



EMMANUEL BAPTIST ADMINISTRATIVE OPERATIONS ACTIVITY TRACKING

Ref#	Assigned To	Customer	Name/Description	Activity	% Complete	Est. Hrs	Week Ending
		Requestor		Action Taken:			
		Impact		To Do:			
				Date Completed:			
		Requestor		Action Taken:			
		Impact		To Do:			
				Date Completed:			
COMPLETED TASKS							

NOTES/OUTSTANDING ISSUES:

DECISION POINTS: (Points for Pastor to Approve/Take Action)

- 1.
- 2.

