AGRO PARK DEVELOPMENT COMPANY LIMITED

Report: Daily – Weekly Report

Unit: Facility

Date: March 28th , 2020

Prepared by: Akinyemi Samuel Olaoluwa

Activity Period: March 23rd, 2020 through March 28th , 2020.

Team Lead: Mr Anibi Micheal

Team Member(s): Akinyemi Samuel Olaolu

Olasore Alaba Olanrewaju

This report contains activities that was carried out from March 23rd, 2020 to March 28th, 2020.

**Monday**

1. Repair and servicing of Omida generator (change of oil, plug and carburetor packing)
2. Finishing up of rabbitry water connection
3. Budget appraisal start up
4. Sorting of water availability for booku and hostel
5. Visit to poultry to check on pressure of water flow and possible solution
6. Servicing of four pumping machine in crop and compose unit
7. Personal development

**Tuesday**

1. Brain storming session on way to improve the unit with regard to maintenance and response
2. Budget appraisal continuation
3. Sorting of water issue on the park
4. Routine check on all facility and supervision on servicing of machine
5. Fixing of tap at garri processing unit, fixing of floor drain and work at new distillery
6. Servicing of generator(distillery and piggery back up)

**Wednesday**

1. Sorting of filled soak away in the hostel
2. Sorting of booku blocked chamber
3. Supervision on continuous plumbing works at the new executive suit
4. Servicing of poultry diesel generator (lister generator)
5. Sorting of water issue on the park

**Thursday**

1. Sorting of water needed for booku processing and garri unit
2. Finishing up of brooding tank connection, placing tank on scaffold
3. Supervision on repair of 2 pumping machine in crop(change of valve and plug)
4. Meeting with Mr. Micheal on the ERP(Enterprise Resource Planning)
5. Routine check to all unit for facility needs
6. Finishing up of park water flow schematic diagram

**Friday**

1. Routine check to all unit for raining season challenge
2. Sorting of material acquisition for crop (thyme field) pumping machine repair
3. Sorting of repair of 4 submersible pumping machine
4. Fixing of model farm pumping machine after it developed fault and fixing of broken pipe at model farm
5. Supervision on fixing of post harvest water drainage
6. Sorting of water need for fish processing and garri unit

**Saturday**

1. Routine check to all unit for raining season challenges and and type the report
2. Supervision on the repair of organic unit generator (change of hose)
3. Supervision on the servicing of pumping machine in crop unit
4. Documentation of park water analysis
5. Supervision on the repair of broken pipes at model farm
6. Supervision on the drilling and attaching of 4 tap on 4 mini drums for hand sanitizer purpose