	/	/	
Hilton Hotel Woking - WOKI 02 - (AGENCY - Apex Ltd)															
G BURLAN	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
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	17:00	/	/	/	/	/	/	
Balbir. SINGH	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	

COMPILED BY:
Slav Simonovic

W/E DATE (SUN) :
27/06/21

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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COMPILED BY: G.Buck
W/E DATE (SUN): 27-06-21

TIME SHEET

CONTRACT:
Knightsbridge

[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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TIME SHEET

CONTRACT:

[illegible]

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 21/6/21

CONTRACT

OPERATION

Trus load Van.

Del GATE TO ALEX

Del + Collect KNIGHTSBRIDGE

LUNCH

Del + Collect HARROW
TOOLS

REF

2

3

2

1/2

2

9 1/2

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

JOE DYER.

2

3

2

1/2

2

9 1/2

KNIC.

HEADL.

TOTALS

9

TYPE OF MACHINE

SMSP.

5

KNICP.

2

HEADP.

2

SMSP - 1 1/2 / KNICP - 4 1/2 / KNICP (PF) - 2 /

HEADP - 4 1/2 (1) / HODOP2 - 4 1/2 (2) / WOKICOL - 1

HOLS - 9.

(3)

[illegible]

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 24/6/21

CONTRACT

OPERATION

JMS LOAD - UNLOAD VAN.
CREATIVE PLASTIES (PF)
HOWDEN'S CELL DOOR.
DEL KNIGHTSBRIDGE
LUNCH
DEL TO MOB (FIREPLACE)
DEL + CELL HARRON TOOLS

REF

1 1/2 1 1 2 1/2 1/2 2 2 10 1/2

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

JOE DYETT

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

10 1/2

KNIGHTS (PF)

HEAD 1.

10

TOTALS

9(1)

TYPE OF MACHINE

JMS PL

6

KNIGHTS (PF)

2

HEAD 1.

1(1)

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 28/6/21

CONTRACT

OPERATION

Load Van Jms.

Del + Coll Woking

Del H.O.

Del + Coll KNIGHTSBRIDGE

LUNCH

Collect Loads

Del H.O.

REF

1 1/2

2 1/2

1

2 1/2

1/2

2

1

9/

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

Joe Dyer

1 1/2

2 1/2

1

2 1/2

1/2

2

1

11

WOL102

KN101

WOL102

WOL102

TOTALS

9(1 1/2)

TYPE OF MACHINE

Jms01.

4

WOL102.

1

KN101.

2 1/2

WOL102.

1 1/2 (1 1/2)

RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Cheshington, Surrey KT9 1EU www.raphaelcontracting.com			SITE MANAGER ALLOCATION SHEET		Name: G.Buck w/c : 21/06/2021		
DAY	LOCATION	TASK	COST HEADINGS / HOURS				
MONDAY	All areas	KN1 paperwork Removal of ceiling panels	5hrs				
			4hrs				
TUESDAY	All areas	Snagging	9hrs				
WEDNESDAY	All areas	Moorfields start up meeting Snagging	5hrs				
			4hrs				
THURSDAY	Core A & C L2 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 : 21-06-2021				
DAY	LOCATION	TASK	COST HEADINGS / HOURS							
MONDAY	Woking									
TUESDAY	Woking	Morning Site Walk and jobs allocations – 3 h Meeting on Site with Jamie (McAlpine) regarding contact hole locations to door frames - 1h Drill holes to door frames for door contacts level GF,1,6,7,8 – 2h Electro Mechanical Locks to Level 8. Show carpenters how to install. – 1h Allocation Book – 1h								
WEDNESDAY	Woking	Morning Site Walk and jobs allocations – 3 h More storage material to new locatio , level 6 – 2 h Make install cover plate to ceiling, Level 1 DDA WC SI– 1h Patch frame level 1 101/02 SI -1h Allocation Book – 1h.								
THURSDAY	Woking	Morning Site Walk and jobs allocations –3h Inspect Level 15, 16 snags to Front doorsm-1h. 15:00 Meeting – Hotel 30min 15:30 Meeting – Car Park – 30min Install new door closer, repair door to Room 0903 – 2h Allocation Book – 1								
FRIDAY	Woking	Morning Site Walk and jobs allocations – 3 h JMS Delivery to Car Park -1 h Remove door set 623/02 – 1h Snagging level 1 – 2h Magnet plates to corridor doors. Level 9,10 -1h Allocation Book – 1h								
SATURDAY										
SUNDAY										
TOTALS										

