

RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Chessington, Surrey KT9 1EU www.raphaelcontracting.com			SITE MANAGER ALLOCATION SHEET		Name: G.Buck w/c : 01/11/2021				
DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS						
MONDAY		HOLIDAY							
TUESDAY	MOORFIELDS	SELO DELIVERY	9HRS						
WEDNESDAY		HOLIDAY							
THURSDAY		HOLIDAY							
FRIDAY	MOORFIELDS	SELO DELIVERY	9HRS						
SATURDAY									
SUNDAY									
TOTAL HOURS			18						

RAPHAEL CONTRACTING LTD Raphael House, 123 Roebuck Road Tel: 020 8391 9100 Chessington, Surrey KT9 1EU www.raphaelcontracting.com		SITE MANAGER ALLOCATION SHEET		Name: Auris Kulsinskas w/c : 01/11/2021					
DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS						
			CANN01						
MONDAY	25 Cannon Street	Morning Site Walk and jobs allocations. Weekly Paperwork. Mark DDA toilets for soap disp. System cut outs. Fixing order.	9						
TUESDAY	25 Cannon Street	Morning Site Walk and jobs allocations. Deliveries coordination Carpenter setup to install soap dispenser system install.	9						
WEDNESDAY	25 Cannon Street	Morning Site Walk and jobs allocations. Delivery coordination Building internal temperature, moisture and humidity check/ record. Formwise Toilet cubicles inspection.	9						
THURSDAY	25 Cannon Street	Morning Site Walk and jobs allocations. BAM Site Health, Safety and Environment Review Meeting.	9						
FRIDAY	25 Cannon Street	Carpenters jobs allocation. Health and Safety Site visit. ISO pre-audit and prepare.	9						
SATURDAY									
SUNDAY									
TOTAL HOURS			45						

 RAPHAEL 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 : 01-11-21			
DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS				
			WOKI02	WOKI03			
MONDAY	Woking Car park & Hotel	Fitting mag lock MDF packers 1Hrs(Hotel) Going trough maglock problems with SRM J.M 2Hrs(Hotel) Removing IPS panels in 2006 2Hrs (hotel) Organising for carpenters works and checking they works (architraves and hanging doors) 2hrs Weekly paperwork/DABS 2Hrs(Car park)	5Hrs	4Hrs			
TUESDAY	Woking Car park & Hotel	Cutting bottom of the bathroom door 1716 and 1801 1Hrs (Hotel) Fitting maglocks and packers 2Hrs(Hotel) Making list of damaged drop seals 1.5Hrs(Hotel) Fire mastic door sets GF.1Hrs, Removing doors for tiler 1hrs , Fitting door frames 1Hrs Weekly paperwork 1Hr Dabs meeting 0.5 Hrs .	4.5Hrs	4.5Hrs			
WEDNESDAY	Woking Car park & Hotel	Making list of damaged or lost drop seal covers 2Hrs(Hotel) Snagging and going trough snags with JW 2Hrs (Hotel) Fitting mag locks 1Hrs.(Hotel) Tidy all RCL materials in car park 1.5Hrs Organising works and helping carpenters on site 1Hrs Paperwork,Dabs meeting 1.5Hrs	5Hrs	4Hrs			
THURSDAY	Woking Car park & Hotel	Going though Snagging with carpenter on site and office 4Hrs Organising and checking carpenters works 3Hrs Weekly paperwork and DABS 2	4Hrs	5Hrs			
FRIDAY	Woking Car park & Hotel	Cutting pivot door floor box lid/covers under site instruction 5Hrs (Hotel) Going trough works with J.W and D.S 2Hrs Paperwork ,Dabs, ordering materials 2Hrs	5Hrs	4Hrs			
SATURDAY							
SUNDAY							
TOTAL HOURS							

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: 07/11/21		
DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS			
			WOKI 02	CANN 01	HOXT 01	HEAD 01
MONDAY		Sick				9
TUESDAY		Sick				9
WEDNESDAY		Sick				9
THURSDAY		Sick				9
FRIDAY	Site - CS	Pre ISO Audit		9		
SATURDAY						
SUNDAY						
TOTAL HOURS						

