ACT Government
Chief Minister, Treasury and Economic Development

Freedom of Information Publication Coversheet

The following information is provided pursuant to section 28 of the *Freedom of Information Act 2016*.

FOI Reference: CMTEDDFOI 2020-035

Information to be published	Status
1. Access application	Published
2. Decision notice	Published
3. Documents and schedule	Published
4. Additional information identified	No
5. Fees	Waived
6. Processing time (in working days)	17
7. Decision made by Ombudsman	N/A
8. Additional information identified by Ombudsman	N/A
9. Decision made by ACAT	N/A
10. Additional information identified by ACAT	N/A

From: EPSDFOI
To: CMTEDD FOI
Cc: Donne, Genevra; Muir, Richard
Subject: FOI Transfer Request - Parking Inspectors
Date: Friday, 21 February 2020 5:11:45 PM
Attachments: FOI Transfer - Park Rangers .msg

UNCLASSIFIED

Dear CMTEDD FOI

EPSDD received the attached application on transfer from TCCS. On further clarification with the applicant, he has advised that he's actually after information relating to parking **inspectors**, not park rangers – refer yellow highlighted section below. This is not an EPSDD function and we believe this would fall under Access Canberra.

We are therefore seeking your agreement to transfer of this application to you in full. Please confirm if you accept the transfer.

Kind regards

Jodi Crutchfield | Freedom of Information and Records Officer
Information and Knowledge Management
Environment, Planning and Sustainable Development Directorate I ACT Government
Phone: (02) 6207 3523 | Email: jodi.crutchfield@act.gov.au
Level 2, Dame Pattie Menzies House, South Building I GPO Box 158 Canberra ACT 2601 I
www.environment.act.gov.au I www.planning.act.gov.au

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This email, and any attachments, may contain confidential information. If you are not the intended recipient please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

From: [redacted]
Sent: Friday, 21 February 2020 11:45 AM
To: EPSDFOI <EPSDFOI@act.gov.au>
Subject: Re: FOI 20/08211 - National Park Wildlife Rangers attendance for 2019

Hi Jodi,

apologies for the confusion. I meant parking rangers, not park rangers, ie. people who issue parking tickets.

On Fri, 21 Feb 2020 at 11:43, EPSDFOI <EPSDFOI@act.gov.au> wrote:

> UNCLASSIFIED
>
> [redacted]
>
> **FREEDOM OF INFORMATION (FOI) REQUEST**
>
> I refer to your application, transferred from Transport Canberra and City Services (TCCS) to the Environment, Planning and Sustainable Development Directorate (EPSDD) on 17 February 2020, in which you sought access to information under the *Freedom of Information Act 2016* (the Act).
>
> In your application you have requested access to "*A document that lists how many rangers worked each day in 2019. Rangers who were sick, on leave, or otherwise absent are not covered by this request.*" Further clarification was obtained by TCCS regarding the type of ranger you were referring to, being "*Park Rangers that work with wildlife in the National Park*".
>
> Following our phone conversation of 20 February 2020, I confirm our discussion that you are seeking "*a list showing the number of park rangers who attended their place of work on each individual day for the 2019 calendar year*".
>
> In accordance with section 40 of the FOI Act, the standard processing time requires that a

decision on access to documents must be made within 20 working days of receipt, being **19 March 2020**.

Charges

Please be aware that processing charges may be payable in relation to your request. Should you be liable to pay a processing charge, you will be notified in writing of the preliminary assessment and given an opportunity to make an application that the charge should be remitted in whole or in part. Alternatively, you may wish to revise the scope of your request. A specific request of narrow scope may reduce the time required to process your application and the likelihood of fees applying.

Third Party Consultation

In processing your application, consultation with relevant third parties may be required. In line with the Act, if third party consultation is required, the due date may be extended by 15 working days. If this is the case, you will be notified and advised of a revised decision due date.

Open Access Information

The Act requires that details regarding your request such as your application, decision notices, and information released to you, must be recorded in the agency disclosure log and made publicly available; the disclosure log is published on http://www.environment.act.gov.au/about/access-government-information/disclosure-log. The identity of applicants is not disclosed. If you have any concerns about the information released to you being published, please let us know.

Should you have any queries in relation to the processing of your request please contact me at EPSDFOI@act.gov.au.

Yours sincerely

Jodi Crutchfield | Freedom of Information and Records Officer
Information and Knowledge Management
Environment, Planning and Sustainable Development Directorate **I** ACT Government
Phone: (02) 6207 3523 **|** Email: jodi.crutchfield@act.gov.au
Level 2, Dame Pattie Menzies House, South Building **I** GPO Box 158 Canberra ACT 2601 **I**
www.environment.act.gov.au **I** www.planning.act.gov.au

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The information contained in this e-mail message and any accompanying files is or may be confidential. If you are not the intended recipient, any use, dissemination, reliance, forwarding, printing or copying of this e-mail or any attached files is unauthorised. This e-mail is subject to copyright. No part of it should be reproduced, adapted or communicated without the written consent of the copyright owner. If you have received this e-mail in error please advise the sender immediately by return e-mail or telephone and delete all copies. Nine Group does not guarantee the accuracy or completeness of any information contained in this e-mail or attached files. Internet communications are not secure, therefore Nine Group does not accept legal responsibility for the contents of this message or attached files.

ACT Government
Chief Minister, Treasury and Economic Development

Our ref: CMTEDDFOI 2020-035

FREEDOM OF INFORMATION REQUEST

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) on 21 February 2020, in which you sought access to information that lists how many parking inspectors worked each day in 2019.

Authority

I am an Information Officer appointed by the Director-General under section 18 of the Act to deal with access applications made under Part 5 of the Act.

Timeframes

In accordance with section 40 of the Act, CMTEDD is required to provide a decision on your access application by 23 March 2020.

Decision on access

Searches were completed for relevant documents with 12 documents being identified that fall within the scope of your request. I have decided to grant partial access to all 12 documents.

I have included as **Attachment A** to this decision the schedule of relevant documents. This provides a description of each document that falls within the scope of your request and the access decision for each of those documents.

My access decisions are detailed further in the following statement of reasons and the documents released to you are provided as **Attachment B** to this letter.

In accordance with section 54(2) of the Act a statement of reasons outlining my decisions is below.

Statement of Reasons

In reaching my access decision, I have taken the following into account:

- the Act;
- the content of the documents that fall within the scope of your request; and
- the *Human Rights Act 2004.*

Exemption claimed

My reasons for deciding not to grant you access to the identified documents are as follows:

Public Interest

The Act has a presumption in favour of disclosure. As a decision maker I am required to decide where, on balance, public interest lies. As part of this process I must consider factors favouring disclosure and factors favouring non-disclosure.

In *Hogan v Hinch* (2011) 243 CLR 506, [31] French CJ stated that when 'used in a statute, the term [public interest] derives its content from "the subject matter and the scope and purpose" of the enactment in which it appears'. Section 17(1) of the Act sets out the test to be applied to determine whether disclosure of information would be contrary to the public interest. These factors are found in subsection 17(2) and Schedule 2 of the Act.

Factors favouring disclosure (Schedule 2 section 2.1)

Taking into consideration the information contained in the documents found to be within the scope of your request, I have identified that the following public interest factor in favour of disclosure is relevant to determine if release of the information contained within these documents is within the 'public interest'.

(a) disclosure of the information could reasonably be expected to do any of the following:

(ii) contribute to positive and informed debate on important issues or matters of public interest.

Having considered the above factor, I consider that the release of the requested documents associated with the daily work schedules of parking inspectors for 2019 within the Australian Capital Territory may contribute to open, positive and informed debate on important issues or matters of public interest.

Factors favouring non-disclosure (Schedule 2.2(a))

(a) disclosure of the information could reasonably be expected to do any of the following:

(ii) *Prejudice the protection of an individual's right to privacy or other right under the Human Rights Act 2004.*

When considering the documents and factors in favour of non-disclosure, I have considered the personal information contained in the documents being the names of the staff working within the Parking Operations team. In this instance I have decided to redact the names of ACT Government Parking Inspectors, including office staff, as they are only required to identify themselves to the public using a personal identification number (PIN) allocated to them should it be required. The PIN's of the parking Inspectors has been provided to you allowing you to calculate the number of staff working on any given day. I am not satisfied that there is any public interest in providing individual staff names that appear within the documents provided to you. Taking the above into account, I am satisfied that releasing the names could impact their right to privacy and or other rights afforded to them under the *Human Rights Act 2004.* I give this factor in favour of non-disclosure significant weight.

Noting the pro-disclosure intent of the Act, I am satisfied that redacting only the information that is not in the public interest to release, while releasing the rest of the documents will ensure the intent of the Act is met and will provide you with access to the majority of information held by CMTEDD within the scope of your request.

Charges

Pursuant to *Freedom of Information (Fees) Determination 2017 (No 2)* processing charges are applicable for this request because the total number of pages to be released to you exceeds the charging threshold of 50 pages. However, the charges have been waived in accordance with section 107(2)(b) of the Act.

Online publishing – Disclosure Log

Under section 28 of the Act, CMTEDD maintains an online record of access applications called a disclosure log. Your original access application, my decision and documents released to you in response to your access application will be published in the CMTEDD disclosure log three days after the date of my decision. Your personal contact details will not be published.

You may view the CMTEDD disclosure log at https://www.cmtedd.act.gov.au/functions/foi/disclosure-log.

Ombudsman Review

My decision on your access request is a reviewable decision as identified in Schedule 3 of the Act. You have the right to seek Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in CMTEDD disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision you may write to the Ombudsman at:
The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601
Via email: actfoi@ombudsman.gov.au

ACT Civil and Administrative Tribunal (ACAT) Review
Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision. Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal
Level 4, 1 Moore St
GPO Box 370
Canberra City ACT 2601
Telephone: (02) 6207 1740
http://www.acat.act.gov.au/

Should you have any queries in relation to your request please contact me by telephone on 02 6207 7754 or email CMTEDDFOI@act.gov.au.

Yours sincerely,

Philip Dachs
Information Officer
Information Access Team
Chief Minister, Treasury and Economic Development Directorate

18 March 2020

ACT Government
Chief Minister, Treasury and Economic Development

FREEDOM OF INFORMATION REQUEST SCHEDULE

WHAT ARE THE PARAMETERS OF THE REQUEST	Reference NO.
A document that lists how many parking inspectors worked each day in 2019.	CMTEDDFOI2020-035

Ref No	Page number	Description	Date	Status	Reason for Exemption	Online Release Status
1	1-21	January 2019 Daily Patrol Schedules	Jan 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
2	22-39	February 2019 Daily Patrol Schedules	Feb 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
3	40-56	March 2019 Daily Patrol Schedules	Mar 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
4	57-75	April 2019 Daily Patrol Schedules	Apr 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
5	76-97	May 2019 Daily Patrol Schedules	May 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
6	98-116	June 2019 Daily Patrol Schedules	Jun 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
7	117-140	July 2019 Daily Patrol Schedules	Jul 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
8	141-166	August 2019 Daily Patrol Schedules	Aug 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
9	167-187	September 2019 Daily Patrol Schedules	Sep 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
10	188-213	October 2019 Daily Patrol Schedules	Oct 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
11	214-238	November 2019 Daily Patrol Schedules	Nov 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
12	239-253	December 2019 Daily Patrol Schedules	Dec 2019	Partial release	Sch 2 s2.2 (a)(ii)	Yes
Total No of Docs						
12						

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28,

Date: 31 / 1 / 19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 16

Team Leaders: North: ____ **South:** 64 **Central/Floater:** 21 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		03		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		24		LOW			
6	CITY EAST		14		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		23		LOW			
21	PHILLIP (Central)		18		LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		LPR		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~				HIGH			
44	~~CAPITAL HILL~~		31,38	45V	HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		50		LOW			
49	GREENWAY (Central)		09	81Q	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			40,39	31B	HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			47	65X	L-MED			
S[redacted]H (Central)			04	72U	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	73					
SICK LEAVE	47					
***REC LEAVE**	52		05	59		
SPECIAL LEAVE	29					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

28.

DAILY PATROL SCHEDULE

Date: 30/1/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 15

Team Leaders: **North:** ____ **South:** 64 **Central/Floater:** 21 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		38		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		03		LOW			
6	CITY EAST		40		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		18		LOW			
21	PHILLIP (Central)		04		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		47		LOW			
24	BELCONNEN (Central)		24	72U	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		31	65X	HIGH			
44	~~CAPITAL HILL~~				HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			14,23	45V	HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			34 + LPR	81Q	L-MED			
S[illegible]H (Central)			09	31B	LOW			
S[illegible]TH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	73					
SICK LEAVE	37					
*REC LEAVE	52	50	05	59		
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N

____ Y N

Temp Office Staff

____ Y N

____ Y N

STAFF OUTSOURCED

____

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

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* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28, LRR
1
04 office

Date: 29/1/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 10 No. of Team Leaders: 3 TOTAL ON DUTY: 13

Team Leaders: North: ____ South: 64 Central/Floater: 19 Office: 21

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39		LOW			
2	CITY WEST				LOW			
3	CITY WEST			45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		23		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		09		LOW			
21	PHILLIP (Central)		03	65X	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		04	72V	LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON			22,33,61	HIGH			
30	~~PARKES~~		LRR		HIGH			
44	~~CAPITAL HILL~~		+31		HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		47		LOW			
49	GREENWAY (Central)		38	31B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			40,24	81Q	L-MED			
S[illegible] (Central)			18	27B	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	73	14				
SICK LEAVE	37					
*REC LEAVE	52	50	05	59		
SPECIAL LEAVE	29					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

____
____

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 25/ 1 / 14 Manager: 52 + 53

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 No. of Team Leaders: 3 TOTAL ON DUTY: 15

Team Leaders: North: South: Central/Floater: Office:

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18	72V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
21	PHILLIP (Central)				LOW			
	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38,47	45V	LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST		73	27B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		09,24	31B	LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
RTH	(Gungahlin/Mitchell)				HIGH			
RTH	(Belconnen)				LOW			
RTH	(Central)		33,22,61		L-MED			
	(Central)		05,50	81Q	LOW			
JTH	(Phillip)				LOW			
JTH	(Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	03	14	23	39	59	5
SICK LEAVE	37					1
*REC LEAVE	52	04				4
SPECIAL LEAVE	29	31				2
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 12

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y (N)
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

ff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff required to notify a Team Leader by 10:00 hrs for reason of absence).
taff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 24/ 1 / 19 Manager: 52+53

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: ____ No. of Team Leaders: 4 TOTAL ON DUTY: ____

Team Leaders: North: ____ South: ____ Central/Floater: ____ Office: ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		09		LOW			
2	CITY WEST				LOW			
3	CITY WEST		24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		05	81Q	LOW			
21	PHILLIP (Central)		50		LOW			
	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		22,33,61		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		73		LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		47		LOW			
49	GREENWAY (Central)		40	72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)			18,23	45V	LOW			
NORTH (Central)			03,38	65X	L-MED			
[illegible]H (Central)					LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	34	59				2
SICK LEAVE	37					
*REC LEAVE	04	52				2
SPECIAL LEAVE	29					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

LPR x 3.

DAILY PATROL SCHEDULE

Date: 23/ 1 / 19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 10 **No. of Team Leaders:** 2 **TOTAL ON DUTY:** 12

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 37 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		47	81Q	LOW			
2	CITY WEST			4MN	LOW			
3	CITY WEST		09		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		24		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		23	4LH	LOW			
21	PHILLIP (Central)		18	72V	LOW			
	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38	4NK	LOW			
24	BELCONNEN (Central)		40	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		33 61 59	LPR.	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		05 - ~~50~~	4LH65X	LOW			
36	KINGSTON		50	4LH4X	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	ORTH (Belconnen)				LOW			
	ORTH (Central)		73	4MK27B	L-MED			
	I (Central)				LOW			
	OUTH (Phillip)				LOW			
	OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	39	21				2
SICK LEAVE	14					1
*REC LEAVE	03	54	57	58		4
SPECIAL LEAVE	29					1
COMP. LEAVE	31					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

:taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. 'he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 22/ 1 /19 Manager: SQ 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: ____ No. of Team Leaders: 4 TOTAL ON DUTY: ____

Team Leaders: North: ____ South: ____ Central/Floater: 21 Office: 64, 37, 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39		LOW			
2	CITY WEST				LOW			
3	CITY WEST		40	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38		LOW			
6	CITY EAST		18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		03	23B	LOW			
21	PHILLIP (Central)		14		LOW			
	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		33,59		LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		50	45V	LOW			
36	KINGSTON		05	65V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)		61	31B	HIGH			
	ORTH (Belconnen)				LOW			
	ORTH (Central)		23, 47	72V	L-MED			
	l (Central)		73	27B	LOW			
	UTH (Phillip)				LOW			
	UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	24	3				
SICK LEAVE						
*REC LEAVE	04	28	52			
SPECIAL LEAVE	31					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

:ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
ne time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
e required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
nd the appropriate action taken.
ompleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 21 / 1 / 19 Manager: 2.2(a)(ii) 52

Day: (Monday) / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination (Hot) / Warm / Cool

No. of Parking & Information Officers: ____ No. of Team Leaders: 22 TOTAL ON DUTY: ____

Team Leaders: North: ____ South: ____ Central/Floater: 21, 19 Office: 64, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	14	14		LOW			
2	CITY WEST				LOW			
3	CITY WEST		23		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		73	27B	LOW			
21	PHILLIP (Central)		40		LOW			
	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		50		LOW			
24	BELCONNEN (Central)		05	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	L	33,59,61		HIGH			
30	PARKES	P			HIGH			
44	CAPITAL HILL	K			HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)			38,47	45✓	HIGH			
ORTH (Belconnen)					LOW			
ORTH (Central)			24	72V	L-MED			
(Central)			03	81Q	LOW			
UTH (Phillip)					LOW			
UTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	22	09	29			
SICK LEAVE						
*REC LEAVE	04	28	52			
SPECIAL LEAVE	31					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y (N)
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

08 10 20 27 30
41, 56 7

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).
f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.
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ACT Parking Operations - Commercial In Confidence

(52)

DAILY PATROL SCHEDULE

Date: 18 / 1 / 19 **Manager:** 52/53.

28, 37 - office.

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 22.

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 21 **Office:** 52

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		05		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		03	81Q	LOW			
8	ACTON				LOW			
5	CITY EAST		09		LOW			
6	CITY EAST		47	29B.	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		39,40	65X	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		18		LOW			
21	PHILLIP (Central)		73	28B.	LOW			
[illegible]	PHILLIP (Industrial)				MED			
[illegible]	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		14	31B	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		61 (52)	47V	LOW			
36	KINGSTON				LOW			
37	DICKSON		24	27B	LOW			
48	GREENWAY (North)		50		LOW			
49	GREENWAY (Central)		38	72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)		LPR	29,33,59	42V	L-MED			
[illegible]TH (Central)			23,54	45V	LOW			
[illegible] (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	19	21				2
SICK LEAVE	64					1
*REC LEAVE	4					1
SPECIAL LEAVE						
COMP. LEAVE	31					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	20				

*RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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ACT Parking Operations - Commercial In Confidence

(52)

DAILY PATROL SCHEDULE

Date: 17/1/19 Manager: 52/53.

LUNCH - 12:30.
28,37 - office.

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 No. of Team Leaders: 5 TOTAL ON DUTY: 24

Team Leaders: North: 21 South: ___ Central/Floater: 52. Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST				LOW			
3	CITY WEST		13,40	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST		05,24	27B.	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		23,73	40V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
21	PHILLIP (Central)		50,61,54	72V	LOW			
2	PHILLIP (Industrial)				MED			
1	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		LPR		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		39	31B.	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)		14,38	29B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

ORTH (Gungahlin/Mitchell)	LPR	29,33,59		HIGH			
ORTH (Belconnen)				LOW			
ORTH (Central)		3,47	81Q	L-MED			
TH (Central)		9,22	45V	LOW			
(Phillip)				LOW			
OUTH (Tuggeranong)				MED			

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	6					
*REC LEAVE	4					
SPECIAL LEAVE						
COMP. LEAVE	3					
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).
f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified ınd the appropriate action taken.
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ACT Parking Operations - Commercial In Confidence

(52)

DAILY PATROL SCHEDULE

39,64-COURT

37,28

7.30am START

Date: 16/1/19. **Manager:** 52/53.

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 23.

Team Leaders: **North:** ____ **South:** 21 **Central/Floater:** 19 **Office:** 52

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		38		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		9,39	65X	LOW			
8	ACTON				LOW			
5	CITY EAST		50		LOW			
6	CITY EAST		03		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		22		LOW			
21	PHILLIP (Central)		24	27B.	LOW			
[redacted]	PHILLIP (Industrial)				MED			
[redacted]	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		LPR		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		31	31B.	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		5,14	72V	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)					HIGH		
NORTH (Belconnen)	LPR	29,33,64	42V		LOW		
NORTH (Central)		23,61	81Q		L-MED		
[redacted]TH (Central)		18,40	45V		LOW		
[redacted]TH (Phillip)					LOW		
SOUTH (Tuggeranong)					MED		

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	73					1
SICK LEAVE	54					1
*REC LEAVE	4	47				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38	10	[redacted]	[redacted]		
50	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

(52)

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 15/1/19 Manager: 53.

#05 PLEX TL 11:30.
28,37

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination (Hot) / Warm / Cool

No. of Parking & Information Officers: 15. **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 20.

Team Leaders: North: 21. **South:** ____ **Central/Floater:** 52. **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		50		LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST		14		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		22,05	31B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		61		LOW			
21	PHILLIP (Central)		38		LOW			
	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	LPC	29,33,59	42V	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		24,54	27B	LOW			
49	GREENWAY (Central)		09		LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			40	65X	L-MED			
SOUTH (Central)			39	81Q	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	73					1
SICK LEAVE	3	23	64			3
*REC LEAVE	4	47				2
SPECIAL LEAVE						
COMP. LEAVE	31					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 14/1/19 **Manager:** S2/S3.

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

OFFICE - 25, 31. 19, 28, 37

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 5. **TOTAL ON DUTY:** 24.

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 21 **Office:** 52.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24	29B.	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		05		LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST		40		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		14, 50	27B.	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		38		LOW			
21	PHILLIP (Central)		39		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		73		LOW			
24	BELCONNEN (Central)		22	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		23, 9	81Q	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		18	72V	L-MED			
SOUTH (Central)		61, 54	45V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	LBR	29, 33, 59	42V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	~~5~~	~~47~~				
SICK LEAVE	64	3				2
*REC LEAVE	4	47				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

(52)

DAILY PATROL SCHEDULE

Date: 11/1/19 **Manager:** 52/53.

28 office.

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 19

Team Leaders: North: 21 **South:** 64. **Central/Floater:** 52. **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		09		LOW			
2	CITY WEST				LOW			
3	CITY WEST		61		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		38		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		14	65X	LOW			
21	PHILLIP (Central)		23		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		18,24,54	81Q	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		05	27B	LOW			
49	GREENWAY (Central)		25		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)		40	72V	LOW			
NORTH (Central) LPR				L-MED			
SOUTH (Central)		03,50	45V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	22					1
SICK LEAVE	37					1
*REC LEAVE	4	47	59			3
SPECIAL LEAVE						
COMP. LEAVE	31					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

(52)

DAILY PATROL SCHEDULE

Date: 10/1/19 Manager: 52/53.

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 No. of Team Leaders: 5. TOTAL ON DUTY: 21.

Team Leaders: North: 64. South: 19. Central/Floater: 21 Office: 52.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		22		LOW			
2	CITY WEST				LOW			
3	CITY WEST		14		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		23		LOW			
6	CITY EAST		39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		03,09	72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		40	65X	LOW			
21	PHILLIP (Central)		24		LOW			
[illegible]	PHILLIP (Industrial)				MED			
[illegible]	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		50,61	31	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		05	27B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			LPR		HIGH			
NORTH (Belconnen)			29,33,73		LOW			
NORTH (Central)			38	45V	L-MED			
[illegible]TH (Central)			25	81Q	LOW			
[illegible] (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	18					1
SICK LEAVE	37	54				2
*REC LEAVE	4	47	59			3
SPECIAL LEAVE						
COMP. LEAVE	31					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.	20					1
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 8.

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

INSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

52

DAILY PATROL SCHEDULE

Date: 9 / 1 / 19 **Manager:** 52 / 53

19,28

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 22

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 21, 52, ~~64~~ **Office:** ~~19~~, 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		50,73	29B.	LOW			
8	ACTON				LOW			
5	CITY EAST		LPR		LOW			
6	CITY EAST		22,29,33	42V	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
21	PHILLIP (Central)		05,09	27B.	LOW			
[illegible]	PHILLIP (Industrial)				MED			
[illegible]	BELCONNEN (East)		18		LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)		23	72V	HIGH			
26	BARTON		40	31B	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		24,25		LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		03		LOW			
49	GREENWAY (Central)		39	45V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			14	81Q	L-MED			
S[illegible]TH (Central)			38,54	65X	LOW			
SO[illegible]H (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE	37					1
*REC LEAVE	4	47	59			3
SPECIAL LEAVE						
COMP. LEAVE	31					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.	20	61				2
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

3x LPR
33-73-29.

