**AGRO PARK DEVELOPMENT COMPANY LIMITED**

**Report:** Daily – Weekly Report

**Unit:** Facility

**Date:** February 08, 2020

**Prepared by:** Akinyemi Samuel Olaoluwa

**Activity Period:** February 03, 2020 through February 08, 2020.

**Team Lead:** Mr Anibi Micheal

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

This report contains activities that was carried out from February 03, 2020 through February 08, 2020.

**Monday**

1. Supervision on fixing of brooding generator after emergency fault.
2. Sorting of water availability at the nursery, brooding and model farm.
3. Budget appraisal review.

**Tuesday**

1. Routine check to all unit for facility issues.
2. Supervision on repair of distillery generator.
3. Welcoming and tour with ODUA investment company and The Dawn commission team.
4. Supervision on repairs of carpentry works at the Rabbitry.

**Wednesday**.

1. Solving of complaint at the distillery based on generator issues.
2. Supervision on repairs of mud pumping machines at the fish pond.
3. Planning and scheduling of generator use for Banow.
4. Budget appraisal update.

**Thursday**

1. Represented the company, together with Mr. Micheal at the Nigerian - German Chamber of Commerce (NGCC) for a seminar on “How to reduce cost of Energy” .
2. Operations and supervision continued through the phone, the following was achieved; Servicing of model farm generator and fishery mud pumping machines.
3. Budget appraisal Presentation.

**Friday**

1. Routine check to Booku, essential oil and Banow for facility issues.
2. Sorting of material availability for units.
3. Supervision on fixing of Pressure hose at the gate for disinfecting vehicles.
4. Repair of mud pumping machine at compost, check on all small unit generators and repair of poultry lemon grass miller generator ( change of tank = 2500)

**Saturday**

1. Supervision of cleaning and washing of Maracapo generators and check of service due date.
2. Supervision on repairs of drinkers at the layers pen
3. Routine check to all unit with the generator technician to fix facility issues. ( Distillery - changed the starting whiner with existing = 1500, Crop - repairs were also done on pumping machines at Fadama site.
4. I meet with all unit admins except for poultry and Fishery to discuss review of records.
5. Supervision on fixing of kitchen freezer.