 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: Monday 01/11/2021			
DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS				
			WOKI03	HEAD01	BOND02	LORD02	
MONDAY	Head Office	1/ Check Selo prices against invoices for Simon		10			
TUESDAY	Head Office	1/ check Selo prices against invoices for Simon 2/ check signage for Space house		10			
WEDNESDAY	Working from Home	1/working on Moorfields Selo pricing schedule for Simon 2/Look at Aldgate tender drawings		10			
THURSDAY	Head Office	1/working on Moorfields Selo pricing schedule for Simon 2/Look at Aldgate tender drawing and discuss with Richard and Simon		10			
FRIDAY	Working Site	1/ Working on Moorfields Selo pricing schedule for Simon 3hrs 2/ Working on Moorfields Shadbolt pricing schedule for Simon 3/Walk around woking site to look at site progress 4/ Emails and paperwork for Woking 5/ Check elite ironmongery quantities for James to clear invoices	5	5			
SATURDAY							
SUNDAY							
TOTAL HOURS			5	45			

RAPHAEEL 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 : 01/11/2021		
DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS			
			WOKI 02	WOKI 03		
MONDAY	Office	Operatives lateral flow testing		0.5		
	Office	Read / Reply to e-mails & phone calls (WOKI-03)		2.0		
	Office	Updating IT&Ps for carpark		1.0		
	Office	Booking deliveries		0.5		
	Office	Daily Briefing meting (WOKI-02)	0.5	1.0		
	Office	Agency & RCL Time sheets and paperwork etc	1.0			
	Office	Go through snags and signing off on Field View	0.5			
TUESDAY	Office	Read / Reply to e-mails & phone calls (WOKI-02)	2.0			
	Office	Read / Reply to e-mails & phone calls (WOKI-03)		2.0		
	Office	Toolbox Talk		0.5		
	Office	Daily Briefing meting (WOKI-03)		0.5		
	Office	Sorting, Tagging & handing over Selo Cylinders & keys		1.5		
	Office	Updating ITPs for Carpark		1.0		
	Office	Go through snags and signing off on Field View	1.0			
WEDNESDAY	Office	Read / Reply to e-mails & phone calls (WOKI-02)	2.0			
	Office	Daily Briefing meting (WOKI-02)	0.5			
	Office	Read / Reply to e-mails, phone calls (WOKI-03)		1.5		
	Red Carpark & Office	Checking Ground & Upper Ground Progress & updating IT&P's		2.0		
	Export House	Public Toilets Progress Meeting		1.5		
	Office	Going through Sanitaryware for the Public Toilets		2.0		
	Office	Daily Briefing meting (WOKI-02)	0.5			
THURSDAY	Office	Read / Reply to e-mails, phone calls (WOKI-02)	1.5			
	HOL	HOL	HOL	HOL		
FRIDAY	Office	Toolbox Talk		0.5		
	Office	Operatives lateral flow testing & paperwork		0.5		
	Office	Read / Reply to e-mails, phone calls (WOKI-02)	2.0			
	Office & Hotel	Signing off completed snags on Field View	1.0			
	Office	Daily Briefing meting (WOKI-02)	0.5			
	Office & Carpark	Safety Paperwork for SRM	0.5	0.5		
	Carpark	Checking all door sets on Ground & U/Ground and Updating IT&Ps for carpark		1.5		
SATURDAY				2.0		
SUNDAY						
TOTAL HOURS						

COMPILED BY: G.Buck
W/E DATE (SUN): 07-11-21

TIME SHEET

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: A. Kulsinkas
W/E DATE (SUN): 07.11.21

CONTRACT: 25 Cannon Street

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 &
WOKI 03

COMPILED BY:
J. WRAY
W/E DATE (SUN):
07.01.2021

TIME SHEET

CONTRACT: VSW - Hilton Hotel (02) & Public WC's & Red carpark (03)