Date: 8/1/19 Manager: 2.2(a)(ii) -

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

19 officer
37 officer

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 18

Team Leaders: North: ____ **South:** 64 **Central/Floater:** 21. **Office:** 52-

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		23		LOW			
2	CITY WEST				LOW			
3	CITY WEST		22-54		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38		LOW			
6	CITY EAST		50		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		40-25	4UH72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		09		LOW			
21	PHILLIP (Central)		05	4HK27B	LOW			
[illegible]	PHILLIP (Industrial)				MED			
[illegible]	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		33 7329		HIGH			
30	PARKES			LPR	HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		18		LOW			
49	GREENWAY (Central)		24	4MC318	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			39	4UH6X	L-MED			
[illegible]TH (Central)			14	4MN81Q	LOW			
[illegible] (Phillip)					LOW			
OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	03					1
*REC LEAVE	47	04	59			3
SPECIAL LEAVE						
COMP. LEAVE	37					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

INSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

22-33-73-LPR.
28 LPR-
52- FLEX TIL 1230pm

DAILY PATROL SCHEDULE

Date: 2/1/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 10 No. of Team Leaders: 4 +1 TOTAL ON DUTY: 14 +1

Team Leaders: North: ____ South: 64 Central/Floater: 21 Office: 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		50		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14		LOW			
6	CITY EAST		09		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		39		LOW			
21	PHILLIP (Central)		03	44465X	LOW			
2	PHILLIP (Industrial)				MED			
[redacted]	BELCONNEN (East)	25			LOW			
24	BELCONNEN (Central)	18	4KM 31B		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		24-54	44472V	L-MED			
S[redacted]TH (Central)		05	4MK273	LOW			
SO[redacted]H (Phillip)				LOW			
SOUTH (Tuggeranong)		LPR.		MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	29	23	40			3
SICK LEAVE						
*REC LEAVE	47	04	59	38		4
SPECIAL LEAVE						
COMP. LEAVE	31					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 4 / 1 / 19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 11 No. of Team Leaders: 5 TOTAL ON DUTY: 16

Team Leaders: North: 52 South: 19 Central/Floater: 37 Office: 21 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	03		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	25	YMN-81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	40		LOW			
6	CITY EAST	1	09		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	23	YMK 27B	LOW			
21	PHILLIP (Central)	1	14	YLH 65X	LOW			
2	PHILLIP (Industrial)				MED			
4	BELCONNEN (East)	1	50	YMK-31B	LOW			
24	BELCONNEN (Central)	1	18		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	1	39	YLH-45V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)		1	05	YMK-30B	L-MED			
SOUTH (Central)		1	24	YLH-72V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	54					1
*REC LEAVE	47	64	04	59	38	73 | 6
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

(21)

Date: 3 / 1 / 19 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 19

Team Leaders: North: ____ **South:** 52 **Central/Floater:** 21 **Office:** 37, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	39	YAN-819	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	18		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	24	YCH-72V	LOW			
21	PHILLIP (Central)	1	40		LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	14	YAK 31 B	LOW			
24	BELCONNEN (Central)	1	05		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	09	YE	LOW			
49	GREENWAY (Central)	1	50	YCH-45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	3	22, 29, 33	YMB-41V	HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	2	03, 54	YCH-65X	L-MED			
S[redacted]TH (Central)	1	23	YAK-27B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	19					1
*REC LEAVE	47	64	04	59	38	73 / 6 TOTAL
SPECIAL LEAVE						
COMP. LEAVE	31					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N no

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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DAILY PATROL SCHEDULE

(21)

Date: 2 / 1 / 19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 19

Team Leaders: North: ____ **South:** ____ **Central/Floater:** ~~19, 21~~ 52 **Office:** 19, 21, 37, 51

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	14		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	23	YMC278	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	05		LOW			
6	CITY EAST	1	24		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	25		LOW			
21	PHILLIP (Central)	1	18		LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	03		LOW			
24	BELCONNEN (Central)	1	39	YLH-454	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	2	22/54	YMN-619	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	24, 33	YMJ-41V	HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	1	09	YLH-65X	L-MED			
S[redacted]H (Central)	1	40	YMK-313	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*~~FLEX~~ LEAVE Rec	04	38	47	59	64	5
SICK LEAVE						
*~~REC~~ LEAVE Flex	50	73				2
SPECIAL LEAVE						
COMP. LEAVE	31					1
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 28/2/19 **Manager:** S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 19

Team Leaders: **North:** 73 **South:** 21 **Central/Floater:** **Office:** 64,19,37,28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	42V	47		LOW			
2	CITY WEST	59			LOW			
3	CITY WEST	33,			LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	LPR	23		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		14		LOW			
[illegible]	PHILLIP (Central)		40	65X	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		50		LOW			
24	BELCONNEN (Central)		39	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		38		LOW			
49	GREENWAY (Central)		04	72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			18	81Q	L-MED			
SOUTH (Central)			29,61	LPR	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	09					
SICK LEAVE	31	24				
***REC LEAVE**						
SPECIAL LEAVE	05					
COMP. LEAVE						
LONG SERVICE L.	03					
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 27/2/ **Manager:** S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 22

Team Leaders: North: ____ **South:** 72 **Central/Floater:** 21 **Office:** 64, 37, 19,

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		05	81Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		33,61	40V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		40		LOW			
[illegible]	PHILLIP (Central)		04		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		18		LOW			
24	BELCONNEN (Central)		50	47V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		24		HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		31	30B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central)		47	27B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			29,09	42V	HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			38	65X	L-MED			
SOUTH (Central)			23	72V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	59					
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE	03					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 26/2/19 **Manager:** 52

Day: **Monday** / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / (Warm) / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 18

Team Leaders: **North:** 73 **South:** ____ **Central/Floater:** 21 **Office:** 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		04	65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		18	72V	LOW			
[illegible]	PHILLIP (Central)		38		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		24		LOW			
24	BELCONNEN (Central)		23	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)		LPR		LOW			
50	GREENWAY (South)		42V		HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		05,50	30B	HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		29,59	40V	L-MED			
SOUTH (Central)		47	28B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)		09,61	42V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	19	14	33			
SICK LEAVE	39					
*REC LEAVE						
SPECIAL LEAVE	31					
COMP. LEAVE						
LONG SERVICE L.	03					
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

08	10	20	22	27	30
41, 56, 54					9

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 25/ 2 /18 **Manager:** S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 20

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 73 **Office:** 21, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14		LOW			
2	CITY WEST				LOW			
3	CITY WEST		23	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		24		LOW			
6	CITY EAST		38		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		47	28B	LOW			
[illegible]	PHILLIP (Central)		18	27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		LPR	42V	LOW			
25	BELCONNEN (West)		38,61		HIGH			
26	BARTON		31	30B	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		29		LOW			
36	KINGSTON		59	40V	LOW			
37	DICKSON		09		LOW			
48	GREENWAY (North)		40		LOW			
49	GREENWAY (Central)		39	72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
N[illegible]TH (Belconnen)					LOW			
N[illegible]TH (Central)			05,50	81Q	L-MED			
S[illegible]TH (Central)					LOW			
S[illegible]UTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)* 64 Cov

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**						
SICK LEAVE	04					
***REC LEAVE**						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

73

DAILY PATROL SCHEDULE

Date: 22/02/19 **Manager:** S3

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

28 LPR

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 19

Team Leaders: **North:** 19 **South:** 21 **Central/Floater:** 64 **Office:** 73, 37,

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	47			LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	"			LOW			
4	CITY WEST	"			LOW			
8	ACTON	"			LOW			
5	CITY EAST	18		28B	LOW			
6	CITY EAST	"			LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	05		27B	LOW			
22	PHILLIP (Central)	23			LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	39			LOW			
24	BELCONNEN (Central)	40		72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	28 29	LPR	41V	LOW			
36	KINGSTON	"			LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	14			LOW			
49	GREENWAY (Central)	24		65X	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)	6, 54, 09	LPR	42V	LOW			
NORTH (Central)	50	PayPark	81Q	L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	33					1
SICK LEAVE	04	38				2
***REC LEAVE**						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES		1.57	

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 21/2/19 **Manager:** S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 6 **TOTAL ON DUTY:**

Team Leaders: **North:** 19 **South:** 21 **Central/Floater:** 73 **Office:** 44, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	40			LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	50		81Q	LOW			
4	CITY WEST	"			LOW			
8	ACTON	"			LOW			
5	CITY EAST	23			LOW			
6	CITY EAST	39			LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	04		72V	LOW			
[illegible]	PHILLIP (Central)	38			LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	31		28B	LOW			
36	KINGSTON	29 [illegible] 33	LPR	41V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	24			LOW			
49	GREENWAY (Central)	05		27B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)	61, 59	LPR	42V	LOW			
NORTH (Central)	47		45V	L-MED			
SOUTH (Central)	14		65X	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	18					1
SICK LEAVE						
***REC LEAVE**						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						2

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

73

DAILY PATROL SCHEDULE

Date: 20/2/19 **Manager:** S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 20

Team Leaders: **North:** ____ **South:** 19 **Central/Floater:** 64 **Office:** 73, 37, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	39		81Q	LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	~~38~~			LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	38			LOW			
6	CITY EAST	50			LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	47		27B	LOW			
21	PHILLIP (Central)	04			LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	14			LOW			
24	BELCONNEN (Central)	24		72V	LOW			
25	BELCONNEN (West)	"			HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON	31		28B	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	23		65X	HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	29,1,30	LPR	42V	L-MED			
SOUTH (Central)	09,59	LPR	41V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	40		45V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	18	21	05			3
SICK LEAVE						
***REC LEAVE**						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

73

DAILY PATROL SCHEDULE

Date: 19/2/18 **Manager:** S3

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 20

Team Leaders: **North:** 19 **South:** 21 **Central/Floater:** 73 **Office:** 64, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	24		81Q	LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	"			LOW			
4	CITY WEST	"			LOW			
8	ACTON	"			LOW			
5	CITY EAST	05		27B	LOW			
6	CITY EAST	"			LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)	31		70M	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	14			LOW			
1	PHILLIP (Central)	47		72V	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	29,59	LPR	41V	LOW			
24	BELCONNEN (Central)	"			LOW			
25	BELCONNEN (West)	"			HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	61,33,59,	LPR	42V	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	50			LOW			
49	GREENWAY (Central)	40		45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	29,59	LPR		HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	04		65X	L-MED			
SOUTH (Central)	38		28B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	18					1
SICK LEAVE	23					1
***REC LEAVE**	39					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY	4					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

73

DAILY PATROL SCHEDULE

Date: 18/02/19 **Manager:** S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 21

Team Leaders: North: 21 **South:** 19. **Central/Floater:** 64 **Office:** 73, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	14			LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	18	YNB40V		LOW			
4	CITY WEST	"			LOW			
8	ACTON	"			LOW			
5	CITY EAST	40			LOW			
6	CITY EAST	31	YNX70M		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	24			LOW			
1	PHILLIP (Central)	05	27B		LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	38			LOW			
24	BELCONNEN (Central)	04	72V		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL	38,29	42V		HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	23,47	Pay Park	AM	LOW			
36	KINGSTON	"			LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	23,47	81Q - Pay Parking		LOW			
49	GREENWAY (Central)	59,61	41V	PM	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	39	45V		L-MED			
SOUTH (Central)	50	65X		LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	28					1
SICK LEAVE	09					1
***REC LEAVE**						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.	03					
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 3

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES 1455

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

173

DAILY PATROL SCHEDULE

Date: 15 / 2 / 19 **Manager:** S3

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 18

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 21 **Office:** 73 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	31		81Q	LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	05		27B	LOW			
4	CITY WEST	"			LOW			
8	ACTON	"			LOW			
5	CITY EAST				LOW			
6	CITY EAST	04		72V	LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	38			LOW			
[illegible]	PHILLIP (Central)	40		65X	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	35			LOW			
36	KINGSTON	23		28B	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	18			LOW			
49	GREENWAY (Central)	47		45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	14	610959	31B	L-MED			
S[illegible]TH (Central)		2933	42V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	24	64	19			3
SICK LEAVE	32	50				2
***REC LEAVE**						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 14/2/19 **Manager:** 52

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 19

Team Leaders: **North:** 21 **South:** 64 **Central/Floater:** 73 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	38		72V	LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	"			LOW			
4	CITY WEST	"			LOW			
8	ACTON	"			LOW			
5	CITY EAST	47			LOW			
6	CITY EAST	"			LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)	LPR		41V	LOW			
56	TURNER 09	29,59			LOW			
18	PHILLIP (North)	23			LOW			
[illegible]	PHILLIP (Central)	14		81Q	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	40			LOW			
24	BELCONNEN (Central)	18		40V	LOW			
25	BELCONNEN (West)	"			HIGH			
26	BARTON	LPR	336109		HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	04	PAY PARK	65X	LOW			
36	KINGSTON	LPR.	336139	42V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
N[illegible]TH (Central)	31		28B	L-MED			
S[illegible]TH (Central)	39		45V	LOW			
S[illegible]TH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	24					1
SICK LEAVE	30	50	05			3
***REC LEAVE**						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 13/2/19 **Manager:** S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 7 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 11

Team Leaders: **North:** 64 **South:** 19 **Central/Floater:** 21 **Office:** 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	47			LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	"			LOW			
4	CITY WEST	"			LOW			
8	ACTON	"			LOW			
5	CITY EAST	38			LOW			
6	CITY EAST	"			LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	18			LOW			
[illegible]	PHILLIP (Central)	04			LOW			
[illegible]2	PHILLIP (Industrial)	"			MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	14			LOW			
49	GREENWAY (Central)	23			LOW			
50	GREENWAY (South)	"			HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
N[illegible]TH (Central)	31	leave		L-MED			
S[illegible]TH (Central)				LOW			
S[illegible]TH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	61	05				2
SICK LEAVE	40	24	50	37		4
*REC LEAVE	39					1
SPECIAL LEAVE	29					1
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 12/02/19 Manager: S2

4 LPR TRAINING

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 17

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 73 **Office:** 21

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	04			LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	40			LOW			
4	CITY WEST	"			LOW			
8	ACTON	"			LOW			
5	CITY EAST	39			LOW			
6	CITY EAST	"			LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	05			LOW			
[illegible]	PHILLIP (Central)	31			LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	47			LOW			
24	BELCONNEN (Central)	14			LOW			
25	BELCONNEN (West)	"			HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	59/61	LPR		LOW			
49	GREENWAY (Central)	"			LOW			
50	GREENWAY (South)	"			HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)	33/09	LPR		LOW			
N[illegible]TH (Central)	38			L-MED			
S[illegible]TH (Central)	18			LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	19					1
SICK LEAVE	37	50	23	24		4
***REC LEAVE**						
SPECIAL LEAVE	29					1
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

73

DAILY PATROL SCHEDULE

Date: 11/02/19 **Manager:** S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

64 LPR TRAINING

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 17

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 21 **Office:** 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	105			LOW			
2	CITY WEST				LOW			
3	CITY WEST	38			LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	14			LOW			
6	CITY EAST	40			LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	39,31			LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL	59,61,33	09 LPR		HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)		47			L-MED			
SOUTH (Central)		04			LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**	18					
SICK LEAVE	23	24	50	37		
***REC LEAVE**						
SPECIAL LEAVE	29					
COMP. LEAVE						
LONG SERVICE L.	03					
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

22

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

(21)

Date: 8/2/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: ____ **No. of Team Leaders:** ____ **TOTAL ON DUTY:** ____

Team Leaders: North: ____ **South:** ____ **Central/Floater:** ____ **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	18		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	14		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	04		LOW			
6	CITY EAST				LOW			
7	CITY EAST	1	39	YMN-81Q	LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	40		LOW			
21	PHILLIP (Central)	1	38	YLH-65X	LOW			
[illegible]	PHILLIP (Industrial)	1	05		MED			
23	BELCONNEN (East)	1	50		LOW			
24	BELCONNEN (Central)	1	24	YMC-318	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	2	22,33 LAR	YMB-42V	LOW			
36	KINGSTON	2	59,61	YMS-41V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	09	YLH-45U	LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)		09	YLH-45U		L-MED			
S[illegible]H (Central)		25	YLH-72U		LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

21

Date: 7 / 2 / 19 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 22

Team Leaders: North: 19 **South:** ____ **Central/Floater:** 21, 28, 64 **Office:** 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	05		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	23	YMN 81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	40		LOW			
6	CITY EAST	1	38		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	04	YCH-72V	LOW			
[illegible]	PHILLIP (Central)	1	39		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	14		LOW			
24	BELCONNEN (Central)	1	09	YMC-31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL	2	18, 31	YMK-27B	HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	2	33, 61/LPR	YMB-42V	LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	22, 59	YMB-40V	HIGH			
NORTH (Belconnen)				LOW			
N[illegible]TH (Central)	1	50	YCH-65X	L-MED			
S[illegible]TH (Central)	1	47	YCH-65V	LOW			
S[illegible]TH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**						
SICK LEAVE	24	37				2
***REC LEAVE**						
SPECIAL LEAVE	29					1
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

(21)

Date: 6 / 2 / 19 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / ~~Saturday Morning~~ / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / ~~Wednesday~~ *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 20

Team Leaders: North: 19 **South:** 64 **Central/Floater:** 73 **Office:** 21, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	/	23		LOW			
2	CITY WEST	/	39	YCH-65X	LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	/	09		LOW			
6	CITY EAST	/	14		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	/	47		LOW			
21	PHILLIP (Central)	/	04	YMP-31B	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	/	40		LOW			
24	BELCONNEN (Central)	/	50	YMK-31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	/	31	YCH-45V	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	/	38	YCH-72V	LOW			
49	GREENWAY (Central)	/	05		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	/	18	YMK-27B	L-MED			
SOUTH (Central)	3	33, 59, 61	YDS-42V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	22	24	37			3
*REC LEAVE						
SPECIAL LEAVE	29					1
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
31	13				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 5 / 2 / 14 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 17

Team Leaders: **North:** 14 **South:** 64 **Central/Floater:** 21 **Office:** 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	50	YCH-72V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	18		LOW			
6	CITY EAST	1	47		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
21	PHILLIP (Central)				LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	23	YMK-31B	LOW			
24	BELCONNEN (Central)	1	14		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	40		LOW			
49	GREENWAY (Central)	1	04	YMN-81Q	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
ORTH (Belconnen)					LOW			
ORTH (Central)		4	1,61,59,09	YBB-42V YCH-65X	L-MED			
[illegible] (Central)		1	31	YCH-65V	LOW			
OUTH (Phillip)					LOW			
OUTH (Tuggeranong)					MED			

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	05					1
SICK LEAVE	17	24	31			3
*REC LEAVE	22	38	39			3
SPECIAL LEAVE	29					1
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

:ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

:aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
ne time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
e required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
nd the appropriate action taken.
ompleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 1 / 3 / 19 **Manager:** SZ

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 18

Team Leaders: **North:** 21 **South:** ____ **Central/Floater:** 73 **Office:** 64, 19, 37, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39		LOW			
2	CITY WEST				LOW			
3	CITY WEST		05	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST		38		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[redacted]	PHILLIP (North)		18		LOW			
[redacted]	PHILLIP (Central)		14		LOW			
[redacted]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		04	81Q	LOW			
24	BELCONNEN (Central)		47	27B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES	LPR	LPR	42V	HIGH			
44	CAPITAL HILL		61, 59		HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
N[redacted]H (Belconnen)				LOW			
N[redacted]TH (Central)	LPR	33, 29,	40V	L-MED			
S[redacted]TH (Central)		40	72V	LOW			
S[redacted]TH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	50	09	23	24		4
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.	03					1
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y (N)
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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DAILY PATROL SCHEDULE

73

Date: 29/3/19 Manager: S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 No. of Team Leaders: 6 TOTAL ON DUTY: 15

Team Leaders: North: 64 South: 21 Central/Floater: 19 Office: 73, 37, ~~[illegible]~~

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	14			LOW			
2	CITY WEST				LOW			
3	CITY WEST	38		81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	18		27B	LOW			
6	CITY EAST	61			LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	24			LOW			
[illegible]	PHILLIP (Central)	39		72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	47,40		65X	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	"			LOW			
36	KINGSTON	"			LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)	28,29	LPR	40V	HIGH			
	ORTH (Belconnen)	" "			LOW			
	[illegible] Central)	33,09	LPR	47V	L-MED			
	TH (Central)	31		31B	LOW			
	UTH (Phillip)				LOW			
	UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	23	05				2
SICK LEAVE	03	04	50			3
*REC LEAVE	59					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 28/3/19 Manager: S2/S3

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 No. of Team Leaders: 6 TOTAL ON DUTY: 22

Team Leaders: North: 21 South: 19 Central/Floater: 73 Office: 64, 37 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	31		72V	LOW			
2	CITY WEST				LOW			
3	CITY WEST	03			LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	04			LOW			
6	CITY EAST	18		29B	LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)	23		28B	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	47		*	LOW			
[illegible]	PHILLIP (Central)	38		45V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	39			LOW			
24	BELCONNEN (Central)	61		81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	24		31B	LOW			
36	KINGSTON	29,09	LPR	40V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	40			LOW			
49	GREENWAY (Central)	05	30B 65X		LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	ORTH (Belconnen)			65X	LOW			
	[illegible] Central)	14		30B	L-MED			
	TH (Central)	33,59	LPR		LOW			
	UTH (Phillip)				LOW			
	OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	15				
38	17				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).
f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.
Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 27/3/19 Manager: S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 No. of Team Leaders: 5 TOTAL ON DUTY: 18

Team Leaders: North: South: 19 Central/Floater: 64 Office: 28, 73, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	33, 29	LPR	40V	LOW			
2	CITY WEST	"			LOW			
3	CITY WEST	"			LOW			
4	CITY WEST	"			LOW			
8	ACTON	"			LOW			
5	CITY EAST	"			LOW			
6	CITY EAST	"			LOW			
7	CITY EAST	"			LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	18		29B	LOW			
[illegible]	PHILLIP (Central)	04			LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	05			LOW			
24	BELCONNEN (Central)	24		45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	~~[illegible]~~		~~[illegible]~~	LOW			
36	KINGSTON	"			LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	14		65X	LOW			
49	GREENWAY (Central)	38			LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)	23, 61		28B	HIGH			
	ORTH (Belconnen)				LOW			
	[illegible] Central)	59 09	LPR	47V	L-MED			
	TH (Central)	47		81Q	LOW			
	UTH (Phillip)				LOW			
	OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	03	31	40	50		4
*REC LEAVE	39	21				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	20				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 26/3/19 Manager: S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 No. of Team Leaders: 4 TOTAL ON DUTY: 16

Team Leaders: North: ____ South: ____ Central/Floater: 19 Office: 73, 37, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	23		45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST	18		29B	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	14			LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	~~18~~		~~28B~~	LOW			
[illegible]	PHILLIP (Central)	~~40~~		~~92V~~	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	09,33		40V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	"			LOW			
36	KINGSTON	"			LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	24			LOW			
49	GREENWAY (Central)	47		81Q	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)	29,59		47V	HIGH			
	ORTH (Belconnen)	"			LOW			
	[illegible] Central)	38		65X	L-MED			
	TH (Central)	05		27B	LOW			
	UTH (Phillip)				LOW			
	UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	03	61	31	50	40	64
*REC LEAVE	04	21	39			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

6

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38	18				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 25/3/19 Manager: SR

Day: (Monday) / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / (Rain) / Combination Hot / (Warm) / Cool

No. of Parking & Information Officers: 13 No. of Team Leaders: 4 TOTAL ON DUTY: 17

Team Leaders: North: South: Central/Floater: Office: 64, 28, 37, 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38		LOW			
6	CITY EAST		47		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		05	72V	LOW			
[illegible]	PHILLIP (Central)		23		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		18	27B	LOW			
24	BELCONNEN (Central)		40	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL		LPR	47V	HIGH			
32	RUSSELL		09		HIGH			
3/35	GRIFFITH/FORREST		59		LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		~~31~~	~~81Q~~	LOW			
49	GREENWAY (Central)		~~24~~	~~65X~~	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
RTH (Gungahlin/Mitchell)					HIGH			
[illegible] (Belconnen)					LOW			
[illegible] Central)			LPR 33,59	40V	L-MED			
TH (Central)			24	65X	LOW			
JTH (Phillip)					LOW			
JTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	21	14				2
SICK LEAVE	50	04	61	03		4
*REC LEAVE	73					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

ff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

(37)

Date: 22/3/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 No. of Team Leaders: 4 TOTAL ON DUTY: 17

Team Leaders: North: ____ South: ____ Central/Floater: 21. Office: 37 - 19 - 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18	81Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST		23		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		24		LOW			
6	CITY EAST		40	72V	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		47	27B	LOW			
[illegible]	PHILLIP (Central)		14		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		04	65X	LOW			
36	KINGSTON		05	28B	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	[illegible]TH (Belconnen)				LOW			
	[illegible] Central)	CPR	5909	47V	L-MED			
	[illegible]TH (Central)		39	31B	LOW			
	[illegible]UTH (Phillip)				LOW			
	[illegible]UTH (Tuggeranong)		3329	42V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	64					1
SICK LEAVE	61	08	50			3
*REC LEAVE	31					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 21/3/19 Manager 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 No. of Team Leaders: 4 TOTAL ON DUTY: 20

Team Leaders: North: ____ South: ____ Central/Floater: 21. Office: 32/19-

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		61✓		LOW			
2	CITY WEST				LOW			
3	CITY WEST		05✓		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38✓	44HSV	LOW			
6	CITY EAST		04✓		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		14✓		LOW			
[illegible]	PHILLIP (Central)		18✓	72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		46✓	81Q	LOW			
24	BELCONNEN (Central)		23✓		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST				LOW			
36	KINGSTON		59✓-01✓	42V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		39✓		LOW			
49	GREENWAY (Central)		24✓	31B	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	RTH (Gungahlin/Mitchell)	LPR	33✓29✓	47V	HIGH			
	RTH (Belconnen)				LOW			
	[illegible] Central)				L-MED			
	TH (Central)		47✓	27B	LOW			
	JTH (Phillip)		31	65X	LOW			
	JTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	50	64				2
SICK LEAVE	03	05				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

ff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff required to notify a Team Leader by 10:00 hrs for reason of absence).
taff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

(37)

DAILY PATROL SCHEDULE

Date: 20/3/19 Manager: 2.2(a)(ii) [redacted]

Day: Monday / Tuesday / (Wednesday) / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / (Combination) Hot / (Warm) / Cool

No. of Parking & Information Officers: 13 No. of Team Leaders: 4 TOTAL ON DUTY: 17.

Team Leaders: North: 64 South: ___ Central/Floater: 21 Office: 37/19.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST		18		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		31		LOW			
6	CITY EAST		47	27B	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		04		LOW			
[illegible]	PHILLIP (Central)		61		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Central)		38	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST				LOW			
36	KINGSTON		39	81Q	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
[illegible] (Belconnen)					LOW			
[illegible] Central)		LPR	593309	47V	L-MED			
[illegible]TH (Central)			24	65X	LOW			
UTH (Phillip)					LOW			
UTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	50	29	23			3.
SICK LEAVE	03	05				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) [redacted] (Y) N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
ne time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
e required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
nd the appropriate action taken.
ompleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

(37)

DAILY PATROL SCHEDULE

Date: 19/3/18 Manager: 2.2(a)(ii)

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / (Combination) Hot / (Warm) / Cool

No. of Parking & Information Officers: 14 No. of Team Leaders: 4 TOTAL ON DUTY: 18

Team Leaders: North: ____ South: ____ Central/Floater: 64 Office: 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24		LOW			
2	CITY WEST				LOW			
3	CITY WEST		50		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		61		LOW			
6	CITY EAST		23		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	81Q	39	[illegible]	LOW			
[illegible]	PHILLIP (Central)		47	27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Central)		14	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		09-29	47V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		31	29B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]RTH (Belconnen)					LOW			
[illegible] Central)			40	65X	L-MED			
[illegible]TH (Central)			59 33	42V	LOW			
[illegible]UTH (Phillip)					LOW			
DUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	21					1
SICK LEAVE	03	05	04			3
*REC LEAVE	19	18				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 18/3/19 Manager: 2.2(a)(ii)

Day: (Monday) / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / (Combination) Hot / Warm / (Cool)

No. of Parking & Information Officers: 13 No. of Team Leaders: 4 TOTAL ON DUTY: 17

Team Leaders: North: ____ South: ____ Central/Floater: ____ Office: 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		04		LOW			
2	CITY WEST				LOW			
3	CITY WEST		14		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40		LOW			
6	CITY EAST		38	65X	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		[illegible]		LOW			
[illegible]	PHILLIP (Central)		39	72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		50		LOW			
49	GREENWAY (Central)		23	29B	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)		33-29	42V	HIGH			
	[illegible]TH (Belconnen)				LOW			
	[illegible] Central)		59-09	47V	L-MED			
	[illegible]TH (Central)		47	27B	LOW			
	[illegible]TH (Phillip)		[illegible]	[illegible]	LOW			
	UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	24	05				2
SICK LEAVE	03	61				2
*REC LEAVE	31	19	18			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 37

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) ____ (Y) N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

ISCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ie called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
ie time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
e required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
nd the appropriate action taken.
ompleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

21

Date: 15/3/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 16

Team Leaders: North: 64 **South:** ___ **Central/Floater:** ~~21~~ 37 **Office:** 21, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	38	YCH-65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	47		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	39		LOW			
6	CITY EAST				LOW			
7	CITY EAST	1	14		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	40		LOW			
[illegible]	PHILLIP (Central)	1	50	YMK-28B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	2	09, 29	YNB-42V	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	23	YCH-72V	LOW			
49	GREENWAY (Central)	1	24	YMK-29B	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	ORTH (Belconnen)				LOW			
	CR Central)	2	33, 59	YNB-47V	L-MED			
	TH (Central)				LOW			
	UTH (Phillip)				LOW			
	OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	05	18				2
SICK LEAVE	03	04	61			3
*REC LEAVE	19	31				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	71					1

TOTAL STAFF ON LEAVE TODAY 8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

21

Date: 14/3/14 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 20

Team Leaders: North: 73 **South:** 64 **Central/Floater:** 21 **Office:** 37, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	50		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	24	YMK-28B	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	23	YMH-81Q	LOW			
6	CITY EAST	1	61		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	04, 31		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	38		LOW			
[illegible]	PHILLIP (Central)	1	40	YCH-65X	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	39		LOW			
24	BELCONNEN (Central)	1	05	YCH-45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	3	24, 33, 59	YMB-40V	HIGH			
30	PARKES		L/R		HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
ORTH (Belconnen)					LOW			
[illegible] Central)		1	47	YMK-28B	L-MED			
[illegible]TH (Central)		1	14	YMK-27B	LOW			
[illegible]UTH (Phillip)					LOW			
OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	18					1
SICK LEAVE	03	09				2
*REC LEAVE	19					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

(2.)

