SIMPSON 052317

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PERSONNEL TRACKING



SERVICE TYPE (RESTORATION) JOB NUMBER-COMPLETE **JOB STATUS** FORM VERIFIER LINE # 1 INITIALS **LOSS CAUSE** LOCATION **WEATHER** Mm CODE **CODE VEHICLE NAME (TABLE)** ELECTRONIC 101108180 # 00C New **RETURN** START DATE **START DAY** FIRE HUMID 529 PICKUP, SUV OR CAR L00 Site Tuesday 1/23/24 TEMP 32 Ongoing JOB NAME WATER/FLOOD L01 Date -Tra ve 1 530 VAN, PASSENGER/CARGO PTS Nuera STOP DATE **END DAY** SNOW WIND L02 518 TRUCK-MOVING/BOX/BOARD UP Comp Time -1/23/24 Tuesday JOB ADDRESS MOLD RAIN L03 523 TRUCK, 3/4 TON PICKUP Hold (explain why in description) 16280 E TwomblyRd **CREW SHEET#** WINDY EARTHQUAKE 527 TRUCK, 1 TON 4X4 W/LIFTGATE L04 LAST 3 LETTERS OF JOB NAME-6 DIGIT DATE-LAST 3 #'S OF VERIFIERS JDE RochellelL Other 453 TRUCK, EXTRACTION L05 SAFETY TOPIC **TOOL BOX TRAINING** ERA - 12324 - 985 Contac L06 N/A NO VEHICLE COMPLETED? Harness test FOR RENTAL CARS: Lockbox / Other Code: FILL IN VEHICLE CODE AND CHECK BOX PERSONNEL NAME PERSONNEL NAME **24 HOUR CLOCK** SEE GUIDE SHEET SEE TABLE TOTAL HOURS HOURS | 24 HOUR LUNCH 24 HOUR CODE CLEARLY PRINT YOUR NAME HELPS ENSURE THE CORRECT PERSON IS BEING YOUR SIGNATURE REPRESENTS THE APPROVAL TO PAY YOUR **RATE PHASE** HOTEL HOTEL CONFIRM HOURS VEHICLE **OFFICE** ID# BY PAID FOR HOURS WORKED. AN ILLEGIBLE NAME MAY RESULT IN UNTIMELY OF START TIME DOCUMENTED HOURS WORKED. A LACK OF SIGNATURE MAY RESULT **STOP START** BY PERSON NAME **ROOM** CODE **CLASS** IN UNTIMELY OR NO PAY CODE PHASE TIME TIME CODE # **STOP TIME** BY OTHER **PRINT** FIRST <u>THEN</u> LAST NAME **SIGNATURE-**END OF SHIFT VERIFIER N/A Maurilio Muñoz Jr 1715985 $N \mid N \mid N \mid N$ 1011 RENTAL Mm **VERIFIER** 1200 12.00 L00 CLN 10.00 N/A 707 1930 Braylin lopez 700 Na Na N N N N 1011 2.00 1230 TVL RENTAL L01 CLN **VERIFIER** L00 10.00 N/A 1200 12.00 1930 707 Ruben Guerrero 700 $N \mid N \mid N \mid N \mid$ Na Na 1011 TVL 2.00 RENTAL Mm 1230 L01 VERIFIER CLN 10.00 1200 12.00 L00 N/A707 Andrés quiroz 1930 700 Na $N \mid N \mid N \mid N \mid$ Na 1011 Mm 1230 2.00 RENTAL TVL L01 10.00 **VERIFIER** CLN 1200 12.00 L00 N/A 1930 707 Egidio quiroz 700 $N \mid N \mid N \mid N \mid$ Na Na 1011 Mm 1230 TVL 2.00 RENTAL L01 **VERIFIER** 1200 L00 CLN 10.00 N/A 12.00 707 Juan Manuel 1930 700 Na N N N N Na 1011 RENTAL Mm 1230 TVL 2.00 L01 VERIFIER L00 CLN 10.00 1200 12.00 N/A 707 Erwin Gonzalez 700 1930 Na Na 1011 Mm 2.00 RENTAL 1230 TVL L01 **VERIFIER** 1200 CLN 10.00 12.00 L00 N/A Erwin galicio 707 700 1930 Na Na 1011 1230 TVL 2.00 RENTAL Mm L01 **VERIFIER** N/A $N \mid N \mid N \mid N \mid$ RENTAL VERIFIER N/A $N \mid N \mid$ N RENTAL VERIFIER $N \mid N \mid N \mid N \mid$ RENTAL VERIFIER N N N RENTAL VERIFIER $N \mid N \mid N \mid$ N N RENTAL VERIFIER $N \mid N \mid N \mid N \mid$ RENTAL **RESPONSIBILITY OF APPROVER:** PLEASE COMPLETE ALL REQUESTS BELOW VERIFICATION OF PTS DATA APPROVER SIGNATURE TO VERIFY FORM IS COMPLETED TVERIFY TOTAL HRS TVERIFY TOTAL HRS **STEP 2-**DID THE FORM VERIFIER REVIEW THIS FORM FOR COMPLETION? THESE TWO TOTALS **STEP 1-PRINT APPROVER NAME** STEP 3-TOTAL HRS STEP 4-PHASE HRS STEP 5 - DOES THE PTS COVER: **STEP 6-APPROVER SIGNATURE** SHOULD MATCH IF "N", YOU MUST VERIFY & COMPLETE ALL OUTSTANDING ISSUES **□**WH0 ■ WHERE **□** WHEN Jordan Hankey Jordan Hankey INCLUDING TOP SECTION OF FORM WORK DESC: WHAT WHERE WHY HOW **WORK DESCRIPTION**: BASED ON LOCATION(S) WORKED AND PHASE CODE(S), PLEASE DESCRIBE WHAT WORK THE CREW PERFORMED Se e cre w sheet 1 # OF PAGE 5 RECIEPT TRACKING FORMS NONE OF PAGE FORM VERIFIER-PLEASE CHECK BOX AND ENTER QUANTITY FOR A E& PAGES I CLUDED WITH THIS SHEET

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