



W/E
30/05/2021

CONTRACT:

Head Office(tenders)

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	

COMPILED BY: G.Buck
W/E DATE (SUN): 30-05-21

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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REF:

 COMPILED BY:
 Slav Simonovic

TIME SHEET

CONTRACT: LORD'S C&E

 W/E DATE (SUN) :
 30/05/21

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	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	
S. Hirani ✓	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	
R. Rama ✓	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	
A. Lidzius ✓	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	
E Amaning ✓	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	
A. Ignatjevs	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	
J Cupcea	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	
G. Diulgher ✓	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	Agency
A. Sevtenco ✓	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	Agency
A. Zlioba ✓	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	7:30	5:00	Agency

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720

COMPILED BY
K. Kulsinskas

W/E DATE (SUN)
30-05-21

TIME SHEET

CONTRACT:123
New Bond St.

[illegible]

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DOCUMENT OWNER:	DAS			LAST REVISION DATE:	N/A	
				NEXT REVIEW DATE:	07/02/2014	

REF: WOKI 02

 COMPILED BY:
 J. WRAY

 W/E DATE (SUN):
 30.05.2021

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)																	
	✓	J. WRAY	07:30	17:00	07:30	17:00	HOL	HOL	HOL	HOL	HOL	HOL	/	/	/	/	
	✓	J. GODMAN	/	/	/	/	HOL	HOL	07:30	17:00	07:30	17:00	/	/	/	/	
Hilton Hotel Woking - WOKI 02 - (RCL - CIS)																	
	✓	B. RAMCHANDE	10:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	HOL's Next Week
	✓	A. KULSINSKAS	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	
Red Carpark & Public Toilets - Woking - WOKI 03 - (RCL - CIS)																	
	✓	K. KULSINSKAS	07:30	17:00	07:30	17:00	07:30	17:00	/	/	07:30	17:00	/	/	/	/	Thursday @ Bond Street
	✓	B. RAMCHANDE	07:30	10:30	/	/	/	/	/	/	/	/	/	/	/	/	
	✓	M. BYTAUTAS	/	/	/	/	/	/	/	/	07:30	17:00	/	/	/	/	
Red Carpark & Public Toilets - Woking - WOKI 03 - (RCL - PAYE)																	
	✓	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 - (AGENCY - Apex Ltd)																	
		G BURLAN	/	/	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	07:30	17:00	/	/	/	/	

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Balbir. SINGH	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/
C. GHERMAN	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/
M. CUDALB	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/
A. SCHITO	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/
M. MARINOV	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/
Sukhdev SINGH	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/
Kulwinder. SINGH	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/
S. GILL	✓	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	/	/	/

100282

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Debbie Singh

Subject: FW: Workers times

Debbie



Debbie Singh
Raphael Contracting Ltd | JMS Specialist Joinery Ltd
Tel 0208 391 9100 | Fax 0208 391 2220
Raphael House, 123 Roebuck Road, Chessington KT9 1EU
www.rafaelcontracting.com / www.jmsspecialistjoinery.com



Certificate No. 8349
ISO 9001, ISO 14001, OHSAS 18001

From: Richard Hayhoe <Richard@raphaelltd.co.uk>
Sent: 01 June 2021 21:56
To: Dave Sanders <Dave@raphaelltd.co.uk>
Cc: Martin O'Brien <Martin@raphaelltd.co.uk>; Debbie Singh <Debbie@raphaelltd.co.uk>
Subject: Fwd: Workers times

Over to you , let Debbie know in the morning what they should get paid

Sent from my iPhone

Begin forwarded message:

From: DAVID BRADFORD <bradiebradford@gmail.com>
Date: 1 June 2021 at 19:47:11 BST
To: Richard Hayhoe <Richard@raphaelltd.co.uk>
Subject: Workers times

Hi Richard

As requested, please find the following times your guys were at the ground doing the fencing...

DATE	ARRIVAL	TIME	LEAVING TIME
Thursday 20/5/21	7.30am	3pm	(Materials were delivered 10.45am)
Friday 21/5/21	7.05am	11.45am	- ½ DAY FRIDAY
Monday 24/5/21	7.30am	3.30pm	
Tuesday 25/5/21	7.05am	4.35pm	

Wednesday 26/5/21 7.25am 1.45pm

It looks stunning, and it has done exactly what I was looking to achieve by making the entrance to the club very welcoming, please let me know what we owe you.

