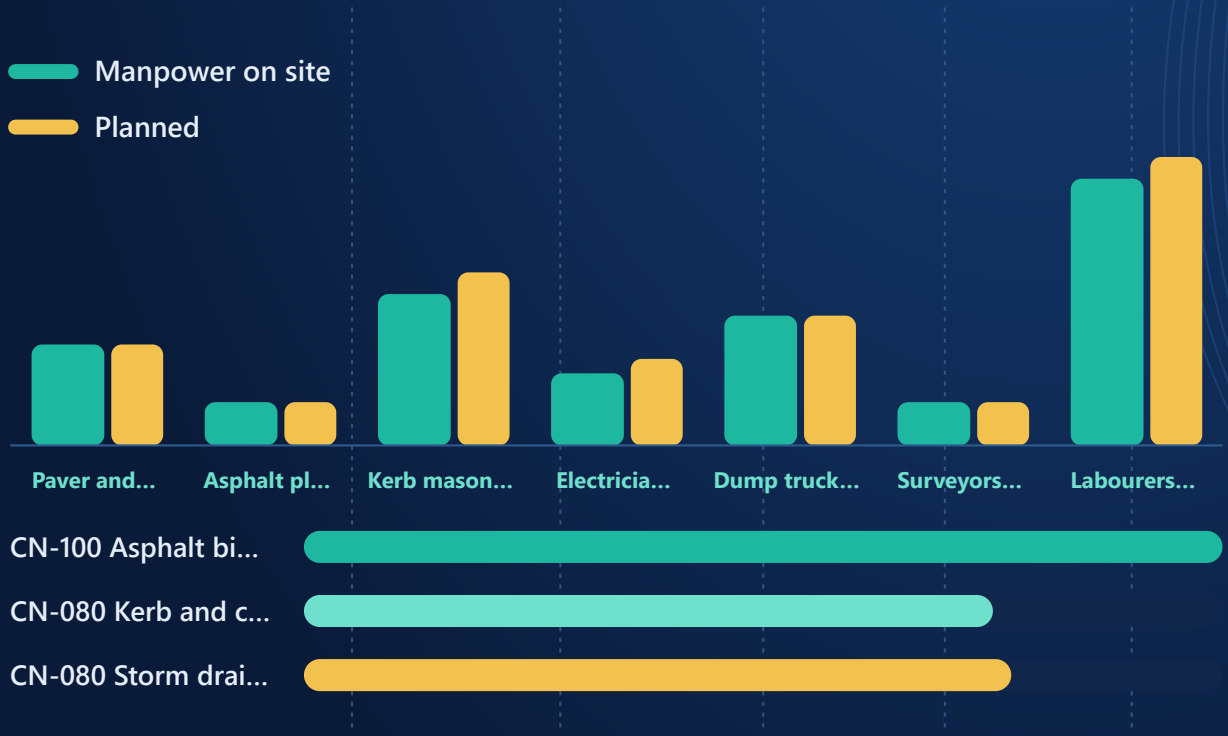
Daily Progress Report

Work done, manpower and equipment on site, recorded day by day.



Sample Project

Client: Urban City

PREPARED & SUBMITTED BY

SP Consultant

in Joint Venture with USF Consultants
info@spconsultant.example
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ISSUE

November 2026

Daily Progress Report — DPR-113

Sample Project · Urban City · Main Contractor LLC · Sample City · 2026-10-30 · Day 113 - Day shift 07:00-17:00 · Prepared by I. Inspector

MANPOWER TODAY	EQUIPMENT WORKING	EQUIPMENT IDLE	AVG. PROGRESS
121 / 129 planned	**17**	**2**	**72%**

OPEN ISSUES	WEATHER HOURS LOST
3	**0**

PROJECT INTRODUCTION

PROJECT NO.	001	PROJECT	Sample Project
CLIENT	Urban City	LOCATION	Sample City
CONTRACT NO.	CW-2026-031	CONSULTANT	SP Consultant in joint venture with USF Consultants
START DATE	10 July 2026	COMPLETION DATE	26 November 2026
REPORT DATE	8 November 2026	STATUS DATE	30 October 2026

Sample Project is being carried out for Urban City at Sample City under contract CW-2026-031. It started on 10 July 2026 and is due for completion on 26 November 2026. This Daily Progress Report sets out the position at 8 November 2026 and has been prepared by SP Consultant in joint venture with USF Consultants.