Date: 13/3/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 No. of Team Leaders: 5 TOTAL ON DUTY: 21

Team Leaders: North: 64 South: 73 Central/Floater: 19 Office: 21, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	39	YCH-65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	09		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	14		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	24	YAL-27B	LOW			
[illegible]	PHILLIP (Central)	1	05		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	50		LOW			
24	BELCONNEN (Central)	1	40	YCH-45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	2	18, 31	YCH-72V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	38		LOW			
49	GREENWAY (Central)	1	47	YAK-30B	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)	3	24, 33, 59	YMB-40V	HIGH			
	ORTH (Belconnen)				LOW			
	Central)	1	23	YAK-28B	L-MED			
	TH (Central)	1	04	YAN-81Q	LOW			
	UTH (Phillip)				LOW			
	OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	61					1
SICK LEAVE	03	28				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 3

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 12 / 3 / 14 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

21

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 No. of Team Leaders: 5 TOTAL ON DUTY: 18

Team Leaders: North: 73 South: 64 Central/Floater: 21, 19 Office: 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	61		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	40	YMP-81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	04		LOW			
6	CITY EAST	1	05		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	23		LOW			
[illegible]	PHILLIP (Central)	1	39	YLH-65X	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	14		LOW			
24	BELCONNEN (Central)	1	47	YLH-72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	3	09,29,59	YMB 40V	LOW			
49	GREENWAY (Central)		(LLR)		LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	ORTH (Belconnen)				LOW			
	[illegible] Central)	1	24	YMK-27B	L-MED			
	TH (Central)	1	50	YMK-30B	LOW			
	UTH (Phillip)				LOW			
	UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	18	33	38			3
SICK LEAVE	03	31				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28, 47

Date: 8/3/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 10 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 13

Team Leaders: North: 73 **South:** 73 **Central/Floater:** 21 **Office:** 17

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		23		LOW			
6	CITY EAST		50		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		39		LOW			
[illegible]	PHILLIP (Central)		47		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		61		LOW			
24	BELCONNEN (Central)		40	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		38		LOW			
49	GREENWAY (Central)		04	81Q	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)			LPR		HIGH			
[illegible]RTH (Belconnen)					LOW			
[illegible] Central)					L-MED			
[illegible]TH (Central)			05	65X	LOW			
[illegible]UTH (Phillip)					LOW			
DUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	04	24	29			
SICK LEAVE	03					
*REC LEAVE	14					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

37, 28

DAILY PATROL SCHEDULE

Date: 7/3/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 11 No. of Team Leaders: ____ TOTAL ON DUTY: 15

Team Leaders: North: 64 South: 23 Central/Floater: 19 Office: 21

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39	65X	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		50		LOW			
[illegible]	PHILLIP (Central)		03	303	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		05		LOW			
24	BELCONNEN (Central)		23	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		31,38	72V	HIGH			
44	~~CAPITAL HILL~~				HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		61		LOW			
49	GREENWAY (Central)		40	81Q	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	[illegible]RTH (Belconnen)				LOW			
	[illegible] Central)		LPR		L-MED			
	[illegible]TH (Central)		18	27B	LOW			
	[illegible]UTH (Phillip)				LOW			
	[illegible]UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	47					
SICK LEAVE						
*REC LEAVE	14					
SPECIAL LEAVE	04					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

73

Date: 30/4/19 Manager: S3, S2

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / (Warm) / Cool

No. of Parking & Information Officers: 13 No. of Team Leaders: 5 TOTAL ON DUTY: 18

Team Leaders: North: 21 South: 37 Central/Floater: 19 Office: 64, 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	04		81Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST	50			LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	31		45V	LOW			
6	CITY EAST	61			LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	14			LOW			
[illegible]	PHILLIP (Central)	24		72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	40			LOW			
24	BELCONNEN (Central)	05		31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	39			LOW			
49	GREENWAY (Central)	38		65X	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)	33,59			HIGH			
	[illegible]RTH (Belconnen)				LOW			
	[illegible] Central)				L-MED			
	[illegible]TH (Central)	47		28B	LOW			
	[illegible]UTH (Phillip)				LOW			
	[illegible]UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	29					1
SICK LEAVE	03	09	18	23	28	5
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 29/4/19 **Manager:** 53, 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 20

Team Leaders: North: 21 **South:** 37 **Central/Floater:** ~~21~~ **Office:** 73, ~~37~~, 28, 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		23		LOW			
2	CITY WEST				LOW			
3	CITY WEST		38	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		05		LOW			
7	CITY EAST		"		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		03		LOW			
[illegible]	PHILLIP (Central)		04	45V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Central)		50	29B	LOW			
25	BELCONNEN (West)		"		HIGH			
26	BARTON				HIGH			
30	PARKES		33,59	LRR	HIGH			
44	CAPITAL HILL			47V	HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		24	31B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		61		LOW			
49	GREENWAY (Central)		40	72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
[illegible] (Belconnen)					LOW			
[illegible] (Central)			31	28B	L-MED			
[illegible]TH (Central)			18	27B	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]UTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	47	29	19			
SICK LEAVE	09					
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 26/4/19 Manager 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 No. of Team Leaders: 4 TOTAL ON DUTY: 16 28 OFFICE. 19 OFFICE

Team Leaders: North: South: 73 Central/Floater: 21 Office: 37 -

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		31	31B	LOW			
2	CITY WEST				LOW			
3	CITY WEST		03	72V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		23		LOW			
6	CITY EAST		14		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		29 -		LOW			
[illegible]	PHILLIP (Central)		05	27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		46	28B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		24		LOW			
49	GREENWAY (Central)		18	45V	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	ORTH (Belconnen)				LOW			
	[illegible] (Central)	LPR	0959	47V	L-MED			
	TH (Central)		39	81Q	LOW			
	UTH (Phillip)				LOW			
	OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	50	47				2
SICK LEAVE	61					1
*REC LEAVE	64	64	38	33		4
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 24/4/ Manager 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 No. of Team Leaders: 4 TOTAL ON DUTY: 19

Team Leaders: North: 73 South: 21 Central/Floater: 21 Office: 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24		LOW			
2	CITY WEST				LOW			
3	CITY WEST		39	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		50		LOW			
6	CITY EAST		09		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		31	70H	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		18		LOW			
[illegible]	PHILLIP (Central)		40	45V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		47		LOW			
24	BELCONNEN (Central)		61	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON		29 59		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		03		LOW			
49	GREENWAY (Central)		14	31B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
[illegible] (Belconnen)					LOW			
[illegible] (Central)			23	72V	L-MED			
[illegible]TH (Central)			05	27B	LOW			
[illegible]UTH (Phillip)					LOW			
DUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	33					1
SICK LEAVE						
*REC LEAVE	04	28	64	38		4
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 23/4/19 Manager: 2.2(a)(ii)

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / (Combination) Hot / Warm / (Cool)

No. of Parking & Information Officers: 13 No. of Team Leaders: 3 TOTAL ON DUTY: 16

Team Leaders: North: 37 South: ___ Central/Floater: 19 Office: 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14		LOW			
2	CITY WEST				LOW			
3	CITY WEST		18	30B	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		61		LOW			
6	CITY EAST		50		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	39	27B		LOW			
[illegible]	PHILLIP (Central)	24	31B		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		23		LOW			
24	BELCONNEN (Central)		40	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		59		LOW			
49	GREENWAY (Central)		47	72V	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	[illegible]RTH (Belconnen)				LOW			
	[illegible] (Central)		03	45V	L-MED			
	[illegible]TH (Central)	LPR	29.09	47V	LOW			
	[illegible]UTH (Phillip)				LOW			
	[illegible]UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	05	33				2
SICK LEAVE	31					1
*REC LEAVE	04	28	64	38	21	5
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ___ Y N (N circled)
___ Y N

Temp Office Staff

___ Y N
___ Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

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DAILY PATROL SCHEDULE

(37)

Date: 18/4/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / (Thursday) / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 11 No. of Team Leaders: 4 TOTAL ON DUTY: 15

Team Leaders: North: 73 South: ___ Central/Floater: 64 Office: 37 - 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		23		LOW			
2	CITY WEST				LOW			
3	CITY WEST		47	27B	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		29		LOW			
6	CITY EAST		38	72V	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		LPR		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		61		LOW			
[illegible]	PHILLIP (Central)		03	45V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		05		LOW			
49	GREENWAY (Central)		39	31B	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
ORTH	(Gungahlin/Mitchell)				HIGH			
[illegible]	(Belconnen)				LOW			
[illegible]	Central)	S909	LPR	47V	L-MED			
[illegible]TH	(Central)		24	65X	LOW			
UTH	(Phillip)				LOW			
UTH	(Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	18	40	50			3
SICK LEAVE						
*REC LEAVE	04	31	28	33	14	6
		21				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

ISCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
e required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
nd the appropriate action taken.
ompleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 17/4/19 Manager: 2.2(a)(ii)

21

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 9 No. of Team Leaders: ~~5~~ 8 TOTAL ON DUTY: ~~14~~ 17

Team Leaders: North: 64 South: 73 Central/Floater: 19 Office: 37, 21

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	61		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	05		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	03	YMN81Q	LOW			
6	CITY EAST				LOW			
7	CITY EAST	1	50		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)				LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	39	YLH65X	LOW			
24	BELCONNEN (Central)	1	24		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	3	09, 29, 59		HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
[illegible] (Belconnen)					LOW			
[illegible] Central)		1	38	YMK318	L-MED			
[illegible]TH (Central)		1	47	YMK278	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]UTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	18	23	40			2
SICK LEAVE						
*REC LEAVE	04	14	28	31	33	5
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 16/4/19 Manager: 2.2(a)(ii)

21

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 No. of Team Leaders: 6 TOTAL ON DUTY: 19

Team Leaders: North: 73 South: ~~64~~ 19 Central/Floater: 21 Office: 37, 28, 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	38	YMN-81Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	47	YMK-27B	LOW			
6	CITY EAST	1	39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	05	~~YCH-65X~~	LOW			
[illegible]	PHILLIP (Central)	1	14	YCH-72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	50		LOW			
24	BELCONNEN (Central)	1	18	YCH-65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	23		LOW			
49	GREENWAY (Central)	1	61	YCH-45V	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)	2	29,59	CPR	HIGH			
	ORTH (Belconnen)				LOW			
	[illegible] Central)	1	03	YMK-31B.	L-MED			
	TH (Central)				LOW			
	UTH (Phillip)				LOW			
	UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	09	40				2
SICK LEAVE						
*REC LEAVE	04	21	23			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	9	38	15		

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

(21)

Date: 15/4/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 No. of Team Leaders: 6 TOTAL ON DUTY: 20

Team Leaders: North: 64 South: 73 Central/Floater: 37 Office: 21, 19, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	03	YMN-81Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	61		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	14		LOW			
6	CITY EAST	1	24		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	50	YCH-45V	LOW			
[illegible]	PHILLIP (Central)	1	47	YMK-27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	05		LOW			
24	BELCONNEN (Central)	1	39	YMK 31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL	2	23, 38	YCH-72V	HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]RTH (Belconnen)					LOW*			
[illegible] (Central)		1 + 1	09,2454-18	UR/308	L-MED			
[illegible]TH (Central)					LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]UTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	40					1
SICK LEAVE						
*REC LEAVE	04	31	33			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	10				
[illegible]					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).
f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.
Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28, 37

Date: 12/4/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 7 No. of Team Leaders: 3 TOTAL ON DUTY: 10

Team Leaders: North: 64 South: ___ Central/Floater: 21 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		23	724	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		18	27B	LOW			
6	CITY EAST		47		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		03	31B	LOW			
[illegible]	PHILLIP (Central)		39		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		05, ~~31~~	30B	HIGH			
44	~~CAPITAL HILL~~				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

ORTH (Gungahlin/Mitchell)		LPR	29,33	HIGH			
ORTH (Belconnen)				LOW			
[illegible] Central)		LPR	59 09	L-MED			
[illegible]TH (Central)				LOW			
[illegible]UTH (Phillip)				LOW			
[illegible]UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	50	24	38	40		
SICK LEAVE	04	61	73			
*REC LEAVE	14	31				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ___ Y N
___ Y N

Temp Office Staff

___ Y N
___ Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).
f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.
Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

28, 37

DAILY PATROL SCHEDULE

Date: 11 / 4 / 19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 10 No. of Team Leaders: 2 TOTAL ON DUTY: 14

Team Leaders: North: ____ South: ____ Central/Floater: 19 Office: 21

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		50	72U	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		03		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		24		LOW			
[illegible]	PHILLIP (Central)		23	28B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		31	31B	LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		LPR		HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL		33,0959,28		HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		38		LOW			
49	GREENWAY (Central)		05	30B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
[illegible] (Belconnen)					LOW			
[illegible] Central)			47	65X	L-MED			
[illegible]TH (Central)			18	27B	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]UTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	64	40				
SICK LEAVE	73	61				
*REC LEAVE	14	04				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

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Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28,37

Date: 10/4/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 10 **No. of Team Leaders:** 2 **TOTAL ON DUTY:** 12

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 64 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18	27B	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		05		LOW			
6	CITY EAST		23		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		40,47	72V	LOW			
56	TURNER		Am		LOW			
[redacted]	PHILLIP (North)		31	30B	LOW			
[redacted]	PHILLIP (Central)				LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		24		LOW			
24	BELCONNEN (Central)		38	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~				HIGH			
44	~~CAPITAL HILL~~		50	81Q	HIGH			
32	~~RUSSELL~~		47 Am		HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
N[redacted] (Belconnen)					LOW			
N[redacted] (Central)			LPR	29,33,09	L-MED			
S[redacted]TH (Central)			04	65X	LOW			
S[redacted]TH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	59	21	39			
SICK LEAVE	73	61				
*REC LEAVE	14	03				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	0840				
~~OK~~					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

____

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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ACT Parking Operations - Commercial In Confidence

28, 37,

DAILY PATROL SCHEDULE

Date: 9/4/19 Manager: _____

31 office

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 10 No. of Team Leaders: 3 TOTAL ON DUTY: ____

Team Leaders: North: 64 South: ____ Central/Floater: 19 Office: 21

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		47		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		05,24	72V	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		38		LOW			
[illegible]	PHILLIP (Central)		18	27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		LPR		LOW			
24	BELCONNEN (Central)		29,33		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~				HIGH			
44	~~CAPITAL HILL~~		40	28B	HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		04	81Q	LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

ORTH (Gungahlin/Mitchell)				HIGH			
ORTH (Belconnen)				LOW			
[illegible] Central)		50,23	65X	L-MED			
[illegible]TH (Central)		LPR		LOW			
[illegible]UTH (Phillip)		59,09	47V	LOW			
[illegible]UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	73	61				
*REC LEAVE	14	03				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).
f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.
Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

28, 47

DAILY PATROL SCHEDULE

Date: 8 / 4 / 19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 10 No. of Team Leaders: 3 TOTAL ON DUTY: 13

Team Leaders: North: 64 South: ___ Central/Floater: 21 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40		LOW			
2	CITY WEST				LOW			
3	CITY WEST		24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38		LOW			
6	CITY EAST		31	sick	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		39		LOW			
[illegible]	PHILLIP (Central)		50		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~				HIGH			
44	~~CAPITAL HILL~~		LRR	29,09	HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		18		LOW			
49	GREENWAY (Central)		23	273	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

ORTH (Gungahlin/Mitchell)		LRR	39,59	HIGH			
ORTH (Belconnen)				LOW			
[illegible] Central)		05	65X	L-MED			
TH (Central)		03	72V	LOW			
UTH (Phillip)				LOW			
OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	47					
SICK LEAVE	02	61	31			
*REC LEAVE	73	14				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N

Y N

Temp Office Staff

Y N

Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).
f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.
Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 5/4/19 Manager: 52, 53

Day: Monday / Tuesday / Wednesday / Thursday / Friday (normal working hours)
Friday Evening / Saturday Morning / Sunday (extended working hours)
Mid Week Overtime: Tuesday / Wednesday (extended working hours)

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 No. of Team Leaders: 3 TOTAL ON DUTY: 18

Team Leaders: North: South: Central/Floater: 21 Office: 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		05		LOW			
2	CITY WEST				LOW			
3	CITY WEST		39	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		24		LOW			
6	CITY EAST		40		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		18	81O	LOW			
[illegible]	PHILLIP (Central)		03		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
[illegible]/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		47		LOW			
49	GREENWAY (Central)		38	72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]TH (Gungahlin/Mitchell)			23,61	27B	HIGH			
[illegible]4 (Belconnen)					LOW			
[illegible] Central)	50/28B	LPR	33,29	47V	L-MED			
[illegible]TH (Central)	↑	LPR	09,59	40V	LOW			
[illegible]TH (Phillip)	pay parks				LOW			
[illegible]TH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	37	19				
SICK LEAVE	04					
*REC LEAVE	73	14				
SPECIAL LEAVE	31					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

CHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

CH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

f who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff equired to notify a Team Leader by 10:00 hrs for reason of absence).

aff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified the appropriate action taken.

npleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 4/4/19 Manager: 52 + 53

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 4 TOTAL ON DUTY: 21

Team Leaders: North: 21 South: Central/Floater: 64 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		61		LOW			
2	CITY WEST				LOW			
3	CITY WEST		40		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		31	28B	LOW			
6	CITY EAST		05		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		03	45V	LOW			
[illegible]	PHILLIP (Central)		04		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		18		LOW			
24	BELCONNEN (Central)		47	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		LPR	40V	HIGH			
44	CAPITAL HILL		09,29	47V	HIGH			
32	RUSSELL		59,33		HIGH			
3/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central)		24	72V	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	RTH (Gungahlin/Mitchell)				HIGH			
	[illegible]TH (Belconnen)				LOW			
	[illegible] Central)		50,38	65X	L-MED			
	[illegible]TH (Central)		23	27B	LOW			
	[illegible]TH (Phillip)				LOW			
	[illegible]TH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	73	14				1
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

ff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 3 / 4 / 19 Manager: S2 2.2(a)(ii) S3 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 4 TOTAL ON DUTY: 21

Team Leaders: North: South: Central/Floater: Office: 64, 19, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		47		LOW			
2	CITY WEST				LOW			
3	CITY WEST		38	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		23		LOW			
6	CITY EAST		18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		31	28B	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		14		LOW			
[illegible]	PHILLIP (Central)		03		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		39		LOW			
24	BELCONNEN (Central)		06	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		09,59		HIGH			
44	CAPITAL HILL		LPR		HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		50	46X	LOW			
49	GREENWAY (Central)		40		LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
RTH (Gungahlin/Mitchell)		LPR	33,29	47V	HIGH			
RTH (Belconnen)					LOW			
R[illegible] Central)			61, 24	45V	L-MED			
TH (Central)			04	72V	LOW			
TH (Phillip)					LOW			
TH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	73					1
SICK LEAVE	21					1
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	5				
24	?				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

ff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff required to notify a Team Leader by 10:00 hrs for reason of absence).
taff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 21/4/19 Manager: 52 + 53 2.2(a)(ii)

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 15 No. of Team Leaders: 4 TOTAL ON DUTY: 19

Team Leaders: North: ____ South: ____ Central/Floater: 64 Office: 19, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14	65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST		47		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		05		LOW			
6	CITY EAST		39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		40		LOW			
[illegible]	PHILLIP (Central)		38		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		61	28B	LOW			
24	BELCONNEN (Central)		23	27B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		04		LOW			
49	GREENWAY (Central)		18	72V	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
RTH	(Gungahlin/Mitchell)		31	81Q	HIGH			
RTH	(Belconnen)				LOW			
[illegible]	Central)		LPR-33,29,59	47V	L-MED			
TH	(Central)		03	45V	LOW			
TH	(Phillip)				LOW			
TH	(Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	09					1
SICK LEAVE	24	21	73			3
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	9				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

ff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 1 / 7 / 19 Manager: S2 2.2(a)(ii) + S3 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 No. of Team Leaders: 6 TOTAL ON DUTY: 22

Team Leaders: North: 21 South: 19 Central/Floater: 73 Office: 64,37,28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		04		LOW			
2	CITY WEST				LOW			
3	CITY WEST		05	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38		LOW			
6	CITY EAST		47		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		14	28B	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		23	27B	LOW			
[illegible]	PHILLIP (Central)		18		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		LPR	31,42V	LOW			
25	BELCONNEN (West)		09,29		HIGH			
26	BARTON		24		HIGH			
30	PARKES		61	81Q	HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST		24,61	81Q	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)		LPR		LOW			
50	GREENWAY (South)		33,59		HIGH			
MOBILE PATROLS								
[illegible]RTH (Gungahlin/Mitchell)			~~31~~	~~42V~~	HIGH			
[illegible]RTH (Belconnen)					LOW			
[illegible] Central)			39	45V	L-MED			
[illegible]TH (Central)			40	72V	LOW			
[illegible]TH (Phillip)					LOW			
[illegible]TH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE						
SICK LEAVE	03	50				
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
31	12	24			
61					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
e required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

28

DAILY PATROL SCHEDULE

Date: 31/5/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 20

Team Leaders: North: 21 South: ____ Central/Floater: 73 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		74,38		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		47,26	318	LOW			
6	CITY EAST		50		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		40,68		LOW			
[illegible]	PHILLIP (Central)		04,43		LOW			
[illegible]2	PHILLIP (Industrial)		05,19	27B	MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		39	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		14,82	29B	HIGH			
44	~~CAPITAL HILL~~				HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		24		LOW			
49	GREENWAY (Central)		61	72U	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
[illegible] (Central)			LPR		L-MED			
[illegible]TH (Central)			03	65X	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	64	22	09			
SICK LEAVE	35	23				
*REC LEAVE	37					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME	31					
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 30/5/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 No. of Team Leaders: 4 TOTAL ON DUTY: 26

Team Leaders: North: South: 21. Central/Floater: 19. Office: 73 - 37.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		47-26	4LH72V	LOW			
2	CITY WEST				LOW			
3	CITY WEST		03		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		24-68		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		05-43	4NB40V	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		29-74		LOW			
[illegible]	PHILLIP (Central)		22		LOW			
[illegible]2	PHILLIP (Industrial)		50-52	4MK31B	MED			
23	BELCONNEN (East)		09		LOW			
24	BELCONNEN (Central)	ARR	33	4BN476	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		[illegible]	[illegible]	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		18	4MK27B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		14		LOW			
49	GREENWAY (Central)		04	4465X	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] (Central)			38 40	4MK28B	L-MED			
[illegible]TH (Central)			59 61	4MN816	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	64					1
SICK LEAVE	23	31	35			3
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 29 / 5 /19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 27

Team Leaders: North: 21 **South:** 64 **Central/Floater:** 73 **Office:** 37 - 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14	YCH65X	LOW			
2	CITY WEST		Nick		LOW			
3	CITY WEST		5074		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40 68		LOW			
6	CITY EAST		0443	YCH72V	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		18	YNK228	LOW			
[illegible]	PHILLIP (Central)		47		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		69		LOW			
24	BELCONNEN (Central)		3323	YNB40V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON		22-29	LPN	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		05 59		LOW			
49	GREENWAY (Central)		03 38	YMK288	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	NORTH (Gungahlin/Mitchell)				HIGH			
	NORTH (Belconnen)				LOW			
	[illegible] (Central)		24 82	YMN81Q	L-MED			
	[illegible]TH (Central)				LOW			
	SOUTH (Phillip)		31-26	YNC70M	LOW			
	SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	35					1
*REC LEAVE	39					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

OIO 528

DAILY PATROL SCHEDULE

Date: 28/5/19 Manager: 2.2(a)(ii)

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / (Combination) Hot / Warm / (Cool)

No. of Parking & Information Officers: 18 No. of Team Leaders: 5 TOTAL ON DUTY: 23

Team Leaders: North: 64 South: 21 Central/Floater: 37 Office: 73-19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		50		LOW			
2	CITY WEST				LOW			
3	CITY WEST		40-43	4LH65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		31	4NK28B	LOW			
6	CITY EAST		03-68		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)				LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14-26	4LH45U	LOW			
24	BELCONNEN (Central)		38-35	4LH72U	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		22-29	4NB 40	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		04		LOW			
49	GREENWAY (Central)		24-74	4MN81G	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	NORTH (Gungahlin/Mitchell)				HIGH			
	NORTH (Belconnen)				LOW			
	[illegible] (Central)		33.59		L-MED			
	[illegible]TH (Central)		39.[illegible]	27B	LOW			
	SOUTH (Phillip)				LOW			
	SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	22	18	09	05	4	4.
SICK LEAVE	61	82				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

21

Date: 24/5/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 No. of Team Leaders: 6 TOTAL ON DUTY: 24

Team Leaders: North: 64 South: 73 Central/Floater: 19 Office: 21, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST				LOW			
3	CITY WEST	2	61, 82	YMN819	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	24.		LOW			
6	CITY EAST	2	39, 74.		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	2	04, 26.		LOW			
[illegible]	PHILLIP (Central)	2	19, 43 -	YCH-65X	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	2	03, 68.	YMK28B	LOW			
24	BELCONNEN (Central)	1	47	YMK27B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	2	05, 35.	YCH-45V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

ORTH (Gungahlin/Mitchell)				HIGH			
ORTH (Belconnen)			YNJ42V	LOW			
(Central)	3	09, 22 / 40 (CPR)	YCH72V	L-MED			
TH (Central)				LOW			
UTH (Phillip)				LOW			
OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	14	23	29	50	59	5
SICK LEAVE	21	33				2
*REC LEAVE	38					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY	8					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	5				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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DAILY PATROL SCHEDULE

(21)

Date: 23 / 5 /19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 23 No. of Team Leaders: 6 TOTAL ON DUTY: 29

Team Leaders: North: 73 South: 64 Central/Floater: 21 Office: 37, 19, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	2	03, 26		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	04	YMN 81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	2	29, 68		LOW			
6	CITY EAST				LOW			
7	CITY EAST	1	40		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)				LOW			
[illegible]	PHILLIP (Central)	2	14, 35	YNB-42V	LOW			
[illegible]	PHILLIP (Industrial)	[illegible] 1	47	YMC-27B	MED			
23	BELCONNEN (East)	1	24		LOW			
24	BELCONNEN (Central)	1	18	YLH-65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		11, 39, 74	YLH72V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	61	YLH-45V	LOW			
49	GREENWAY (Central)	1	23		LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)	2	09, 59 (Lite)	YMB47V	HIGH			
	ORTH (Belconnen)				LOW			
	(Central)	2	05, 43	YMK31B	L-MED			
	(Central)	2	50, 82	YMK28B	LOW			
	UTH (Phillip)				LOW			
	DUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	22					1
SICK LEAVE	33					1
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 2

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	15				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

(2.)

