PERSONNEL TRACKING
SERVICE TYPE (RESTORATION)

BELFOR PROPERTY RESTORATION

PTS DOC # _ELECTRONIC			
FORM VERIFIER LINE # 1	INITIALS Da		
START DATE 1/20/24	START DAY Saturday		
STOP DATE 1/20/24	END DAY Saturday		

JOB NUMBER-COMPLETE 101108180

JOB NAME Nuera

JOB ADDRESS 16280 E Twombly Rd RochelleIL

CREW SHEET#
LAST 3 LETTERS OF JOB NAME-6 DIGIT DATE-LAST 3 #'S OF VERIFIERS JDE

ERA - 12024 - 902

SAFETY TOPIC PPE

TOOL BOX TRAINING COMPLETED? ☐ ☐

LOSS CAUSE	CODE	LOCATION	WEATHER
☐ FIRE	L00	Site	☐ HUMID
☐ WATER/FLOOD	L01	Travel	☐ TEMP -2
☐ WIND	L02		☐ SNOW
☐ MOLD	L03		☐ RAIN
☐ EARTHQUAKE	L04		☐ WINDY
☐	L05		☐
☐	L06		☐

JOB STATUS
New ☐ RETURN
Ongoing ☐ Date -
Comp ☐ Time -
Hold ☐ (explain why in description)
Other ☐
Contact:
Lockbox / Other Code:

CODE	VEHICLE NAME (TABLE)
529	PICKUP, SUV OR CAR
530	VAN, PASSENGER/CARGO
518	TRUCK-MOVING/BOX/BOARD UP
523	TRUCK, 3/4 TON PICKUP
527	TRUCK, 1 TON 4X4 W/LIFTGATE
453	TRUCK, EXTRACTION
N/A	NO VEHICLE

FOR RENTAL CARS: FILL IN VEHICLE CODE AND CHECK BOX

	OFFICE	ID#	PERSONNEL NAME (PRINT FIRST THEN LAST NAME)	RATE CLASS	24 HOUR START TIME	LUNCH START TIME / STOP TIME	24 HOUR STOP TIME	TOTAL HOURS / CONFIRM HOURS BY PERSON / BY OTHER	LOCATION CODE	PHASE CODE	HOURS BY PHASE	SMALL TOOLS	PPE	PRP-FIT TEST	PFP-HARNESS	PER DIEM	HOTEL NAME CODE	HOTEL ROOM #	SHARE ROOM	VEHICLE CODE / RENTAL	SIGNATURE-END OF SHIFT
1	1011	707	Franklin Bermon		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
2	1011	707	Joan Cueto		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
3	1011	707	Erwin Gonzalez		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
4	1011	707	Erwin Galicia		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
5	1011	707	Juan Gimenez		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
6	1011	707	Albert Gonzalez		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
7	1011	707	Manuel Lopez		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
8	1011	707	Luis Ochoa		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
9	1011	707	Egidio Quiroz		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
10	1011	707	Yunior Arrieta		700	1200 / 1230	1900	11.50	L00 / L01	CLN / TVL	9.50 / 2.00	N	N	N	N	N	Na	Na	N	N/A ☐RENTAL	VERIFIER Da
11												N	N	N	N	N			N	☐RENTAL	VERIFIER
12												N	N	N	N	N			N	☐RENTAL	VERIFIER
13												N	N	N	N	N			N	☐RENTAL	VERIFIER
14												N	N	N	N	N			N	☐RENTAL	VERIFIER

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	115	⟵⟶	115	☐WHO ☐WHERE ☐WHEN / WORK DESC: ☐WHAT ☐WHERE ☐WHY ☐HOW	Jordan Hankey

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

See crew sheet one

FORM VERIFIER-PLEASE CHECK BOX AND ENTER QUANTITY FOR A E& PAGES I CLUDED WITH THIS SHEET ☐NONE ☐ OF PAGE ☐ ☐# OF PAGE 5 ☐ ☐RECIEPT TRACKING FORMS ☐