

Name Project	Spraying Area – Part 2
Name Project leader	Kwaku Kwakye
Project code	2020-02
Date	04 – 11 – 20



1. Scope

Phase 1 Fencing of spraying & drying Area for Realization of an open air workspace has been completed successfully. Phase 2 Roofing in-between has been done and the doors have also been fixed.

Phase 3 Water alignments all around the spraying area, has been completed. Phase 4 painting of space, is completed.

Phases 5 combining several work points to one Painting Space and Phase 6 storing all the painting and spraying attributes in the Container are now underway since Phases 3 & 4 are completed.

Phase 7 merging the small storerooms to one overall storage for finished products; since all the finished products would be stored in one, overall storage, it has become necessary to convert one of the small storerooms into an office.

2. Quality

There has not been any deviation on the objective on working on hygienic work and health circumstances because the nature of fencing has made it possible for good ventilation and also illumination that is good access of sunlight.

3. Efforts

So far, the fencing of the spraying and the drying area has been done. The roofing in-between has also been completed, and the doors are fixed.

Considering the painting, the metal poles, the wooden components of the fencing and the walls of the spraying area have been painted.

Also all the electrical fittings have been done and all lamps have also been fixed.

The Plumber has completed the plumbing works in relation to the water alignments all around the spraying area.





4. Risks & Issues

Update of Risks & Issues	Chance	Effects	Measure (s) for it
A little gab between the roofing in-between and the main spraying area	10% of rain water getting in	Rain water gathering on the floor space	Rain gutter would be fixed to minimise or fix the problem.
Possible erosion around the spraying area		Soil around foundation of spraying area would be washed away by rain water	Either to fix apron around the building or do filling with sand.
No shelves in both spraying area and the storage		Gives a platform for drying	Shelves must be constructed.

5. Time and Date

Phases	Date	Duration	Remarks
Preparation on Part 2	Feb-August	-	Non available money
Execution on: Phase 1 Roofing	21 – 25 Sept	1 wk	Carpenter – done
Execution on: Phase 2 Water alignment	21 – 25 Sept	1 wk	Available plumber – Completed on 30 Oct
Execution on: Phase 3 Painting	28 Sept	1 day	3 Staff member – Completed on the 20 Oct
Execution on: Phase 4 Fencing	29 – 30 Sept	2 days	3 Staff members – Completed on the 3 Oct.

To be done as Supplementary Project

Phases	Date	Duration	Remarks
Execution on: Phase 5 Combining	24 Nov	1 day	3 Staff members –not yet
Execution on: Phase 6 Storing	25 Nov	1 day	3 Staff members – not yet
Execution on: Phase 7 Merging	First week December	1 wk	3 Staff members – not yet

6. Budget

Income:	₪		
Donation - Provision	6,000.00		
Top-Up	1,369.00		
	7,369.00		
Expenses:		Estimate	Actuals
Fencing		1,710.00	1,661.00
Fixing of doors		500.00	296.00
Painting		1,302.00	1,086.00
Roofing in Between		2,409.00	2,317.00
Plumbing works		1,448.00	1,448.00
		7,369.00	6,808.00

As at 04-11-20, the Percentage of completion is 100 %

The Top up amount of C1,369.00 for plumbing works, which was not captured in the main budget, is funded by AMO Programme.

Estimate of C2,700.00 to make shelves in the general storage and to turn in one of the small storerooms into an office and, which was also not captured earlier in the budget will be part of an extra Supplementary Project.

Accounts:

Date	Details	Amount C
	Income:	
02-09-20	Donation	6,000.00
	AMO Top up	<u>3,700.00</u>
		9,700.00
	Expenses:	
15-09-20	Oil paint, net, nails, fest, turpentine, square mesh etc.	2,032.00
	Roofing sheets	336.00
17-09-20	Wood	1,023.00
21-09-20	Labour – Painter	120.00
22-09-20	Galv. Round Pipe	200.00
23-09-20	Labour – Carpenter	300.00
23-09-20	Ceiling battens	165.00
23-09-20	Welding of metal poles	38.00
05-10-20	Paint and filler	170.00
05-10-20	Wood	240.00
07-10-20	Padlock and tugboat	56.00
12-10-20	Oil paint and filler	100.00
14-10-20	Foreign paint	250.00
22-10-20	Electrical items	292.00
26-10-20	A bag of cement	38.00
30-10-20	Plumbing works	1,448.00
		6,808.00
	Balance	2,892.00

The Production Staff assisted with some carpentry works and also with the painting, by so doing made a savings of C599.00 which would have been paid for labour cost.