

DAILY REPORT TO INSPECTOR

Please submit via Construction Administration & Information System (CAIS) or email to COR.

1. Date				
2. Contract No.	3. Title and Location			4. Report No.
5. Contractor (Prime or Subcontractor)			6. Name of Superintendent or Foreman	
7a. Weather – A.M.			7b. Temperature – A.M.	
8a. Weather – P.M.			8b. Temperature – P.M.	
9. Prime Contractor/Subcontractor Workforce <i>(if space provided below is inadequate, use additional sheets)</i>			10. Location and Description Of Work Performed	
Number	Trade	Hours		
11. Total Work Hours on Job Site this Date		14. Were There Any Lost Time Accidents This Date?		
12. Cumulative Total of Work Hours from Previous Report		YES	NO	
13. Total Work Hours from Start of Construction		If "YES", a copy of the completed OSHA report is required.		
15. Inspection and/or Testing Performed Today – Follow with Report	16. Location and/or Element of Work		17. Remarks Results of Inspections/Testing	

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18. Spec. Para. and/or Drawing No.	19. Equipment / Material Received Today to be Incorporated in Job <i>(Description, Sizes, Quantity)</i>	20. Submittal No. or Certification	21. Date Approved

22. Spec Para. and/or Drawing No.	23. Location and Description of Deficiencies <i>(Materials, Equipment, Safety, and/or Workmanship)</i> Action Taken or to be Taken

24. Deficiencies Corrected This Date	25. Reference	
	Report No.	Compliance Notice No.

26. Construction and Plant Equipment Left on Job Site Until Use is Completed				
Description	Date First on Job <i>(First time only)</i>	Hours Worked This Date	Hours Idled	Date of Final Removal from Job Site

27. Remarks: *(Include directions received from COR, visitors, compliance notices received, errors and/or omissions in P/S; pertinent information)*

Paperwork Reduction Act Burden Disclosure Statement

This data is being collected to validate information in the event of a claim and for project record keeping. The data you supply will be used by BPA to validate project requirements are met. Public reporting burden for this collection of information is estimated to average 15 minutes (or .25 hours) per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of the Chief Information Officer, Enterprise Policy Development & Implementation Office, IM-22, Paperwork Reduction Project (OMB control number 1910-5190), U.S. Department of Energy, 1000 Independence Ave SW, Washington, DC 20585-1290; and to the Office of Management and Budget (OMB), OIRA, Paperwork Reduction Project (OMB control number 1910-5190), Washington, DC 20503.

Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB control number.

The Paperwork Reduction Act (PRA) of 1995 requires each Federal agency to seek and obtain approval from the Office of Management and Budget (OMB) before undertaking a collection of information directed to 10 or more persons of the general public, including persons involved in or supporting the operation of Government-owned, contractor-operated facilities.

Submission of this data is mandatory, failure to submit could result in delay of performance payment.
