



ShutDown Day #	Daily Review Meeting - PTP 2 Extension Work						Date	Day	
1							16/04/2026	Thursday	
Members Present	RVP	PBS	ManiKanta	SubaRao	J Basha	Chakrpani	For The day	MTD	
	Hari	Dariya vali	Naga Babu	Teja			9	9	
Absent (for the day)	Teja						1	1	
Key High Lights Of Yesterday	#	Task in Detail							
		Received Materials from Shrinue Engg for the past few days, to start with Shutdown activity							
		Chan basha and His team working on Stem complex and Stem dryer relocation work							
		Arranged Fire Safety Equipment near the Work area							
	Arranged for Next days POOJA								
Incident of Accident / Fire (If Any)		NA					MTD	Zero	
Name	#	Activity planned for the day							
Subba Rao		Listed Activity - ELE 01 and ELE 02 Started							
(6PPL)		Opening meeting with Electrical Support staff and Vendor PL - Briefed about Project							
ManiKantta		Started with : MECT 06 , 47,79							
(15 PPL)~ 6 Teams									
NagaBabu									
		Job Work for Spare development - inprogress - ie Tipping tables shaft , gear etc							
J Banasha		Stem Complex dragged and moved to a new location							
(3 PPL) / Chan Basha									
Chakrpani		Identified and started with the listed work as Mentioned Below							
(7 PPL)		Activity : UT 2-6-8-13							
Hari		Shopfloor Cleaning is Going on							
(6 + 17 PPL)									
Contractor	Planned	Ongoing	Complete	Contractor	Planned	Ongoing	Completed	Summery	
Shrinu				Bhanu				Planned	
Muiddin									
Abdullah								Completed	
Rafi									
Contract Manpower Summery									
Name of Contractor	For the day	MTD	Name of Contractor	For the day	MTD	TOTAL			
Shrinu Engg	9	9	Bhanu	0	0	For the day	MTD	24	
Chan Basha	5	5	Bulliyya	0	0				
Muiddin	5	5	Sunny	0	0				
Rafi	0	0							
Abdullh	5	10				24	24		
Material Received (If any)				Daily Wages (for the day)		Status Updation			
				Male	Female	On Zoho			
			35	36	Yes			No X	
New PO/WO raised (If any)				Daily Wages MTD		On Landing Page			
				Male	Female	Yes X			No
Open Activty				35	36	Communicated			
(Need Input From TOP)				Total MTD	71	Yes			No X
Activity Completion Matrics							Signature		
Location	Planned	Ongoing	Completed	% Completion			Production Manager		
Tipping Line	20	1	0						
Butts Line	24	0	0						
Thrushing (4 stages)	63	2	0						
NTRM + LRD+ Final Packing	4	1	0						
SRD + Stem complex	18	2	0						
Utility	35	3	0						
Electricals	23	2	0						
New Add-on activity (if any)							Project Manager		
SPI - Schedule Performance Index				EV	Avg % Completion				
PV - Shut down Window - 45 days									
Note : SPI = 1 (OK) if SPI less than 1 (Behind Schedule) if SPI More than 1 (Good - Ahead of Schedule) Visit : www.ptp2.ttserver.in									