NAME	MON		TUE		WED		THUR		FRI		SAT		SUN		COMMENTS	
	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT		
Red Carpark & Public Toilets - Woking - WOKI 03 - (RCL - PAYE)																
J. WRAY	✓	12:00	17:00	11:30	17:00	07:30	15:00	HOL	HOL	12:00	17:00	/	/	/	/	
J. BASQUILLE	✓	07:30	17:00	07:30	13:00	07:30	14:30	07:30	17:00	07:30	11:00	/	/	/	/	
Red Carpark & Public Toilets - Woking - WOKI 03 - (RCL - CIS)																
K. KULSINSKAS	✓	07:30	12:00	07:30	12:30	07:30	12:00	12:00	17:00	07:30	11:00	/	/	/	/	2 1/2
S. SINGH BURMI	✓	/	/	/	/	/	/	/	/	/	/	/	/	/	/	AWOL - Assumed Finished Up
M. BYTAUTAS	✓	07:30	17:00	07:30	13:00	07:30	14:30	07:30	17:00	07:30	11:00	/	/	/	/	33
Hilton Hotel Woking - WOKI 02 - (RCL - PAYE)																
J. WRAY	✓	07:30	12:00	07:30	11:30	15:00	17:00	HOL	HOL	07:30	12:00	/	/	/	/	
K. O'MALLEY	✓	07:30	17:00	/	/	07:30	17:00	07:30	17:00	/	/	/	/	/	/	
J. BASQUILLE	✓	/	/	13:00	17:00	14:30	17:00	/	/	11:00	17:00	/	/	/	/	
Hilton Hotel Woking - WOKI 02 - (RCL - CIS)																
K. KULSINSKAS	✓	12:00	17:00	12:30	17:00	12:00	17:00	07:30	12:00	11:00	17:00	/	/	/	/	
M. BYTAUTAS	✓	/	/	13:00	17:00	14:30	17:00	/	/	11:00	17:00	/	/	/	/	

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 26/10/21

CONTRACT

OPERATION

JMS - Load Van

DEL RICHARDS -

DEL OLLIES (NOT IN)

H.O. - coll + Partest Tools

LUNCH

BUY ORANGE HI-VIS-VEST
SILVER

DEL TO MOORFIELDS

DEL TO CANNON ST

REF

2 1/2

3

1

1

1/2

1/2

2

1

11 1/2

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

Joe JYET

2 1/2

3

1

1

1/2

1/2

2

1

11 1/2

J

HEAD01

MOOR02

↓

CANN01

TOTALS

9(2)

TYPE OF MACHINE

JMS01.

6 1/2.

HEAD01.

1.

MOOR02

1 1/2(1)

CANN01 -

(1)

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 2/11/21

CONTRACT

OPERATION

LOW LOADER BULK FKW
FRANKLIN

TRIS STORAGE

LOAD LOWLOADER TRIS

DEL CANNON ST.

LUNCH

COM HEAD OFFICE

REF

3

1

1

4

1/2

2 1/2

12

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

JOE DYER

3

1

1

4

1/2

2 1/2

12

KNICOL (PF)

11 1/2

TOTALS

9 (2 1/2)

TYPE OF MACHINE

JM581

6 1/2 (2 1/2)

KNICOL (PF)

2 1/2

Date 3/11/21

LOAD LOREY @ TRS.
DEL TO MOB. TOWER
+ SOIL PIPE
DEL CANNON ST
LUNETA
RTN LOREY FRANKEN

 $3\frac{1}{2}$

2

4

7.

3 3/4

 $3\frac{3}{4}$

٥٦

TO
HO

Joe Yeti

 $3\frac{1}{2}$

2

4

1/2

33/

3.

13 1/4

 $9(2\frac{1}{2}) 1\frac{3}{4}$

$7(2\frac{1}{2})$	$13\frac{1}{4}$
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5mSel.

$7(2\frac{1}{2})$	$13\frac{1}{4}$
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$$K_{\text{O}_2\text{H}_2\text{O}}(\text{EF})$$

2.

Date 4/11/21

RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 5/11/21

CONTRACT

OPERATION

JMS LOAD - UNLOAD VAN

DER H.O. + CORE

LUNCH

DER MOORFICERS

DER CANNON ST

CALL HARROW TOOLS

REF

2½

2½

½

2½

1

1½

10

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TO
HOURS

JOE DYETT

2½

2½

½

2½

1

1½

10½

10

TOTALS

9(1)

TYPE OF MACHINE

5 msel

9(1)