DAILY WORK REPORT FOR CONTRACT: T5417

DWR Date: 06/21/2013	**Contract ID:** T5417	**Authorized:** No	**Locked:** No	**Paid:** No
Inspector ID: cn513nc	**Inspector:** Nolen, Chris			
High Temp: 89	**Low Temp:** 73	**A.M. Condition:** Intermittent Rain	**P.M. Condition:** Partly Cloudy	
Work Suspended Time: 00:00	**Work Resumed Time:**00:00	**No Work Items Instld:** ☒	**No Contrs Present:** ☒	**No Staff Present:** ☒

Remarks: Yes

Accident	If there was an accident document what happened (facts only) include the accident case number if it can be obtained from the officer. If no accident put "No accidents observed"
Addtl. Weather Descrp.	Document any details about the day's weather. Include time durations, and any effect the weather had on major work items. The P.A. will notify the lead inspector if a weather day shall be granted. If no additional comments are applicable then write "None" or "N/A" ***For the Temperature and Weather Conditions listed above all inspectors use the same resource to obtain the information or obtain information from the Lead Inspector***
Claim Issues	If there was a Claim Issue, or if there is a potential issue that could result in a claim, document what happened. If no Claim Issue put "No Claim Issue" or "None"
Conf. w/cont. docs Y/N?	If the contractor is in conformance with the contract documents put "Yes". If no explain why. ***Only one inspector (typically if Lead) will identify if the contractor is in conformance.*** Other inspectors will put "Refer to (First & Last Name of Inspector)'s Daily"
Contractor Operations	Document Prime Contractor's name, work being performed, location of operation (station to & from), time each operation begins & ends. If the Contractor is not working put "No operations per contractor's option" When another inspector is observing the Prime Contractor then put "Refer to (First & Last Name of Inspector)'s Daily"
Controlling Items of Work	List controlling items of work for the day. The P.A. should identify the controlling items of work. ***Only one inspector (typically if Lead) will identify the controlling items of work.*** Other inspectors will put "Refer to (First & Last Name of Inspector)'s Daily"
EEO Issues	Use this to document EEO issues on federally funded projects. EEO Issues are: EEO/Labor Interviews; CUF observations; Trucker Interviews; Jobsite Bulletin Board Inspections; OJT Interviews; OJT Observation for Graduation. If none of the above were performed then put "No Issues"
Enviromental	Use this to document any Environmental Issues you may encounter. If none, put "No Issues"

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General	This space is used for a number of items: Contract Day; Instructions given to the contractor, subcontractor or their representatives; any work or materials that were rejected and why; any delays; any items of work affected; any extraordinary work being performed; any unusual or unexpected conditions such as flooding or sinkholes; any discussions with representatives of the contractor, subcontractor, or utility company; and any observations by the technician of significant importance to the project's progress. ***Only one inspector (typically if Lead) will identify the contract day.***
Maint of Traffic	Use this to document MOT operations including temporary MOT. If a standard index is utilized then state the index number and application. If none, put "None"
Other	Use this to document any issues you may encounter that don't fit any other drop down. If none, put "None".
Pursuit of work, Y/N?	Use this to document whether the Contractor is pursuing the work. State "Yes" or "No", if no then include an explanation. ***Only one inspector (typically if Lead) will identify the Pursuit of Work.*** Other inspectors will put "Refer to (First & Last Name of Inspector)'s Daily"
QC Plan Compliance	Use this to document whether the Contractor is In Compliance with the Quality Control Plan. Review the Contractor's Quality Control Plan for your project to determine this. State "Yes" or "No", if no then include an explanation .
Safety Violations	Use this to document any Safety Violations you may encounter. If none, put "None"
Stockpiled Materials	Use this to document any Stockpiled Materials Delivered to the site. If none, put "None".
SubContractor Operations	Use this to document any Subcontractor Operations going on that day (Include the subcontractors name and location of work). Identify the subcontractor name; document the location of work (station to & form); and document begin and end times each day. If none, put "None".
Traffic	Use this to document any Traffic Issues that happened that day and any Off-Duty Officers that were present. If none, put "No issues".
Utility	Use this to document any Utility Contractor operations going on that day. Include the contractor's name and the utility company they are working for. If none, put "None"
Visitor	List all visitors and company they represent. If none, put "None".