S&W | QUALITY MANAGEMENT SYSTEM Complying with BS EN ISO 9001:2000 | REF QAD/OPS/02

DAILY SITE DIARY

Project	BARNSLEY TFT.	Contract no.	C 2649	Day	SUN	Date	15/10/06

Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01 | Weather A.M. | | Weather P.M. | WET.

Labour on Site	No.	Details of Operation	A	B	C
Foreman	1	Quasi works.			
Ganger					
Joiner					
Labourer	1	Assist with works.			
Dry Liner / Partitions					
Plasterer / Taper					
Ceiling Fixer					
Mechanical Engineer					
Electrician					
Sprinkler Engineer					
Plumber					
Refrigeration Engineer					
Specialised Services (i.e. CCTV)					
Ceramic Tiler					
Vinyl / Carpet Layer					
Decorator					
CRG / GRP Fixer					
Balustrading					
Groundworks					
Bricklayer					
Steel Erector					
Roofing Contractor					
Shopfronts					
Signage					
Lifts, Escalators etc.					

Record of Instructions (CVI's)

Non Conformances

Today's Key Events

Align the Gondolas in line with where steel is to go.

Health & Safety Issues

Record of Sub-Contract Meeting | Date

Signed ..... Position Site Manager

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

Has CVI been confirmed by client by means of an Instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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FORMAT REVISED 26/02/04











QUALITY MANAGEMENT SYSTEM
Compliant with BS EN ISO 9001:2000

REF
QAD/OPS/02

SITE DIARY

Project	Barnet TFT	Contract no.	C 2649	Day	SUN	Date	22/10/06
Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01		Weather A.M.		Weather P.M.	Wet		

Labour on Site	No.	Details of Operation	A	B	C
n	1	Manage & help with works.			
ır	1	To assist with works.			
ar / Partitions					
r / Taper					
Fixer					
ical Engineer					
ian					
r Engineer					
r					
ation Engineer					
sed Services (i.e. CCTV)					
Tiler					
arpet Layar					
or					
RP Fixer					
ıding					
works					
ver					
ector					
Contractor					
nts					
calators etc.					

Record of Instructions (CVI's)

Non Conformances

Today's Key Events

General Maintenance

Health & Safety Issues

None

Record of Sub-Contract Meeting

	Date

Position SITE MANAGER

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

Has CVI been confirmed by client by means of an Instruction or Drawing ? Y / N
if NO how are we to recover cost ?

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FORMAT REVISED 24/02/06

S&W QUALITY MANAGEMENT SYSTEM REF QAD/OPS/02

DAILY SITE DIARY

Project	BAGULEY TFT INF	Contract no.	C2649	Day	SUN	Date	24/10/06
Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01		Weather A.M.		Weather P.M.	DRY		

Labour on Site	No.	Details of Operation	A	B	C
Foreman	1	Overseeing works.			
Ganger					
Joiner					
Labourer	1	Assist with works.			
Dry Liner / Partitions					
Plasterer / Taper					
Ceiling Fixer					
Mechanical Engineer					
Electrician					
Sprinkler Engineer					
Plumber					
Refrigeration Engineer					
Specialised Services (i.e. CCTV)					
Ceramic Tiler					
Vinyl / Carpet Layer					
Decorator					
CRG / GRP Fixer					
Balustrading					
Groundworks					
Bricklayer					
Steel Erector					
Roofing Contractor					
Shopfronts					
Signage					
Lifts, Escalators etc.					

Record of Instructions (CVI's)			

Non Conformances		

Today's Key Events	Health & Safety Issues	Record of Sub-Contract Meeting	Date
Back fill redundant trenches ready for making good.			

Signed ..... Position Site Manager

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

\# Has CVI been confirmed by client by means of an instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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S&W [illegible] Ref QAD/OPS/02

DAILY SITE DIARY

Project	TFT Tesco Barrow	Contract no.	C2510	Day	SAT	Date	11/1/08

Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01 — Weather A.M. Windy — Weather P.M. Raining

Labour on Site	No.	Details of Operation	A	B	C
Foreman	1	To oversee work To Screed Steels & Remove Plates	—	—	—
Ganger					
Joiner					
Labourer	1	To Screed Steels and Remove Plates	—	—	—
Dry Liner / Partitions					
Plasterer / Taper					
Ceiling Fixer					
Mechanical Engineer					
Electrician					
Sprinkler Engineer					
Plumber					
Refrigeration Engineer					
Specialised Services (i.e. CCTV)					
Ceramic Tiler					
Vinyl / Carpet Layer					
Decorator					
CRG / GRP Fixer					
Balustrading					
Groundworks					
Bricklayer					
Steel Erector					
Roofing Contractor					
Shopfronts					
Signage					
Lifts, Escalators etc.					

Record of Instructions (CVI's)

Non Conformances

Today's Key Events

To Clean tidy Steels
To Screed Steels
To Remove Plates of Screed holes

Health & Safety Issues

Record of Sub-Contract Meeting — Date

Signed ..... Position .....

