



Grand Rapids Building Services, Inc.							Manager:		Joe Maher															
5	Week Ending:	08.01.21				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	7am	7am	6:30am	7am	7am			40.5	40								
							Deduct Lunch/ Breaks		-0.5			-0.5			Total Production	0								
							End Time	3pm	3pm	3pm	3pm	4:00pm			Miles	103								
							Total Shift Time	8	8	8.5	8	9												
							Before/After Shift																	
						Total daily hours	8	7.5	8.5	8	8.5													
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%			8	0	7.5	0	8.5	0	8	0	8	0	0	0	0	0	40	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	office		10am	11am				1						1	3									
	L10	mike	8:30am	10:30am							2			2	%/Grand									
														0	8%									
Meetings Seminars & Classes	Location Task													0										
	HS	admin	7am	8:30am			1.5							1.5	1.5									
														0	%/Grand									
														0	4%									
Administration, Staffing, Payroll During the Shift	admin/12@12		11:30am	12:30pm				1						1										
	admin		2pm	3pm				1						1	Spr Insp Total									
	admin		7am	8:30am							1.5			1.5	5.5									
	payroll		HS/Nickels	11am	1pm			2						2										
														0	% of Grand Total									
														0										
														0	14%									
Supply, Equipment, Repair, Warehouse	Location Task													0	2.5									
	Warehouse		8:30am	9:30am			1							1										
	Repairs	HS/Nickels	9:30am	11am			1.5							1.5	%/Grand									
Filling in for Production	Location Task													0	0									
														0										
														0	%/Grand									



