Weekly maintenance schedule

01 The week

Week of	Scheduled by	Room held back for breakdowns	On call

02 The board

PERSON	HOURS THIS WEEK	MON	TUE	WED	THU	FRI	SCHEDULED	ROOM LEFT

Hours this week: paid hours less days off, training and other work. Write each job with its hours, and mark preventive jobs PM. Scheduled is the week's jobs added up; room left is what is left for breakdowns.