Date: 22 / 5 / 19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 No. of Team Leaders: 6 TOTAL ON DUTY: 24

Team Leaders: North: 64 South: 73 Central/Floater: 19, Office: 21, 28, 37.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST				LOW			
3	CITY WEST	2	43,47	YMK 278	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	2	38,74	YMN 81Q	LOW			
6	CITY EAST				LOW			
7	CITY EAST	2	24,82	[illegible]	LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)				LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	2	23, 26		LOW			
24	BELCONNEN (Central)	1	39	YMK 288	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON	1	05	YUH45V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	2	18, 68	[illegible]	LOW			
49	GREENWAY (Central)	2	14, 35	YUH-65X	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] Central)		1	31	YMK 318	L-MED			
[illegible]TH (Central)		2	09,59 [illegible]	YNB47N	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	22	61				2
SICK LEAVE	03	29	33	40		4
*REC LEAVE						
SPECIAL LEAVE	04	50				2
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24					
16					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 21 / 5 / 19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 26 No. of Team Leaders: 6 TOTAL ON DUTY: 27

Team Leaders: North: 64 South: 73 Central/Floater: 21 Office: 37, 19, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST				LOW			
3	CITY WEST	2	39, 68	YMN-81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	2	23, 35		LOW			
6	CITY EAST	1	14		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	2	24, 43		LOW			
[illegible]	PHILLIP (Central)	2	61, 26		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	2	05, 82	YLH-65X	LOW			
24	BELCONNEN (Central)	2	38, 74		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		09	YMK318	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL	3	29, 33 (LPR)	YNB40	HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)			LPR		LOW			
[illegible] Central)	3	47 (22, 54)	YMK278 YNB47		L-MED			
[illegible]TH (Central)	1	31	YMK281B		LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]UTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	18					1
SICK LEAVE	03	40				2
*REC LEAVE						
SPECIAL LEAVE	04	50				2
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 20 / 5 / 19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 No. of Team Leaders: 6 TOTAL ON DUTY: 24

Team Leaders: North: 64 South: 73 Central/Floater: 19, 37 Office: 21, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	2	38, 74	YMN 81Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST	2	31, 68	YLH 45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	2	47, 82	YMK 27B	LOW			
6	CITY EAST				LOW			
7	CITY EAST	2	05, 43		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)				LOW			
[illegible]	PHILLIP (Central)	2	23, 26	YLH-65X	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	2	09, 29	YNB 40V	LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL	2	50, 61	YMK 28R	HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)		2	33, 59	YNB-47V	HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] Central)		2	24, 35	YMK-21B	L-MED			
[illegible]TH (Central)					LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	04	18				2
SICK LEAVE	14	39	40	03		4
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

28

Date: 17/5/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 No. of Team Leaders: 4 TOTAL ON DUTY: 19

Team Leaders: North: ____ South: 21 Central/Floater: 23 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		43,39		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		14,74	28B	LOW			
[illegible]	PHILLIP (Central)		82,64	29B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		35,47		LOW			
24	BELCONNEN (Central)		05,68	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~				HIGH			
44	~~CAPITAL~~ HILL		LPR		HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		61,26	72U	LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

ORTH (Gungahlin/Mitchell)				HIGH			
ORTH (Belconnen)				LOW			
[illegible] Central)		LPR +22	63X	L-MED			
[illegible]TH (Central)		18	27B	LOW			
UTH (Phillip)				LOW			
DUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	23	04	50			
SICK LEAVE	24	38	03			
*REC LEAVE	37					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME	31					
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28,

Date: 16/5/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 No. of Team Leaders: _____ TOTAL ON DUTY: 20

Team Leaders: North: 73 South: 19 Central/Floater: 1/4 Office: 21

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO		CHK
1	CITY WEST		61		LOW			
2	CITY WEST				LOW			
3	CITY WEST		35,05		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14,26	65X	LOW			
6	CITY EAST		18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		39,47,43	72V	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		04		LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		LPR		LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		LPR		HIGH			
44	~~CAPITAL HILL~~				HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		40,82	31B	LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
N[illegible]TH (Belconnen)				LOW			
[illegible] (Central)		68,50	45V	L-MED			
S[illegible]TH (Central)		74,23	81Q	LOW			
S[illegible]TH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	59					
SICK LEAVE	38	31	03	24		
*REC LEAVE	37					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) _____ Y N
_____ Y N

Temp Office Staff

_____ Y N
_____ Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28, 37
22 office

Date: 15/5/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 22

Team Leaders: North: 21 **South:** 73 **Central/Floater:** 64 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		04		LOW			
2	CITY WEST				LOW			
3	CITY WEST		74,23	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38,82		LOW			
6	CITY EAST		31		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		18	27B	LOW			
[illegible]	PHILLIP (Central)		40		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14,26	31B	LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		05,50,24		HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		47,35	72V	LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
N[illegible]TH (Belconnen)			LRR		LOW			
[illegible] (Central)					L-MED			
S[illegible]TH (Central)			61,43,68	81Q	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	39					
SICK LEAVE	03					
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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DAILY PATROL SCHEDULE

28, 37

Date: 14/5/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 4 TOTAL ON DUTY: 21

Team Leaders: North: 21 South: 23 Central/Floater: 19 Office: 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		05,68		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		38		LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		61,82		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		31		LOW			
[illegible]	PHILLIP (Central)		84		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		50		LOW			
24	BELCONNEN (Central)		24	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		40,74	81Q	HIGH			
44	CAPITAL ~~HILL~~				HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23,43	72V	LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)			LPR		HIGH			
[illegible] (Belconnen)					LOW			
[illegible] (Central)			14,26	28B	L-MED			
[illegible]TH (Central)			18	27B	LOW			
[illegible]UTH (Phillip)			LPR		LOW			
[illegible]UTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE						
SICK LEAVE	33	47	35			
*REC LEAVE	03					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	0845				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) _____ Y N / Y N

Temp Office Staff

_____ Y N / _____ Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

73

DAILY PATROL SCHEDULE

Date: 13/5/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 23 No. of Team Leaders: 5 TOTAL ON DUTY: 28

Team Leaders: North: 64 South: 21 Central/Floater: 37 Office: 73, 28,

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		23,35		LOW			
2	CITY WEST				LOW			
3	CITY WEST		24	72V	LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		50,68	65X	LOW			
6	CITY EAST		47,74		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	HL	14		LOW			
[illegible]	PHILLIP (Central)	J	05	31B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		04		LOW			
24	BELCONNEN (Central)		40,82	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		09,31,43	81Q	LOW			
36	KINGSTON				LOW			
37	DICKSON		18	27B	LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central)		38,26	28B	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	ORTH (Belconnen)				LOW			
	(Central)		33,22	40V	L-MED			
	TH (Central)		29,59	47V	LOW			
	UTH (Phillip)				LOW			
	UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	61					1
SICK LEAVE	03					1
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 2

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 10/5/19 Manager: S3

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 No. of Team Leaders: 4 TOTAL ON DUTY: 24

Team Leaders: North: South: Central/Floater: Office: 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		47	27B	LOW			
2	CITY WEST				LOW			
3	CITY WEST		50		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38	45V	LOW			
6	CITY EAST		39,26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		40,68	28B	LOW			
[illegible]	PHILLIP (Central)		03		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		23, 82		LOW			
24	BELCONNEN (Central)		61,74	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		22,29	40V	LOW			
36	KINGSTON				LOW			
37	DICKSON		31	31B	LOW			
48	GREENWAY (North)		14,35		LOW			
49	GREENWAY (Central)		18,43	65X	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	[illegible]TH (Belconnen)		~~31~~	~~31B~~	LOW			
	[illegible] (Central)		33,59		L-MED			
	[illegible]TH (Central)		04	72V	LOW			
	[illegible]UTH (Phillip)				LOW			
	[illegible]UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	24	09				2
SICK LEAVE	05	28				2
*REC LEAVE	37					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

JSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

'ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
ne time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
e required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
nd the appropriate action taken.
ompleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 9/5/19 Manager: S2 + S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 No. of Team Leaders: 5 TOTAL ON DUTY: 27

Team Leaders: North: 13 South: 21 Central/Floater: 64 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		09,59	LPR 47V	LOW			
2	CITY WEST				LOW			
3	CITY WEST		18,82	81Q	LOW			
4	CITY WEST		per [illegible]		LOW			
8	ACTON				LOW			
5	CITY EAST		13,74	45V	LOW			
6	CITY EAST		50,68		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		14,43	~~45V~~	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		61		LOW			
[illegible]	PHILLIP (Central)		47	27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		40		LOW			
24	BELCONNEN (Central)		31	41V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		24	31B	HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central)		04	65X	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
RTH	(Gungahlin/Mitchell)		33,29	40V	HIGH			
RTH	(Belconnen)				LOW			
[illegible]	(Central)		03,38,35	72V	L-MED			
TH	(Central)		26		LOW			
TH	(Phillip)				LOW			
TH	(Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE						
SICK LEAVE	22	05				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 2

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	5				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

ff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff required to notify a Team Leader by 10:00 hrs for reason of absence).

taff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified l the appropriate action taken.

npleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 8 / 5 / 19 Manager: S3

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 No. of Team Leaders: 3 TOTAL ON DUTY: 22

Team Leaders: North: ____ South: ____ Central/Floater: ____ Office: 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24	72V	LOW			
2	CITY WEST				LOW			
3	CITY WEST		14		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		31	30B	LOW			
6	CITY EAST		18,26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		03	45V	LOW			
[illegible]	PHILLIP (Central)		04	9	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		61,43		LOW			
24	BELCONNEN (Central)		40	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
3/35	GRIFFITH/FORREST		33, 82		LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	33,50	~~09,29~~	40V	LOW			
49	GREENWAY (Central)		LPR		LOW			
50	GREENWAY (South)		50,74	81Q	HIGH			
	MOBILE PATROLS		pay parking					
	RTH (Gungahlin/Mitchell)				HIGH			
	RTH (Belconnen)				LOW			
	(Central)		47	27B	L-MED			
	TH (Central)		09, 29	47V	LOW			
	TH (Phillip)				LOW			
	TH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	21	22	73			3
SICK LEAVE	05	23	68			3
*REC LEAVE	37	39				2
SPECIAL LEAVE	35					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

ff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff required to notify a Team Leader by 10:00 hrs for reason of absence).
taff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 7 / 5 / 19 **Manager:** S3

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: ____ **No. of Team Leaders:** ____ **TOTAL ON DUTY:** ____

Team Leaders: **North:** ____ **South:** 21 **Central/Floater:** 64 **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		31	65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST		05		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		47,43	27B	LOW			
6	CITY EAST		61,74		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		18,35		LOW			
[illegible]	PHILLIP (Central)		50,26		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		LPR		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		24,87		LOW			
49	GREENWAY (Central)		40,68		LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)			33,29	LPR	HIGH			
[illegible]RTH (Belconnen)					LOW			
[illegible] Central)		+04	77,09,59	LPR	L-MED			
[illegible]TH (Central)			03		LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]UTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).
f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.
Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 6/5/19 Manager: 53 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 No. of Team Leaders: 6 TOTAL ON DUTY: 26

Team Leaders: North: 21 South: 73 Central/Floater: Office: 64, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14		LOW			
2	CITY WEST				LOW			
3	CITY WEST		61, 26*	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		04		LOW			
6	CITY EAST		05, 35*		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		40, 43*	31B	LOW			
[illegible]	PHILLIP (Central)		03		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		24, 68*		LOW			
24	BELCONNEN (Central)		50, 43*	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		LPR		HIGH			
44	CAPITAL HILL		09, 33		HIGH			
32	RUSSELL		29, 59		HIGH			
3/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)		31	72V	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	RTH (Gungahlin/Mitchell)				HIGH			
	RTH (Belconnen)				LOW			
	(Central)		23, 74*	65X	L-MED			
	TH (Central)		47	27B	LOW			
	TH (Phillip)				LOW			
	TH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	18					1
SICK LEAVE						
*REC LEAVE	38	39				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 3

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

ff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 3/5/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 No. of Team Leaders: 2 TOTAL ON DUTY: 15

Team Leaders: North: ____ South: ____ Central/Floater: 21 Office: 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40	41R	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		05		LOW			
6	CITY EAST		23		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		39		LOW			
[illegible]	PHILLIP (Central)		14		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Central)		04	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		03	31B	HIGH			
44	~~CAPITAL HILL~~				HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		47		LOW			
49	GREENWAY (Central)		61	28B	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)		4PR	29,33	HIGH			
	[illegible] (Belconnen)				LOW			
	[illegible] Central)		4PR+50	22,59	L-MED			
	[illegible]TH (Central)		09,18	30B	LOW			
	[illegible]UTH (Phillip)				LOW			
	[illegible]UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	73					
SICK LEAVE	28	24				
*REC LEAVE	37					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME	31					
STAFF A.H.D.						
STAFF TRAIN.	64					
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	0848				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

73

Date: 2/5/19 Manager: S3 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 No. of Team Leaders: 5 TOTAL ON DUTY: 24

Team Leaders: North: ~~N~~ 21 South: 37 Central/Floater: 19 Office: 73, 64 (Training)

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39		LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		24	81Q	LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		59		LOW			
6	CITY EAST		40		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		04	45V	LOW			
56	TURNER		"		LOW			
[illegible]	PHILLIP (North)		38		LOW			
[illegible]	PHILLIP (Central)		18	27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		61		LOW			
24	BELCONNEN (Central)		31	28B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		47		LOW			
49	GREENWAY (Central)		50	72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)			14,23	42V	HIGH			
[illegible] (Belconnen)					LOW			
[illegible] Central)			03	31B	L-MED			
[illegible]TH (Central)		LPR	33,22		LOW			
[illegible]UTH ~~(Phillip)~~ Inner		LPR	29,09		LOW			
[illegible]UTH (Tuggeranong)			05	30B	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	28					1
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 1

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	17				
61	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N / Y N

Temp Office Staff

Y N / Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 1/5/19 **Manager:** S3 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 22

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 21 **Office:** 73, 19, 37, 64 (Training)

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	5	50		LOW			
2	CITY WEST				LOW			
3	CITY WEST		40	45V	LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		61		LOW			
6	CITY EAST		38		LOW			
7	CITY EAST		"		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		47		LOW			
[illegible]	PHILLIP (Central)		23	27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		39		LOW			
24	BELCONNEN (Central)		14	31B	LOW			
25	BELCONNEN (West)		"		HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	05	05		LOW			
36	KINGSTON	31	31	81O	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	LPR	04		LOW			
49	GREENWAY (Central)	~~22,29~~	24	72V	LOW			
50	GREENWAY (South)	09,59			HIGH			
MOBILE PATROLS								
ORTH (Gungahlin/Mitchell)					HIGH			
ORTH (Belconnen)					LOW			
[illegible] (Central)		LPR	22,29		L-MED			
[illegible]TH (Central)			18	28B	LOW			
[illegible]UTH (Phillip)					LOW			
OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	28	03				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	64					1

TOTAL STAFF ON LEAVE TODAY 3

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified nd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 28/6/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 24 No. of Team Leaders: 4 TOTAL ON DUTY: 26

Team Leaders: North: 24 South: ___ Central/Floater: 64, 19 Office: 21, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	39	YLH 65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	61		LOW			
6	CITY EAST				LOW			
7	CITY EAST	1	38		LOW			
15	BRADDON (Retail)	3 1	18		LOW			
56	TURNER	3			LOW			
[illegible]	PHILLIP (North)	1	05		LOW			
[illegible]	PHILLIP (Central)	1	68		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	26	YLH-72V	LOW			
24	BELCONNEN (Central)	1	40		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	2	04, 09	YLH-65V	LOW			
36	KINGSTON	2	29, 47 clr	YNQ-42V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	74		LOW			
49	GREENWAY (Central)	1	03		LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	ORTH (Belconnen)				LOW			
	Central) 4cpr + 1	5	33, 5950, 2243	YMN-81Q	L-MED			
	TH (Central)	2	23, 82	YMC-27B	LOW			
	UTH (Phillip)				LOW			
	OUTH (Tuggeranong)	2	14, 55	YMK-30B	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	37	35	73	~~24~~		~~4~~ 3
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME	21					1
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 27/6/19 Manager: 52

(21)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 25 No. of Team Leaders: 4 TOTAL ON DUTY: 29

Team Leaders: North: 21 South: 73 Central/Floater: 28 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	82		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	18	YCH-24V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	24		LOW			
6	CITY EAST	1	35		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	23		LOW			
[illegible]	PHILLIP (Central)	1	04		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	03		LOW			
24	BELCONNEN (Central)	1	43	YMK-303	LOW			
25	BELCONNEN (West)	2	09,29	LBR	HIGH			
26	BARTON	2	40,61	YMN-816	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	14		LOW			
49	GREENWAY (Central)	1	26	YCH-65X	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)	2	59,50 LBR	YNB-40V	HIGH			
	ORTH (Belconnen)	2	05,55	YMK-278	LOW			
	Central)	2	68,39	YCH-45V	L-MED			
	TH (Central)	2	74,38	YMK-318	LOW			
	UTH (Phillip)				LOW			
	UTH (Tuggeranong)	2	33,47	YNB-47V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	37	64				2
SICK LEAVE	31					1
*REC LEAVE	22					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY	4					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
e required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
nd the appropriate action taken.
ompleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

(2)

Date: 26 / 6 / 19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 24 No. of Team Leaders: 6 TOTAL ON DUTY: 30

Team Leaders: North: 19 South: 64 Central/Floater: 73 Office: 21, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	74		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	68	YCH 45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	38		LOW			
6	CITY EAST	1	26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	3	61, 35, 43		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	2	14, 29		LOW			
[illegible]	PHILLIP (Central)	1	24		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	2	05, 40	YCH-65X	HIGH			
30	PARKES	2	22, 47 (LPR)	YNB-40V	HIGH			
44	CAPITAL HILL	2	33, 59 (LPR)	YNB-47V	HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	04		LOW			
49	GREENWAY (Central)	1	82	YNK-27B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] (Central)		2	23, 55	YCH 72V	L-MED			
[illegible]TH (Central)		1 + 2	18 + 09, 50 & 2	YNK-51B, YNB-42V	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)		1	03	YMN81Q	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	21	19				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 2

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 25 / 6 / 19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 27 No. of Team Leaders: 6 TOTAL ON DUTY: 29

Team Leaders: North: 28 64 South: 21 Central/Floater: 73 Office: 37, 19,

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	03	YLH-72V	LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	14		LOW			
6	CITY EAST	1	04		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	18, 40		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	74		LOW			
[illegible]	PHILLIP (Central)	1	61		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	39		LOW			
24	BELCONNEN (Central)	1	82	YMK-273	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	3	09, 68, 55	YLH-45V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	26		LOW			
49	GREENWAY (Central)	1	43	YLH-65K	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	ORTH (Gungahlin/Mitchell)				HIGH			
	ORTH (Belconnen)	2	28, 29		LOW			
	(Central)	1	35	YMN-81Q	L-MED			
	TH (Central)	1	38	YMK-318	LOW			
	~~OUTH (Phillip)~~ C/N UR	5	22, 33, 47, 50, 59		LOW			
	OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	23	05				2
*REC LEAVE	31					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 3

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

(21)

Date: 24/6/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 No. of Team Leaders: 6 TOTAL ON DUTY: 27

Team Leaders: North: 64 South: ____ Central/Floater: 19/73 Office: 21, ~~28~~, 37, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	61	YLH 45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	43		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	05/55		LOW			
6	CITY EAST				LOW			
7	CITY EAST	1	40		LOW			
15	BRADDON (Retail)	1	76		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	82	YAK-27J	LOW			
[illegible]	PHILLIP (Central)	1	14		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	23		LOW			
24	BELCONNEN (Central)	1	03	YMK 31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	3	22,50,59	YNB 42V	HIGH			
30	PARKES	2	31, 68		HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	18		LOW			
49	GREENWAY (Central)	1	74	YLH-65X	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] (Central)		1	39	YLH-72V	L-MED			
[illegible]TH (Central)		2	09, 33	YNB 47V	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	29	47				2
SICK LEAVE	35	38				2
*REC LEAVE	24					1
SPECIAL LEAVE	04					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY	6					

REASON FOR ABSENCE NOT KNOWN.

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

28, 37

DAILY PATROL SCHEDULE

Date: 21/6/19 Manager:

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 No. of Team Leaders: 4 TOTAL ON DUTY: 20

Team Leaders: North: 64 South: 73 Central/Floater: 21 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		35		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		26		LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		03		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		68		LOW			
[illegible]	PHILLIP (Central)		82		LOW			
[illegible]2	PHILLIP (Industrial)		40,24	81Q	MED			
23	BELCONNEN (East)		18 55	77V	LOW			
24	BELCONNEN (Central)		14		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23		LOW			
49	GREENWAY (Central)		05	21B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)		[illegible]	29,30	LPR	HIGH			
[illegible]ORTH (Belconnen)			LPR	22,47	LOW			
[illegible] (Central)		09,39	74,61	LPR 95V	L-MED			
[illegible]TH (Central)			43	27B	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	33					
SICK LEAVE	31	38				
*REC LEAVE	54					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

73

Date: 20/6/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 24 No. of Team Leaders: 5 TOTAL ON DUTY: 29

Team Leaders: North: 73 South: 64 Central/Floater: 37 Office: 21, 28,

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	LPR	29,33	42V	LOW			
2	CITY WEST		ALL WEST		LOW			
3	CITY WEST				LOW			
4	CITY WEST		14	28B	LOW			
8	ACTON		ALL WEST		LOW			
5	CITY EAST		18		LOW			
6	CITY EAST		43	27B	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		74		LOW			
[illegible]	PHILLIP (Central)		05		LOW			
[illegible]2	PHILLIP (Industrial)		23,39	65X	MED			
23	BELCONNEN (East)		40		LOW			
24	BELCONNEN (Central)		61	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		26	81Q	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		24		LOW			
36	KINGSTON		03		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		68		LOW			
49	GREENWAY (Central)		38,55	45V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] (Central)		LPR	22,50,59 47,08	47V 40V	L-MED			
[illegible]TH (Central)			35,82	29B	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	19					1
SICK LEAVE	31					1
*REC LEAVE	04					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 3

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28, 37

Date: 19/6/19 Manager:

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 No. of Team Leaders: 3 TOTAL ON DUTY: 16

Team Leaders: North: 64 South: 73 Central/Floater: Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST		26	81Q	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		55 18		LOW			
[illegible]	PHILLIP (Central)		43	27B	LOW			
[illegible]2	PHILLIP (Industrial)		74,61	28B	MED			
23	BELCONNEN (East)		68		LOW			
24	BELCONNEN (Central)		38	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL		LRR		HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		40		LOW			
49	GREENWAY (Central)		35	29B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] (Central)			14	45V	L-MED			
[illegible]TH (Central)			05	72V	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	23	82				
SICK LEAVE	03	31				
*REC LEAVE	09	39	04			
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

37

Date: 18/6/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 No. of Team Leaders: 4 TOTAL ON DUTY: _____

Team Leaders: North: 23 South: 64 Central/Floater: 19 Office: 27

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18	72U	LOW			
2	CITY WEST				LOW			
3	CITY WEST		23		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		68		LOW			
6	CITY EAST		05		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		38,43	27B	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		61		LOW			
[illegible]	PHILLIP (Central)		40	81Q	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		35		LOW			
24	BELCONNEN (Central)		74	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		LPR		HIGH			
30	PARKES		+		HIGH			
44	CAPITAL HILL		14,55	30B	HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		LPR		LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

[illegible]ORTH (Gungahlin/Mitchell)				HIGH			
[illegible]ORTH (Belconnen)				LOW			
[illegible] (Central)		24,26	45U	L-MED			
[illegible]TH (Central)		LPR		LOW			
[illegible]UTH (Phillip)				LOW			
[illegible]OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	82	03	28			
SICK LEAVE	31					
*REC LEAVE	39	04				
SPECIAL LEAVE	29					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

37

Date: 17/6/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 No. of Team Leaders: 4 TOTAL ON DUTY: 18

Team Leaders: North: 64 South: 73 Central/Floater: 21 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		35		LOW			
6	CITY EAST		74		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		43		LOW			
[illegible]	PHILLIP (Central)		24	27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		05,55		LOW			
24	BELCONNEN (Central)		26	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		LPR		HIGH			
44	~~CAPITAL~~ HILL				HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23		LOW			
49	GREENWAY (Central)		14	29B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)			LPR		HIGH			
[illegible]ORTH (Belconnen)			38,40	30B	LOW			
[illegible] (Central)		LPR	18	45V	L-MED			
[illegible]TH (Central)			61,68	72V	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	28					
SICK LEAVE	31	82	03			
*REC LEAVE	04	39				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 14 / 6 / 19 **Manager:** S3

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 26

Team Leaders: **North:** ~~24~~ 73 **South:** 21 **Central/Floater:** ____ **Office:** 64, 28, 19, 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		23,55		LOW			
2	CITY WEST				LOW			
3	CITY WEST		40	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		61		LOW			
6	CITY EAST		14		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		03		LOW			
[illegible]	PHILLIP (Central)		18		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		82,74		LOW			
24	BELCONNEN (Central)		39	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		24	30B	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		LPR 29,47		LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		35,68	27B	LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)			26, 05	29B	HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] Central)			59,50	40V	L-MED			
[illegible]TH (Central)			38,43	65X	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	04					
SICK LEAVE	31	09				
*REC LEAVE	33	37				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	15				
24					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

____
____

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

37, 28

DAILY PATROL SCHEDULE

Date: 13/6/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 No. of Team Leaders: 4 TOTAL ON DUTY: 20

Team Leaders: North: 73 South: 21 Central/Floater: 64 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		05		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		39	818	LOW			
8	ACTON				LOW			
5	CITY EAST		24		LOW			
6	CITY EAST		43,68		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		40,55	?	LOW			
[illegible]	PHILLIP (Central)		14	65X	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		23,18	30B	LOW			
25	BELCONNEN (West)		+ LPR		HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		82,26	45U	HIGH			
44	~~CAPITAL HILL~~				HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

[illegible]ORTH (Gungahlin/Mitchell)		35,74	273	HIGH			
[illegible]RTH (Belconnen)				LOW			
[illegible] Central)		LPR		L-MED			
[illegible]TH (Central)		03,38	72V	LOW			
[illegible]UTH (Phillip)		LPR		LOW			
[illegible]OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	04	61				
SICK LEAVE	31	09				
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 12/ 6 / 19 Manager: 33 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 24 No. of Team Leaders: 6 TOTAL ON DUTY: 30

Team Leaders: North: 73 South: 21 Central/Floater: Office: 64, 28, 19, 37, 52

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24	81Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST		14		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		03		LOW			
6	CITY EAST		18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		68,82	28B	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		26,35	27B	LOW			
[illegible]	PHILLIP (Central)		74 43		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Central)		23,55	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		05, 40	30B	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL		29,33	41V	HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central)		61	45V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			22,50	47V	HIGH			
NORTH (Belconnen)					LOW			
[illegible] Central)					L-MED			
[illegible]TH (Central)					LOW			
SOUTH (Phillip)			59,09, 47	40V	LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	04					
SICK LEAVE	31					
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 11 / 6 / 19 Manager: 53 2.2(a)(ii)

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 23 No. of Team Leaders: 6 TOTAL ON DUTY: 29

Team Leaders: North: 21 South: 73 Central/Floater: Office: 19, 22, 37, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	39		LOW			
2	CITY WEST				LOW			
3	CITY WEST		24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		61, 55		LOW			
6	CITY EAST		23		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		18		LOW			
[illegible]	PHILLIP (Central)		03	28B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Central)		74, 26	~~28B~~ 45U	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		47		HIGH			
30	PARKES		33	42V	HIGH			
44	CAPITAL HILL		59		HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		05		LOW			
49	GREENWAY (Central)		40	65X	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			82, 43		HIGH			
NORTH (Belconnen)					LOW			
[illegible] (Central)	38, 81Q		29, 09, 50, 40V		L-MED			
[illegible]TH (Central)			35, 68	27B	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	31					1
*REC LEAVE	04					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 2

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	(Y)	N
	Y	N

Temp Office Staff

~~22~~	(Y)	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

73

DAILY PATROL SCHEDULE

Date: 7/6/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 No. of Team Leaders: 4 TOTAL ON DUTY: 26

Team Leaders: North: 21 South: 64 >Central/~~Floater~~: Office: 73, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14		LOW			
2	CITY WEST		~~74,68~~	~~65X~~	LOW			
3	CITY WEST		74,68	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		03		LOW			
6	CITY EAST		39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		24		LOW			
[illegible]	PHILLIP (Central)		40	72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		61		LOW			
24	BELCONNEN (Central)		05	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		38,55	30B	LOW			
36	KINGSTON		31		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		43		LOW			
49	GREENWAY (Central)		18	81Q	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
~~NORTH (Gungahlin/Mitchell)~~		LPR	33,22	40V	HIGH			
~~NORTH (Belconnen)~~		LPR	29,59,47	42V	LOW			
[illegible] (Central)			23	28B	L-MED			
[illegible]TH (Central)			26,82	27B	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	50	09	19			3
SICK LEAVE	28	04	35			3
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).
If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.
Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

73

DAILY PATROL SCHEDULE

Date: 6/6 19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 No. of Team Leaders: 5 TOTAL ON DUTY: 25

Team Leaders: North: 73 South: 21 Central/Floater: 37 Office: 19,64 Train.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		43		LOW			
2	CITY WEST				LOW			
3	CITY WEST		61	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		35,82		LOW			
6	CITY EAST		38		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		26,74	27B	LOW			
[illegible]	PHILLIP (Central)		18+Review		LOW			
[illegible]2	PHILLIP (Industrial)		14,05	65X	MED			
23	BELCONNEN (East)		39		LOW			
24	BELCONNEN (Central)		40	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		24+Review		LOW			
36	KINGSTON		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)	Train	64,55	29B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)		LPR	29,47,22	40V	HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] Central)			03+Review	30B	L-MED			
[illegible]TH (Central)					LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)		LPR	33,59,50	47V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	23	68	09	28		4
SICK LEAVE	31	04				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	[illegible]	55				11

TOTAL STAFF ON LEAVE TODAY 57

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

73

DAILY PATROL SCHEDULE

Date: 5 / 6 / 19 Manager: S3

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 No. of Team Leaders: 6 TOTAL ON DUTY: 26

Team Leaders: North: 21 South: ___ Central/Floater: 19 Office: 73, 28, 37, 44 Train

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18,68	65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST		38,35		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14		LOW			
6	CITY EAST		04,82	81Q	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		05	31B	LOW			
[illegible]	PHILLIP (Central)		23,26	27B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		40,43		LOW			
24	BELCONNEN (Central)		24	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	LPR	59,22	40V	LOW			
36	KINGSTON		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] (Central)			61,74	30B	L-MED			
[illegible]TH (Central)		LPR	29,09,50	47V	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
	03	39	32	47		4
SICK LEAVE	31					1
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	55					1

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	15				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

(43)

Date: 4/6/19 Manager: 52

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 21 No. of Team Leaders: 6 TOTAL ON DUTY: 27

Team Leaders: North: 73 South: 21 Central/Floater: ____ Office: ~~64~~ 19, 64, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40		LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		18,26	27B	LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		23,43	31B	LOW			
6	CITY EAST		"		LOW			
7	CITY EAST		"		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		30,82		LOW			
[illegible]	PHILLIP (Central)		24,68	65X	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		03,35	30B	LOW			
36	KINGSTON		" "		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		61,74		LOW			
49	GREENWAY (Central)		39	72V	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	NORTH (Gungahlin/Mitchell)				HIGH			
	NORTH (Belconnen)		09,22,50	47V	LOW			
	[illegible] (Central)		33,47,29	40V	L-MED			
	[illegible]TH (Central)		04	81Q	LOW			
	SOUTH (Phillip)				LOW			
	SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	14	59	03			3
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	55					1

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) ____ (Y) N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

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If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

73

DAILY PATROL SCHEDULE

Date: 3/6/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 26

Team Leaders: North: 37 **South:** 19 **Central/Floater:** ____ **Office:** 73, 28, 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40 35		LOW			
2	CITY WEST				LOW			
3	CITY WEST		05 82	72V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38 43		LOW			
6	CITY EAST		03 74	81Q	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		~~31 68~~		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		14 26	27B	LOW			
[illegible]	PHILLIP (Central)		39	30B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		23		LOW			
24	BELCONNEN (Central)		04	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		33,09,47	40V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		59,22,50	47V	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] (Central)			18 68	31B	L-MED			
[illegible]TH (Central)					LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	29					1
SICK LEAVE	61	24	31			3
*REC LEAVE	21					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
35	30				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

:taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. 'he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff ıre required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified ınd the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 31/7/19 **Manager:** SR

(2)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 27

Team Leaders: **North:** 73 **South:** 64 **Central/Floater:** 19 **Office:** 37, 21

