

Crew Leader:

Week of: _____ to _____

Location:

Crew:

List of crew members

Hours:

Safety:

Date, time and details of any safety incidents (injury, accident, etc.). List any needs for safety equipment here.

Equipment:

Status of equipment, what is needed, what was done to the equipment during the week, etc. (ie: Hookah #2 needed a new flapper in the compressor so we installed it on Tues.)

Operations:

Areas worked, plant conditions (tall, small, young, old, brittle, etc.), when in very low density include plant counts, otherwise use bag counts that differentiate by location (ie: 3 bags in West side of Gull Bay, 12 plants along eastern shore of Gull Bay)

Monday

Tuesday

Wednesday

Thursday

Friday

Weekly plant count (if relevant):

Weekly Bag count:

Recommendations:

Ideas for improvements, areas that deserve priority for future work, observations, etc.