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Report details for the Event - Boyles Office Refurbishment BOR123ABC Ian Roberts


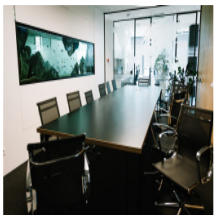
Boyles Office Refurbishment BOR123ABC Ian Roberts -
Connan Doyle


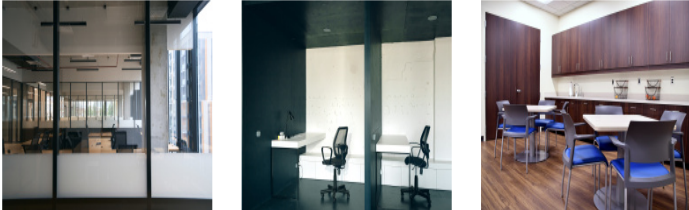
22/11/2024

Project Details and Location


Question	Answer
<i>Project name</i>	Boyles Office Refurbishment
<i>Project serial number</i>	BOR123ABC
<i>Client company name</i>	Boyles Ltd
<i>Location address line 1</i>	31 Ship Street
<i>Location address line 2</i>	The Quays, Bangor
<i>Postcode</i>	AB 12 34 CD
<i>GPS Location</i>	54°41'29"N 5°39'26"W
<i>Work start date</i>	01/11/2024
<i>Work completion date</i>	15/11/2024
<i>Description of work completed</i>	Refurbishment and re-location of some of the departments.

Work Completion Checklist (Tasks and Verifications)

Question	Answer
Was all work completed as per the original scope?	No
If no, what problems were encountered	Comments: The repro-room, still not completed. Contacted contractor to finish. Assured me work complete by the end of the week. Need to keep an eye on this for client handover date
Any supporting images	
Date scheduled for resolution?	20/11/2024
Are all installations functioning correctly?	Yes
If no, what problems were encountered	Comments: Apart from repro-room as already discussed. Conference room looks fantastic!
Any supporting images	
Have all materials and tools been cleared from the site?	No
If no, what problems were encountered?	Comments: See comments above re repro-room.

Question	Answer
<p><i>Any supporting images</i></p>	
<p><i>Were all Health and Safety protocols followed during the work?</i></p>	<p>Yes</p>
<p><i>If no, explain why?</i></p>	
<p><i>Is the site left clean and ready for handover?</i></p>	<p>Yes</p>
<p><i>If no, what needs to be done?</i></p>	<p>Comments: Yes on the main, all of the areas are looking good, bar one. We know who!</p>
<p><i>Any supporting images</i></p>	
<p><i>Are there any pending issues or tasks requiring follow-up?</i></p>	<p>Yes</p>
<p><i>Describe any pending issues</i></p>	<p>Comments: Apart from the one area discussed, we're all good to go. Its all on them now.</p>
<p><i>Client approval required before closure?</i></p>	<p>Pending</p>

Sign-Off Details

Question	Answer
<i>Name of the inspector/manager approving work</i>	Ian Roberts
<i>Inspector/manager sign off</i>	
<i>Client representative name (if applicable)</i>	Jill Cummings
<i>Date and time of re-scheduled final approval</i>	29/11/2024