

	CONSTRUCTION STANDARD DOCUMENT
	CONTRACTOR'S SCHEDULE NARRATIVE REPORT OUTLINE

1. Overall Project status and completion percentage
2. Schedule Narrative (Referring to each activity in the Overall Schedule) including:
 - A. Activities completed this reporting period
 - B. Activities in progress this reporting period
 - C. Activities scheduled next reporting period
3. Description of problem areas
4. Current and anticipated delays
 - A. Cause of the delay
 - B. Corrective action and schedule adjustments to correct the delay
 - C. Impact of the delay on other activities, on milestones and on completion dates
5. Change in construction sequence
6. Pending items and status thereof
 - A. Permits
 - B. Modification Orders
 - C. Time extensions
 - D. Other
7. Contract completion date status
 - A. Ahead of schedule and number of days
 - B. Behind Schedule and number of days
8. Other project or scheduling concerns
9. Include reviewed and updated schedule and safety summary as applicable