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

\# Has CVI been confirmed by client by means of an Instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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FORMAT REVISED 26/02/08

QUALITY MANAGEMENT SYSTEM
Compliant with BS EN ISO 9001:2000

REF QAD/OPS/02

DAILY SITE DIARY

Project	TFT TESCO BAGNLEY	Contract no.	C2510	Day	SAT	Date	15/11/05
Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01		Weather A.M.	[illegible]	Weather P.M.	[illegible]		

Labour on Site	No.	Details of Operation	A	B	C
Foreman	1	To Open See works	–	–	–
Ganger					
Joiner					
Labourer	2	To screed 3 holes + Two Wallner Steels	–	–	–
Dry Liner / Partitions					
Plasterer / Taper					
Ceiling Fixer					
Mechanical Engineer					
Electrician					
Sprinkler Engineer					
Plumber					
Refrigeration Engineer					
Specialised Services (i.e. CCTV)					
Ceramic Tiler					
Vinyl / Carpet Layer					
Decorator					
CRG / GRP Fixer					
Balustrading					
Groundworks					
Bricklayer					
Steel Erector	2	To Erect 2 uprights	–	–	–
Roofing Contractor					
Shopfronts					
Signage					
Lifts, Escalators etc.					

Record of Instructions (CVI's)

[illegible]	[illegible]
[illegible]	[illegible]

Non Conformances

[illegible]	[illegible]

Today's Key Events

To Screed 3 Existing holes
To Screed 2 masteed loc
To Erect Steel
To Chem Tilly

Health & Safety Issues

Record of Sub-Contract Meeting | **Date**

Signed [signature]

Position Site Manager

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

Has CVI been confirmed by client by means of an Instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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QUALITY MANAGEMENT SYSTEM
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REF QAD/OPS/02

DAILY SITE DIARY

Project	TFT Tesco BA Gulley	Contract no.	C 7510	Day	Sun	Date	19/11/06
Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01		Weather A.M.	[illegible]	Weather P.M.	[illegible]		

Labour on Site	No.	Details of Operation	A	B	C
Foreman	1	To clear see working	—		—
Ganger					
Joiner					
Labourer	1	To clear + tidy	—	—	—
Dry Liner / Partitions					
Plasterer / Taper					
Ceiling Fixer					
Mechanical Engineer					
Electrician					
Sprinkler Engineer					
Plumber					
Refrigeration Engineer					
Specialised Services (i.e. CCTV)					
Ceramic Tiler					
Vinyl / Carpet Layer					
Decorator					
CRG / GRP Fixer					
Balustrading					
Groundworks					
Bricklayer					
Steel Erector					
Roofing Contractor					
Shopfronts					
Signage					
Lifts, Escalators etc.					

Record of Instructions (CVIs)

Issued to Client		Issued to Sub-Contractor		
Ref	Description	Ref	Sub-Contract Name	#

Non Conformances

Ref	Non Conformance	Remedial Action

Today's Key Events

To clear + tidy Pallets
To clear + tidy Screens
To clear + tidy Steels

Health & Safety Issues

Record of Sub-Contract Meeting | **Date**

Signed [signature]

Position Site Manager

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

Has CVI been confirmed by client by means of an Instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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QUALITY MANAGEMENT SYSTEM
Compliant with BS EN ISO 9001:2000

REF
QAD/OPS/02

.Y SITE DIARY

Project	TFT Tesco Barnes	Contract no.	C 2649	Day	Sat	Date	29/11/06
Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01		Weather A.M.	Rainy	Weather P.M.	Rainy		

Labour on Site	No.	Details of Operation	A	B	C
ıan	1	To Dresser Wave	—	—	
er					
rer	1	To Clean Tidy Screed Sheets, Plate	—	—	—
ner / Partitions					
rer / Taper					
g Fixer					
ınical Engineer					
iclan					
ler Engineer					
er					
eration Engineer					
ılised Services (i.e. CCTV)					
ıic Tiler					
Carpet Layer					
ator					
GRP Fixer					
rading					
dworks					
ıyer					
rector					
g Contractor					
onts					
ıe					
scalators etc.					

Record of Instructions (CVI's)

Ref	Instructions	Sub-Contractor Name

Non Conformances

Item	Non Conformance	Remedial Action

Today's Key Events

To Clean Screeds + Light
To Clean + tidy Plates
To Clean + tidy Screeds

Health & Safety Issues

Record of Sub-Contract Meeting | Date

Position: Site Manager

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

Has CVI been confirmed by client by means of an Instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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QUALITY MANAGEMENT SYSTEM
Compliant with BS EN ISO 9001 : 2000

REF
QAD/OPS/02

SITE DIARY

Project	TFT Tesco Bagley	Contract no.	C 2649	Day	Sun	Date	26/11/06
Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01		Weather A.M.	Fine	Weather P.M.	Fine		

Labour on Site	No.	Details of Operation	A	B	C
n	1	To Oder See Works	–	–	–
er	1	To Clean + tidy Screens, Steels, Plates	–	–	–
er / Partitions					
er / Taper					
Fixer					
ical Engineer					
lan					
er Engineer					
r					
ration Engineer					
lised Services (i.e. CCTV)					
c Tiler					
Carpet Layer					
tor					
GRP Fixer					
rading					
dworks					
yer					
rector					
g Contractor					
onts					
e					
scalators etc.					

