

DAILY EMPLOYEE CLASSIFICATION LOG (Form Five-A)

EMPLOYEES' NUMBERS and NAMES (if known)	1st half hour	2nd half hour	3rd half hour	4th half hour	5th half hour	6th half hour	7th half hour	8th half hour	9th half hour	10th half hour	11th half hour
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											

BE SURE TO INCLUDE TIMES AT THE TOP OF EACH HALF HOUR COLUMN (Such as 7-7:30A or 1:30-2P)

USE ONE OR MORE OF THE FOLLOWING EMPLOYEE CLASSIFICATION CODES AS NEEDED IN THE HALF HOUR SLOTS:

L - Laborer **T** - Teamster **O** - Operator **C** - Carpenter **CM** - Cement Mason **BM** - Brick Mason **PA** - Painter **IW** - Iron Worker **S** - Supervisor
PE - Project Engineer **E** - Electrician **P** - Plumber **PF** - Pipe Fitter **R** - Roofer **G** - Glazier **M** - Millwright **SF** - Sprinkler Fitter

ALSO USE THE FOLLOWING CODES TO HELP EXPLAIN ACTIVITIES ON THE PROJECT:

LP - Employee Left Project **RP** - Employee Returned to Project **LS** - Lost Sight of Employee **NP** - Employee Not Present **CB** - Employee Coffee Break
LB - Employee Lunch Break **QD** - Employee Quit for Day **MLP** - Monitor Left Project **MRP** - Monitor Returned to Project **MQD** - Monitor Quit for Day

EXPLAIN ANY OTHER CODES USED: