

[illegible]

NAME		Paria Moghaddam		MONTH / YR		February 2024																																	
PROJECT																																							
NO.	NAME	WORK CODE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29			TOTAL	DESCRIPTION / COMMENTS				
		CODE	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	M	W	T	F	S	S	M	T	W	T								
1702	Lynn Parkside			0.5	X	X	0.5		1.0		0.5	X	X			0.5		0.5	X	X		0.5	0.5		0.5	X	X	0.5	0.5	0.5				6.5	Construction Admin/Coordination				
1712	Hawksley				X	X						X	X						X	X						X	X							0.0	Construction Admin/Coordination				
1714	Hamilton				X	X						X	X						X	X						X	X							0.0	Occupancy Doc				
1803	Qualex Artezia		1.0	1.0	X	X	2.5	1.5	1.5	2.5	1.0	X	X	1.0		2.5	0.5	2.0	X	X		2.0	2.0	2.0	2.0	X	X	1.5	3.0	0.5				30.0	Construction Admin/Coordination				
1904	Regan - Seasons				X	X			0.5			X	X						X	X						X	X			4.0				4.5	Construction Admin/Coordination				
2003	Eastward		1.5	2.0	X	X	2.5	1.5	1.5	1.0	1.0	X	X	1.0		1.0	2.0	2.0	X	X		2.0	2.0	3.0	1.5	X	X	1.0	0.5	0.5	1.0			28.5	Construction Admin/Coordination				
2009	Church road				X	X		1.0	0.5	0.5		X	X	0.5			1.0	1.0	X	X		0.5			0.5	X	X	0.5							6.0	Construction Admin/Coordination			
2017	Lynn Townhomes		0.5	0.5	X	X	1.0	0.5	1.0	0.5	0.5	X	X					1.0	X	X		0.5	0.5			X	X	0.5		0.5					7.5	Construction Admin/Coordination			
	subtotal		3.0	4.0	0.0	0.0	6.5	4.5	6.0	4.5	3.0	0.0	0.0	2.5	0.0	4.0	3.5	6.5	0.0	0.0	0.0	5.5	5.0	5.0	4.5	0.0	0.0	4.0	4.0	6.0	1.0	0.0	0.0	83.0					
STAT. HOLIDAY																					7.5														7.5				
ADMIN			1.5	1.5			0.5	1.5	0.5	1.5	3.0			1.5		3.0	2.5	1.0				2.0	1.0	2.0	3.0			1.5	1.5	1.0	4.0				34.0				
ILLNESS																																			0.0				
VACATION																																			0.0				
Site Visit														3.5	14.0																				17.5	1702 , 2009			
Principals																																			0.0				
Weekly Meetings			1.0				0.5																												1.5	CA meetings			
Signatures / Stamps										0.5	1.0																								1.5				
Meeting Preparation							0.5	1.0									1.0						1.5		0.5										4.5	L&L/Meeting/Happy Hours./RWA Master Spec, B&D BD, Site Tour			
Fieldwire / Bluebeam/ licencing/updates			0.5	1.0																															1.5	2009			
Intranet, Website, Outlook			1.5														0.5												1.0						3.0				
S, Q, K drive updates																													0.5	0.5					1.0				
Library/Mat Library										0.5																			0.5	1.0	0.5				2.5	Material Lib+orders, Front lib, Cleaning backroom materials			
Office Furniture/Devices/Recycling/Printer Maintenance				1.0			0.5		0.5	0.5							0.5							0.5				0.5			1.5				4.0				
OTHER - Please specify																																			0.0				
total			7.5	7.5	0.0	0.0	7.5	7.5	7.5	7.5	7.5	0.0	0.0	7.5	14.0	7.5	7.5	7.5	0.0	0.0	7.5	7.5	7.5	7.5	8.0	0.0	0.0	6.0	7.5	8.5	7.5	0.0	0.0	164.0					
WORK CODES:																																							
D	Pre-DP or schematic design / investigation				ADM	Construction administration / site services																Enter no of paid days in square 21											157.5						
DP	DP Drawings				EXTR	Extra services beyond contract - SEE EXTRA SERVICE FORM																																	
BP	Building permit				SPEC	Specification																Flextime (Timeoff) this month											6.5	Specify for each project above					
WD	Working drawings				TEND	Tendering phase																																	
MOD	Model Making				CON	Construction phase - drawing details during construction and coordination of these that should have been done before tender																Flextime (Timeoff) beginning of month											-9.0						
																																			-2.5				