

Weekly Individual Report

Rob Walker

Ratified By: Josh Bradley - Deputy Documentation

WEEK COMMENCING: 22/01/24	
MEETINGS ATTENDED:	DURATION:
23/01/24	1hr

HOURS WORKED:							
Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total
0	1	6	2	0	0	0	9

Work Completed:

- Minutes taken
- Minutes and agendas: checked, cleaned up, made sure in line with hours
- Weekly reports, checked, updated with new template. Ratified other members weekly reports