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	24		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	23		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	26	YMN 81Q	LOW			
6	CITY EAST	1	04		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	39, 03	YMN 27B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	18		LOW			
[illegible]1	PHILLIP (Central)	1	74		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	40		LOW			
24	BELCONNEN (Centra	1	43		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	3	05, 31, 38	YLH 65 X	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)	1	55	YMK 31B		LOW			
[illegible]RTH (Central)	1	82	YLH 65 V		L-MED			
SOUTH (Central)	2 + 1	29, 33 YMB 40 V	68 YLH 72 V		LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)	2	[illegible]	YNB 42 V		MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	35	47				2
SICK LEAVE	14	61				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	22	28				2

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	9	26	29		

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

(21)

Date: 30 / 7 / 14 **Manager:** 52

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 23 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 28

Team Leaders: **North:** 21 **South:** 73 **Central/Floater:** ____ **Office:** 28, 17, 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	28		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	35	YMN81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	14		LOW			
6	CITY EAST				LOW			
7	CITY EAST	1	31	YMK27B	LOW			
15	BRADDON (Retail)	2	05, 82		LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	55		LOW			
[redacted]1	PHILLIP (Central)	1	23		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	03		LOW			
24	BELCONNEN (Centra	1	74	YMK31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	61	YMK29B		HIGH			
30	PARKES	24			HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	18		LOW			
49	GREENWAY (Central	1	68		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	29/59	YNB40V	HIGH			
NORTH (Belconnen)				LOW			
[redacted]RTH (Central)	2 + 1	26/50 YHC47V	40YHC45V	L-MED			
SOUTH (Central)	1	04	YH465X	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	1	43	YH472V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	26	39	47			3
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE	64					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	10	38	?	61	40

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

(21)

Date: 29/7/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 23

Team Leaders: **North:** ____ **South:** 64 **Central/Floater:** 19 **Office:** 21, 22, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	55		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	14	YNB47V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	68		LOW			
6	CITY EAST	1	39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	82		LOW			
[illegible]1	PHILLIP (Central)	1	38		LOW			
22	PHILLIP (Industrial)	1	24		MED			
23	BELCONNEN (East)	1	35		LOW			
24	BELCONNEN (Centra	1	23	YMK29B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	3	29,50,59	YLH 45V	HIGH			
30	PARKES	1	40	YLH 45V	HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	05		LOW			
49	GREENWAY (Central	1	03	YMK27B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	43, 74	YMK31B	HIGH			
NORTH (Belconnen)				LOW			
[illegible]RTH (Central)	1	31	YLH 72V	L-MED			
SOUTH (Central)	1	18	YMN 81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	1	04	YLH65X	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	26	33	72			2
SICK LEAVE	61					1
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

YNB42V

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38	39				

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 26/7/19 Manager: _____ 2R

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 19

Team Leaders: North: 64 **South:** 73 **Central/Floater:** 21 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST		26		LOW			
3	CITY WEST		74		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		68		LOW			
6	CITY EAST		24		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		04		LOW			
[redacted]	PHILLIP (Central)		82		LOW			
22	PHILLIP (Industrial)		39,23	45V	MED			
23	BELCONNEN (East)		18		LOW			
24	BELCONNEN (Centra		40	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK		22,50	4·2V	HIGH			
33/35	GRIFFITH/FORREST		38+LPR	81Q	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		43		LOW			
49	GREENWAY (Central		35	29B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
[redacted]RTH (Central) +LPR		33,59	03	65X	L-MED			
SOUTH (Central)			14	72V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	29	55				
SICK LEAVE	37	61	05			
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME	31					
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38	0905				
24	0930				

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

	1	2	3	4	5	
NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 26/7/19 Manager: _____ 2R

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 No. of Team Leaders: 4 TOTAL ON DUTY: 19

Team Leaders: North: 64 South: 73 Central/Floater: 21 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST		26		LOW			
3	CITY WEST		24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		68		LOW			
6	CITY EAST		24		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		04		LOW			
1	PHILLIP (Central)		82		LOW			
22	PHILLIP (Industrial)		39,23	45V	MED			
23	BELCONNEN (East)		18		LOW			
24	BELCONNEN (Centra		40	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK		22,50	42V	HIGH			
33/35	GRIFFITH/FORREST		38+LPR	81Q	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		43		LOW			
49	GREENWAY (Central		35	29B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
RTH (Central) +LPR		23+59	03	65X	L-MED			
SOUTH (Central)			14	72V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	29	55				
SICK LEAVE	37	61	05			
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME	31					
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38					
24					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

28,

DAILY PATROL SCHEDULE

Date: 25/7/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 20

Team Leaders: North: 64 **South:** 73 **Central/Floater:** 19 **Office:** 21

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		04		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		18		LOW			
6	CITY EAST		26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		35,74	81Q	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		40		LOW			
[illegible]	PHILLIP (Central)		05		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Central)		03	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		33,50,55	LPR	HIGH			
44	~~CAPITAL HILL~~			42V	HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		24		LOW			
49	GREENWAY (Central)		38	45V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			82,68	31B	HIGH			
N[illegible]TH (Belconnen)					LOW			
[illegible] (Central)			31,43	72V	L-MED			
S[illegible]TH (Central)			39	65X	LOW			
S[illegible]TH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	23	29	55			
SICK LEAVE	47					
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38	09:04				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) [redacted] N
Y N Anna

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 24/7/19 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 No. of Team Leaders: 3 TOTAL ON DUTY: _____

Team Leaders: North: _____ South: 73 Central/Floater: 64 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		03	81Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40		LOW			
6	CITY EAST		43		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		24,38	72U	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		26		LOW			
[illegible]	PHILLIP (Central)		35		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		55		LOW			
24	BELCONNEN (Central)		31	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~ Fyshwick	KPR	50,22	40U	HIGH			
44	~~CAPITAL~~ HILL				HIGH			
32	~~RUSSELL~~				HIGH			
33/35	GRIFFITH/FORREST		05	31B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		18		LOW			
49	GREENWAY (Central)		14	27B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			33	47V	HIGH			
NORTH (Belconnen)					LOW			
[illegible] (Central)			74	65X	L-MED			
SOUTH (Central)			04	45U	LOW			
SOUTH (Phillip)			KPR	42U	LOW			
SOUTH (Tuggeranong)			59,29		MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	39					
SICK LEAVE	37	61	23	82		
*REC LEAVE	21					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY _____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) _____ Y N
_____ Y N

Temp Office Staff

_____ Y N
_____ Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 23/7/19 **Manager:** S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 23 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 26

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 73 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		05		LOW			
2	CITY WEST				LOW			
3	CITY WEST		82	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		74		LOW			
6	CITY EAST		61		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		23/40		LOW			
56	TURNER		" "		LOW			
[illegible]	PHILLIP (North)		39		LOW			
[illegible]	PHILLIP (Central)		04	65X	LOW			
[illegible]2	PHILLIP (Industrial)		31,38	29B	MED			
23	BELCONNEN (East)		43		LOW			
24	BELCONNEN (Central)		35	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		18,14	45V	LOW			
36	KINGSTON		" "		LOW			
37	DICKSON		03	27B	LOW			
48	GREENWAY (North)		55		LOW			
49	GREENWAY (Central)		26	31B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] Central)			68,24	28B	L-MED			
[illegible]TH (Central)		LPR	33,50	42V	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)		LPR	29,22	47V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	19	44	39			3
SICK LEAVE	37					1
*REC LEAVE	47					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	10				
38	35				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

(21)

Date: 22 / 7 / 19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 4 TOTAL ON DUTY: 21

Team Leaders: North: 21 South: 73 Central/Floater: — Office: 28, 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	/	39		LOW			
2	CITY WEST				LOW			
3	CITY WEST	/	26	YMN 81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	/	04		LOW			
6	CITY EAST	/	55		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	/	59		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	/	35	YKK27B	LOW			
[illegible]	PHILLIP (Central)	/	40		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	/	68	YMK28B	LOW			
24	BELCONNEN (Central)	/	14		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	2	23, 82	YCH 45V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	/	74		LOW			
49	GREENWAY (Central)	/	43		LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
[illegible] Central)		2/1	29, 33 [illegible]	31 YCH 65X	L-MED			
[illegible]TH (Central)					LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)		/	18	YMS47V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	19	50				2
SICK LEAVE	03	61	37	38	24	5
*REC LEAVE	05	22				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 19/7/19 Manager: 2.2(a)(ii)

(21)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 No. of Team Leaders: 4 TOTAL ON DUTY: 22

Team Leaders: North: South: Central/Floater: 21 Office: 73, 37, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	40		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	31	YMN 81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	61		LOW			
6	CITY EAST	1	23		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	43		LOW			
[illegible]	PHILLIP (Central)	1	14		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	55	YMJ-47V	LOW			
24	BELCONNEN (Central)	1	39		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	2	26, 38	YMK-27B	HIGH			
30	PARKES	3	22, 29, 59		HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	68		LOW			
49	GREENWAY (Central)	1	82	YLH-72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] Central)		1	18	YLH-65K	L-MED			
[illegible]TH (Central)		1	74	YMK-31B	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)		1	35	YMK28B	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	19	47	64			3
SICK LEAVE	03	50				2
*REC LEAVE	05	24	05			3
SPECIAL LEAVE	04					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
35	5?				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 18/7/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 No. of Team Leaders: 4 TOTAL ON DUTY: 23

Team Leaders: North: ____ South: ____ Central/Floater: 73 Office: 27, 37, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	82		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	18	YMN 819	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	14		LOW			
6	CITY EAST	1	05		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	31, 55	YMK 286	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)	1	40		LOW			
[illegible]	PHILLIP (Central)	1	68	YLH-72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	61		LOW			
24	BELCONNEN (Central)	1	38	YLH-65X	LOW			
25	BELCONNEN (West)	2	LPA 22, 59	YMB 42V	HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	2	39, 43	YMK-278	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	23		LOW			
49	GREENWAY (Central)	1	74	YMK-318	LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	NORTH (Gungahlin/Mitchell)				HIGH			
	NORTH (Belconnen)				LOW			
	[illegible] Central)	1 + 2	26 YLH-45V	33, 29 YLH-45V	L-MED			
	[illegible]TH (Central)				LOW			
	[illegible]UTH (Phillip)				LOW			
	SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	19	47	64			3
SICK LEAVE	03	05	50			3
*REC LEAVE	24					1
SPECIAL LEAVE	04					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 17/ 7 / 19 Manager: SQ 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: ____ No. of Team Leaders: ____ TOTAL ON DUTY: ____

Team Leaders: North: ____ South: ____ Central/Floater: ____ Office: 64, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		74		LOW			
2	CITY WEST				LOW			
3	CITY WEST		68	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		23		LOW			
6	CITY EAST		35		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		39		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		14	72V	LOW			
[illegible]	PHILLIP (Central)		43		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		40		LOW			
24	BELCONNEN (Central)		55	27B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL		82,31	31B	HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		18		LOW			
49	GREENWAY (Central)		05	65X	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]RTH (Gungahlin/Mitchell)			29, 33	LPR	HIGH			
[illegible]RTH (Belconnen)					LOW			
[illegible] Central)	81Q	26, 38	59, 22	LPR	L-MED			
[illegible]TH (Central)			50, 47	LPR	LOW			
[illegible]TH (Phillip)					LOW			
[illegible]TH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	61	19	21	03	73	5
SICK LEAVE	04	28	03			3
*REC LEAVE	24					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

iff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 16/7/2019 Manager: 52

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 No. of Team Leaders: 4 TOTAL ON DUTY: 25

Team Leaders: North: South: 21 Central/Floater: 64 Office: 19,37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14		LOW			
2	CITY WEST				LOW			
3	CITY WEST		82		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		55		LOW			
6	CITY EAST		38		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		43	45V	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		74		LOW			
[illegible]	PHILLIP (Central)		18		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		23		LOW			
24	BELCONNEN (Central)		68	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		22,29		HIGH			
30	PARKES		LPR		HIGH			
4	CAPITAL HILL		+40	27B	HIGH			
2	RUSSELL				HIGH			
35	GRIFFITH/FORREST				LOW			
6	KINGSTON				LOW			
7	DICKSON				LOW			
3	GREENWAY (North)		50,59		LOW			
9	GREENWAY (Central)		LPR		LOW			
0	GREENWAY (South)		+31	81Q	HIGH			
MOBILE PATROLS								
TH (Gungahlin/Mitchell)			39,61	65X	HIGH			
TH (Belconnen)					LOW			
Central)			47,33		L-MED			
TH (Central)			26,35	72V	LOW			
TH (Phillip)					LOW			
TH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	73					1
SICK LEAVE	03	04	28			3
*REC LEAVE	24					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) (Y) N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

CHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

alled	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

H STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
me called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff quired to notify a Team Leader by 10:00 hrs for reason of absence).
f are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified he appropriate action taken.
leted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 15 / 7 / 2019 Manager: SZ

Day: (Monday) / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 14 No. of Team Leaders: 3 TOTAL ON DUTY: 17

Team Leaders: North: ____ South: ____ Central/Floater: 21, 19 Office: 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST				LOW			
3	CITY WEST	47,22	26,35	45V	LOW			
4	CITY WEST	LPR	Sayeek		LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		68	30B	LOW			
[illegible]	PHILLIP (Central)		55		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		82		LOW			
24	BELCONNEN (Central)		43	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		LPR		HIGH			
44	CAPITAL HILL		33,29		HIGH			
32	RUSSELL		59		HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		61		LOW			
49	GREENWAY (Central)		LPR		LOW			
50	GREENWAY (South)				HIGH			
	MOBILE PATROLS							
	[illegible]RTH (Gungahlin/Mitchell)				HIGH			
	[illegible]RTH (Belconnen)				LOW			
	[illegible] Central)		31	27B	L-MED			
	[illegible]TH (Central)				LOW			
	[illegible]TH (Phillip)				LOW			
	[illegible]TH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	9				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) (Y) N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

SCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

iff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
d the appropriate action taken.
mpleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

73

DAILY PATROL SCHEDULE

Date: 12/7/19 Manager: S3

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 4 TOTAL ON DUTY: 21

Team Leaders: North: 21 South: 19 Central/Floater: 37 Office: 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24		LOW			
2	CITY WEST				LOW			
3	CITY WEST		23	72V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		43		LOW			
6	CITY EAST		74		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		18		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		26		LOW			
[illegible]	PHILLIP (Central)		03	65X	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Central)		40	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		14		LOW			
49	GREENWAY (Central)		61	45V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] Central)	LPR	22,50	39	30R	L-MED			
[illegible]TH (Central)	LPR	33,59	55	27B	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	47	29	28	32		4
SICK LEAVE	04					1
*REC LEAVE	65	64	35			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME	31					1
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 11/7/19 **Manager:** SZ

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 11 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 16

Team Leaders: **North:** 73 **South:** 21 **Central/Floater:** 37 **Office:** 19, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		03	81Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		40	27B	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		38		LOW			
[illegible]	PHILLIP (Central)		24	72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		59,22	42V	LOW			
24	BELCONNEN (Central)	LPR			LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

ORTH (Gungahlin/Mitchell)	LPR	2533	41V	HIGH			
ORTH (Belconnen)				LOW			
[illegible] Central)		14	45V	L-MED			
[illegible]TH (Central)		61	65X	LOW			
UTH (Phillip)				LOW			
OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	64					1
*REC LEAVE	31	64	35			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	43	68	82	26	55	18

74 23 0550 47 11

TOTAL STAFF ON LEAVE TODAY 15

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 10/7/19 Manager: S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 No. of Team Leaders: 4 TOTAL ON DUTY: 24

Team Leaders: North: 39 South: 19 Central/Floater: ____ Office: 73 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		35		LOW			
2	CITY WEST				LOW			
3	CITY WEST		38	8Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		03		LOW			
6	CITY EAST		68		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		82		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		55		LOW			
[illegible]	PHILLIP (Central)		61	28B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Central)		39	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		74,24	65X	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		74		LOW			
36	KINGSTON		24		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		40		LOW			
49	GREENWAY (Central)		18	45Y	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]RTH (Belconnen)		LPR	47,22	42V	LOW			
[illegible] Central)			23	27B	L-MED			
[illegible]TH (Central)		LPR	29,50	41V	LOW			
[illegible]UTH (Phillip)					LOW			
OUTH (Tuggeranong)		LPR	33,59	40V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	26	21				2
SICK LEAVE	54	43				2
*REC LEAVE	31	64				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

(73)

Date: 9/7/19 Manager: S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 No. of Team Leaders: 5 TOTAL ON DUTY: 26

Team Leaders: North: 21 South: 73 Central/Floater: 37 Office: 19 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		43		LOW			
2	CITY WEST				LOW			
3	CITY WEST		39	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		18		LOW			
6	CITY EAST	LPR AM	14		LOW			
7	CITY EAST			27B	LOW			
15	BRADDON (Retail)	PAY PAR	48,74	~~81Q~~	LOW			
56	TURNER	LPR	47,50	42V	LOW			
[illegible]	PHILLIP (North)		03		LOW			
[illegible]	PHILLIP (Central)		82		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		24		LOW			
24	BELCONNEN (Central)		26	28B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		55,38	45V	LOW			
36	KINGSTON		" "		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23		LOW			
49	GREENWAY (Central)		35	65X	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)		LPR	29,59	40V	HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] Central)		LPR	22,33	41V	L-MED			
[illegible]TH (Central)			61	72V	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE						
SICK LEAVE	40	44	04			3
*REC LEAVE	31					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

73

Date: 8/7/19 Manager: S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 No. of Team Leaders: 6 TOTAL ON DUTY: 25

Team Leaders: North: 64 South: 21 Central/Floater: 19/37 Office: 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		68		LOW			
2	CITY WEST				LOW			
3	CITY WEST		61	8UQ	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		74		LOW			
6	CITY EAST		82		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		24		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		38		LOW			
[illegible]	PHILLIP (Central)		39	65X	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		43		LOW			
24	BELCONNEN (Central)		18	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	LPR	22, 28	40V	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	LPR	33, 47	42V	LOW			
36	KINGSTON	LPR	29, 50	41V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		26		LOW			
49	GREENWAY (Central)		14	45V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] Central)		35,55	28B		L-MED			
[illegible]TH (Central)		03	27B		LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	38	59	04			3
SICK LEAVE	40	23				2
*REC LEAVE	31					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 5/7/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 6 TOTAL ON DUTY: 23

Team Leaders: North: 21 South: 64 Central/Floater: 73 Office: 19 - 37 - 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		61	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST		82		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		24		LOW			
6	CITY EAST		43		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		03	65X	LOW			
56	TURNER		26		LOW			
[illegible]	PHILLIP (North)		18		LOW			
[illegible]	PHILLIP (Central)		14	28B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		39		LOW			
24	BELCONNEN (Central)		04	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	LPR	22-29	40V	LOW			
36	KINGSTON				LOW			
37	DICKSON		68, 74		LOW			
48	GREENWAY (North)		35-55		LOW			
49	GREENWAY (Central)		23	27B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)					HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] (Central)			40, 05	72V	L-MED			
[illegible]TH (Central)		LPR	59 47	42V	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	33					1
SICK LEAVE	56	38	31			3
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 4/7/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 No. of Team Leaders: 6 TOTAL ON DUTY: 27

Team Leaders: North: 64 South: 21 Central/Floater: 37/19 Office: 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18	65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST		14		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		35		LOW			
6	CITY EAST		26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		61	47V	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		23		LOW			
[illegible]	PHILLIP (Central)		74		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		68		LOW			
24	BELCONNEN (Central)		03	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON		05,43	27B	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		55		LOW			
49	GREENWAY (Central)		39	81Q	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)			82-40	28B	HIGH			
[illegible]ORTH (Belconnen)		LPR	28-22	40V	LOW			
[illegible] (Central)	LPR	33,47	29 59	42V 41V	L-MED			
[illegible]TH (Central)					LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

Late lunch 1:50?

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	50	31	24	38		4
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
55	25				

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 3/7/19 Manager: 2.2(a)(ii)

64.
28 - Office + OUT.

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 No. of Team Leaders: 5 TOTAL ON DUTY: 14

Team Leaders: North: 73. South: ___ Central/Floater: ___ Office: 32. 19.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		26		LOW			
2	CITY WEST				LOW			
3	CITY WEST		74	65Y	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		68		LOW			
6	CITY EAST		24		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		35		LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		14		LOW			
[illegible]	PHILLIP (Central)		04		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		05		LOW			
24	BELCONNEN (Central)		40	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		23	27B	LOW			
36	KINGSTON	LPR	33,29,22	59 40V	LOW			
37	DICKSON			47V	LOW			
48	GREENWAY (North)	LPR	18	28B.	LOW			
49	GREENWAY (Central)		50,47	42V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

ORTH (Gungahlin/Mitchell)				HIGH			
ORTH (Belconnen)				LOW			
[illegible] (Central)		61 55	45V	L-MED			
TH (Central)		43	72V	LOW			
UTH (Phillip)		[illegible]	[illegible]	LOW			
UTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	39	82	03			3
SICK LEAVE	38	31				2
*REC LEAVE	21					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

ISCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

e called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
e time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
e required to notify a Team Leader by 10:00 hrs for reason of absence).
staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
d the appropriate action taken.
ompleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 2 / 7 / 19 Manager: 2.2(a)(ii)

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 22 No. of Team Leaders: 4 TOTAL ON DUTY: 26

Team Leaders: North: 21 South: 64 Central/Floater: 37 Office: 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40		LOW			
2	CITY WEST				LOW			
3	CITY WEST		03	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		82		LOW			
6	CITY EAST		39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		14-43	72V	LOW			
56	TURNER				LOW			
[illegible]	PHILLIP (North)		61		LOW			
[illegible]	PHILLIP (Central)		38	28B	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	22-29	26	81Q	LOW			
24	BELCONNEN (Central)	LPR	24		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		05		LOW			
36	KINGSTON		04	45V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	LPR	50	40V	LOW			
49	GREENWAY (Central)		33		LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
[illegible]ORTH (Gungahlin/Mitchell)			23-74	27B	HIGH			
[illegible]ORTH (Belconnen)					LOW			
[illegible] (Central)			18-55	29B	L-MED			
[illegible]TH (Central)	LPR		59-47	42V	LOW			
[illegible]UTH (Phillip)					LOW			
[illegible]OUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	68	28				2
SICK LEAVE	31	35				2
*REC LEAVE	19					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 1/7/19 Manager: 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 No. of Team Leaders: 4 TOTAL ON DUTY: 24

Team Leaders: North: ____ South: 21 Central/Floater: 64 Office: 37, 19.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14	65x	LOW			
2	CITY WEST				LOW			
3	CITY WEST		05		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		04		LOW			
6	CITY EAST		18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		24-61	72V	LOW			
56	TURNER		↓		LOW			
[illegible]	PHILLIP (North)		39		LOW			
[illegible]	PHILLIP (Central)		26		LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		74	[illegible]	LOW			
24	BELCONNEN (Central)		82	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		23	27B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		43		LOW			
49	GREENWAY (Central)		68	28B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

[illegible]ORTH (Gungahlin/Mitchell)	LPR	59-29	42V	HIGH			
[illegible]ORTH (Belconnen)				LOW			
[illegible] (Central)		55-46	45V	L-MED			
[illegible]TH (Central)		335047	47V	LOW			
[illegible]UTH (Phillip)				LOW			
[illegible]OUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	73					1
SICK LEAVE	38	31	68	35		4
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

me called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

taff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. he time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff re required to notify a Team Leader by 10:00 hrs for reason of absence).

f staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

28, 13.

DAILY PATROL SCHEDULE

Date: 30/8/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 27

Team Leaders: North: 64 **South:** 73 **Central/Floater:** 22 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		21		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		39		LOW			
8	ACTON				LOW			
5	CITY EAST		68		LOW			
6	CITY EAST		59		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		61,43	28B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		04		LOW			
1	PHILLIP (Central)		18		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Centra		31	45U	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		LPR	29,33	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		55	70M	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON		14	29B	LOW			
48	GREENWAY (North)		24		LOW			
49	GREENWAY (Central		74	30B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		23,82	81Q	HIGH			
NORTH (Belconnen)				LOW			
N TH (Central)		26 +LPR	65K	L-MED			
SOUTH (Central)		03	72U	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE	35					
*REC LEAVE	40	05				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	0840				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) X N / Y N

Temp Office Staff

Y N / Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28, 13

Date: 29/8/19 **Manager:**

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 22

Team Leaders: **North:** 64 **South:** 73 **Central/Floater:** 19 **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		03		LOW			
2	CITY WEST				LOW			
3	CITY WEST		33		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		24		LOW			
6	CITY EAST		26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		38,55	45V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		21		LOW			
1	PHILLIP (Central)		68		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		82		LOW			
24	BELCONNEN (Centra		14	70M	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		LPR	47,59	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		18		HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23		LOW			
49	GREENWAY (Central		39	30B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		LPR	50,75	HIGH			
NORTH (Belconnen)		61,31	28B	LOW			
N TH (Central)		74,04	65X	L-MED			
SOUTH (Central)		43	72V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	35					
*REC LEAVE	37	40				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	05					
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
68	0844				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 28/ 8 / 19 **Manager:** S3 [redacted]

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 22

Team Leaders: **North:** 73,13 276 **South:** 64 318 **Central/Floater:** **Office:** 19,28,52,37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		31		LOW			
2	CITY WEST				LOW			
3	CITY WEST		55	65K	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		61		LOW			
6	CITY EAST		43		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		68		LOW			
[illegible]	PHILLIP (Central)		38	72V	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		04		LOW			
24	BELCONNEN (Centra		26	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		05,74	45V	HIGH			
43	FYSHWICK		82		HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		14		LOW			
49	GREENWAY (Central			29B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible] TH (Central)		59,29	LPR	L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)		50,33	LPR	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	22	39				2
SICK LEAVE	24	35	47			3
*REC LEAVE	03	21	23	40		4
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

28, 29, 37

Date: 27/8/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 17

Team Leaders: North: 64 **South:** 19 **Central/Floater:** 73 **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		05		LOW			
6	CITY EAST		39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		26		LOW			
[illegible]	PHILLIP (Central)		04		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		61		LOW			
24	BELCONNEN (Centra		24	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		58,50		HIGH			
30	~~PARKES~~		LPR		HIGH			
43	~~FYSHWICK~~				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON		68,43	28B	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		55		LOW			
49	GREENWAY (Central		82	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	33,47	47V	HIGH			
NORTH (Belconnen)				LOW			
N[illegible]TH (Central)		38	65X	L-MED			
SOUTH (Central)		74	72V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	18	14				
SICK LEAVE	35	31				
*REC LEAVE	23	23	40	21		
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

13. ,28

DAILY PATROL SCHEDULE

Date: 26/8/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 19

Team Leaders: **North:** 73 **South:** 64 **Central/Floater:** 22 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24		LOW			
2	CITY WEST				LOW			
3	CITY WEST		43		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		74		LOW			
6	CITY EAST		82		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		05		LOW			
1	PHILLIP (Central)		03 PM	72V	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra		LPR		LOW			
25	BELCONNEN (West)		33,29	42V	HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		04,31	45V	HIGH			
43	~~FYSHWICK~~				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON		50,26	29B	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		68		LOW			
49	GREENWAY (Central		38	28B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		61,55	81Q	HIGH			
NORTH (Belconnen)				LOW			
N TH (Central)		14	65X	L-MED			
SOUTH (Central)		LPR 58,47	47V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	18					
SICK LEAVE	29	35				
*REC LEAVE	23	40	27			
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	37 AMA	03	13			
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N Course
Y N Course

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 24 / 8 / 19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 5 **No. of Team Leaders:** 1 **TOTAL ON DUTY:** 6

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** ____ **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	55		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	03		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	21		LOW			
[illegible]	PHILLIP (Central)				LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	39		HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON	1	14		LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
N[illegible]TH (Central)				L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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DAILY PATROL SCHEDULE

Date: 23/8/19 **Manager:** _____

Day: Monday / ~~Tuesday~~ / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
~~Mid Week~~ Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 5 **No. of Team Leaders:** 2 **TOTAL ON DUTY:** 7

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** ____ **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	2	26, 39		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
[illegible]	PHILLIP (Central)				LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	2	21, 14		HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	22, 82		HIGH			
NORTH (Belconnen)				LOW			
N[illegible]TH (Central)				L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 23/ 8 / 19 **Manager:** S3

Day: Monday / Tuesday / Wednesday / Thursday / (Friday) *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 17 **No. of Team Leaders:** ____ **TOTAL ON DUTY:** ____