Thanks,

Dave

Please consider the environment before printing this e-mail.

IMPORTANT: This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

Raphael Contracting Ltd is a limited company registered in England and Wales.

Registered number: 3010267. Registered office: 67 Westow Street, London SE19 3RW

Please note that Raphael Contracting Ltd may monitor email traffic data and also the content of email for the purposes of security and staff training.

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

Details for Week Ending (Date):

30/05/2021

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	Average					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 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	9.50	1.00	9.50	1.00	0.00	0.00	0.00	0.00	42.5	42.5	N/A							
carpenter	Balbir Singh	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	Cristinel Gherman	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	Marin Cudalb	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	Anton Schito	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	Eugeniu Marinov	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	Kulwinder Singh Mehmi	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	Sukhdev Singh	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	Steevan Gill	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							

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: <u>Jason Wray</u>	Name (in capitals): <u>JASON WRAY</u>
Position: <u>Project Manager</u>	Date: <u>01/06/2021</u>

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 : 24/05/2021		
DAY	LOCATION	TASK	COST HEADINGS / HOURS				
MONDAY	M&W GF office reception	Setting out reception desk, removing protection ready for inspection	4hrs				
	All areas	Supervision of works ,including install of skirtings and ironmongery	3hrs				
		KN1 paperwork times, plant etc	2hrs				
TUESDAY		Site visit to Beckenham hospital with MOB KN1 paperwork	6hrs 3hrs				
WEDNESDAY	All areas	Snagging to all areas , including timber floor works	9hrs				
THURSDAY	All areas	Snagging to all areas , including timber floor works	9hrs				
FRIDAY		Holiday					
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 : 24-05-2021	
DAY	LOCATION	TASK	COST HEADINGS / HOURS		
MONDAY	Woking	Morning Site Walk and jobs allocations – 3 h. Start to install Tall doors to Ball Room, set up new carpenters, drawing details. -2h Carpenter set up for Movement joints install to Pre function doors x2 – 1h. Acoustic panels to Ball Room detail talk to Carpenters – 1h. Level 6 concealed door closers cuts to frames settings-1h Allocation Book – 1h			
TUESDAY	Woking	Morning Site Walk and jobs allocations – 3 h. Mobile tower set up for Ball Room tall doors installation – 1h Coordinating RCL materials removal from Ball Room. -2h. Ironmongery check, issues for level 6 Ball room FD rated doors – 2h. Allocation Book – 1h			
WEDNESDAY	Woking	Morning Site Walk and jobs allocations -3h. Level 9 double corridor door inspection for alignment – 1h. Walk on site with Magicman, show works need to quote -1h Stone workshop installation to level 8, permit, inspection – 2h Level 20, Rooms 2001, 2015 inspection, carpenters set up to cut keeps tom doors – 1h Allocation Book – 1h			
THURSDAY	Woking	Morning Site Walk and jobs allocations – 3 h. Bump rail end cap count for extra order-1 h Kick plates to level 6 sort out–1h. Single Maglocks sample install to level 9– 2h Acoustic panels protection Level 6 Prefunction Room -1h Allocation Book – 1h			
FRIDAY	Woking	Morning Site Walk and jobs allocations – 3 h. Check Temperature and humidity to Levels 8-20 -2h Install sample double Maglock to level 6 door set – 2h Ball Room tall doors – build, dismantle mobile tower– 1h Allocation Book – 1h			
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: Kes Kulsinskas w/c : 24-05-21		
DAY	LOCATION	TASK	COST HEADINGS / HOURS			
MONDAY	Woking Car Park	Site induction paperwork, Timber and ply Delivery's Louding to needed locations and setting work station. Reading drawings/ details				9hrs
TUESDAY	Woking Car Park	Teaching J.Smith how to fit door linings Making plywood temp linings for core -1 DAB Meetings				9hrs
