

PERSONNEL TRACKING
SERVICE TYPE (RESTORATION)



| | | | | | | | | | | | | | | | | |
|--|------------------------|--|-------------|---------------------|----------------------------------|------------|---------------------------------|------|----------|---------|---------|------------|-----------------------|---------------------------|------------------------------|--|
| PTS DOC# -ELECTRONIC | FORM VERIFIER LINE # 1 | | INITIALS AR | JOB NUMBER-COMPLETE | | LOSS CAUSE | | CODE | LOCATION | WEATHER | | JOB STATUS | | CODE VEHICLE NAME (TABLE) | | |
| | START DATE | | START DAY | | 101107012 | | FIRE L00 | | SITE | | HUMID | | New | | RETURN | |
| | 11/8/21 | | Monday | | | | | | | | | | Ongoing | | Date - 11/9/21 | |
| | STOP DATE | | END DAY | | JOB NAME | | WATER/FLOOD L01 | | | | TEMP 60 | | Comp | | Time - AM | |
| | 11/8/21 | | Monday | | Windwood Condo | | WIND L02 | | | | SNOW | | Hold | | (explain why in description) | |
| CREW SHEET# LAST 3 LETTERS OF JOB NAME-6 DIGIT DATE-LAST 3 #'S OF VERIFIERS JDE | | | | | 22424 York Ct Richton Park IL | | MOLD L03 | | | | RAIN | | Other | | | |
| NDO - 110821 - 251 | | | | | SAFETY TOPIC PPE SAFETY | | TOOL BOX TRAINING COMPLETED? | | | | WINDY | | Contact: | | | |
| | | | | | | | L04 | | | | | | Lockbox / Other Code: | | | |
| | | | | | | | L05 | | | | | | | | | |
| | | | | | | | L06 | | | | | | | | | |

| OFFICE | ID# | PERSONNEL NAME | RATE CLASS | 24 HOUR CLOCK | | | TOTAL HOURS | LOCATION CODE | PHASE CODE | HOURS BY PHASE | SMALL TOOLS | PPE | PRP - FIT TEST | PPP - HARNESS | PER DIEM | SEE GUIDE SHEET | | SHARE ROOM | SEE TABLE | PERSONNEL NAME | | |
|-----------------------------------|------|--|------------------------|---------------|-----------|----------|-------------|---------------|------------|----------------|-------------|-----|----------------|---------------|----------|-------------------------|--------------|------------|--|----------------|----------|----------|
| | | CLEARLY PRINT YOUR NAME HELPS ENSURE THE CORRECT PERSON IS BEING PAID FOR HOURS WORKED. AN ILLEGIBLE NAME MAY RESULT IN UNTIMELY OR NO PAY | | | 24 HOUR | LUNCH | 24 HOUR | | | | | | | | | CONFIRM HOURS BY PERSON | VEHICLE CODE | | YOUR SIGNATURE REPRESENTS THE APPROVAL TO PAY YOUR DOCUMENTED HOURS WORKED. A LACK OF SIGNATURE MAY RESULT IN UNTIMELY OR NO PAY | | | |
| | | START TIME | | START TIME | STOP TIME | BY OTHER | | | | | | | | | | | | | | | | |
| | | | | STOP TIME | | | | | | | | | | | | | | | | | | |
| PRINT FIRST <u>THEN</u> LAST NAME | | | SIGNATURE-END OF SHIFT | | | | | | | | | | | | | | | | | | | |
| 1 | 1011 | 333251 | Armando Rodriguez | | 700 | 1200 | 1700 | 9.50 | L01 | TSH | 9.50 | N | N | N | N | N | N/A | N/A | N | 529 | | VERIFIER |
| | | | | | | 1230 | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | AR | |
| 2 | 1011 | 707 | Sa ra Ortiz | | 800 | 1200 | 1700 | 8.50 | L01 | TSH | 8.50 | N | N | N | N | N | N/A | N/A | N | N/A | | VERIFIER |
| | | | | | | 1230 | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | AR | |
| 3 | 1011 | 707 | Luis Jimenez | | 800 | 1200 | 1700 | 8.50 | L01 | TSH | 8.50 | N | N | N | N | N | N/A | N/A | N | N/A | | VERIFIER |
| | | | | | | 1230 | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | AR | |
| 4 | 1011 | 707 | Edgar Cama cho | | 800 | 1200 | 1700 | 8.50 | L01 | TSH | 8.50 | N | N | N | N | N | N/A | N/A | N | N/A | | VERIFIER |
| | | | | | | 1230 | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | AR | |
| 5 | 1011 | 707 | German n Castro | | 800 | 1200 | 1700 | 8.50 | L01 | TSH | 8.50 | N | N | N | N | N | N/A | N/A | N | N/A | | VERIFIER |
| | | | | | | 1230 | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | AR | |
| 6 | 1011 | 707 | Yunior Ortiz | | 800 | 1200 | 1700 | 8.50 | L01 | TSH | 8.50 | N | N | N | N | N | N/A | N/A | N | N/A | | VERIFIER |
| | | | | | | 1230 | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | AR | |
| 7 | 1011 | 707 | Claudia Gil | | 800 | 1200 | 1700 | 8.50 | L01 | TSH | 8.50 | N | N | N | N | N | N/A | N/A | N | N/A | | VERIFIER |
| | | | | | | 1230 | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | AR | |
| 8 | 1011 | 1701531 | Omar Flores | | 700 | 1200 | 1630 | 9.00 | L01 | TSH | 9.00 | N | N | N | N | N | N/A | N/A | N | 530 | | VERIFIER |
| | | | | | | 1230 | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | AR | |
| 9 | | | | | | | | | | | | N | N | N | N | N | | | N | | VERIFIER | |
| | | | | | | | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | | |
| 10 | | | | | | | | | | | | N | N | N | N | N | | | N | | VERIFIER | |
| | | | | | | | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | | |
| 11 | | | | | | | | | | | | N | N | N | N | N | | | N | | VERIFIER | |
| | | | | | | | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | | |
| 12 | | | | | | | | | | | | N | N | N | N | N | | | N | | VERIFIER | |
| | | | | | | | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | | |
| 13 | | | | | | | | | | | | N | N | N | N | N | | | N | | VERIFIER | |
| | | | | | | | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | | |
| 14 | | | | | | | | | | | | N | N | N | N | N | | | N | | VERIFIER | |
| | | | | | | | | | | | | | | | | | | | <input type="checkbox"/> RENTAL | | | |