Team Leaders: **North:** 73 **South:** 22 **Central/Floater:** ____ **Office:** 64,19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		04		LOW			
2	CITY WEST				LOW			
3	CITY WEST		21	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		68		LOW			
6	CITY EAST		24		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		03		LOW			
[illegible]	PHILLIP (Central)		14		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		55		LOW			
24	BELCONNEN (Centra		74		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES		43	28B	HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central		26	31B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		38,		HIGH			
NORTH (Belconnen)				LOW			
N[illegible]TH (Central)		33,59,29,47	LPR	L-MED			
SOUTH (Central)		82	91Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	18	50				2
SICK LEAVE	61	35				1
*REC LEAVE	23	40	05			3
SPECIAL LEAVE	31					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y (N)
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 22/ 8 / 19 **Manager:** 53 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 25

Team Leaders: **North:** 22 **South:** 73 **Central/Floater:** 64 **Office:** 19, 28, 52

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14		LOW			
2	CITY WEST				LOW			
3	CITY WEST		24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		55		LOW			
6	CITY EAST		38		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		82, 26	41V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		59	65X	LOW			
[illegible]	PHILLIP (Central)		43		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		39		LOW			
24	BELCONNEN (Centra		68	29B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		03, 21	31B	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/~~FORREST~~	LPR	47, 50		HIGH			
36	KINGSTON		LPR		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		04		LOW			
49	GREENWAY (Central		05	81Q	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
N[illegible]TH (Central)		18	45V	L-MED			
SOUTH (Central)	LPR	33, 29	LPR	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	40	74				2
SICK LEAVE	35	61				2
*REC LEAVE	37	23				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 21 / 8 / 19 **Manager:** 53 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 22

Team Leaders: **North:** ____ **South:** 22 **Central/Floater:** 73 **Office:** 64,19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39		LOW			
2	CITY WEST				LOW			
3	CITY WEST		61	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		43		LOW			
6	CITY EAST		74		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		21		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		~~03~~ 24		LOW			
1	PHILLIP (Central)		18		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		29,59		LOW			
24	BELCONNEN (Centra		LPR		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		33,50		HIGH			
30	PARKES		LPR		HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		05,68	28B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		~~04~~		LOW			
49	GREENWAY (Central		~~24~~		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		26,23	72V	HIGH			
NORTH (Belconnen)				LOW			
N TH (Central)		82,55	81Q	L-MED			
SOUTH (Central)		38,04	65X	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	40	47				2
SICK LEAVE	03	14	28	31	35	5
*REC LEAVE	37	23				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 20/8/19 **Manager:** 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 23

Team Leaders: North: ____ South: 73 Central/Floater: 22 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	74		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	26	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	18		LOW			
6	CITY EAST	1	04		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	24, 05	31B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	43	~~45V~~	LOW			
[illegible]	PHILLIP (Central)	1	23	72V	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	21		LOW			
24	BELCONNEN (Centra	1	47	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	31		HIGH			
36	KINGSTON	1	38	81Q	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON	1	61		LOW			
48	GREENWAY (North)		LPR		LOW			
49	GREENWAY (Central		29, 33		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	2	LPR 5059		L-MED			
SOUTH (Central)	2	55, 68	29B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	40	39	64			3
SICK LEAVE	35	14	03	82	28	5
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 19/8/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** _____ **TOTAL ON DUTY:** 20

Team Leaders: **North:** _____ **South:** _____ **Central/Floater:** 22 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	55	55	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		68		LOW			
8	ACTON				LOW			
5	CITY EAST		38		LOW			
6	CITY EAST		33		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		40		LOW			
1	PHILLIP (Central)		61	273	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		74,43		LOW			
24	BELCONNEN (Centra		26,18,	82, 81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~				HIGH			
43	~~EYSHWICK~~		04.21	65X	HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON		29,47		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		50,59		HIGH			
NORTH (Belconnen)				LOW			
N RTH (Central)		05,23	31B	L-MED			
SOUTH (Central)		39,24	72V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	28	35	14	03	31	
*REC LEAVE	73					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	64					
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	0850				

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N

Y N

Temp Office Staff

Y N

Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 16/8/19 **Manager:** _____

Day: ~~Monday~~ / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
~~Mid Week Overtime~~: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 7 **No. of Team Leaders:** 2 **TOTAL ON DUTY:** 9

Team Leaders: North: ____ **South:** ____ **Central/Floater:** ____ **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	2	39, 14	81Q	LOW			
2	CITY WEST		/		LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	61, 21 /	Dichson	LOW			
56	TURNER		/	72V	LOW			
18	PHILLIP (North)				LOW			
.1	PHILLIP (Central)				LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON	2	LPR 5064		LOW			
36 A	KINGSTON FORSHOR		Belco, Kgp	ax	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)				L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 16 / 8 / 19 **Manager:** S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 23

Team Leaders: **North:** **South:** 19 **Central/Floater:** 22 **Office:** 64, 52

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		55		LOW			
2	CITY WEST				LOW			
3	CITY WEST		23	810	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		29		LOW			
6	CITY EAST		26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	61, 40	45V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		18	31B	LOW			
.1	PHILLIP (Central)		04		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Centra		03	28B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	2	21, 39		HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		14		LOW			
49	GREENWAY (Central		43	27B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	35, 82		HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)	2	47, 59	LPR	L-MED			
SOUTH (Central)	2	50, 33	LPR	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	68					1
SICK LEAVE	28	79				2
*REC LEAVE	05	24	37	73		4
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 15 / 8 / **Manager:** 2.2(a)(ii) 52

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)* thursday evening
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 3 **No. of Team Leaders:** 1 **TOTAL ON DUTY:** 4

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** ____ **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	2	39,03		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
.1	PHILLIP (Central)				LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	2	40,22	+ 30U	HIGH			
36	KINGSTON		Tawson.		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
RTH (Central)					L-MED			
SOUTH (Central)					LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 15/8/19 **Manager:** S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 24 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 27

Team Leaders: **North:** 73 **South:** 22 **Central/Floater:** ____ **Office:** 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		38		LOW			
2	CITY WEST				LOW			
3	CITY WEST		03	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		21		LOW			
6	CITY EAST		14		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		35,05		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		74		LOW			
1	PHILLIP (Central)		82		LOW			
22	PHILLIP (Industrial)		18,26	65X	MED			
23	BELCONNEN (East)		59		LOW			
24	BELCONNEN (Centra		39	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		43		HIGH			
36	KINGSTON		40	28B	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON		31		LOW			
48	GREENWAY (North)		04		LOW			
49	GREENWAY (Central		68	31B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		33,29	47V	HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)	LPR	(23) 47,50	72V,40	L-MED			
SOUTH (Central)		41,55	27B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	24					1
SICK LEAVE	28					1
*REC LEAVE	37					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	R					1
TOTAL STAFF ON LEAVE TODAY	5					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 14/8/19 **Manager:** S3

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 23

Team Leaders: **North:** 64 **South:** 22 **Central/Floater:** 19 **Office:** 73, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		68		LOW			
2	CITY WEST				LOW			
3	CITY WEST		43	72V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		82		LOW			
6	CITY EAST		55		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		26		LOW			
56	TURNER		"		LOW			
18	PHILLIP (North)		04		LOW			
.1	PHILLIP (Central)		05	45V	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Centra		38	42V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		~~68~~		HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON		74		LOW			
48	GREENWAY (North)		18		LOW			
49	GREENWAY (Central		23	81Q	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)		35	27J3	L-MED			
SOUTH (Central)		31	65X	LOW			
SOUTH (Phillip)	LPR	47,59	40V	LOW			
SOUTH (Tuggeranong)	LPR	50,29	47V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	24					1
SICK LEAVE	33	40	61	03	28	5
*REC LEAVE	39	21				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY	8					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

73

DAILY PATROL SCHEDULE

Date: 13/8/19 **Manager:** S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 24

Team Leaders: **North:** 73 **South:** 19 **Central/Floater:** **Office:** 64, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		04		LOW			
2	CITY WEST				LOW			
3	CITY WEST		7~~1~~		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		35		LOW			
6	CITY EAST		18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		68	45V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		23		LOW			
1	PHILLIP (Central)		38	31B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		24		LOW			
24	BELCONNEN (Centra		26	72V	LOW			
25	BELCONNEN (West)	LPR	33,59	40V	HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		50,03	27B	HIGH			
36	KINGSTON	LPR	47,29	42V	LOW			
36 A	KINGSTON FORSHOR		" "		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		55		LOW			
49	GREENWAY (Central		82	28B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
RTH (Central)			43	81Q	L-MED			
SOUTH (Central)			05	65X	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	61	14				2
SICK LEAVE	31	40				2
*REC LEAVE	39	21				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	22					
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
~~30~~					
23	30				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Membe	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

73

DAILY PATROL SCHEDULE

Date: 12/8/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 28

Team Leaders: North: 22 **South:** 64 **Central/Floater:** 19 **Office:** 37 28 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		68		LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		14		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38		LOW			
6	CITY EAST		47		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		03,23	45V	LOW			
56	TURNER		" "		LOW			
18	PHILLIP (North)		35		LOW			
.1	PHILLIP (Central)		40		LOW			
22	PHILLIP (Industrial)		21	31B	MED			
23	BELCONNEN (East)		04		LOW			
24	BELCONNEN (Centra		43	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		82	28B	HIGH			
36	KINGSTON		39		LOW			
36 A	KINGSTON FORSHOF		"		LOW			
37	DICKSON		18		LOW			
48	GREENWAY (North)		31		LOW			
49	GREENWAY (Central		61	81Q	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	5933	47V	HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)		26,24	27B	L-MED			
SOUTH (Central)	-	55,74	65X	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	50					
*REC LEAVE	05					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
04	10				
35	TBA				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 9 / 8 / 19 **Manager:** 2.2(a)(ii) S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 27

Team Leaders: **North:** 22V **South:** 73 **Central/Floater:** 64 **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	28		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	35	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	39		LOW			
6	CITY EAST	1	21		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	18, 74	27B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	82		LOW			
1	PHILLIP (Central)	1	14		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	05		LOW			
24	BELCONNEN (Centra	1	40	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	04		HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	24	81Q	LOW			
49	GREENWAY (Central	1	03		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	69, 65	72V	HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)	4	4PR 29, 58		L-MED			
SOUTH (Central)	2	68, 43	45V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	33	23	38			3
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE	31					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 8/8/19 **Manager:** 2.2(a)(ii)

LPR 28 office

Day: **Monday** / Tuesday / Wednesday / (Thursday) / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / (Rain) / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 25

Team Leaders: **North:** 64 **South:** ____ **Central/Floater:** 22 **Office:** 73/37.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		31		LOW			
2	CITY WEST				LOW			
3	CITY WEST		89		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14		LOW			
6	CITY EAST		03		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		24		LOW			
.1	PHILLIP (Central)		74		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		26		LOW			
24	BELCONNEN (Centra		21	654	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	LPR	29 59	47V	HIGH			
36	KINGSTON	LPR	50 47	40V	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON		40.23	31B	LOW			
48	GREENWAY (North)		38		LOW			
49	GREENWAY (Central		55	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)		43 05	27B	LOW			
RTH (Central)		39.08	27V	L-MED			
SOUTH (Central)		18 04	81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	33	19				2
SICK LEAVE	35	61				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 4

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 7 / 8 / 19 **Manager:** 2.2(a)(ii) S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 27

Team Leaders: **North:** 64 **South:** 73 **Central/Floater:** 19 **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	21		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	55		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	40		LOW			
6	CITY EAST	1	04		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	43, 39	YLH72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	14		LOW			
1	PHILLIP (Central)	1	03		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	58		LOW			
24	BELCONNEN (Centra	1	82	YLH65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	26		HIGH			
36	KINGSTON	1	05	YMK27B	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON	1	64 31	YMK31B	LOW			
48	GREENWAY (North)		LPR		LOW			
49	GREENWAY (Central	2	5047	YNB40V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	68, 18	YMN816	HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)	2	LPR(2959)	YNB47V	L-MED			
SOUTH (Central)	2	23, 31	YLH45U	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	74	35	33			
SICK LEAVE	61	24				
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Membe	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 6/8/19. **Manager:** 2.2(a)(ii) - 52 -

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 23

Team Leaders: **North:** 64 **South:** 19/37 **Central/Floater:** ____ **Office:** 73,22,~~[illegible]~~

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	43		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	74		LOW			
6	CITY EAST	1	23	YL1145V	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	55,05		LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	38		LOW			
1	PHILLIP (Central)	1	35	YL1165X	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	2	29,47		LOW			
24	BELCONNEN (Centra		LPR	YNR541V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	18	YMK318	HIGH			
36	KINGSTON	1	04		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	26		LOW			
49	GREENWAY (Central	1	39	YMN816	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	33,50	YNR360V	HIGH			
NORTH (Belconnen)		LPR		LOW			
RTH (Central)	1	40	YL1172V	L-MED			
SOUTH (Central)	1	31	YM1<270	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	59	21				2
SICK LEAVE	82	03	24	61		4
*REC LEAVE						
SPECIAL LEAVE	68	14				2
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38					
04					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 5 / 2 / 19 **Manager:** SZ

Day: (Monday) / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
~~Friday~~ Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 26

Team Leaders: **North:** ____ **South:** 19 **Central/Floater:** 73 **Office:** 37, 64

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	14	YLH65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	05		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	04		LOW			
6	CITY EAST	1	40		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	1	24	YMK309	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	55		LOW			
1	PHILLIP (Central)	1	39	YMN81Q	LOW			
22	PHILLIP (Industrial)		LPR		MED			
23	BELCONNEN (East)	1	43		LOW			
24	BELCONNEN (Centra	1	21	YLH45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK		LPR	YNB49V	HIGH			
33/35	GRIFFITH/FORREST	3	53,47,50		HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOF				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	82		LOW			
49	GREENWAY (Central	1	74	YMK29B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	03,26	YML29B	HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)	2	38, 35	YLH92V	L-MED			
SOUTH (Central)	2	LPR, 59, 29	YNB40V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	18					1
SICK LEAVE	61	23	31			3
*REC LEAVE						
SPECIAL LEAVE	68					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38					

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 2/8/19 **Manager:** SZ

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 25 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 31

Team Leaders: **North:** 73 YMK316 **South:** 64 YMK280 **Central/Floater:** **Office:** 21, 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	31		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	04		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	05	YCH65X	LOW			
6	CITY EAST	1	82		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	26, 38		LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	23		LOW			
.1	PHILLIP (Central)	1	55		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	14	YMK308	LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	2	22, 28	YMK42V	HIGH			
30	PARKES	2	35, 68	YMK298	HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	40		LOW			
49	GREENWAY (Central	1	18		LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell					HIGH			
NORTH (Belconnen)					LOW			
RTH (Central)		1	03	YMN81P	L-MED			
SOUTH (Central)		2	39, 43	YMF72V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)		2	74, 24	YMK278	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	47	50				2
SICK LEAVE	0					1
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY	3					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38		64			

RADIO CHECK TIMES			

+ 29, 33, 54 YMS40✓

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 1 / 8 / 19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 24 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 30

Team Leaders: **North:** 64 **South:** 73 **Central/Floater:** 21 **Office:** 19, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	18	YLH45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	40		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	74		LOW			
6	CITY EAST	1	03		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	31, 38	YMC-298	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	05		LOW			
1	PHILLIP (Central)	1	26		LOW			
22	PHILLIP (Industrial)	1	43		MED			
23	BELCONNEN (East)	1	39		LOW			
24	BELCONNEN (Centra	1	55		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	2	22, 28	YMD42V	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOF				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell					HIGH			
NORTH (Belconnen)	1	68	YLH72V		LOW			
RTH (Central)	4+1	24, 50 YMB402	33, 59 YMB470		L-MED			7
SOUTH (Central)	1	14	YLH-65X		LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)	1	23	YMN816		MED			

35 YMC 276

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	47	82				2
SICK LEAVE	61					1
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 3

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
38	30				

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii)

	Y N
	Y N

Temp Office Staff

	Y N
	Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 2 / 9 / 19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 28

Team Leaders: **North:** 19 **South:** 64 **Central/Floater:** 73 **Office:** 22, 28, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	68		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	43		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	47		LOW			
6	CITY EAST	1	21		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	39, 82	81Q	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	14		LOW			
[illegible]	PHILLIP (Central)	1	38	27B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	2PR	33 59	42V	LOW			
24	BELCONNEN (Centra	1	26	40V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	2PR	50, 29	47V	HIGH			
36	KINGSTON	1	31		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	04		LOW			
49	GREENWAY (Central	1	24	30B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS			18, 35	45V				
NORTH (Gungahlin/Mitchell)		2	~~05, 55~~	~~65X~~	HIGH			
NORTH (Belconnen)		2	05, 55	65X	LOW			
N[illegible]TH (Central)					L-MED			
SOUTH (Central)		2	03, 61	72V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	74					
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE	23					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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DAILY PATROL SCHEDULE

Date: 3 / 19 / 19 Manager: 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 No. of Team Leaders: 7 TOTAL ON DUTY: 28

Team Leaders: North: 64 South: 73 Central/Floater: Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	82		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	74		LOW			
6	CITY EAST	1	23		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	61		LOW			
	PHILLIP (Central)	1	43		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	39		LOW			
24	BELCONNEN (Centra	1	55	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	2 CIR	33, 29	40V	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	2	50,13		LOW			
49	GREENWAY (Central	1	05	27B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2 EPR	47,59	47V	HIGH			
NORTH (Belconnen)	2	26,18	81Q	LOW			
TH (Central)	2	14,31	72V	L-MED			
SOUTH (Central)	2	68,38	65X	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	1	21	45V	MED			

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	04	35				
*REC LEAVE	40	03				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

47, 13.

Date: 4/9/19 **Manager:**

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 2 **TOTAL ON DUTY:** 16

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 73 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		38		LOW			
2	CITY WEST				LOW			
3	CITY WEST		04		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14		LOW			
6	CITY EAST		55		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		74	81Q	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		24	65X	LOW			
1	PHILLIP (Central)		31	27B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		18,13		LOW			
24	BELCONNEN (Centra		23	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		05,47	45V	HIGH			
43	~~FYSHWICK~~				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		43	30D	LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
N TH (Central)		LPR	59,29,50	L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	33	21	26	39	82	68
SICK LEAVE	64	35	61			
*REC LEAVE	40	03				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	28	22				
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
47	0900				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 5/9/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / ~~Sunday~~ *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 7 **TOTAL ON DUTY:** 27

Team Leaders: **North:** 22/13 **South:** 73 **Central/Floater:** 64 **Office:** 37, 19, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	23		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	18		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	29		LOW			
6	CITY EAST	2	26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	1	55		LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	68		LOW			
[illegible]	PHILLIP (Central)	1	21	45V	LOW			
22	PHILLIP (Industrial)	CPR			MED			
23	BELCONNEN (East)	1	61		LOW			
24	BELCONNEN (Centra	1	04	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	24		HIGH			
36	KINGSTON	1	05	42V	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON	1	31	27B	LOW			
48	GREENWAY (North)	1	39		LOW			
49	GREENWAY (Central	1	82	28B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	~~53~~ 14,74	~~[illegible]~~ 72V	HIGH			
NORTH (Belconnen)	1	43	47V	LOW			
[illegible]TH (Central)	1	38	81Q	L-MED			
SOUTH (Central)	CPR	50,59		LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	33					
SICK LEAVE	35	03				
*REC LEAVE	40	47				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 6/9/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 26

Team Leaders: **North:** 73 **South:** **Central/Floater:** 19 **Office:** 28, 37, 22, 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	14		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	61		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	26		LOW			
6	CITY EAST	1	05		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	1	38		LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	43		LOW			
1	PHILLIP (Central)	1	55	28B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	LPR	50, 29	42V	LOW			
24	BELCONNEN (Centra	1	31 P/P	47V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	23		HIGH			
36	KINGSTON	1	82	72V	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON	1	18	65X	LOW			
48	GREENWAY (North)	1	21		LOW			
49	GREENWAY (Central	1	74	72V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)	1	39	81G	LOW			
NORTH (Central)	LPR	59, 33	40V	L-MED			
SOUTH (Central)	2	35, 24	27B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	64					1
SICK LEAVE	03	04	68			3
*REC LEAVE	40	47				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 8/9/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 4 **No. of Team Leaders:** 1 **TOTAL ON DUTY:** 5

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 73 **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	8	39	278	LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		"		LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		55	308	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		21	45X	LOW			
56	TURNER		"		LOW			
18	PHILLIP (North)		26	65X	LOW			
1	PHILLIP (Central)		"		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		26		HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOF		"		LOW			
37	DICKSON		21		LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
N TH (Central)		73	31B	L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 9/9/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 21

Team Leaders: **North:** 19 **South:** 22 **Central/Floater:** 73/13 **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18		LOW			
2	CITY WEST				LOW			
3	CITY WEST		26		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		82		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		61	278	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		24	REVIEW	LOW			
	PHILLIP (Central)		23	42V	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		05		LOW	✓		
24	BELCONNEN (Centra		68	72V	LOW	✓		
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		38	40V	HIGH			
36	KINGSTON		55		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central	LPR	33 59	42V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)		28, 50	47V	LOW			
[illegible]TH (Central)				L-MED			
SOUTH (Central)		74	28B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	04	21	13	14		4
SICK LEAVE	04	03	31			3
*REC LEAVE	40	49	21			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	15				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 10/9/19 **Manager:** 2.2(a)(ii)

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 21

Team Leaders: **North:** 37 **South:** 13 **Central/Floater:** **Office:** 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		05		LOW			
2	CITY WEST				LOW			
3	CITY WEST		82	65X	LOW			
4	CITY WEST		↓		LOW			
8	ACTON				LOW			
5	CITY EAST		38		LOW			
6	CITY EAST		68		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		39	30B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		23		LOW			
	PHILLIP (Central)		04		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Centra		24	27B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	LR	64-59	47V	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	LR	33-50	40V	HIGH			
36	KINGSTON		74	28B	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		55		LOW			
49	GREENWAY (Central		18	81Q	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			26	29B	L-MED			
SOUTH (Central)			31	45V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	43	29				2
SICK LEAVE	08	61	35	22		4
*REC LEAVE	21	40	47			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 11/9/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / (Wednesday) / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / (Cool)

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 20

Team Leaders: North: 73 South: 13. Central/Floater: 73 Office: 37 - 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39		LOW			
2	CITY WEST				LOW			
3	CITY WEST		55	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		04		LOW			
6	CITY EAST		24		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		31	29B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		82	REVIEW	LOW			
	PHILLIP (Central)		26		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		74		LOW			
24	BELCONNEN (Centra		38	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		61	27B.	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		14		LOW			
49	GREENWAY (Central		68	28B.	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
N TH (Central)		LPR	33,50,64	59	L-MED			
SOUTH (Central)			18	81Q	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	43	13	29			3
SICK LEAVE	63	35	22	05		4
*REC LEAVE	21	40	47			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 10

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
31	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	(Y)	N
	(Y)	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

8

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 12/9/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 23

Team Leaders: North: 13 South: 37 Central/Floater: 22 Office: 73 - 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		55		LOW			
2	CITY WEST		[illegible]		LOW			
3	CITY WEST		31	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		18		LOW			
6	CITY EAST		26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		54 68		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		39	REVIEW	LOW			
[illegible]	PHILLIP (Central)		14	29B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		21		LOW			
24	BELCONNEN (Centra		82	28B	LOW			
25	BELCONNEN (West)		[illegible]	[illegible]	HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		64 50	40V	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		74		LOW			
49	GREENWAY (Central		38	81G	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)		24 61	27B	LOW			
N[illegible]TH (Central)				L-MED			
SOUTH (Central)	LPR	33 59	47V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	42	29				2
SICK LEAVE	62	35				2
*REC LEAVE	40	49				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
31	6				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 13 / 9 / 19 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 22

Team Leaders: **North:** 22 **South:** 13 **Central/Floater:** 73 **Office:** 37 - 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		35		LOW			
2	CITY WEST				LOW			
3	CITY WEST		14	816	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		74		LOW			
6	CITY EAST		39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		21	45V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		26	REVIEW	LOW			
[illegible]	PHILLIP (Central)		18		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		04		LOW			
24	BELCONNEN (Centra		55	29B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	LPR	50;33	47V	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		31	27B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		05		LOW			
49	GREENWAY (Central		23	28B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
M TH (Central)		LPR	64 89	40V	L-MED			
SOUTH (Central)			68	65X	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	43	21	61	38		4
SICK LEAVE	24	52	62			3
*REC LEAVE	40	47	19			3.
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 16

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 16/9/19 **Manager:** S3

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
~~Friday~~ Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 24

Team Leaders: **North:** 22 **South:** 37 **Central/Floater:** 13 **Office:** 73, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		26		LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		23		LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		05		LOW			
6	CITY EAST		14		LOW			
7	CITY EAST		"		LOW			
15	BRADDON (Retail)		55	65X	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		04		LOW			
[illegible]	PHILLIP (Central)		68		LOW			
22	PHILLIP (Industrial)		39,31	81Q	MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		43		HIGH			
36	KINGSTON		35	27B	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		18		LOW			
49	GREENWAY (Central		21	28B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LDR	64,50	40V	HIGH			
NORTH (Belconnen)	LDR	29,59	47V	LOW			
N[illegible]TH (Central)		74	29B	L-MED			
SOUTH (Central)		35	45V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	33					1
SICK LEAVE	82	03	24	61		4
*REC LEAVE	40	19	47			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 17/9/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 5 TOTAL ON DUTY: 22

Team Leaders: North: 22 South: 37 Central/Floater: 73 Office: 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		~~27~~		LOW			
2	CITY WEST				LOW			
3	CITY WEST		38	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		21		LOW			
6	CITY EAST		18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		55		LOW			
[illegible]	PHILLIP (Central)		74	29B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		43		LOW			
24	BELCONNEN (Centra		35	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		05	28B	HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		26		LOW			
49	GREENWAY (Central		39	81Q	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LDR	44,28	40V	HIGH			
NORTH (Belconnen)		" "		LOW			
[illegible]TH (Central)		23	65X	L-MED			
SOUTH (Central)		14	27B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	LBR	33,50	42,47V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	59	68				2
SICK LEAVE	82	03	29	61	04	7
*REC LEAVE	40	19	24 31 47			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 12

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23					

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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DAILY PATROL SCHEDULE

73

Date: 18/9/19 **Manager:** 52

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 18

Team Leaders: **North:** 13 **South:** 22 **Central/Floater:** **Office:** 28, 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		04		LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		39	72V	LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		55		LOW			
6	CITY EAST		74		LOW			
7	CITY EAST		"		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		68		LOW			
1	PHILLIP (Central)		05	81Q	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		26		LOW			
24	BELCONNEN (Centra		18	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		61		LOW			
49	GREENWAY (Central		43	65X	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	LPRX2	5059, 3,4	42V, 41V	L-MED			
SOUTH (Central)		35	29B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	21	38	14	82		4
SICK LEAVE	37	23	31	24	29	5
*REC LEAVE	40	19	47	03		4
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 13

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61					

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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DAILY PATROL SCHEDULE

73

Date: 19/9/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 5 **TOTAL ON DUTY:**

Team Leaders: **North:** 73 **South:** ~~37~~ 27 **Central/Floater:** ~~22~~ 37 **Office:** 13 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		05		LOW			
2	CITY WEST				LOW			
3	CITY WEST		68		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		35		LOW			
6	CITY EAST		04		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		26,43	81Q	LOW			
56	TURNER		" "		LOW			
18	PHILLIP (North)		74		LOW			
1	PHILLIP (Central)		61		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Centra		39	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	LPR	5933	41V	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	LPR	50,29	47V	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON		31		LOW			
48	GREENWAY (North)		23		LOW			
49	GREENWAY (Central		55	28B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		21,18	29B	HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		14	27B	L-MED			
SOUTH (Central)		82	65X	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	24					1
*REC LEAVE	03	40	19	47		4
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 20/9/19 **Manager:** 52

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 21

Team Leaders: **North:** 22 **South:** 13 **Central/Floater:** ____ **Office:** 73, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		61		LOW			
2	CITY WEST				LOW			
3	CITY WEST		21	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		68		LOW			
6	CITY EAST		43		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		05	29B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		14		LOW			
.1	PHILLIP (Central)		39	27B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		55		LOW			
24	BELCONNEN (Centra		23	~~27B~~	LOW			
25	BELCONNEN (West)			45V	HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		18	30B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR		~~25~~		LOW			
37	DICKSON		38	28B	LOW			
48	GREENWAY (North)		04		LOW			
49	GREENWAY (Central		26	65X	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
[ ]RTH (Central)		LPR	64,33	41V	L-MED			
SOUTH (Central)		LPR	29,59	42V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	74	37	50			3
SICK LEAVE	24					1
*REC LEAVE	03	19	40	47		4
SPECIAL LEAVE	31					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 24 / 9 / 19 **Manager:** 2.2(a)(ii) (52)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 23

