		Grand Rapids Building Services, Inc.									Manager: Name							
Timesheets and exception reports		Week Ending: 12/5					Daily Totals		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT	SUN	Hrs at Left	Grand Total	
		Deduct							4:00 AM	4:00 AM	4:30 AM	5:00 AM	5:00 AM	7:00 AM		72	72	
	y 6:00 PM	Exception Report must include data on any PR below B, insp be					ElOW 90,		7:00 PM	6:00 PM	4:00 PM	7:00 PM	12:00 PM	5:00 PM		Total Production	17	
on M	ondays	employees requiring retraining, concerns raised on side by side training and development visits						ift Time fter Shift ily hours	15 0 15	13 0 13	12 0 12	14 0 14	8	10 0 10	0	Miles	137	
Number	Ι		Travel % of Ttl		Total daily nours		Ttl Hrs Travel	Ttl Hrs Ttl Hrs	Ttl Hrs Travel	Ttl Hrs Travel	Ttl Hrs Travel	Ttl Hrs Travel	Ttl Hrs Trave	Work Hours				
of pages	3				59				9.5 0	4.5 0	6 0	7 0	3.5 0	1 3.65		31.5	3.65	
	ASK	LOCATION		WHO WERE YOU WITH?	Start Time	End Time	INSP GRADE	Q10 GRADE	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Totals	Total PR	
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																0 0 0	Total mgr insp	
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		Zoom	<u> </u>		11:00 AM	12:00 PM					1					1	270	
		Location	ı	Task												0	0	
Mee	tings															0		
Semir	nars &															0	%/Grand	
Cla	asses															0	Λ%	

		Grand	Rapids Building Services	, Inc.				М	anager:		Name								
						Totals	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT	SUN	Hrs at Left	Grand Total				
		Week Ending:	Time	4:00 AM	4:00 AM	4:30 AM	5:00 AM	5:00 AM	7:00 AM		72	72							
Timeshe exception		Do													72	72			
are due by				data on any PR below B, insp below 90, concerns raised on side by side training			Breaks Time	7:00 PM	6:00 PM	4:00 PM	7:00 PM	12:00 PM	5:00 PM		Total Production	17			
on Mo		employees requiri	ng retraining, concerns raised on sid and development visits			Total Shift Time		15	13	12	14	8	10		Total i Todaction				
					Before/After Shift		0	0	0	0	0	0	0	Miles	137				
					Total daily hours		15	13	12	14		10	0						
Number of pages 3			Travel % of Ttl				Ttl Hrs Travel	Ttl Hrs Ttl Hrs	Ttl Hrs Travel	Ttl Hrs Travel	Ttl Hrs Travel	Ttl Hrs Travel	Ttl Hrs Trave	Work Hours					
or pages	3			5%				9.5 0	4.5 0	6 0	7 0	3.5 0	1 3.65	0 0	31.5	3.65			
TA	SK	LOCATION	WHO WERE YOU WITH?	Start Time	End Time	INSP GRADE	Q10 GRADE	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Totals	Total PR			
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		Staffing		2:00	3:00			1	1	1	1	1	1		6				
															0	Spr Insp Total			
Admin	istratio														0	6			
n, Sta															0				
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Payroll During the														0	% of Grand Total				
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	Shift Supply,														0				
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		Location	Task					0 8% 0 8% 0 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	3										
		Farms	Working on tractor					1							1	3			
Equip		Round	Working on snow blower							1					1	%/Grand			
Rep		Ore Creek	-								1				1	, , , , ,			
Wareh	iouse	Ole Cleek	Auto scruber								1					4%			
															0				
		Location	Task												0	- 17			
Filling	in for	Round	Snow	4:30 AM	6:00 AM			1.5							1.5				
Produc		Village	Snow	6:00 AM	7:30 AM			1.5							1.5	%/Grand			
filling		Farms	Snow	8:00 AM	10:00 AM			1							1	54%			
Super		Lakes	snow	10	11			1							1	%/Grand			
Super	, 191011	High School	Helping with Lunch					2	2	2	2	2			10				
		Ore Creek	Helping with Lunch					0.5	0.5	0.5	 	0.5			2	24%			
		Task/Project:													0				
		Task/Project:													0				
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_		Task	With whom?			1	1								0				
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		Grand Rapids Building Services, Inc.										Name									
				Daily Totals		MONDAY	lanager: TUESDA	ΥV	WEDNESDAY	THURSDAY	FRIDAY	SAT	SUN	Hrs at Left	Grand Total						
Week Ending: 12/5				Start Time		4:00 AM	4:00 AN	Л	4:30 AM	5:00 AM	5:00 AM	7:00 AM									
Timesheets and exception reports are due by 6:00 PM on Mondays		Exception Report must	Deduct Lunch/Breaks End Time										72	72							
		employees requiring re			7:00 PM	6:00 PM	1	4:00 PM	7:00 PM	12:00 PM	5:00 PM		Total Production	17							
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			·			Before/A		0	0	+	0	0	0	0	0	Miles	137				
Number	1	Travel % of Ttl					ily hours	15 Ttl Hrs Travel	13 Ttl Hrs Ttl	Hrs Ttl	12 I Hrs Travel	14 Ttl Hrs Travel	Ttl Hrs Travel	10 Ttl Hrs Trave	O I Ttl Hrs Trave	Work Hours					
of pages	3					-		Turiis Havei	101113	1113	illis liavei	Turns Haver	Turns maver	Turns mave	101113 1144						
					5%			9.5 0	4.5		6 0	7 0	3.5 0	1 3.65	0 0	31.5	3.65				
TASK		LOCATION WHO WERE YOU WITH?		Start Time	End Time	INSP GRADE	Q10 GRADE	Mon	Tues	;	Wed	Thur	Fri	Sat	Sun	Totals	Total PR				
After																0	U%				
Work l																0					
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accur	ately								-	-						0	0				
			el and Mileage Information or van, do not take mileage, on	ly record	l time.			Mon	Tues		Wed	Thur	Fri	Sat	Sun						
	Ι	ir using a company car	vi van, av not tane imieuge, or			Start Time	End Time	Hours Miles		_					Hours Mile	Totals	Totals				
	2158 N	Jandi hills trail, Swartz Creek	28400 Harwich Farmington MI	6:30AM-	-7:49AM	Start Time	Ziid Tiiile	Hours Miles	Hours Mi	ies Ho	ours Miles	Hours Miles	Hours Miles	Hours Miles	Hours Mile	Hours 1.15	Miles 48				
		00 Harwich Farmington MI	34545 Old Timber Rd Farmington											0.25 14		0.25	14				
	34534 Old Timber rd		23800 Timber Rd Farmington Hills											0.25 15		0.25	15				
	3800 Timber Rd Farmington		158 Nandi Hills Trail swartz Creek											2 60		2	60				
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Travel,									oxdot			\vdash		\vdash		0	0				
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