| | | | | | | | | | | | | | | | |
|--|--|---|--|-------------------|--|-------------------------------|--|--------------------------|--|-------------------------------|--|--|--|---------------------------|--|
| RESPONSIBILITY OF APPROVER: PLEASE COMPLETE ALL REQUESTS BELOW | | | | ↑VERIFY TOTAL HRS | | ↑VERIFY TOTAL HRS | | VERIFICATION OF PTS DATA | | | | APPROVER SIGNATURE TO VERIFY FORM IS COMPLETED | | | |
| STEP 1-PRINT APPROVER NAME | | STEP 2-DID THE FORM VERIFIER REVIEW THIS FORM FOR COMPLETION? | | STEP 3-TOTAL HRS | | THESE TWO TOTALS SHOULD MATCH | | STEP 4-PHASE HRS | | STEP 5 - DOES THE PTS COVER: | | | | STEP 6-APPROVER SIGNATURE | |
| Jordan Hankey | | IF "N", YOU MUST VERIFY & COMPLETE ALL OUTSTANDING ISSUES INCLUDING TOP SECTION OF FORM | | 69.5 | | ↔ | | 69.5 | | WHO WHERE WHEN | | | | <i>Jordan Hankey</i> | |
| | | | | | | | | | | WORK DESC: WHAT WHERE WHY HOW | | | | | |

WORK DESCRIPTION: BASED ON LOCATION(S) WORKED AND PHASE CODE(S), PLEASE DESCRIBE WHAT WORK THE CREW PERFORMED

Loaded truck with need supplies and tools, mobilize d to job site talked sa fety and task for the day. Continue with hauling out contents to dumpster. WE HAVE COMPLETED 8 UNITS WITH HAULING OUT TO DUMPSTERS ALL CONTENTS AND BAGGING ALL MISCELLANEOUS ITEMS. WE HAVE 2 UNITS THAT HAVE NOT BEEN TOUCHED THESE ARE THE WORST UNITS THAT WE CANT GET TO, ALSO 2 OTHER UNITS THAT ONE WAS DONE BY A DIFFERENT COMPANY AND THE OTHER UNIT WAS VACANT. BUILDING 22426 UNIT 4A- continued and finished bagging all sma ll misce llaneous items and hauling all contents to dumpster. WE HAVE A FEW ITEMS TO TAKE CARE OF TOMORROW AND WE SHOULD HAVE THIS COMPLETED 100%.