WEDNESDAY	Woking Car Park	Making plywood temp linings for core -1 Showing again J.Smith how to properly fit temp ply door linings Moving work station. DAB Meetings				9hrs
THURSDAY	New Bond Street	Snagging and showing Frech polisher damages that's needs repairing .				9hrs
FRIDAY	Woking Car Park	Car park door frame /schedule survey New carpenter on site (paperwork showing site , jobs, details). Moving work station. Showing again J.Smith how to fix door frames. Start making ply door lining for core-2 DAB Meetings				9hrs
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: Mark Robinson w/e: 30/05/21				
DAY	LOCATION	TASK	COST HEADINGS / HOURS						
MONDAY	Home – CS	e-mails	4						
	Site - VSW	Site	5						
TUESDAY	Office – VSW	e-mails shadbolt door issues, Fitzroy shower seat issues.	3						
	Office – CS	Revise Programme, Issue Gostand meeting notes	6						
WEDNESDAY	Office -CS	Programme Meeting, JMS 4 Monthly	9						
THURSDAY	Site - VSW	Site	9						
FRIDAY	Site - VSW	Site	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: D Sanders w/c: 24-05-21			
DAY	LOCATION	TASK	COST HEADINGS / HOURS				
MONDAY	Site woking Head Office	Meet Kes on site at woking car park, sort temp door linings with him Go to H/O upload protection data sheets onto 4P	WOKI03 10 hrs				
TUESDAY	HOLIDAY						
WEDNESDAY	Hersham football club Head office	Go to football ground to check on progress and workmanship Head office revise car park door schedule and mini meetings with RCH & MOB re -woking Do bits on Lords	WOKI03 5 HRS	Lords02 2	Hersham 3hrs		
THURSDAY	Head Office	Upload drawings onto 4P including doing cover sheets for Woking Lords-on phone with Slav and ISG Arranging Ascot return to site Space house with Simon Start monthly reports for 3 jobs	Space house 2hrs	Lords02 3 hrs	Woking03 3 hrs	Reports 2hrs	
FRIDAY	Site Woking	Visit woking site meet Kes and update door frame depths following installation of temp door linings Complete site reports and monthly reports Issue drawings to JMS for woking doorframes and discuss with John On the Phone to Slave RE Weekend working at Lords and sorting materials deliveries	Woking 03 8 hrs	Lords02 2 hrs			
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 : 24/05/21			
DAY	LOCATION	TASK	COST HEADINGS / HOURS				
MONDAY	LORD'S	Site supervision, paperwork, DABs, meetings, Plant check, helping out.	9				
TUESDAY	"	Site supervision, paperwork, DABs, Check up, snagging, helping out,	9				
WEDNESDAY	"	Site supervision, DABs, Paperwork, housekeeping. Helping out.	7				
		Distribute/ Setting out Mirrors	2				
THURSDAY	"	Site supervision, DABs, Paperwork, Take off for extra ISG Works + order materials	6				
			3				
FRIDAY	"	Site supervision, Paperwork, Handover Unload Timber, setting out for ISG Instructed works	7				
			2				
SATURDAY	"	Site supervision, move materials for ISG Instructed works + setting out.	3				
		Fix door signs.	1				
		Key tagging/check keys and masters.	5				
SUNDAY		Site supervision, paperwork, Submitting ISG weekly Report.	2				
		Handover keys.	5				
		Fix door signs and turn/indicators	2				
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: Jason Wray w/c : 24/05/2021		
DAY	LOCATION : VSW WOKI 02	TASK	COST HEADINGS / HOURS			
MONDAY	Office	Toolbox Talk Going through work & labour for the week with Auris Walk around site with D.S & K.K going through delivery routes & details. Agency & RCL Time sheets etc. Going through safety paperwork, rams & work etc with new carps Read / Reply to e-mails & phone calls. Daily Briefing meeting Loading RCL ITP's & filling in SRM's ITP's on Field View.(Bathrooms) Walking site checking progress / Quality and sorting issues. Daily Briefing meeting Read / Reply to e-mails & phone calls. Loading RCL ITP's & filling in SRM's ITP's on Field View.(Level 20)	0.5 hr			
	Office		1 hr			
	Levels 00 to 03 (WOKI 03)		1 hr			
	Office		1.5 hr			
	Office		1 hr			
	Office		1.5 hr			
	Office		0.5 hr			
TUESDAY	Office		2.5 hr			
	Levels 06 to 14		3.0 hr			
	Office		0.5 hr			
WEDNESDAY	Office		2 hr			
	Office		3.5 hr			
THURSDAY	HOLIDAY					
FRIDAY	HOLIDAY					
SATURDAY	N/A					
SUNDAY	N/A					
TOTALS						