

| <b>Where does my time go ?</b>   |                                     |             |
|--|-------------------------------------|-------------|
| <b>Number of hours available</b>   | <b>48 hours per week * 52 weeks</b> | <b>2496</b> |
| Time to perform inspections  | Perform 250 inspections @ 2.5 hours | 625         |
| Marketing  | Ten hours a week                    | 520         |
| Business administration  | Four hours a week                   | 208         |
| Driving time, inspection   | .75 hours per inspection @ 250      | 188         |
| Write reports, collate and mail  | 250 inspections @ 1 hr              | 250         |
| Lunch  | .5 per day 6 days a week            | 156         |
| Time when nothing gets accomplished  | .5 hours per day                    | 156         |
| Driving time, radon pick up  | .75 hours per inspection @ 200      | 150         |
| Answer client questions & inquiries  | Ten minutes per inspection @ 250    | 42          |
| Vacation   | 14 days                             | 112         |
| Continuing education   | 20 HI 2 WDI 4 Radon                 | 26          |
| Holidays   | six days                            | 48          |
| Sick Time  | Two days                            | 16          |
|  |                                     | <b>2496</b> |
|  |                                     |             |
|  |                                     |             |
| <b>Number of hours available</b>   | <b>63 hours per week * 52 weeks</b> | <b>3276</b> |
| Time to perform inspections  | Perform 400 inspections @ 2.5 hours | 1000        |
| Marketing  | Ten hours a week                    | 520         |
| Business administration  | Five hours a week                   | 260         |
| Driving time, inspection   | .75 hours per inspection @ 400      | 300         |
| Write reports, collate and mail  | 400 inspections @1 hr               | 400         |
| Lunch  | .5 per day 6 days a week            | 156         |
| Time when nothing gets accomplished  | .5 hours per day                    | 156         |
| Driving time, radon pick up  | .75 hours per inspection @ 300      | 225         |
| Answer client questions & inquiries  | Ten minutes per inspection @ 400    | 66          |
| Vacation   | 14 days                             | 112         |
| Continuing education   | 20 HI 5 WDI 4 Radon                 | 29          |
| Holidays   | six days                            | 48          |
| Sick Time  | Two days                            | 16          |
|  |                                     | <b>3288</b> |
| These times are provided as an example, you should expect the times you spend on each item to vary depending on your level of experience, time of year, etc. |                                     |             |