

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

-
-

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: _____