





3 WEEK PROGRAMME

Completed By: Ryan Meredith
Date Range: 24-Nov 21-Dec
Date Updated: 1/12/2025
Week Commencing: 1/12/2025
Week 49 update

- D - Planned Works (Day Shift)
- N - Planned Works (Night Shift)
- MS - Milestone
- C - Works Completed
- CE - Works Completed Early

- 1 - Works Delayed (Permit / Access Issue)
- 2 - Works Delayed (Weather Conditions)
- 3 - Works Delayed (Design Issue)
- 4 - Works Delayed (Labour / Plant /Material Issue)
- 5 - Works Delayed (Safety / Enviro Issue)
- 6 - Works Delayed (Internal Interface Issue)
- 7 - Works Delayed (Operations Interface Issue)
- 8 - Works Delayed (Works Underestimated)
- 9 - Works Delayed (Planning)
- 10 - Not required

INSTRUCTIONS
Step 1: Input "Week Commencing" date in cell C10 at the beginning of each new week to set the date range
Step 2: Enter programme data by inputting the activity codes to the left (cell will be formatted automatically)
Step 3: Copy all programme data from "This Week" to "Previous Week" for each weekly update
Step 4: Input "C" below for tasks completed successfully in the previous week or a value from 1 - 10 for delayed activities as per the table to the left
NOTE: To insert a new activity highlight an existing activity row and copy. Select the entire row where activity is to be inserted and right click "Insert Copied Cells"

	ACTIVITY DESCRIPTION	Contractor	Start	Finish	COMMENTS	REPORTING WEEK								LOCKED IN WEEK							PLANNED WORK													
						Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	
						24-Nov	25-Nov	26-Nov	27-Nov	28-Nov	29-Nov	30-Nov	1-Dec	2-Dec	3-Dec	4-Dec	5-Dec	6-Dec	7-Dec	8-Dec	9-Dec	10-Dec	11-Dec	12-Dec	13-Dec	14-Dec	15-Dec	16-Dec	17-Dec	18-Dec	19-Dec	20-Dec	21-Dec	
	Roller Door Frame Install	Programmed	TBC																															
	Roller door manufacturer site measure	Programmed	TBC																															
	Roller door install (plus 4wks from site measure)	Programmed	TBC		plus 4wks from site measurement																													
P2506	Survey Setup																																	
	Survey Point Monitoring	Woolpert																	D															
	Egress Scaffold Mod																																	
	Scaffold Modification	KJ					D	D	D																									
	Basement Scaffold	KJ					C	C	C																									
										C																								
	Furnace Site - Additional Offices																																	
	Cleanup, whiteboards and platform removal	Programmed					D																											
							C																											
	Electrical Disconnection	ARA					D																											
							C																											
	Remove existing conference room	Programmed/Atco/Tolleno					D																											
							C																											
	Install new bottom story	Programmed/Atco/Tolleno					D																											
							C																											
	Install 2nd Level	Programmed/Atco/Tolleno						D																										
							C																											
	Stairs and Platforms	Programmed											D	D	D	D	D			D	D	d	d	d										
	Plumbing	Programmed												D																				
	Electrical	Programmed												D																				
	IT Delivery	BSL																		D														
	Furniture delivery	Micon																			D													
	Furniture Assemble	Micon																							D	D								
	Whitehouse Staff reloacte	BSL																									d	d						