

ASS. REC. BY:

REF: CS/III20012950/Esd3

Special Instruction:

Surveyor
Merimen

STEVE

ASSIGNMENT (Office)

Date/Time: 24/11/2020@ 2.33PM

From (Person): GABRIEL WEE

of

Estimated Cost:

Bill to:

OD TP WS TP RES / OD RES / EVA / INV / MV / CS

To Inspect Vehicle No: GBK 3085D

Insured:

at Workshop m/s _____ EFFICIENT MOTOR

Tel: 8723 3003

of 56 LOYANG WAY#06-07

Policy No: D19MFL0005549

Claim No:

Sum Insured:

Excess: TBA

Make of Veh:
(Client's Record

D.O.A 22/11/2020

CA / **REV** / REP. / REV 24 HRS

H.O.D. Endorsement:

Date/Time: 24/11/2020@2.40pm Person Contacted: JESSIE

Vehicle **IN** OUT

Date Time

Action/Instruction	(✓)	Estimate
1. Review the project scope and objectives.		
2. Identify the key stakeholders and their roles.		
3. Develop a detailed project plan and timeline.		
4. Allocate resources and budget.		
5. Monitor progress and communicate regularly.		
6. Evaluate the project outcomes and lessons learned.		

GBK 3085D-x