

Grand Rapids Building Services, Inc.						Manager:		Joe Maher															
5	Week Ending:	8.22.21				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		6AM	7AM	6:30AM	7AM	6:30AM	8:30AM	12:15PM	56.25	56.25						
							Deduct Lunch/Breaks		-0.5		-0.5												
							End Time		6:30PM	3:30PM	3:30PM	5PM	2:30PM	4:00PM	2:30PM							Total Production	13.75
							Total Shift Time		12.5	8.5	9	10	8	7.5	2.25							Miles	149.5
							Before/After Shift																
Total daily hours		12	8	8.5	10	8	7.5	2.25															
Number of pages	3	Travel % of TI				0%		TI Hrs	Travel	TI Hrs	Travel	TI Hrs	Travel	TI Hrs	Travel	TI Hrs	Travel	Work Hours	Travel Hrs				
								12	0	8	0	8	0	10.5	0	8	0	7.5	0	2.25	0	56.25	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	6.75								
	HS	jolene SUP D	3pm	4pm			1							1									
	12@12		12pm	12:15pm				0.25						0.25	%/Grand								
	West	Refresher	1pm	5pm						4				4									
Alpine	Quartely	8:30am	10am								1.5		1.5	12%									
Administration, Staffing, Payroll During the Shift	Admin		9am	11am			2							2									
	HS	Write up	9am	9:30am					0.5					0.5	Spr Insp Total								
	HS		3pm	3:30pm						0.5				0.5									
	HS	messages,emails,training	8am	10:15am						2.25				2.25	6.25								
	HS	close wos, messages	6:30am	7:30am								1		1									
														0	% of Grand Total								
														0									
														0	11%								
Supply, Equipment, Repair, Warehouse	Location	Task												0	1								
	Office/Warehouse		10:30am	11:30am										1									
														0	%/Grand								
														0	2%								
Filling in for Production	Location	Task												0	13.75								
	HS	Carpets	4pm	6:30pm			2.5							2.5									
	HS	Gym Setups	9am	10:30am					1.5					1.5	%/Grand								