Team Leaders: **North:** 73 **South:** 22 **Central/Floater:** 13 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40		LOW			
2	CITY WEST				LOW			
3	CITY WEST		04		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		23		LOW			
6	CITY EAST		26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	LPR	29/33		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		5		LOW			
21	PHILLIP (Central)		31		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		55		LOW			
24	BELCONNEN (Central)		74		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON + Kingston		68		HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST	LPR	50/59		LOW			
36	KINGSTON	LPR	[illegible]/54		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23		LOW			
49	GREENWAY (Central)		55		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		18		L-MED			
SOUTH (Central)		43		LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE	03	14	24			3
*REC LEAVE	82	21	39			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 25/9/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 22

Team Leaders: **North:** 19 **South:** 74 **Central/Floater:** 22 **Office:** 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14		LOW			
2	CITY WEST				LOW			
3	CITY WEST		18		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		31	30B	LOW			
6	CITY EAST		55		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		74		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		24	72V	LOW			
21	PHILLIP (Central)		04		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		68		LOW			
24	BELCONNEN (Central)		43	29B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	LPR	33;47		HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		03		LOW			
36	KINGSTON		26	65X	LOW			
37	DICKSON		40	45V	LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
ORTH	(Gungahlin/Mitchell)				HIGH			
ORTH	(Belconnen)				LOW			
ORTH	(Central)	OS	31Q		L-MED			
UTH	(Central)	LPR	64;50		LOW			
UTH	(Phillip)				LOW			
UTH	(Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	22	21	39	61		4
SICK LEAVE	38					1
*REC LEAVE						
SPECIAL LEAVE	23					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

NSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

ne called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

:ACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

:aff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above.
ne time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff
'e required to notify a Team Leader by 10:00 hrs for reason of absence).
' staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified
nd the appropriate action taken.
ompleted schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 26/9/19 **Manager:** 52

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 27

Team Leaders: **North:** 13 **South:** 23 **Central/Floater:** 22 **Office:** 19/28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		74		LOW			
2	CITY WEST				LOW			
3	CITY WEST		24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		05		LOW			
6	CITY EAST		21	72V	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	LPR	~~LPR~~ 47,59		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		04		LOW			
21	PHILLIP (Central)		55		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		23		LOW			
24	BELCONNEN (Central)		26	29B	LOW			
25	BELCONNEN (West)		~~25~~		HIGH			
26	BARTON		31	31B	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		14		LOW			
36	KINGSTON		40		LOW			
37	DICKSON		43		LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central)		68	28B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		03	81Q	L-MED			
SOUTH (Central) 65X	LPR	(18)	64,33	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	LPR	~~LPR~~ 29,50		MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	04	22	37			
SICK LEAVE	38	61				
*REC LEAVE	32					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 27 / 9 / 19 **Manager:** 52

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 23

Team Leaders: **North:** 23 **South:** 19 **Central/Floater:** **Office:** 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39		LOW			
2	CITY WEST				LOW			
3	CITY WEST		74		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		03		LOW			
6	CITY EAST		40	45V	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		14		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		21		LOW			
21	PHILLIP (Central)		26	65x	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		43		LOW			
24	BELCONNEN (Central)		18	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		61	27B	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		31		LOW			
36	KINGSTON		05		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		68		LOW			
49	GREENWAY (Central)		24	72V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	59 64		HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	LPR	29 47		L-MED			
SOUTH (Central)		55	81 Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	22	23	8			
SICK LEAVE	04	38				
*REC LEAVE	82					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

28, 37

DAILY PATROL SCHEDULE

Date: 30/9/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 21

Team Leaders: **North:** ____ **South:** 22, 10 **Central/Floater:** 13 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		55, 88	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST		40		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		04		LOW			
6	CITY EAST		23		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		24		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		33		LOW			
1	PHILLIP (Central)		03		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		68		LOW			
24	BELCONNEN (Centra		74	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		LBL	59, 29	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		LBL	64, 87	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		05		LOW			
49	GREENWAY (Central		43	72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			18, 14	29B	HIGH			
NORTH (Belconnen)					LOW			
[illegible]RTH (Central)			39, 61	65X	L-MED			
SOUTH (Central)			38, 26	81Q	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	21					
*REC LEAVE	31	73	50			
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	10	88				
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 31 / 10 / 19 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 23 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 29

Team Leaders: **North:** 37 **South:** 73 **Central/Floater:** 22 **Office:** 19; 13; 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24	65x	LOW			
2	CITY WEST				LOW			
3	CITY WEST		38		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		23		LOW			
6	CITY EAST				LOW			
7	CITY EAST		55		LOW			
15	BRADDON (Retail)		43		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		39		LOW			
21	PHILLIP (Central)		26	28B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		68		LOW			
24	BELCONNEN (Central)		21	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		88; 05	27B	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		CPR		LOW			
36	KINGSTON		CPR		LOW			
37	DICKSON		40	72v	LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)		04		LOW			
50	GREENWAY (South)		03	30B	HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		CPR		L-MED			
SOUTH (Central)		74; 10	45v	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
***FLEX LEAVE**						
SICK LEAVE						
***REC LEAVE**						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

13-0915.
22

DAILY PATROL SCHEDULE

Date: 30/10/19 **Manager:** _____

Day: **Monday** / Tuesday / ~~Wednesday~~ / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 19

Team Leaders: **North:** 37 **South:** 73 **Central/Floater:** _____ **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14	31Q	LOW			
2	CITY WEST				LOW			
3	CITY WEST		38		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		05		LOW			
6	CITY EAST		39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		74		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		23		LOW			
1	PHILLIP (Central)		04		LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		50,88	30B	LOW			
24	BELCONNEN (Centra		LPR	33,59	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		68,43	45V	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		24,10	72V	LOW			
49	GREENWAY (Central		21		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		CPL	47,64	HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)		55,03	65X	L-MED			
TH (Central)		LPR	31,29	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	40					
*REC LEAVE	61	18				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.	28					
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 29/10/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 24

Team Leaders: North: 73 South: 13 Central/Floater: 37 Office: 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	04		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		38	65x	LOW			
6	CITY EAST				LOW			
7	CITY EAST		74/88		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		55	45V	LOW			
21	PHILLIP (Central)		39		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		05		LOW			
24	BELCONNEN (Central)		43	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		LPR		LOW			
36	KINGSTON		LPR		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		40		LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)		24	72V	HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			23	31B	L-MED			
SOUTH (Central)			68, 10	30B	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LPR Tria

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 28/10/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 21

Team Leaders: **North:** 73 **South:** 37 **Central/Floater:** **Office:** 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39		LOW			
2	CITY WEST				LOW			
3	CITY WEST		68	65P	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		43		LOW			
6	CITY EAST		55		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		38	81Q	LOW			
1	PHILLIP (Central)		24		LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		04		LOW			
24	BELCONNEN (Centra		05 10	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		03 23	30B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		21		LOW			
49	GREENWAY (Central		40	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]RTH (Central)		643133	LPR	L-MED			
S[illegible]TH (Central)		14 88	31B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	74	26	47	80		4
SICK LEAVE	29	22				2.
*REC LEAVE	59	19	18	61		4.
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY	16					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 27/10/19 **Manager:** 52

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 4 **No. of Team Leaders:** 1 **TOTAL ON DUTY:** 5

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 73 **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		21	288	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40	72V	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		39	81Q	LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
1	PHILLIP (Central)				LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		23	65X	HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]RTH (Central)				L-MED			
S[illegible]TH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

73

Date: 25/10/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 20

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 22 **Office:** 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		55		LOW			
2	CITY WEST				LOW			
3	CITY WEST		03	72V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		26,88		LOW			
6	CITY EAST		23,10		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		74		LOW			
1	PHILLIP (Central)		40	65X	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		21		LOW			
24	BELCONNEN (Centra		39	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	LPR	31,50		HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		14,68	45V	HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
[illegible]RTH (Central)			38	31B	L-MED			
S[illegible]TH (Central)					LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)		LPR	64,29		MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	43	18	13	47	33	5
SICK LEAVE						
*REC LEAVE	59	03	24	61	64	7
SPECIAL LEAVE			37 19			
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 12

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	7				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 24/10/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 26

Team Leaders: North: 73 South: 22 Central/Floater: ____ Office: 13, 28

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40		LOW			
2	CITY WEST				LOW			
3	CITY WEST		43	72V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14,10		LOW			
6	CITY EAST		05	27B	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		23,03		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		21		LOW			
1	PHILLIP (Central)		55	31B	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		39		LOW			
24	BELCONNEN (Centra		68	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	LPR	64,33-74	81Q	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		38,88		LOW			
49	GREENWAY (Central		26	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]RTH (Central)	LPR	29,31		L-MED			
S[illegible]TH (Central)	LPR	50,47 24	28B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	18					1
SICK LEAVE						
*REC LEAVE	37	19	61	59	04	5
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
10	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

73

Date: 23/10/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 20

Team Leaders: **North:** 22 **South:** 13 **Central/Floater:** **Office:** 73 37(Quest

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40	65X	LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		"		LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		24	27B	LOW			
6	CITY EAST		68		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		05,10		LOW			
1	PHILLIP (Central)		03	81Q	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		74		LOW			
24	BELCONNEN (Centra		26,88	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central		43	72V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LDR	29,33		HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	LDR	44,50,47,31		L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	35	18				2
SICK LEAVE	23	14				2
*REC LEAVE	28	61	21	19	04	6
				59		
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	55					1
TOTAL STAFF ON LEAVE TODAY	11					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

73

DAILY PATROL SCHEDULE

Date: 22/10/19 **Manager:** 52

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 24

Team Leaders: **North:** 73 **South:** 22 **Central/Floater:** **Office:** 13, 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		68		LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		74,88	65X	LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		43		LOW			
7	CITY EAST		"		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		18		LOW			
1	PHILLIP (Central)		38	45V	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		40,10		LOW			
24	BELCONNEN (Centra		14	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		33,31		HIGH			
36	KINGSTON		26		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON		23,55	31B	LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]RTH (Central)		24	72V	L-MED			
S[illegible]TH (Central)	LPR	29,64 26	28B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	LPR	50,47		MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	28	19	59	21	19	6
				04		
SICK LEAVE	05	03				2
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

73

DAILY PATROL SCHEDULE

Date: 21/10/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 24

Team Leaders: North: 22 South: 13 Central/Floater: 37 Office: 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		43		LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		18,10	72V	LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		40		LOW			
6	CITY EAST		14		LOW			
7	CITY EAST		"		LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		68		LOW			
1	PHILLIP (Central)		39		LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		23		LOW			
24	BELCONNEN (Centra		38	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		05,88	31B	HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		26		LOW			
49	GREENWAY (Central		74	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	50,33		HIGH			
NORTH (Belconnen)	LPR	47,29		LOW			
NORTH (Central)	LPR	64,31		L-MED			
SOUTH (Central)		55	81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	24	03				2
*REC LEAVE	28	19	61	21	04	6
	59					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	20				

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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DAILY PATROL SCHEDULE

Date: 18/ 10/ 19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 2 **TOTAL ON DUTY:** 21.

Team Leaders: North: ____ South: ____ Central/Floater: 13 Office: 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39		LOW			
2	CITY WEST				LOW			
3	CITY WEST		43		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		21	72V	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		74 05	65X	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		14		LOW			
[illegible]	PHILLIP (Central)		26		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		03		LOW			
24	BELCONNEN (Centra		40	27B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		18	30B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23 10		LOW			
49	GREENWAY (Central		55	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		33 47	41V	HIGH			
NORTH (Belconnen)				LOW			
[illegible]RTH (Central)	31	59-29	42V	L-MED			
S[illegible]TH (Central)		38	31B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	44	50	19	04	88	5
SICK LEAVE	68	24	22			3
*REC LEAVE	28	73	61			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 11.

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 17/10/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 22 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 26.

Team Leaders: **North:** 13. **South:** 37 **Central/Floater:** 22 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		74		LOW			
2	CITY WEST				LOW			
3	CITY WEST		38		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		55		LOW			
6	CITY EAST		18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		04,40	72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		26		LOW			
1	PHILLIP (Central)		43	45V	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Centra		39	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		50,29,31	42V	HIGH			
36	KINGSTON		03,23	65X	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		59,47	40V	LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
RTH (Central)			21,16	81Q	L-MED			
TH (Central)			64,35,88	41V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	24	68	05			3
*REC LEAVE	28	73	61			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

23
8.40 SAM
8.40 ~~PM~~ 61

Date: 16/10/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 20

Team Leaders: **North:** 13 **South:** 22 **Central/Floater:** 19 **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		03		LOW			
2	CITY WEST				LOW			
3	CITY WEST		05	72V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		74		LOW			
6	CITY EAST		39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		40		LOW			
1	PHILLIP (Central)		23	70M	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Centra		18	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	LPR	64-59	40V	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		14		LOW			
49	GREENWAY (Central		61	30B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
RTH (Central)	LPR	29,31	42V	L-MED			
SOUTH (Central)	LPR	47,50	41V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	21					1
SICK LEAVE	33	04	65	24		4
*REC LEAVE	28					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	10	26	13	43	55	6

TOTAL STAFF ON LEAVE TODAY 88 ~~8~~ 12

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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DAILY PATROL SCHEDULE

Date: 15/10/19. **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 26

Team Leaders: **North:** 13. **South:** 22. **Central/Floater:** 19 **Office:** 73.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14,10		LOW			
2	CITY WEST				LOW			
3	CITY WEST		26		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		55		LOW			
6	CITY EAST		38		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		39	72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		43		LOW			
1	PHILLIP (Central)		21		LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		18-88		LOW			
24	BELCONNEN (Centra		61	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		29.59	LPR	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		05		LOW			
49	GREENWAY (Central		23	81Q	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	31	47,64	LPR	HIGH			
NORTH (Belconnen)				LOW			
[illegible]RTH (Central)		50.33	LPR	L-MED			
S[illegible]TH (Central)				LOW			
SOUTH (Phillip)		40	65X	LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 14/10/19 **Manager:** 2.2(a)(ii)

19. OFFICE.

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 22.

Team Leaders: North: 73. South: 13 Central/Floater: 22 Office: 37.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		23		LOW			
2	CITY WEST				LOW			
3	CITY WEST		03		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		21		LOW			
6	CITY EAST		40		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		55-43	81Q	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		38		LOW			
1	PHILLIP (Central)		14	31B	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		64	8	LOW			
24	BELCONNEN (Centra		50	LPR	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		29, 47	LPR	HIGH			
36	KINGSTON		26	45V	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		31	LPR	LOW			
49	GREENWAY (Central		33		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		39	65X	L-MED			
SOUTH (Central)		18	72V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	10	59				2
SICK LEAVE	04	68	61	24		4
*REC LEAVE	05	28	74			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 9.

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 13/10/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / (Warm) / Cool

No. of Parking & Information Officers: 4 **No. of Team Leaders:** 1 **TOTAL ON DUTY:** 5

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** ____ **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	18	30B	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	03	28B	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	43	27B	LOW			
1	PHILLIP (Central)				LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	55	81Q	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)					L-MED			
SOUTH (Central)					LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 11/10/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 6 **No. of Team Leaders:** 2 **TOTAL ON DUTY:** 8

Team Leaders: **North:** 22 **South:** 73 **Central/Floater:** _____ **Office:** _____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	55	55	308	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	21	21	21B	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		39	72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		18	65X	LOW			
1	PHILLIP (Central)				LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		40	81Q	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOF				LOW			
37	DICKSON		26	45V	LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	28,33	41	HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)				L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 11/10/19 **Manager:** 2.2(a)(ii) S3

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 23

Team Leaders: **North:** ____ **South:** 73 **Central/Floater:** 13 **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	43		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	40	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	03		LOW			
6	CITY EAST	1	55	27B	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	23		LOW			
1	PHILLIP (Central)	1	68	45V	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	26		LOW			
24	BELCONNEN (Centra	1	21	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	39		HIGH			
36	KINGSTON	1	61	72V	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON	2	38,88	81Q	LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	64,47		HIGH			
NORTH (Belconnen)				LOW			
[illegible]RTH (Central)	LPR	50,59		L-MED			
S[illegible]TH (Central)	1	18	29B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	LPR	29,31		MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	19	10	33			2
SICK LEAVE	37					1
*REC LEAVE	14	04	05	24	24	5
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 10/10/19 **Manager:** 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 24

Team Leaders: **North:** ____ **South:** 13 **Central/Floater:** ~~3~~ 73 **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	2	21,88		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	55	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	38		LOW			
6	CITY EAST	1	68		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	26,10	72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	39		LOW			
[illegible]	PHILLIP (Central)	1	18	30B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra	LPR	29,50		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	40	45V	HIGH			
36	KINGSTON	1	03		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	47,59,31		HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	LPR	64,33		L-MED			
S[illegible]TH (Central)	1	43	65X	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	22					1
SICK LEAVE	61	23				2
*REC LEAVE	14	05	04	24	74	5
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
21	5				
10	4				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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DAILY PATROL SCHEDULE

Date: 9 / 10 / 19 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 25

Team Leaders: **North:** 13 **South:** 73 **Central/Floater:** 37 **Office:**

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	40		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	39	72V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	18		LOW			
6	CITY EAST	1	26	30B	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	2	61,88		LOW			
[illegible]	PHILLIP (Central)	1	43	31B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	68		LOW			
24	BELCONNEN (Centra	1	38	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	3	50, 64		HIGH			
30	PARKES		31		HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	2	47, 89		HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	2	55, 10		LOW			
49	GREENWAY (Central	1	24	81Q	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)				L-MED			
SOUTH (Central)	2	59, 33		LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE	14	05	04	21	24	5
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 8/10/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 21

Team Leaders: North: 73 South: 22 Central/Floater: 19 Office: 37.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	2	61,10	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	26		LOW			
6	CITY EAST	2	03,88	72V	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	55	30B	LOW			
[illegible]	PHILLIP (Central)	1	40	81Q	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	43		LOW			
24	BELCONNEN (Centra	1	24	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	2	59,29	LPR	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	3	64,33		HIGH			
36	KINGSTON		31		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	1	68	27B	L-MED			
SO[illegible]TH (Central) + Industrial	2	47,50	LPR	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	13	18	38			3
SICK LEAVE	23	28	39			3
*REC LEAVE	14	04	05	21	74	5
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	4min				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 5/10/73 **Manager:** 93

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 6 **No. of Team Leaders:** 2 **TOTAL ON DUTY:** 8

Team Leaders: **North:** 22 **South:** 73 **Central/Floater:** **Office:**

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24	72V	LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		"		LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		40	65V	LOW			
6	CITY EAST		"		LOW			
7	CITY EAST		"		LOW			
15	BRADDON (Retail)		26	81Q	LOW			
56	TURNER		(+Pool)		LOW			
18	PHILLIP (North)		21	30B	LOW			
1	PHILLIP (Central)		"		LOW			
22	PHILLIP (Industrial)		"		MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		03	27B	HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON		39	28B	LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		29,33	42V	HIGH			
NORTH (Belconnen)	LPR	"		LOW			
NORTH (Central)		"		L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

37, 28

Date: 4/10/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 16

Team Leaders: **North:** 22 **South:** 23 **Central/Floater:** _____ **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST LPR		6459		LOW			
3	CITY WEST		74,18	315	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		03		LOW			
1	PHILLIP (Central)		38,10	1m	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		55		LOW			
24	BELCONNEN (Centra		23	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~		43	27B	HIGH			
43	~~FYSHWICK~~				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central		05, 88	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		26,40	65X	HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	LPR	29,33 21	30B	L-MED			
S[illegible]TH (Central)		24	72V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

Office Staff

2.2(a)(ii) Y N

Y N

Temp Office Staff

Y N

Y N

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	68					
SICK LEAVE	61	47	04			
*REC LEAVE	13	21	50	14		
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	10	88				
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	0845				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 3/10/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

(28) Officer

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 22

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 22 **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		38		LOW			
2	CITY WEST				LOW			
3	CITY WEST		45		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		68		LOW			
6	CITY EAST		29-10		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		18-21	31B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		24		LOW			
[illegible]	PHILLIP (Central)		23		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		74		LOW			
24	BELCONNEN (Centra		26 88	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		05	27B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR		LPR	59-33	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		04		LOW			
49	GREENWAY (Central		30	45V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
[illegible]TH (Central)			40	72V	L-MED			
SO[illegible]TH (Central)			39	65X	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	64					1
SICK LEAVE	19	61	47	55		4
*REC LEAVE	50	31	14	13		4
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY	9					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y N
	Y N

Temp Office Staff

	Y N
	Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

37.

Date: 2/10/19 **Manager:** _____

Day: **Monday** / Tuesday / ~~Wednesday~~ / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 16

Team Leaders: **North:** 37 **South:** ____ **Central/Floater:** 13 & 10 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40		LOW			
6	CITY EAST		55		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		59		LOW			
[illegible]	PHILLIP (Central)		05	81Q	LOW			
22	PHILLIP (Industrial)	LPR	33, 29		MED			
23	BELCONNEN (East)		04		LOW			
24	BELCONNEN (Centra		68	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		03	31B	HIGH			
36	KINGSTON		24		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		74		LOW			
49	GREENWAY (Central		38	27B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)		43,88	65X	L-MED			
SO[illegible]TH (Central)	LPR	33, 29		LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	64	23	14	73	26	39
SICK LEAVE	21	61	47			
*REC LEAVE	50	31				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	28	22	10	88		
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL

Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

37

DAILY PATROL SCHEDULE

Date: 1/10/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 18

Team Leaders: **North:** ____ **South:** 13 **Central/Floater:** 19 **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24		LOW			
2	CITY WEST				LOW			
3	CITY WEST		26	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14		LOW			
6	CITY EAST		74		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		40		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		68		LOW			
[illegible]	PHILLIP (Central)		18,58	31B	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Centra		07	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		43		LOW			
49	GREENWAY (Central		55	27B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	29,64		HIGH			
NORTH (Belconnen)	LPR	59,33		LOW			
[illegible]TH (Central)		05,04	65X	L-MED			
SO[illegible]TH (Central)		23	81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	28	39				
SICK LEAVE	21	47	61			
*REC LEAVE	31	73	50			
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	10	88				

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N

Y N

Temp Office Staff

Y N

Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

73

Date: 30/11/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 6 **No. of Team Leaders:** 1 **TOTAL ON DUTY:** 7

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** ____ **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		21	27B	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14	72V	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		55	28B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		26	81Q	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON		40	65X	LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]H (Central)				L-MED			
S[illegible]TH (Central)		39	45V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

73

Date: 29/11/19 **Manager:** S2

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 19

Team Leaders: **North:** 22 **South:** 19 **Central/Floater:** **Office:** 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		43		LOW			
2	CITY WEST				LOW			
3	CITY WEST		68	28B	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		21		LOW			
6	CITY EAST		26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		74	81Q	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		55		LOW			
[illegible]	PHILLIP (Central)		14	72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	LPR	33 29		HIGH			
36	KINGSTON		61,10	65X	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		39		LOW			
49	GREENWAY (Central		40	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]H (Central)	LPR	59,47,88	41V	L-MED			
S[illegible]TH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	24	44	05	23		4
SICK LEAVE	03	04	31			3
*REC LEAVE	37					1
SPECIAL LEAVE	13	52				2
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 10

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	10				
40					

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

73

Date: 28/11/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 No. of Team Leaders: 4 TOTAL ON DUTY: 22

Team Leaders: North: ~~14~~ 19 South: ~~15~~ 64 Central/Floater: 73 Office: 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		55		LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		14	81Q	LOW			
56	TURNER		"		LOW			
18	PHILLIP (North)		05		LOW			
[illegible]	PHILLIP (Central)		74,10	65X	LOW			
[illegible]	PHILLIP (Industrial)		"		MED			
23	BELCONNEN (East)		61		LOW			
24	BELCONNEN (Centra		40	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		21	45V	HIGH			
36	KINGSTON	LPR	59,2988		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		26,42	31B	HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)		23	40V	L-MED			
S[illegible]TH (Central)		68	30B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	LPR	47,50		MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	24					1
SICK LEAVE	03	04	31			3
*REC LEAVE	37					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.	28	18	28			3
STAFF TRAIN.	22					1

TOTAL STAFF ON LEAVE TODAY 9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N

Y N

Temp Office Staff

Y N

Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 27/11/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 4 **No. of Team Leaders:** 1 **TOTAL ON DUTY:** 5

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 73 **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		21,55		LOW			
2	CITY WEST		"		LOW			
3	CITY WEST		"		LOW			
4	CITY WEST		"		LOW			
8	ACTON		"		LOW			
5	CITY EAST		14,35		LOW			
6	CITY EAST		"		LOW			
7	CITY EAST		"		LOW			
15	BRADDON (Retail)		21,55		LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		21,55		HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)				L-MED			
S[illegible]TH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES ____ ____ ____

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

73

DAILY PATROL SCHEDULE

Date: 27/11/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 5 TOTAL ON DUTY: 22

Team Leaders: North: 13 South: 37 Central/Floater: 64/19 Office: 73/19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		74		LOW			
2	CITY WEST				LOW			
3	CITY WEST		21,10	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		23		LOW			
6	CITY EAST		05		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		61	30B	LOW			
[illegible]	PHILLIP (Central)		26	31B	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		55		LOW			
24	BELCONNEN (Centra		34	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	LDR	59,4[illegible]		HIGH			
36	KINGSTON		50,31 [illegible]	45V	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		14		LOW			
49	GREENWAY (Central		43	72V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)				L-MED			
S[illegible]TH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	03	04	40	33		4
*REC LEAVE	24					1
SPECIAL LEAVE	[illegible]					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.	23	38	18			3
STAFF TRAIN.	29	22				2
TOTAL STAFF ON LEAVE TODAY	[illegible]10					

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

73

Date: 26/11/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 5 TOTAL ON DUTY: 22

Team Leaders: North: 64 South: 19 Central/Floater: 73 37 Office: 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		68		LOW			
2	CITY WEST				LOW			
3	CITY WEST		05	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		26		LOW			
6	CITY EAST		33		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		39	28B	LOW			
[illegible]	PHILLIP (Central)		61	29B	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Centra		43	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		74	45V	HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23		LOW			
49	GREENWAY (Central		85,10	72V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)		29,50	41V	LOW			
[illegible]TH (Central) LPR		31,54,88	42V	L-MED			
S[illegible]H (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	04	40	03			3
*REC LEAVE	24	21				2
SPECIAL LEAVE	22					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.	28	38	18			3
STAFF TRAIN.	8					
TOTAL STAFF ON LEAVE TODAY						9

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

73

DAILY PATROL SCHEDULE

Date: 25/11/19 Manager: 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 No. of Team Leaders: 5 TOTAL ON DUTY: 22

Team Leaders: North: 19 South: 64 Central/Floater: 13/37 Office: 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		26		LOW			
2	CITY WEST				LOW			
3	CITY WEST		14	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		43,10		LOW			
6	CITY EAST		34		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		61		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		03	28B	LOW			
[illegible]	PHILLIP (Central)		21	27B	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		55	65X	HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		05		LOW			
49	GREENWAY (Central		74	72V	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			33,47	41V	HIGH			
NORTH (Belconnen)					LOW			
[illegible]TH (Central)			68	45V	L-MED			
S[illegible]TH (Central)			88,29,59	42V	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE	04	40	23			3
*REC LEAVE	24	50				2
SPECIAL LEAVE	22	31				2
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.	28	18	38			3
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						10

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 22/11/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 19

Team Leaders: **North:** 13 **South:** 73 **Central/Floater:** **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		61		LOW			
2	CITY WEST				LOW			
3	CITY WEST		47	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		55		LOW			
6	CITY EAST		03		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		26		LOW			
[illegible]	PHILLIP (Central)		04		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		74		LOW			
24	BELCONNEN (Centra		88	31A	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		68,43	27A	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)		33,50	LPn	L-MED			
S[illegible]H (Central)		10-39	81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)		59 64	LPn	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE	19					1
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	21	29	46	14	22	

2405 18 31
3823.

