

[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: MOORGATE

W/E DATE (SUN):
24.09.2023

24.09.2023

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REF: J. Wray Times

TIME SHEET

CONTRACT: Jason Wray Times

 COMPILED BY:
 J. WRAY
 W/E DATE (SUN):
 24.09.2023

NAME	MON		TUE		WED		THUR		FRI		SAT		SUN		COMMENTS
	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	
21 MOORFIELDS (SRM) - MOOR 02 - (RCL - PAYE)															
J. WRAY	07:30	08:30	07:30	08:30	07:30	09:30	07:30	12:00	07:30	11:30	/	/	/	/	
84 MOORGATE (OSB) - ESTIMATING - (RCL - PAYE)															
J. WRAY	08:30	11:00	14:00	17:00	12:00	17:00	12:00	17:00	11:30	15:30	/	/	/	/	
HEAD OFFICE (General & Meetings) - ESTIMATING - (RCL - PAYE)															
J. WRAY	11:00	12:30	/	/	09:30	12:00	/	/	/	/	/	/	/	/	
23 FINSBURY CIRCUS (OSB) - ESTIMATING - (RCL - PAYE)															
J. WRAY	12:30	17:00	08:30	14:00	/	/	/	/	15:30	17:00	/	/	/	/	

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DAILY ALLOCATION SHEET

Date

18/9/23

RAPHAEL CONTRACTING LIMITED

CONTRACT

OPERATION

REF

TRADE

HOURS WORKED ON OPERATION

CHECK No.

NAME

Joe Dyer

TOTALS

TYPE OF MACHINE

JMS01

8

1 1/2

9 1/2

9 1/2

JMS

JMS

JMS

RCL

JMS UNLOAD VAN

Dec Finish Facery

Lunch

Dec Carden Hill

Take Van + Drive (Car)

HCAD01-6(4) / JMS01-28(2) / MOOR02(AM) - 1(2)
CAM01(FF) - 1 1/2 / MOOR02(AM) - 1(2)
CAM01-5 1/4(6) 1/2

DAILY ALLOCATION SHEET

21/9/23

OPERATION

[illegible]



RAPHAEL
CONTRACTING LTD

Raphael House, 123 Roebuck Road Tel: 020 8391

9100

Cheshington, Surrey KT9 1EU

www.raphaelcontracting.com

SITE MANAGER ALLOCATION SHEET

Name: **Auris Kulsinskas**
w/c : 18/09/2023

DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS				
			HOXT01	CANN01	CAMP01	WOKI-04	Millennium Bridge
MONDAY	Campden Hill	Install wardrobes (Her) Level 1			9h		
TUESDAY	Campden Hill	Install wardrobes (Her) Level 1			9h		
WEDNESDAY	Campden Hill	Install wardrobes (Her) Level 1			9h		
THURSDAY	Campden Hill	Install wardrobes (Her) Level 1			9h		
FRIDAY	Campden Hill	Install wardrobes (Her) Level 1			9h		
SATURDAY							
SUNDAY							
TOTAL HOURS					45		

SITE MANAGER ALLOCATION SHEET

Name: Kes Kulsinskas
w/c : 18-09-23

DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS						
MONDAY	57CHR	Fitting wardrobe units in Hers dressing room L-1. Weekly paperwork	9hrs						
TUESDAY	57CHR	Fitting wardrobe units in Hers dressing room L-1. Paperwork	9hrs						
WEDNESDAY	57CHR	Fitting wardrobe units in Hers dressing room L-1. JMS Delivery loading to needed areas. Going through works with carpenters. Paperwork	9hrs						
THURSDAY	57CHR	Delivery loading to needed areas. Fitting wardrobe units in Hers dressing room L-1. Fitting vanity units 1.05 Planning works ,checking details. Paperwork	9hrs						
FRIDAY	57CHR	Delivery loading to needed areas. Fitting wardrobe units in Hers dressing room L-1. Fitting vanity units 1.05 Planning works ,checking details. Paperwork	9hrs						
SATURDAY									
SUNDAY									
TOTAL HOURS			45						



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SITE MANAGER ALLOCATION SHEET

Name: Mark Robinson
w/e: 24/09/23

DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS					
			H/O	MBH	RG	CS	NPY	VSU-04
MONDAY	Site/Office	FCU meeting for slots in PVD angles, internal meeting with MOB, RCH, JRH.		9				
TUESDAY	Office	Costing UPS Room, disposal of police hut, with JRH Print off ISG programme & review, Elite invoices with JRH, revise RCL door schedule & issue		6.5			2.5	
WEDNESDAY	Office	Check aconex notifications, Teams meeting with RCH & JRH, review Elite ironmongery schedule & return to elite, RCL progress report & issue		9				
THURSDAY	JMS	Go to JMS to view new samples, RCL Programme		9				
FRIDAY	Holiday		9					
SATURDAY								
SUNDAY								
TOTAL HOURS			9	33.5			2.5	



