

Construction Monthly Report Form

Project Identification

Project Name: _____

Report Month: _____

Prepared By: _____

Monthly Summary

- Activities Completed: _____
- Activities In Progress: _____
- Delayed Activities and Reasons: _____

Milestone Achievements

Milestone	Original Deadline	Achieved Date	Remarks

Resource Allocation

- Total Workforce: _____
- Equipment Utilized: _____
- Additional Resources Required: _____

Financial Performance

- Budget for the Month: _____
- Actual Expenditure: _____

- Variance: _____

Safety and Compliance

- Safety Incidents Reported: _____
- Compliance Inspections: _____
- Corrective Actions Taken: _____

Overall Remarks

1. General Observations: _____
2. Recommendations: _____

Preparer Signature: _____

Date: _____