

Construction Site Progress Report Template

A **construction site progress report template** streamlines the documentation of daily activities, milestones, and issues on site. This template enhances communication between project stakeholders by providing clear, concise updates. Utilizing it ensures efficient tracking of project advancement and resource management.

Project Details

Project Name	
Project Number	
Date	
Report Prepared By	
Weather Conditions	

Daily Activities

Time	Activity	Responsible Party	Status

Milestones Achieved

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Issues / Challenges

Description	Impact	Action Taken / Required

Resource Usage

Resource	Quantity Used	Total Available	Remarks

Photos / Attachments

(Attach relevant site photos and documents here)

Remarks / Notes

Signatures

Prepared By: _____

Date: _____

Approved By: _____

Date: _____