

**All Trades**

Job # \_\_\_\_\_

- Prompt pay/paperwork processing
- Clear jobsite—ready for trade to begin
- Adequate lead/change times within scheduling process
- Inclusion in short/long term planning
- Good training
  - Use of checklists
  - Mutual inspections
  - Scope of work section from manual
- Recognition for doing well
- Attention and appreciation shown in big and small ways
- Professionalism and good leadership
- Other, as needed

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