Weather & Site Conditions

AM CONDITION	PM CONDITION	TEMP. RANGE	RAINFALL	HOURS LOST
Sunny	Sunny	29°C / 15°C	0 mm	0

REMARKS

Dry and clear; temperature fell to 17 °C by 17:00, asphalt laying stopped at 16:00 (SI-031).

Manpower

NO.	TRADE / CATEGORY	COMPANY	PLANNED	TODAY'S ACTUAL	CUMULATIVE	REMARKS
1	Paver and roller crew	Main Contractor LLC	14	14	1290	—
2	Asphalt plant operators	Main Contractor LLC	6	6	540	—
3	Kerb masons and helpers	Main Contractor LLC	24	21	1180	3 absent
4	Electricians (signals and lighting)	City Signals (Pvt) Ltd	12	10	410	Two on the cable delivery
5	Dump truck and plant drivers	Main Contractor LLC	18	18	1960	—
6	Surveyors and lab technicians	Main Contractor LLC	6	6	650	—

NO.	TRADE / CATEGORY	COMPANY	PLANNED	TODAY'S ACTUAL	CUMULATIVE	REMARKS
7	Labourers and flagmen	Main Contractor LLC	40	37	4210	—
8	Site staff	Main Contractor LLC	9	9	1010	—

Equipment

NO.	EQUIPMENT TYPE	COMPANY	TOTAL NOS.	WORKING	IDLE / STANDBY	REMARKS
1	Asphalt paver	Main Contractor LLC	1	1	0	—
2	Tandem and pneumatic rollers	Main Contractor LLC	3	3	0	—
3	Dump trucks	Main Contractor LLC	10	9	1	One under repair
4	Asphalt plant 120 t/h	Main Contractor LLC	1	1	0	—
5	Excavator	Main Contractor LLC	2	1	1	Standby for signal foundations
6	Concrete mixer truck	Rental	2	2	0	—

Activities & Quantities

NO.	ACTIVITY / DESCRIPTION	LOCATION/ZONE	UNIT	PLANNED QTY (TODAY)	ACTUAL QTY (TODAY)	CUMULATIVE TO DATE	% COMPLETE	REMARKS
1	CN-100 Asphalt binder course, last section	Ch 4+400 - 5+000	m2	7200	6900	75000	100%	Binder course complete
2	CN-080 Kerb and channel	Ch 2+600 - 3+200	m	450	410	7500	75%	Slower: 3 masons absent
3	CN-080 Storm drain laterals	Ch 2+400 - 2+800	m	120	120	1850	77%	—
4	CN-120 Signal pole foundations	Junctions J3 and J4	No	8	6	28	55%	Rock found at J4 (RFI-004)
5	CN-120 Street light cabling	Ch 1+000 - 1+600	m	600	600	2900	55%	—

Issues & Delays

NO.	ISSUE / DELAY DESCRIPTION	CATEGORY	RAISED BY	IMPACT	STATUS	REMARKS
1	Asphalt temperature drops below the limit after 16:00 (see NCR-005)	Weather	C. Supervisor	High	Monitoring	Laying stopped at 16:00; insulated trucks requested
2	Signal controllers still in transit; delivery date not confirmed	Material	C. Supervisor	High	Open	Risk R-05; temporary signals ready
3	Rock at the J4 signal pole foundation	Design	I. Inspector	Medium	Open	RFI-004 awaiting answer

Site Instructions

INSTR. NO.	INSTRUCTION / DESCRIPTION	ISSUED BY	ISSUED TO	DATE	REMARKS
SI-031	Stop asphalt laying at 16:00 until further notice (temperature)	C. Supervisor	S. Agent	2026-10-30	—
SI-032	Reset manhole covers MH-31 to MH-36 to the final level before the surface course (NCR-008)	I. Inspector	S. Agent	2026-10-30	—

Prepared By
I. Inspector

Reviewed By

Approved By