

REF: MOORGATE

COMPILED BY:

D Sanders

W/E DATE (SUN):

03.03.2024

TIME SHEET

CONTRACT: 84 Moorgate

NAME	MON		TUE		WED		THUR		FRI		SAT		SUN		COMMENTS	
	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT		
84 MOOREGATE - MOOR 02 - (RCL - PAYE)																
J SMITH	✓	Hols	Hols		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
K O'MALLEY	✓	07:30	17:00		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
84 MOOREGATE - MOOR 02 - (RCL - CIS)																
S SIMONOVIC	✓	07:30	17:00		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
I ANDRONIC	✓	07:30	17:00		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
I SAHOTA	✓	/	/		/	/	/	/	/	/	/	/	/	/	/	
A LIDZIUS	✓	07:30	17:00		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
M BHANJI	✓	07:30	17:00		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
J KIDECHA	✓	10:00	17:00		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
A STATTS	✓	07:30	17:00		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
D RASCICAL	✓	07:30	17:00		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
J BASQUILLE	✓	07:30	17:00		07:30	17:00	07:30	17:00	07:30	17:00	07:30	17:00	/	/	/	
SJM Polisher																
C JEFFIE (SJM)										07:30	15:00					
WOW Glass x 3 men								3x3	Hrs							Working for JMS

Wk 49.

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RAPHAEL CONTRACTING
LIMITED

DAILY ALLOCATION SHEET

Date 26/2/24

CONTRACT

OPERATION

Trus load Van
Cell Hollow 100cs 281
Lunch
Dec Minn Bridge

REF

3 1/2 1 1/2 1/2 4

9 1/2

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

Joe Jett

3 1/2 1 1/2 1/2 4

9 1/2

Trus RCL Trus

TOTALS

TYPE OF MACHINE

Jmsol

7 1/2

HEADP

1 1/2

Jmsol - 32 1/2 (2 1/2) 1/2 / HEADP - 3 1/2 (1) / QALCP - 2 /

MDHSP - 7 1/2

[illegible]

[illegible]

DAILY ALLOCATION SHEET

CONTRACT

OPERATION

FOR TRAINING

REF

 $9\frac{1}{2}$

CHECK
No.

NAME

TRADE

HOURS WORKED ON OPERATION

TOTAL
HOURS

Joe Yen

9 1/2

TOTALS

TYPE OF MACHINE

5m Sep

9.



RAPHAEL
CONTRACTING LTD

9100
Raphael House, 123 Roebuck Road Tel: 020 8391

Chessington, Surrey KT9 1EU
www.raphaelcontracting.com

SITE MANAGER ALLOCATION SHEET

Name: **Auris Kulsinskas**
w/c : 26/02/2024

DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS				
			HOXT01	CANN01	CAMP01	WOKI-04	Millennium Bridge
MONDAY	Millennium Bridge	Daily Safe Start with team meeting. DABS meeting. Weekly RCL Paperwork submission. Timber door frames delivery, coordination. Prepare work area – Peters Hill Level 3 ceilings.					9h
TUESDAY	Millennium Bridge	Morning meeting - Daily Safe Star. DABS meeting. Timber door frame delivery, coordination. 1 st fix to Peters Hill L3 ceilings – carpenters setup.					9h
WEDNESDAY	Millennium Bridge	Daily Safe Start with team. Site Safety Walk with ISG. Shadbolt doors delivery to L1, coordination. DABS meetings. Install door frames to Basement Showers area – team setup.					9h
THURSDAY	Millennium Bridge	Daily Safe Start meeting with team. DABS meeting. Materials, fixings order. Peter Hill ceiling panels works inspection.					9h
FRIDAY	Millennium Bridge	Site Managers Safety Meeting, DABS meeting. Friday Pack for ISG prepare and load to system. Peters Hill split battens check.					9h
SATURDAY							
SUNDAY							
TOTAL HOURS							45



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9100

Chesington, Surrey KT9 1EU

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SITE MANAGER ALLOCATION SHEET

Name: Kes Kulsinskas
w/c : 26-02-24

SITE/LOCATION

TASK

COST HEADINGS / HOURS

MONDAY

57CHR

Fitting Dados/mouldings

9hrs

TUESDAY

57CHR

Cutting door to suit floors
Adjusting garage door locks d7.01/02
Paperwork

9hrs

WEDNESDAY

57CHR

Cutting out grills in skirting and overhead panels

9hrs

THURSDAY

57CHR

Making and fitting MDF boxing around manifold
L-3

9Hrs

FRIDAY

57CHR

Painting black inside envs pocket doors,
Sorting out keys/handover.

