

THE DAILY RHYTHM

NU-GOV-008 · Rev 1.0
Effective 08-03-26

Open → Mid-day → Close. One page that says which card governs each part of the day — nothing here is a new rule.

What this is	The index for three existing documents. It invents nothing — every line below is already an approved rule, just pointed at the right hour of the day.		
Applies to	Every Nova crew, every day we roll.	Owner	Field Supervisor

1.0 THE THREE WINDOWS

WHEN	GOVERNED BY	WHAT HAPPENS	WHO
NIGHT BEFORE 5:00 PM	NU-GOV-004 Daily Loop	TOMORROW posted in NOVA — DISPATCH: report time, yard/job address, WO#, truck & trailer, run sequence, locate status.	Supervisor
OPEN at the yard	NU-GOV-006 Card 05-A — FRONT	9-step morning gate: tags → pre-trip DVIR → fuel ≥ ½ tank → trash/cab → shadow boards match → rigging shaken → safety loadout counted out loud → PPE on → ROLLING photo posted. Any line that fails, the truck does not roll.	Crew Lead
MID-DAY lunch + shift	NU-GOV-006 Card 05-A — BACK + NU-FLD-200 if-thens	Lunch strip (5 lines): grease zerks → hydraulic/mud/water top-off → bore log read-back with Locator → ticket-life check today+tomorrow → eat/drink. Anything off-plan mid-shift runs the Recipe Book if-then for that trigger, and any problem goes up inside 15 minutes (Daily Loop Rule 3).	Crew Lead / Operator + Locator
CLOSE truck	Nova Daily Truck Log — Section B	11-step end-of-day reset: tools back on the shadow board, cab and deck cleared, fuel topped toward the morning ½-tank floor, flags written in Section C, cleanliness scored in Section D.	Driver / Crew Lead signs
CLOSE comms	NU-GOV-004 7:00 & 7:30 PM	7:00 PM — NUMBERS IN (Crew Lead): DFR complete, production entered, hours in, photos uploaded. 7:30 PM — THE MISS LIST (Dakota Haley , the Checker): one post naming who's missing what, or "ALL IN."	Crew Lead / Dakota Haley

THE DAY IS DONE WHEN

Tomorrow was posted by 5:00 · Card 05-A front passed and ROLLING went out · the truck is reset per Truck Log Section B · numbers are in · the miss list (or "ALL IN") is up. Five things. If all five happened, nobody has to think about whether the day ran right — they can just check the list.

THE ONE HONEST GAP

Mid-day is the thinnest window — it runs on the 5-line lunch strip plus the Recipe Book's if-then rules, not a dedicated stepped card the way Open and Close have. That's enough to run tomorrow. If a pattern of mid-day misses shows up on the Friday Scorecard, that's the signal to build a standalone mid-day card — not before.

NEVER

- Never treat this index as a fourth set of rules. If this page and the card it points to ever disagree, the card wins — fix this page.
- Never skip a window because the next one looks more urgent. Open gates Mid; Mid gates Close. A truck that skipped the morning gate does not get to call the day complete at 7:30.