Category	August 2024 Thu Fri Sat Sun Mon Tue Wed Thu Fri Sat Sun Mon Tue Wed Thu Fri Sat Sin Mon Tue Wed Thu Fri Sat Sin Mon Tue Wed Thu Fri Sat Sin Tue Fri Sat Sin Tue Wed Thu Fri Sat Sin Tue Wed Thu Fri Sat Sin Tue Fri S	September 2024 Sun Mon Tue Wed Thu Fri Sat Sun Tue Wed Tu
General	Contract Execution Aug 1 - Aug 1	Onboarding Complete - Normal Operations Commence Aug 31 - Sep 15 Consolidated Monthly Report Sep 10 - Sep 15
Yacht Accounting	Create Operating Entity Aug 2 - Alug 2 Complete Quickbooks Setup Aug 2 - Aug 3 Complete Quickbooks Setup Aug 3 - Aug 5 Invital Funding Sug 3 - Aug 6 Invoices Can be Paid Aug 6 - Aug 6 Virtual Credit Cards Available Aug 8 - Aug 11 Completion of Initial Budget Aug 8 - Aug 11 Physical Credit Cards Available Aug 1 - Aug 11	Monthly Funding Request Aug 26 - Aug 26 Monthly Funding Recieved (If applicable) Aug 28 - Aug 28 Monthly Report Completed Sup 5 - Sup 10
Crew HR	Obtain Crewmember Details (Payroll, Accumulated Leave, Travel) Acq 1 - Aug 11 Initial Draft of New SEA Agreements Aug 5 - Aug 16 Owner Approved SEA Agreements Aug 6 - Aug 16 Schedule Crew Reviews (Aug 11 - Aug 31 Crew Reviews Aug 31 - Aug 31 Crew Sign and is ing 18 - Aug 31 Crew Sign and is	Return SEA Agreements Monthly Report Completed Dog 5 - Sep 10
Crew Payroll		Update Records with Beave Taken During Month Aug 21 - Aug 24 Expense Reports to be Recieved Aug 21 - Aug 24 Final Psyroll Numbers Provided to Quadrant Aug 24 - Aug 25 Payroll Funds Provided to Quadrant Aug 26 - Aug 27 Initial Psyroll Aug 31 - Aug 31 Monthly Report Completed Sep 5 - Sep 10
Technical	Obtain List of Parts & Stores from Crew Aug 1 - Aug 6 Obtain Access to Preventative Maintenance System Aug 1 - Aug 3 Perform Initial Review of Preventative Maintenance System Aug 3 - Aug 8 Provide Feedback Report to Chief Engineer Aug 8 - Aug 13	Monthly Report Completed Sep 5- Sep 10