**AGRO PARK DEVELOPMENT COMPANY LIMITED**

**Report:** Daily – Weekly Report

**Unit:** Facility

**Date:** February 29, 2020

**Prepared by:** Akinyemi Samuel Olaoluwa

**Activity Period:** February 24, 2020 through February 29, 2020.

**Team Lead:** Mr Anibi Micheal

**Team Member(s):** Akinyemi Samuel Olaoluwa

This report contains activities that was carried out from February 24, 2020 through February 29, 2020.

**Monday**

1. Routine check to all unit for facility issues.
2. Update of DLA training report.
3. Budget update
4. Faulty fireman poultry generator was given to distiller after it was repaired.
5. Sorting of room at the OFSP lodge for farm assurer facilitators.

**Tuesday**

1. Supervision on crop pumping machine repair.
2. Update SOP budget appraisal.
3. Supervision on fixing of DE-feathering machine(electrical works)
4. Fixing of piggery generator(faulty carburetor)
5. Repair of pumping machine at FADAMA
6. Fixing of room 8 damaged doors at OFSP lodge
7. Payroll start up

**Wednesday**.

1. Payroll continuation.
2. Supervision on repair of faulty generators and reservoir pumping machines
3. Supervision on fixing of faulty electrical connections at training halls.
4. Routine check to all unit to find out about facility needs
5. Sorting of facility issues at piggery

**Thursday**

1. Budget and appraisal presentation
2. Routine check to all unit and checking of records
3. Supervision on repair of pressure washer at the gate
4. Supervision on repair of mud pumping machine(water plate) and coupling
5. Continuous repair of faulty generator.

**Friday**

1. Routine check to all unit to ask for the facility needs
2. Supervision of generator repair;
3. faulty generator at the store
4. GX160 poultry lemon grass slasher service
5. Fixing of post harvest slashing machine(rope whiner)
6. Supervision of plumbing works
7. Replacement of taps(15) BS1010 (1000 per 0ne=15,000)
8. Fixing of broken taps at the kitchen farm
9. Started digging from the second borehole to the storage tanks.
10. Sorting of materials needs for units

**Saturday**

1. Routine check to livestock, compost to take record of assets
2. Supervision on washing and cleaning of maracpo generators
3. Supervision on repair of special project generator
4. Repair of crop pumping machine(used by jethro)
5. Continuous repair of faulty generators at the store
6. Continuous work at the poultry (digging and laying of pipes)