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SITE MANAGER ALLOCATION SHEET

Name: D Sanders
w/c: Monday 18/09/2023

DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS				
			Moorfields	HEAD01	84 Moorgate		
MONDAY	84 Moorgate & 21 Moorfields	84 Moorgate 1/ Go to 8 o'clock DABS 2/ Daily briefing and toolbox talks 3/ Paperwork, emails etc 4/ Manage RCL labour on site 5/ Checking Allgoods ironmongery schedule, and make comments ready for tomorrow meeting with Osborne 21 Moorfields 1/ Paperwork, emails etc 2/ Manage RCL labour on site			10		
TUESDAY	84 Moorgate & 21 Moorfields	84 Moorgate 1/ Go to 8 o'clock DABS 2/ Daily briefing and toolbox talks 3/ Paperwork, emails etc 4/ Manage RCL labour on site 5/ attend meeting with Osborne and architect to discuss Allgood ironmongery schedule and sample boards 21 Moorfields 1/ Walk around site checking SB doors re Alex email saying locks and actuators are not working	2		8		
WEDNESDAY	84 Moorgate & 21 Moorfields	84 Moorgate 1/ Go to 8 o'clock DABS 2/ Daily briefing and toolbox talks 3/ Paperwork, emails etc 4/ Manage RCL labour on site 5/ do Daywork sheets 21 Moorfields 1/ Manage RCL labour on site 2/ Emails and paperwork 3/ Check latest snag lists	3		7		
THURSDAY	84 Moorgate & 21 Moorfields	84 Moorgate 1/ Go to 8 o'clock DABS 2/ Daily briefing and toolbox talks 3/ Paperwork, emails etc 4/ Manage RCL labour on site 21 Moorfields 1/ Manage RCL labour on site	2		8		
FRIDAY	84 Moorgate & 21 Moorfields	84 Moorgate 1/ Go to 8 o'clock DABS 2/ Daily briefing and toolbox talks 3/ Paperwork, emails etc 4/ Manage RCL labour on site 5/ Attend Heritage door site meeting 6/ Measure Heritage door openings 21 Moorfields 1/ Manage RCL labour on site	2		8		
SATURDAY							
SUNDAY			9		36 41		



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SITE MANAGER ALLOCATION SHEET

Name: Jason Wray
w/c: 18/09/23

DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS						
			MOOR 02	84 Moorgate	23 Finsbury Circus Stage 4	General / Meetings	National Gallery	Electra House	63-65 Coleman Street
MONDAY	Head Office Head Office Head Office Head Office	E-mails, Phone calls etc. Downloading & going through photos for South refurb works L1. Updating pricing schedule for South refurb works L1. Downloading docs & setting up the Tender file. Tender Meeting	1.0	1.0 1.0	4.5	1.5			
TUESDAY	Head Office Head Office Head Office Head Office Head Office	E-mails, Phone calls etc. Setting up the Tender file. Going through changes in stage 4 documents & send out enquiries. Going through North & South refurb works with S.T. Updating pricing schedule for North refurb works L4 to L6. Updating pricing schedule for South refurb works L1 to L6.	1.0	1.0 1.0 1.0	1.0 4.0				
WEDNESDAY	Head Office Head Office Head Office	E-mails, Phone calls etc. Doing Covid tests (Positive) Printing off drawings / docs to work from home. Updating pricing schedule for South refurb works L1 to L6.	2.0	5.0		0.5 1.5			
THURSDAY	Home Home Home Home	E-mails, Phone calls etc Booking ISG Inductions for D. Sanders & C. Hart. Going through plans & photos for South refurb Panel works from S.S. Updating pricing schedule for South refurb works L1 to L6.	2.0 2.0	2.0 3.0					
FRIDAY	Home Home Home Home Home Home	E-mails, Phone calls etc Day Work Sheets. Time Sheet & Allocation Sheet Going through photos for South refurb Panel works from Joe Smith. Updating pricing schedule for South refurb works L1 to L6. Sending Stage 4 enquiries & chasing design statements Telephone meeting with Manjit Singh & notes	2.0 1.5 1.0	1.0 2.0	0.5 1.0				
SATURDAY									
SUNDAY									
TOTAL HOURS			12.5	18	11	3.5			