

Grand Rapids Building Services, Inc.							Manager:				Joe Maher												
5	Week Ending:	6.6.21				Daily Totals		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT	SUN	Hrs at Left	Grand Total							
	Exception Report must include data on any PR below B, insp below 90, employees requiring retraining, concerns raised on side by side training and development visits							Start Time	7:30AM	6:00AM	7:00AM	5:30am	5:00AM			52.25	50.75						
								Deduct Lunch/ Breaks			-0.5	29-Dec											
								End Time	12:00PM	3:30pm	4:30PM	5:00PM	3:15PM			Total Production	17						
								Total Shift Time	4.5	9.5	9.5	11.5	10.25			Miles	65.5						
								Before/After Shift	1	1		0.5	1	0.5	4								
							Total daily hours	5.5	10.5	9	11.5	11.25	0.5	4									
Number of pages	3	Travel % of TI						TI Hrs	Travel	TI Hrs	Travel	TI Hrs	Travel	TI Hrs	Travel	TI Hrs	Travel	Work Hours	Travel Hrs				
							0%	4.5	0	9.5	0	9	0	9.5	0	10.25	0	0	0	0	0	42.75	0
TASK	LOCATION	WHO WERE YOU WITH?	Start Time	End Time	INSP GRADE	Q10 GRADE	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Totals	Total PR								
HR Mtgs, Interviews														0	0								
														0	%/Grand								
														0	0%								
														0									
Meetings Seminars & Classes	Location	Task												0									
	office	waehouse,Greg, HR	9:45am	10:45am					1					1	1								
														0	%/Grand								
														0	2%								
Administration, Staffing, Payroll During the Shift	Payroll, Reports,		7am	9:30				2.5						2.5									
	Admin		7am	8am					1					1	Spr Insp Total								
	Admin		6am	7am				1						1									
	admin		5:30am	6:45am						1.25				1.25	5.75								
														0									
														0	% of Grand Total								
														0									
														0	11%								
Supply, Equipment, Repair, Warehouse	Location	Task												0	0.5								
	brown	scrubber	10:45am	11:15					0.5					0.5									
														0	%/Grand								
														0	1%								
Filling in for Production	Location	Task												0	17								
	HS	Floors, weight room, fitness room training room	7:30am	12:00om			4.5							4.5									
	ECC	moving	9:30am	11:00am				1.5						1.5	%/Grand								

