

# Task Completion & Deliverables Monitoring Sheet

#	Task / Deliverable	Assigned To	Start Date	Due Date	Status	Remarks / Next Steps
1	Enter task or deliverable	Assignee			Pending	Add remarks or next steps
2	Enter task or deliverable	Assignee			Pending	Add remarks or next steps
3	Enter task or deliverable	Assignee			Pending	Add remarks or next steps