TOTAL STAFF ON LEAVE TODAY 12

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 21/11/19 **Manager:** 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 17

Team Leaders: **North:** 22 **South:** 73/37 **Central/Floater:** **Office:** 37/73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24 ✓		LOW			
2	CITY WEST		AM	AM	LOW			
3	CITY WEST		43	65	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		14 ✓		LOW			
6	CITY EAST		61 ✓		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		21	31B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		40 ✓	72V	LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		29 31	LPR	LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		59 33	LPR	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		64 ✓	27B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		04 ✓		LOW			
49	GREENWAY (Central		39 ✓	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)		03 ✓	28B	L-MED			
S[illegible]TH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	19					1
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	05 18 10	24	13	26	88	13 47 55 56 68 23 38
TOTAL STAFF ON LEAVE TODAY						14

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 20/11/19 **Manager:** 2.2(a)(ii) S2

Day: Monday / Tuesday / (Wednesday) / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination (Hot) / Warm / Cool

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 24

Team Leaders: **North:** 13 **South:** 73 **Central/Floater:** 19 **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		04		LOW			
2	CITY WEST				LOW			
3	CITY WEST		39	65Y	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		68		LOW			
6	CITY EAST		55		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		05 46	81Q	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		14		LOW			
[illegible]	PHILLIP (Central)		88		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		18		LOW			
24	BELCONNEN (Centra		24	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		50,31	LPR	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		43		LOW			
49	GREENWAY (Central		26	27B	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)			29,47	LPR	HIGH			
NORTH (Belconnen)					LOW			
[illegible]TH (Central)			33-64	LPR	L-MED			
S[illegible]TH (Central)			03, 61	28B	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
	59	22				2
SICK LEAVE	10					1
*REC LEAVE	21					1
SPECIAL LEAVE	73					1
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	23	38				2
TOTAL STAFF ON LEAVE TODAY						7

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) (Y) N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 19/11/19 **Manager:** 2.2(a)(ii)

Day: Monday / (Tuesday) / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination (Hot) / Warm / Cool

No. of Parking & Information Officers: 20 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 25

Team Leaders: **North:** 37 **South:** 13/22 **Central/Floater:** 19 **Office:** 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		18		LOW			
2	CITY WEST				LOW			
3	CITY WEST		24	72V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		04		LOW			
6	CITY EAST		88		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		74, 55		LOW			
56	TURNER				LOW			
18	PHILLIP (North)		05 10		LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	33 47	40		LOW			
24	BELCONNEN (Centra	LPR	31	28B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		64, 50	LPR	HIGH			
36	KINGSTON		59, 29	LPR	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		68		LOW			
49	GREENWAY (Central		43	27B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]H (Central)		14	65X	L-MED			
S[illegible]H (Central)		26	81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE	61	03				2
*REC LEAVE	39	21				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	23	38				2

TOTAL STAFF ON LEAVE TODAY 6

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) (Y) N
(Y) N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 18/11/19 **Manager:** 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 22.

Team Leaders: **North:** 13. **South:** 73. **Central/Floater:** **Office:** 37.

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		05.		LOW			
2	CITY WEST				LOW			
3	CITY WEST		74	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		26		LOW			
6	CITY EAST		14		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		43	27B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		18		LOW			
[illegible]	PHILLIP (Central)		55	72V	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		10 88		LOW			
24	BELCONNEN (Centra		68	65X	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		04		LOW			
49	GREENWAY (Central		21.	28B.	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)		31 64	LPR	L-MED			
S[illegible]H (Central)		5059	LPR	LOW			
SOUTH (Phillip)		3329	LPR.	LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	47	40				2
		↳ HALF DAY.				
SICK LEAVE	61	03	24			3
*REC LEAVE	39					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.	23	38				2
TOTAL STAFF ON LEAVE TODAY						8

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 17/11/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 4 **No. of Team Leaders:** 1 **TOTAL ON DUTY:** 5

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 73 **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		39	45V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		26	28B	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		40	72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		39		LOW			
[illegible]	PHILLIP (Central)		"		LOW			
[illegible]	PHILLIP (Industrial)		"		MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		39	45V	HIGH			
36	KINGSTON		"		LOW			
36 A	KINGSTON FORSHOR		"		LOW			
37	DICKSON		40		LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)				L-MED			
S[illegible]H (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 16/11/19 **Manager:** S3

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 6 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 9

Team Leaders: **North:** 22 S3 **South:** ____ **Central/Floater:** 73 **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		40	72V	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		03	27B	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		55	29B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		39	30B	LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		88	31B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON		14	28B	LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)					HIGH		
NORTH (Belconnen)	3	LPR	22,S3	41B	LOW		
[illegible]TH (Central)					L-MED		
S[illegible]H (Central)					LOW		
SOUTH (Phillip)					LOW		
SOUTH (Tuggeranong)					MED		

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY ____

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES ____ ____ ____

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 15/11/19 **Manager:** 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 26

Team Leaders: **North:** 13 **South:** 19 **Central/Floater:** 3 **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	39		LOW			
2	CITY WEST	1			LOW			
3	CITY WEST	1	40	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	55		LOW			
6	CITY EAST	1	74		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	21		LOW			
[illegible]	PHILLIP (Central)	1	14	28B	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	2	26 10		LOW			
24	BELCONNEN (Centra	1	38	72V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	1	88	65X	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	23		HIGH			
36	KINGSTON	2	LPR 50,	33	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON	1	68		LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	3	LPR 59, 2[illegible]	03 45[illegible]	L-MED			
S[illegible]H (Central)	2	18, 24	27B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	2	LPR 31,	64	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	52	47				
SICK LEAVE	61	04	43	05		
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 14/11/19 **Manager:** 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 17

Team Leaders: North: 37 South: 73 Central/Floater: 19 Office: 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	40		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	39		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	03		LOW			
6	CITY EAST	1	18		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	23		LOW			
[illegible]	PHILLIP (Central)	1	24	45V	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	21	28B	LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	14	27B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS LPR Residential 64, 33

NORTH (Gungahlin/Mitchell)	1			HIGH			
NORTH (Belconnen)				LOW			
[illegible]H (Central)	1	38	81Q	L-MED			
S[illegible]H (Central)	2	29, 31 LPR		LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	39	52				2
SICK LEAVE	43	04	05			3
*REC LEAVE	61					1
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 13/11/19 **Manager:** 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 5 **TOTAL ON DUTY:**

Team Leaders: **North:** 73 **South:** 19 **Central/Floater:** 22 **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	3	LPR 50,47		LOW			
2	CITY WEST		33	72V	LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	05		LOW			
6	CITY EAST	1	38		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	2	03,10		LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	74		LOW			
[illegible]	PHILLIP (Central)	1	18		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	24		LOW			
24	BELCONNEN (Centra	1	14	27B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	39		HIGH			
36	KINGSTON	1	55	31B	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)	1	26		LOW			
49	GREENWAY (Central	1	88	81Q	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS residential - LPR 59,31

NORTH (Gungahlin/Mitchell)	2	LPR 64,29		HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	1	43	45V	L-MED			
S[illegible].H (Central)	1	68	65X	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	23	21	40			
SICK LEAVE	04					
*REC LEAVE	61					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 12/11/19 **Manager:** 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 24

Team Leaders: **North:** 22 **South:** 73 **Central/Floater:** **Office:** 37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	14		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	23		LOW			
6	CITY EAST	1	88	45V	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	~~1~~ 1	18		LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	55		LOW			
[illegible]	PHILLIP (Central)	1	26		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	59		LOW			
24	BELCONNEN (Centra	2	LPR 31	50	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON / Forrest	1	40	72V	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/~~FORREST~~	2	LPR 33	29	HIGH			
36	KINGSTON	1	43		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	38, 03	27B	HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	2	68, 10	81G	L-MED			
S[illegible]H (Central)	1	39	31B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	2	LPR	64, 47	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	19	21	24			
SICK LEAVE	13	05	09			
*REC LEAVE	61					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 11/11/19 **Manager:** 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 25 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 28

Team Leaders: **North:** 37 **South:** 19 **Central/Floater:** **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	23		LOW			
2	CITY WEST				LOW			
3	CITY WEST	2	55, 10		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	68		LOW			
6	CITY EAST	1	39		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	1	26		LOW			
56	TURNER	1	~~14~~	72V	LOW			
18	PHILLIP (North)	1	38		LOW			
[illegible]	PHILLIP (Central)	1	03		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	05		LOW			
24	BELCONNEN (Centra	1	18	28B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON + Forrest	2	47, 31	LPR	HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/~~FORREST~~	1	88		HIGH			
36	KINGSTON	1	40		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON		14		LOW			
48	GREENWAY (North)	1	64	45V	LOW			
49	GREENWAY (Central	2	59, 33 LPR		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	2	59, 33	LPR	HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	1	21	65X	L-MED			
S[illegible].H (Central)	2	43, 74	81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	2	~~50~~, 29	LPR	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	73					
SICK LEAVE	13	04				
*REC LEAVE	61	24				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

28

Date: 8/1/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 17

Team Leaders: North: 13 South: 22 Central/Floater: 73 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		55	65X	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		26		LOW			
8	ACTON				LOW			
5	CITY EAST		21		LOW			
6	CITY EAST		23		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		40		LOW			
[illegible]	PHILLIP (Central)		39	29D	LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		03		LOW			
24	BELCONNEN (Centra		38	29D	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~				HIGH			
43	~~FYSHWICK~~		24,43	22V	HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		88		LOW			
49	GREENWAY (Central		68,10	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)	LPR	31,29,47,59		L-MED			
S[illegible]H (Central)	LPR	33,64		LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	R	74				
SICK LEAVE	05	04				
*REC LEAVE	32	14				
SPECIAL LEAVE	61					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	0840				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

28,

Date: 7/4/19 **Manager:** _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 15 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 19

Team Leaders: North: 19 South: 13 Central/Floater: 73 Office: 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST		43		LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		74		LOW			
6	CITY EAST		26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		23,88		LOW			
[illegible]	PHILLIP (Central)		18,10		LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra		LPR	64,47	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	~~PARKES~~				HIGH			
43	~~FYSHWICK~~		38,55	45V	HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		21		LOW			
49	GREENWAY (Central		39	27B	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		68,03	72V	HIGH			
NORTH (Belconnen)				LOW			
[illegible]TH (Central)		40 LPR	31,33	L-MED			
S[illegible]H (Central)		24	81Q	LOW			
SOUTH (Phillip)		LPR	59,29	LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	05	04				
*REC LEAVE	37	14				
SPECIAL LEAVE	61					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)

	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

28

Date: 6/11/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 11 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 15

Team Leaders: **North:** 37 **South:** 22 **Central/Floater:** 13 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		47		LOW			
2	CITY WEST				LOW			
3	CITY WEST		88		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		18		LOW			
6	CITY EAST		55		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		24,10		LOW			
1	PHILLIP (Central)		43	72V	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra		64,29 LPR		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON		68,26	81Q	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		74	27YS	LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	33,50	38 + LPR 65		L-MED			
SOUTH (Central)				LOW			
SOUTH (Phillip)		31,55 LPR		LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	73					
SICK LEAVE	05	04	40	23		
*REC LEAVE	21	14	39	03		
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
24	0835				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

28, 37,

DAILY PATROL SCHEDULE

Date: 5/11/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 19

Team Leaders: **North:** 37/13 **South:** 73 **Central/Floater:** 37/19+13 **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		38		LOW			
2	CITY WEST				LOW			
3	CITY WEST		03		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		39		LOW			
6	CITY EAST		43		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		88	27B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		68		LOW			
1	PHILLIP (Central)		74		LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		26		LOW			
24	BELCONNEN (Centra		40	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		LPR	29,31,64	HIGH			
36	KINGSTON		LPR	42,59,50	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/~~Mitchell~~)		18,23	72V	HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		10,24	65X	L-MED			
SOUTH (Central)		55	81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE	05	04				
*REC LEAVE	21	14	33			
SPECIAL LEAVE	61					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 4/11/19 **Manager:** _____

Day: (Monday) / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: (Fine) / Rain / Combination Hot / (Warm) / Cool

No. of Parking & Information Officers: 11 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 15

Team Leaders: North: 37 **South:** 73 **Central/Floater:** 13 **Office:** 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		24	2213	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40		LOW			
6	CITY EAST		68		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		26		LOW			
1	PHILLIP (Central)		10, 38	45U	LOW			
2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		43		LOW			
24	BELCONNEN (Centra		55	29B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		LPR 64,59		HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23		LOW			
49	GREENWAY (Central		18	72U	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		31,50 LPR		HIGH			
NORTH (Belconnen)				LOW			
[illegible]RTH (Central)	65X	74 + LPR	4788,29	L-MED			
S[illegible]TH (Central)				LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	22					
SICK LEAVE	03	04	05	28		
*REC LEAVE	21	39	14	33		
SPECIAL LEAVE	61					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
23	0840				

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 01 / 11 / 19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 6 **TOTAL ON DUTY:** 22

Team Leaders: **North:** 37 **South:** 73 **Central/Floater:** 19 **Office:** 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	LPR	33;47		LOW			
2	CITY WEST				LOW			
3	CITY WEST		23	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		26		LOW			
6	CITY EAST		21		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		39	45V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		04		LOW			
21	PHILLIP (Central)		68	72V	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		38		LOW			
24	BELCONNEN (Central)		74	31B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		03 10		LOW			
36	KINGSTON		40	81D	LOW			
37	DICKSON		43	30B	LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	LPR	29; 59		L-MED			
SOUTH (Central)		88	27B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 2 / 12 / 19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 13 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 18

Team Leaders: North: 73 **South:** 64 **Central/Floater:** 37/19 **Office:** 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		55		LOW			
2	CITY WEST				LOW			
3	CITY WEST		74	81Q	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		43		LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		23	45V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
21	PHILLIP (Central)				LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		50;59		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		26	30B	LOW			
36	KINGSTON		33;47;88		LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell)					HIGH			
NORTH (Belconnen)					LOW			
NORTH (Central)			10	72V	L-MED			
SOUTH (Central)			61;68	31B	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 3/12/19 Manager: 2.2(a)(ii) S2

22 OFFICER

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 No. of Team Leaders: 4 TOTAL ON DUTY: 18

Team Leaders: North: 37 South: 13 Central/Floater: 23 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST		LPR		LOW			
3	CITY WEST		88.33	59	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		04		LOW			
6	CITY EAST		39	30B	LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		26	65Y	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		43		LOW			
[redacted]	PHILLIP (Central)		40	27B	LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		10		LOW			
24	BELCONNEN (Centra		61	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	LPR	47,31		HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell	LPR	50,23		HIGH			
NORTH (Belconnen)				LOW			
[redacted]H (Central)		05 68	72V	L-MED			
S[redacted]TH (Central)		55 74	45V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	14	03	23			
*REC LEAVE	21	24				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY 5

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

* EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 04/12/19 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 18 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 22

Team Leaders: North: 73 **South:** 77 **Central/Floater:** 64 **Office:** 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		14		LOW			
2	CITY WEST				LOW			
3	CITY WEST		40	65X	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		74		LOW			
6	CITY EAST		10		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		03	27B	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		04		LOW			
21	PHILLIP (Central)		39	81Q	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		26		LOW			
24	BELCONNEN (Central)		68	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		43	48V	LOW			
36	KINGSTON		55	30B	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		29;31		HIGH		
NORTH (Belconnen)				LOW		
NORTH (Central)		50;33		L-MED		
SOUTH (Central)		47;88;59		LOW		
SOUTH (Phillip)				LOW		
SOUTH (Tuggeranong)				MED		

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE						
*REC LEAVE						
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 05/12/19 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 26

Team Leaders: North: 64 **South:** 13 **Central/Floater:** 37/73 **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		21		LOW			
2	CITY WEST				LOW			
3	CITY WEST		26		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST		61		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		39	72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	LPR 47;50	03	65X	LOW			
21	PHILLIP (Central)		43		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		14		LOW			
24	BELCONNEN (Central)		10	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES	38			HIGH			
44	CAPITAL HILL	31			HIGH			
32	RUSSELL	59			HIGH			
33/35	GRIFFITH/FORREST	LPR	04		LOW			
36	KINGSTON		68	31B	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		23		LOW			
49	GREENWAY (Central)		55	45V	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	47;50		HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)				L-MED			
SOUTH (Central)		40;05	81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE						
SICK LEAVE	14					
*REC LEAVE	24	19				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 6 / 12 / 19 Manager: 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 23.

Team Leaders: North: 22. **South:** 73. **Central/Floater:** 37 **Office:** 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		61		LOW			
2	CITY WEST				LOW			
3	CITY WEST		24		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		21		LOW			
6	CITY EAST		55		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		14	65X	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		68	72V	LOW			
[redacted]	PHILLIP (Central)		04		LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		03.		LOW			
24	BELCONNEN (Centra		39	30B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON	LPR	33-29		HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		40,43	31B	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOF				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)		26		LOW			
49	GREENWAY (Central		23	28B.	LOW			
50	GREENWAY (South)				HIGH			
MOBILE PATROLS								
NORTH (Gungahlin/Mitchell					HIGH			
NORTH (Belconnen)					LOW			
[redacted]H (Central)			05 10	81Q	L-MED			
S[redacted]TH (Central)		LPR	88 31	.	LOW			
SOUTH (Phillip)					LOW			
SOUTH (Tuggeranong)					MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	64	59				2
SICK LEAVE	74					1
*REC LEAVE	19	50				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.	38					
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

Date: 09/12/19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Smoke Haze. Hot / Warm / Cool

No. of Parking & Information Officers: 21 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 24

Team Leaders: North: 64 **South:** ____ **Central/Floater:** 13/37 **Office:** 13/37

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		29		LOW			
2	CITY WEST				LOW			
3	CITY WEST		39		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		03		LOW			
6	CITY EAST		04		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)		21	72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)		14	27B	LOW			
21	PHILLIP (Central)		61		LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		24		LOW			
24	BELCONNEN (Central)		40	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		74	28B	HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		23		LOW			
36	KINGSTON	LPR	47		LOW			
37	DICKSON	88,47			LOW			
48	GREENWAY (North)	~~LPR~~	55		LOW			
49	GREENWAY (Central)	~~[illegible]~~			LOW			
50	GREENWAY (South)		40	31B	HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		05,26	65X	HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)	LPR 59;33			L-MED			
SOUTH (Central)		18,43	41V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	73	68				
SICK LEAVE	22	31				
*REC LEAVE	19					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 11/12/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 12 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 16

Team Leaders: **North:** 64 **South:** 37 **Central/Floater:** 13,18 **Office:** 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	~~CITY WEST~~		74, 26,		LOW			
3	~~CITY WEST~~		24, 10,		LOW			
4	~~CITY WEST~~		55		LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	~~PHILLIP (North)~~	E.Train	68, 05,		LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		31,80	LRR	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	~~FYSHWICK~~		13,18		HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
~~49~~	~~GREENWAY~~ (Central	NTh	LRR	29,59,40	LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		LRR 47,33		HIGH			
NORTH (Belconnen)				LOW			
[illegible]H (Central)		04, 61	45V	L-MED			
S[illegible]TH (Central)		39, 43	81Q	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	14	21	73	50		
SICK LEAVE						
*REC LEAVE	23	03				
SPECIAL LEAVE	22					
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	5min				
04	5min				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

64 ?

Date: 12/12/19 **Manager:** _____

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 14 **No. of Team Leaders:** 5 **TOTAL ON DUTY:** 19

Team Leaders: **North:** 13 **South:** 73 **Central/Floater:** 19 **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		04,10	72V	LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
[redacted]	PHILLIP (Central)				LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		26,05.	30B	LOW			
24	BELCONNEN (Centra		08		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		88,29	LPR	HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOF				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central	Admin	21,61,40		LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)		LPR	47,31	HIGH			
NORTH (Belconnen)		55,43	31B	LOW			
[redacted] (Central)		18,23	65X	L-MED			
[redacted] (Central)		14,74	91Q	LOW			
SOUTH (Phillip)		LPR	33,59	LOW			
SOUTH (Tuggeranong)		39,24,03	45V	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF *FLEX LEAVE	1	2	3	4	5	TOTAL
SICK LEAVE	37					
*REC LEAVE	50					
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.	38					
STAFF TRAIN.						

TOTAL STAFF ON LEAVE TODAY

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5
CENTRAL	1	2	3	4	5
SOUTH	1	2	3	4	5

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 13/12/15 Manager: _____

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 No. of Team Leaders: 5 TOTAL ON DUTY: 21

Team Leaders: North: 73 South: 64 Central/Floater: 22,13 Office: 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST		14	81Q	LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		40		LOW			
6	CITY EAST		26		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)		10		LOW			
[illegible]	PHILLIP (Central)		04	72V	LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)		74		LOW			
24	BELCONNEN (Centra		21	29B	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON		LPR 47,	88,39	HIGH			
30	~~PARKES~~				HIGH			
43	~~FYSHWICK~~				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR		43,23,55	45V	LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/~~Mitchell~~)		18,03	31B	HIGH			
NORTH (Belconnen)				LOW			
[illegible]H (Central)		39,68	65X	L-MED			
S[illegible]TH (Central)		24,61	30B	LOW			
SOUTH (Phillip)		LPR 33,29		LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE						
SICK LEAVE	37	31				
*REC LEAVE	50	05				
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.	38					T.T
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	0838				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 16/12/19 **Manager:** 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 17 **No. of Team Leaders:** 4 **TOTAL ON DUTY:** 21

Team Leaders: North: 37 **South:** 13 **Central/Floater:** 64 **Office:** 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	03		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	61		LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	26		LOW			
6	CITY EAST	1	~~40~~		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)	1	55	72V	LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	39		LOW			
[redacted]	PHILLIP (Central)	1	14	30B	LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)	1	10		LOW			
24	BELCONNEN (Centra	1	24	45V	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	1	68	31B	HIGH			
36	KINGSTON	1	88	29B	LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	29,59		HIGH			
NORTH (Belconnen)				LOW			
[redacted]H (Central)	1	21	31Q	L-MED			
S[redacted]TH (Central)	2	23,04	65X	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	LPR	50,31		MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	33	74	15			3
SICK LEAVE	73	40				2
*REC LEAVE	43	47	05			3
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 17/12/19 Manager: 2.2(a)(ii) 52

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 19 No. of Team Leaders: 6 TOTAL ON DUTY: 25

Team Leaders: North: 64 South: 22 Central/Floater: 13 Office: 37, 19, 73

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	18		LOW			
2	CITY WEST				LOW			
3	CITY WEST	1	23	45V	LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST	1	14		LOW			
6	CITY EAST	1	61		LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	24		LOW			
[redacted]	PHILLIP (Central)	1	26	81Q	LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST	2	39 10	30B	HIGH			
36	KINGSTON	LPR	31, 29		LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	LPR	88, 33		HIGH			
NORTH (Belconnen)	2	68, 55	72V	LOW			
[redacted] (Central)	1	05	31B	L-MED			
[redacted] (Central)	LPR	59, 50		LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	2	21, 04	65X	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	L					
SICK LEAVE	03	40	74			3
*REC LEAVE	43	47				2
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
61	6				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

* Completed schedules are to be filed in the Daily Patrol Scehdule binder on a daily basis.

DAILY PATROL SCHEDULE

Date: 19/12/19 **Manager:** Thursday

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 16 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 19

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 64 **Office:** 19 + 22

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST	1	39	816	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	21	65X	LOW			
[illegible]	PHILLIP (Central)				LOW			
[illegible]2	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra	LPR	31,59		LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST		33,50		HIGH			
36	KINGSTON	LPR			LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS COSMO = 24,55,74

NORTH (Gungahlin/Mitchell)	2	40,61	72V	HIGH			
NORTH (Belconnen)				LOW			
[illegible]H (Central)	LPR	29 88		L-MED			
S[illegible]TH (Central)	2	26,05	28B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	1	14	31B	MED			

Office Staff

2.2(a)(ii) ____ Y N
____ Y N

Temp Office Staff

____ Y N
____ Y N

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF *FLEX LEAVE	18	13	10	15		4
SICK LEAVE	22	04				2
*REC LEAVE	57	03	43	47	68	5
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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ACT Parking Operations - Commercial In Confidence

DAILY PATROL SCHEDULE

COSMO = 24, 74, 26, 05

Date: 20/12/19 **Manager:** 2.2(a)(ii) S2

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Hot / Warm / Cool

No. of Parking & Information Officers: 9 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 12

Team Leaders: **North:** ____ **South:** ____ **Central/Floater:** 64 **Office:** 22, 19

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST	1	14	31B	LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)	1	23	81Q	LOW			
[redacted]	PHILLIP (Central)				LOW			
[redacted]	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Centra				LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
43	FYSHWICK				HIGH			
33/35	GRIFFITH/FORREST				HIGH			
36	KINGSTON				LOW			
36 A	KINGSTON FORSHOR				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	1	39	28B	HIGH			
NORTH (Belconnen)				LOW			
[redacted]H (Central)	LPR	29,88,33		L-MED			
S[redacted]TH (Central)	2	40,61	30B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)	1	21	65X	MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

	1	2	3	4	5	TOTAL
NO. OF STAFF						
*FLEX LEAVE	13	04	98	10		4
SICK LEAVE						
*REC LEAVE	03	43	68	73	37	5
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIM						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins
40	5				
61	10				

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii) Y N
Y N

Temp Office Staff

Y N
Y N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

* If staff are late for duty the absence time is to be recorded (eg. 5 minutes). The relevant Team Leader is to be notified and the appropriate action taken.

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DAILY PATROL SCHEDULE

Date: 23 / 12 / 19 **Manager:** 2.2(a)(ii)

Day: Monday / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination (Smoke Haze) Hot / Warm / Cool

No. of Parking & Information Officers: 11 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 14

Team Leaders: North: ____ **South:** ____ **Central/Floater:** 19 **Office:** ____

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST		26; 74	28B	LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST				LOW			
8	ACTON				LOW			
5	CITY EAST		26; 74	28B	LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
21	PHILLIP (Central)				LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		61; 05	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST		10	31B	LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)	29; 88	LPR		HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		03; 23	65X	L-MED			
SOUTH (Central)		40; 18	72V	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	54	59	50	55		4
SICK LEAVE						
*REC LEAVE	24	33	64	43	14	11
	21	47	75	68	37	38
SPECIAL LEAVE	39	31				2
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

*Staff who telephone advising that the are not attending for duty are to be recorded as an Unsheduled Ansence above. The time called is to be recorded and the reason for the absence is to be established at the time of the call (Note: staff are required to notify a Team Leader by 10:00 hrs for reason of absence).

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DAILY PATROL SCHEDULE

12 15 pm

Date: 24 / 12 / 19 **Manager:** 2.2(a)(ii)

Day: **Monday** / Tuesday / Wednesday / Thursday / Friday *(normal working hours)*
Friday Evening / Saturday Morning / Sunday *(extended working hours)*
Mid Week Overtime: Tuesday / Wednesday *(extended working hours)*

Weather: Fine / Rain / Combination Smoke Haze Hot / Warm / Cool

No. of Parking & Information Officers: 12 **No. of Team Leaders:** 3 **TOTAL ON DUTY:** 15

Team Leaders: North: / **South:** / **Central/Floater:** 19 **Office:** 13

Patrol	SUBURB (Patrols)	No.INSP	AUTH No.	VEH.REG	CHALK	RADIO CHK		
1	CITY WEST				LOW			
2	CITY WEST				LOW			
3	CITY WEST				LOW			
4	CITY WEST		05;09;23	72V	LOW			
8	ACTON				LOW			
5	CITY EAST				LOW			
6	CITY EAST				LOW			
7	CITY EAST				LOW			
15	BRADDON (Retail)				LOW			
56	TURNER				LOW			
18	PHILLIP (North)				LOW			
21	PHILLIP (Central)		40;10	65X	LOW			
22	PHILLIP (Industrial)				MED			
23	BELCONNEN (East)				LOW			
24	BELCONNEN (Central)		61;39	81Q	LOW			
25	BELCONNEN (West)				HIGH			
26	BARTON				HIGH			
30	PARKES				HIGH			
44	CAPITAL HILL				HIGH			
32	RUSSELL				HIGH			
33/35	GRIFFITH/FORREST				LOW			
36	KINGSTON				LOW			
37	DICKSON				LOW			
48	GREENWAY (North)				LOW			
49	GREENWAY (Central)				LOW			
50	GREENWAY (South)				HIGH			

MOBILE PATROLS

NORTH (Gungahlin/Mitchell)				HIGH			
NORTH (Belconnen)				LOW			
NORTH (Central)		29;88;31		L-MED			
SOUTH (Central)		74;18	28B	LOW			
SOUTH (Phillip)				LOW			
SOUTH (Tuggeranong)				MED			

LEAVE FOR STAFF. DAILY (MAX 5)*

NO. OF STAFF	1	2	3	4	5	TOTAL
*FLEX LEAVE	26					1
SICK LEAVE						
*REC LEAVE 59	14	64	50	38	24	15
	33	21	43	73	64	47 37 55 68
SPECIAL LEAVE						
COMP. LEAVE						
LONG SERVICE L.						
LWOP						
STAFF PART TIME						
STAFF A.H.D.						
STAFF TRAIN.						
TOTAL STAFF ON LEAVE TODAY						

STAFF LATE FOR DUTY: (minutes late)

No.	Mins	No.	Mins	No.	Mins

RADIO CHECK TIMES			

RADIO RECEPTION 1 TO 5

NORTH	1	2	3	4	5	
CENTRAL	1	2	3	4	5	
SOUTH	1	2	3	4	5	

BAD GOOD

Office Staff

2.2(a)(ii)	Y	N
	Y	N

Temp Office Staff

	Y	N
	Y	N

STAFF OUTSOURCED

UNSCHEDULED ABSENCES (record staff who phone advising they are not attending for duty)

Time called	Staff Member	Reason Given	Spoke to TL	Time called	Staff Member	Reason Given	Spoke to TL

*** EACH STAFF MEMBERS ACTIVITIES/ABSENCES ARE TO BE ACCOUNTED FOR AND RECORDED EACH DAY**

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