RG&L 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: 27/06/21				
DAY	LOCATION	TASK	COST HEADINGS / HOURS							
MONDAY	Home – CS	Issue commented drawings to JMS, upload JMS drawings.	5							
	Site - VSW	Site visit	4							
TUESDAY	Office – VSW	Prepare DDA rails for site, arrange Faucets return delivery, check off level 06 coat rails.	4							
	VSW - Site	Sample shower seat to site	5							
WEDNESDAY	Office – VSW	Check DDA rails against order, thumb turn cost change to inter connecting doors.	4							
	Site - CS	Deliver Mass Joint sample to site, discuss Perko's	5							
THURSDAY	Office – VSW	Take off for remaining grab rails and place order.	3							
	Office – CS	Arrange Formwise return to site and to site dim ground floor	3							
	W03	Deliver spares to site.	3							
FRIDAY	Office – VSW	Director Meeting, return grab rails to Faucets.	4							
	Office - CS	e-mail Rimex concerns to BAM, café screen weights. Return ironmongery samples to 3V office	5							
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: D Sanders w/c: 21-06-21		
DAY	LOCATION	TASK	COST HEADINGS / HOURS			
MONDAY	Head Office	Do times and monthly reports working with Simon on space house &woking protection Lords chase Ascot doors for drawings, emails and phone calls to Slav	LORD 02 3hrs	WOKI03 4HRS	Head office 3 1/2hrs	
TUESDAY	Woking site	Walk around and view all areas that are in the wall protection package. Emails and call re Lords & Woking	LORDS02 2 hrs	WORKI03 8 hrs		
WEDNESDAY	Head office	Working with Simon on various tenders -Hoxton. Woking RCP thermal doors Lords – on phone to Slav sort labour our and daywork sheets etc	Head office 6 hrs	Woki03 2hrs	Lord02 2hrs	
THURSDAY		HOLIDAY				
FRIDAY		HOLIDAY				
SATURDAY						
SUNDAY						
TOTALS						

RG RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Cheshington, Surrey KT9 1EU www.raphaelcontracting.com			SITE MANAGER ALLOCATION SHEET		Name: SLAV SIMONOVIC w/c: 21/06/21						
DAY	LOCATION	TASK	COST HEADINGS / HOURS								
MONDAY	LORD'S	Site walk, supervision, paperwork, Plant check, Snagging.	9								
TUESDAY	"	Site walk, paperwork, hand over, arrangements for SI works. Move left over materials down to Gr. Fl.	7 2								
WEDNESDAY	"	Site supervision, helping out, Handover	9								
THURSDAY	"	Site supervision, helping out, Handover, Produce day work sheet, ISG Weekly report.	9								
FRIDAY	"	Site Supervision, Snagging, Paperwork, handover. Plant collection.	9								
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 : 21/06/2021	
DAY	LOCATION : VSW WOKI 02 & 03	TASK	COST HEADINGS / HOURS		
MONDAY	Office	Read / Reply to e-mails & phone calls. Agency & RCL Time sheets etc. Write schedule & check Guest room front doors L09 to L13 Surveying & marking up drawings for Carpark pipe casings. Daily Briefing meeting	2.5 hr		
	Office		2.0 hr		
	Office		2.0 hr		
	Carpark L03 - L05 (WOKI-03)		2.5.0 hr		
	Office		0.5 h		
TUESDAY	Office	Toolbox Talk Checking Guard rail and corner locations / quantities with D.S. Checking Guard rail and corner locations / quantities with D.S. Daily Briefing meeting Read / Reply to e-mails & phone calls. Trying to send IT&P's via WeTransfer.	0.5 hr		
	Carpark L01 - L06 (WOKI 03)		3.5 hr		
	Export House (WOKI 03)		1.5 hr		
	Office		0.5 hr		
	Office		2.5 hr		
WEDNESDAY	Office	Trying to send IT&P's via WeTransfer Scanning in IT&P's for SRM Survey Structural openings on site & write a report. Read / Reply to e-mails & phone calls. (WOKI-03) Read / Reply to e-mails & phone calls. (WOKI-02) Daily Briefing meeting	1.0 hr		
	Office		2.0 hr		
	Export House / Office		4.0 hr		
	Carpark & Office (WOKI-03)		1.0 hr		
	Office (WOKI-03)		1.0hr		
THURSDAY	Office	Daily Briefing meeting Toolbox Talk Collaborate planning review meeting. Read / Reply to e-mails & phone calls. Collaborate planning Look ahead meeting. Sorting out new starter details Checking progress of other trades in public W/C's & storage of Vanity's. Meeting on Carpark Thermal doors Safety Paperwork for SRM	0.5 hr		
	Export House		1.5 hr		
	Office		1.5 hr		
	Export House		2.0 hr		
	Office		1.0 hr		
FRIDAY	Basement (WOKI 03)	Meeting on Carpark Thermal doors Safety Paperwork for SRM Read / Reply to e-mails & phone calls. Daily Briefing meting Progress Report for SRM Sorting / Booking deliveries for hotel. Sorting / Booking deliveries for Carpark & Public Toilets Meeting minutes from Thermal Doors Workshop	1.0 hr		
	Export House (WOKI 03)		2.0 hr		
	Office		2.0 hr		
	Office		2.5 hr		
	Office		0.5 hr		
SATURDAY	Office (WOKI 03)		0.5 hr		
	Office (WOKI 03)		1.5 hr		
SUNDAY					
TOTALS					