Record of Instructions (CVI's)

Issued to Sub-Contractor Ref	Description	Issued to Sub-Contractor Ref	Sub-Contract Name	#

Non Conformances

Item	Non Conformance	Remedial Action

Today's Key Events

To Paint plates
To Paint Screens
To Paint Steels
To clean + Tidy

Health & Safety Issues

Record of Sub-Contract Meeting | Date

Position: Site Manager

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

Has CVI been confirmed by client by means of an Instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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FORMAT REVISED 26/02/04

S&W — QUALITY MANAGEMENT SYSTEM — Complying with BS EN ISO 9001:2000 — REF: QAD/OPS/02

DAILY SITE DIARY

Project	TFT - Project - Keighley	Contract no.	C 2649	Day	WED	Date	17/1/07
Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01		Weather A.M.		Weather P.M.	Windy / sunny		

Labour on Site	No.	Details of Operation	A	B	C
Foreman	2	Site Survey - x2 cove locations options.			
Ganger					
Joiner					
Labourer					
Dry Liner / Partitions					
Plasterer / Taper					
Ceiling Fixer					
Mechanical Engineer					
Electrician					
Sprinkler Engineer					
Plumber					
Refrigeration Engineer					
Specialised Services (i.e. CCTV)					
Ceramic Tiler					
Vinyl / Carpet Layer					
Decorator					
CRG / GRP Fixer					
Balustrading					
Groundworks					
Bricklayer					
Steel Erector					
Roofing Contractor					
Shopfronts					
Signage					
Lifts, Escalators etc.					

Record of Instructions (CVI's)

Non Conformances

Today's Key Events

To decide to agree with Steve x 2 cove / sheet locations. Covering 2nr ends feed, next 2 to tie into house.

Health & Safety Issues

Record of Sub-Contract Meeting — Date

Signed ..... Position Project Manager

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

Has CVI been confirmed by client by means of an instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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REF QAD/OPS/02

DAILY SITE DIARY

Project	TFT Tesco BAGuley	Contract no.	C 2510	Day	Sun	Date	28/11/07
Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01		Weather A.M.	[illegible]	Weather P.M.	[illegible]		

Labour on Site	No.	Details of Operation	A	B	C
Foreman	1	To Over See works	—	—	—
Ganger					
Joiner					
Labourer	1	To Clean + Tidy Plates + Steels	—	—	—
Dry Liner / Partitions					
Plasterer / Taper					
Ceiling Fixer					
Mechanical Engineer					
Electrician					
Sprinkler Engineer					
Plumber					
Refrigeration Engineer					
Specialised Services (i.e. CCTV)					
Ceramic Tiler					
Vinyl / Carpet Layer					
Decorator					
CRG / GRP Fixer					
Balustrading					
Groundworks					
Bricklayer					
Steel Erector					
Roofing Contractor					
Shopfronts					
Signage					
Lifts, Escalators etc.					

Record of Instructions (CVI's)

Ref	Description	Ref	Sub-Contract Name

Non Conformances

		Remedial Action

Today's Key Events

To Clean + Tidy
To Tidy Plates + Steels
Inform Manager of works Next week

Health & Safety Issues

Record of Sub-Contract Meeting | Date

Signed [signature]

Position Site

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

Has CVI been confirmed by client by means of an Instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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FORMAT REVISED 20/02/04

S&W QUALITY MANAGEMENT SYSTEM Compliant with BS EN ISO 9001:2008 REF QAD/OPS/02

DAILY SITE DIARY

Project	TFT Tesco Bradley	Contract no.	C2510	Day	SAT	Date	27/11/10
Diary Sheet to be forwarded to Head Office every Monday with Time Sheets QAD/OPS/01		Weather A.M.	fine	Weather P.M.	fine		

Labour on Site	No.	Details of Operation	A	B	C
Foreman	1	To over See Works	–	–	–
Ganger					
Joiner					
Labourer	1	To Dismantle + Re Build Shelves.	–	–	–
Dry Liner / Partitions					
Plasterer / Taper					
Ceiling Fixer					
Mechanical Engineer					
Electrician					
Sprinkler Engineer					
Plumber					
Refrigeration Engineer					
Specialised Services (i.e. CCTV)					
Ceramic Tiler					
Vinyl / Carpet Layer					
Decorator					
CRG / GRP Fixer					
Balustrading					
Groundworks	2	To Core 2 loc	–	–	–
Bricklayer					
Steel Erector					
Roofing Contractor					
Shopfronts					
Signage					
Lifts, Escalators etc.					

Record of Instructions (CVI's)

Non Conformances

Today's Key Events

To Core 2 loc in Aisle 28
To dismantle + Re Build Shelves
To Clean + Tidy

Health & Safety Issues

Record of Sub-Contract Meeting — Date

Signed .....

Position Site Manager

A Checked against clients specification
B Checked against relevant drawing
C Checked against programme

Has CVI been confirmed by client by means of an Instruction or Drawing ? Y / N
If NO how are we to recover cost ?

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