

Monthly Project Review

August 2023



Project Details:

Project Manager: _____

Project Description: _____

Job No.: _____

Item	Comments & Actions (Note: Any previously raised open actions are required to be carried forward and tracked.)	Responsible	Date Due	Date Closed
Health, Safety & Environment <i>Review HSE Overview Report</i> <i>Trending of Incidents & Accidents to be consider.</i>				
Quality <i>Review Quality Overview Report</i>				
Commerical <i>Contracts</i> <i>Disputes</i> <i>Contract Valuation, Forecasting</i> <i>Variation Statuses</i>				
Resources <i>BMD Staffing</i> <i>Labour</i> <i>Training</i>				
Programme <i>Tracking, EOTs & Target Comp. Date</i> <i>2-Week Look Ahead</i> <i>Delays</i> <i>RFIs</i>				
Procurement <i>Pre-Orders</i> <i>Subcontractors</i> <i>Suppliers</i>				
Estimating Feedback <i>Production Rates</i>				
Close-Out <i>Bank Guarantee Status</i> <i>Handover</i>				

Sign Off:

Prepared By: _____

Signature: _____

Date: _____

Reviewed By: _____

Signature: _____

Date: _____