

# Weekly Individual Report

Jabez Cheung

Ratified By: Rob Walker (Documentation Manager)

WEEK COMMENCING: 13/11/23	
MEETINGS ATTENDED:	DURATION:
Monday 13/11/23	2.5 hours
Thursday 16/11/23	1 hour

HOURS WORKED:							
Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total
3.5	0	0	1	0	0	0	4.5

Work Completed:

- complete Design & spec manager section