

# Site Work Progress Tracking Report

## Project Details

Project Name

Site Location

Date

\_\_\_\_/\_\_\_\_/\_\_\_\_

Report Prepared By

Weather Conditions

## Progress Summary

| Work Activity | Planned Start  | Actual Start   | Planned Finish | Actual Finish  | % Completed | Status |
|---------------|----------------|----------------|----------------|----------------|-------------|--------|
| Excavation    | ____/____/____ | ____/____/____ | ____/____/____ | ____/____/____ | ____%       | _____  |
| Foundation    | ____/____/____ | ____/____/____ | ____/____/____ | ____/____/____ | ____%       | _____  |

## Manpower and Equipment

| Category  | Description | Quantity | Remarks |
|-----------|-------------|----------|---------|
| Labor     | Carpenters  | —        | _____   |
| Equipment | Excavators  | —        | _____   |

## Issues & Delays

Describe any issues, delays or other concerns...

## Remarks & Next Steps

Other remarks or planned work for next period...