9Hrs

SATURDAY

SUNDAY

TOTAL HOURS

45



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SITE MANAGER ALLOCATION SHEET

Name: Mark Robinson
w/e: 03/03/24

DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS					
			H/O	MBH	WOKI-04	CS	WPG	NPY
MONDAY	Site/Office	Respond to SRM corner guard e-mail Progress report, take van home Respond to BAM queries, enquiry to JMS for new door set Respond to BAM basement door query		5	1	1		2
TUESDAY	Office	Check RCL door schedule Rev 05 against Rev 04 with PCo comments, Draft O&M, issue monthly safety report, check order for safety visits Respond to BAM basement door e-mail	3 →	5		1		
WEDNESDAY	Site	Key suiting schedule with PCo & ISG, view peters hill soffit issue with PCo & ISG Flatley calls & e-mails re-planning doors Repton Gardens – respond to heater e-mails, enquiry to JMS Download Comms Room drawings	2	4			2	1
THURSDAY	Site	Draft letter for MOB and then issue, sort out lorry hire & addendum to JMS, check setting out of peters hill lift wall panels and issue RFI,		9				
FRIDAY	Site	Weekly progress meeting with ISG, chase PVD and issue e-mail, monthly report, walk site to look for storage for profab next delivery of doors Reply to SRM extra works e-mail Prep RAMS 7 issue		6	1	2		
SATURDAY								
SUNDAY								
TOTAL HOURS			5	29	2	4	2	3



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**SITE MANAGER ALLOCATION
SHEET**

Name: D Sanders
w/c: Monday 26/02/2024

DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS				
			Moorfields	HEAD01	84 Moorgate		
MONDAY	84 Moorgate	<u>84 Moorgate</u> 1/ Do times etc and send to H/O 2/ Daily briefing and toolbox talks 3/ Paperwork, emails etc 5/ Manage RCL labour on site 6/ Go to 3 o clock DABS 7/ unload and sort out Brass kick plates 8/ Do daywork sheets			10		
TUESDAY	84 Moorgate	<u>84 Moorgate</u> 1/ Daily briefing and toolbox talks 2/ Paperwork, emails etc 3/ Manage RCL labour on site 4/ Go to 3 o clock DABS 5/ Sort out ironmongery for lads on site			10		
WEDNESDAY	84 Moorgate	<u>84 Moorgate</u> 1/ Daily briefing and toolbox talks 2/ Paperwork, emails etc 3/ Manage RCL labour on site 4/ Go to 3 o clock DABS 5/ sorting out ironmongery for Basement doors			10		
THURSDAY	84 Moorgate	<u>84 Moorgate</u> 1/ Daily briefing and toolbox talks 2/ Paperwork, emails etc 3/ Manage RCL labour on site 4/ Go to 3 on clock DAB					
FRIDAY	84 Moorgate	<u>Off work</u>					
SATURDAY							
SUNDAY					50		



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SITE MANAGER ALLOCATION SHEET

Name: Jason Wray
w/c: 26/02/24

DAY	SITE/LOCATION	TASK	COST HEADINGS / HOURS					
			General / Meetings	AELTC Millennium Building	196 – 222 Kings Road	City of London Boys School		
MONDAY	Head Office	E-mails, Phone calls etc.	2.0					
	Head Office	Tenders catch up meetings & searching e-mails for RCH.	2.0					
	Head Office	Going through Door drawings / docs.		1.0				
	Head Office	Updating RFI schedule and sending to SRM.		1.0				
TUESDAY	Head Office	Start to go through labour for joinery items on pricing doc.		1.0				
	Head Office	Sorting drawings/docs for stairs & send enquiry to Stairbox & Pear Stairs			2.0			
	Head Office	E-mails, Phone calls etc.	1.0					
	Head Office	Sorting docs for wardrobes & send enquiry to Poliform, MVS & FGM.			2.0			
WEDNESDAY	Head Office	Sending enquiry to Formwise for vanity & mirrored units.		2.0	1.0			
	Head Office	Updating Tender schedule & writing a PM report.		1.5				
	Head Office	Checking CW Fields quote and putting prices on the Door comparison.		1.5				
	Head Office	Checking TFP FF&E quote and putting prices on the pricing doc.		1.5				
THURSDAY	Head Office	E-mails, Phone calls etc.	1.5					
	Head Office	Tenders catch up meetings.	1.5					
	Head Office	Sorting out formulas in pricing doc.		2.0				
	Head Office	Going through dwgs/docs sorting price issues with Staircases.			2.0			
FRIDAY	Head Office	Pricing IKEA wardrobes & forming a new pricing doc.			2.0			
	Head Office	E-mails, Phone calls etc.	1.0					
	Head Office	Checking Poliform wardrobe quote and putting prices on the pricing doc.			6.0			
	Head Office	Updating the pricing doc with figures previously issued.			2.0			
SATURDAY	Home	E-mails, Phone calls etc.	1.0					
	Home	Time Sheet & Allocation Sheet	1.0					
	Home	Updating the pricing doc with figures previously issued.			1.0			
	Home	Chasing outstanding quotes			1.0			
SUNDAY	Home	Report for RCH.			1.0			
	Home	Send an additional items enquiry to JMS.			2.0			
	Home	Updating the pricing doc with Poliform comments.			2.0			
	Home	Going through Poliform queries with regards block FGH.			1.0			
TOTAL HOURS			11	10	24			