TechCorp Solutions

Project Status Report

Generated on: September 27, 2025

Generated by: Sarah Johnson

Projects included: Facility Management System, Site Coordination System, Quality Assurance Hub

Executive Summary

Total Projects	Total Checklists
3	**48**

Completion Rate	Pending / Partial
21%	**35**

Status Breakdown

Status	Count	Percentage
Passed	10	21%
Partial	6	13%
Pending	29	60%
Failed	3	6%

Failed Checklists & Items Breakdown

Complete breakdown of all failed checklists and their failed/pending items

Overall Statistics

Failed Checklists	Failed Items	Pending Items	Passed Items	N/A Items
1	1	0	1	0

Facility Management System

Building-2 !Floor-1

Inspection Checklist

Status: FAILED | Total Items: 2 | Failed: 1 | Pending: 0 | Passed: 1 | N/A: 0

Failed & Pending Items:(1 Failed, 0 Pending)

#	Task Description	Status
1	**Ventilation Working**	**FAIL**

Facility Management System

Total Checklists: 12

Completion Rate: 25%

Building-1

Total: 6 | Passed: 1 | Failed: 0 | Pending: 5

Floor-2

Checklists: 6 | Passed: 1 | Failed: 0

Safety Checklist

Total: **10** Pass: **0** Fail: **0**

#	Task Description	Status
0	Safety Signage Visible	**PENDING**
1	MSDS Sheets Updated	**PENDING**
2	Training Records Current	**PENDING**
3	Incident Reports Filed	**PENDING**
4	PPE Inventory Adequate	**PENDING**
5	Emergency Contact List Updated	**PENDING**
6	Compliance Certificates Valid	**PENDING**
7	Audit Trail Complete	**PENDING**
8	Regulatory Changes Reviewed	**PENDING**
9	Staff Certifications Current	**PENDING**

Equipment Checklist

Total: **2** Pass: **1** Fail: **0**

#	Task Description	Status
0	Emergency Exit Clear	**PENDING**
1	Ventilation Working	**PASS**

Maintenance Checklist

Total: **2** Pass: **1** Fail: **0**

#	Task Description	Status
0	Area Accessible	**PASS**
1	Safety Equipment Present	**N/A**

Quality Checklist

Total: **8** Pass: **0** Fail: **0**

#	Task Description	Status
0	Emergency Exits Clear and Marked	PENDING
1	Fire Extinguishers Inspected	PENDING
2	Smoke Detectors Tested	PENDING
3	Sprinkler System Operational	PENDING
4	Emergency Lighting Functional	PENDING
5	First Aid Kits Stocked	PENDING
6	Evacuation Plan Posted	PENDING
7	Fire Alarm System Tested	PENDING

Compliance Checklist

Total: **2** Pass: **0** Fail: **0**

#	Task Description	Status
0	Ventilation Working	PENDING
1	Area Accessible	PENDING

Inspection Checklist

Total: **8** Pass: **0** Fail: **0**

#	Task Description	Status
0	Circuit Breakers Tested	PENDING
1	GFCI Outlets Verified	PENDING
2	Emergency Power Supply Tested	PENDING
3	Grounding System Inspected	PENDING
4	Panel Labeling Current	PENDING
5	Arc Fault Protection Active	PENDING
6	Load Balancing Verified	PENDING
7	Surge Protection Functional	PENDING

Building-2

Total: 6 | Passed: 2 | Failed: 1 | Pending: 3

Floor-1

Checklists: 6 | Passed: 2 | Failed: 1

Safety Checklist

Total: **2**   Pass: **1**   Fail: **0**

#	Task Description	Status
0	Fire Suppression Active	**PASS**
1	Maintenance Schedule Current	**N/A**

Equipment Checklist

Total: **2**   Pass: **1**   Fail: **0**

#	Task Description	Status
0	Ventilation Working	**PASS**
1	Area Accessible	**N/A**

Maintenance Checklist

Total: **5**   Pass: **0**   Fail: **0**

#	Task Description	Status
0	Doors Locked	**PENDING**
1	Lights Off	**PENDING**
2	Windows Secured	**PENDING**
3	Equipment Powered Down	**PENDING**
4	Area Clean	**PENDING**

Quality Checklist

Total: **8**   Pass: **0**   Fail: **0**

#	Task Description	Status
0	Emergency Exits Clear and Marked	**PENDING**
1	Fire Extinguishers Inspected	**PENDING**
2	Smoke Detectors Tested	**PENDING**
3	Sprinkler System Operational	**PENDING**
4	Emergency Lighting Functional	**PENDING**

#	Task Description	Status
5	First Aid Kits Stocked	**PENDING**
6	Evacuation Plan Posted	**PENDING**
7	Fire Alarm System Tested	**PENDING**

Compliance Checklist

Total: **5**   Pass: **0**   Fail: **0**

#	Task Description	Status
0	Doors Locked	**PENDING**
1	Lights Off	**PENDING**
2	Windows Secured	**PENDING**
3	Equipment Powered Down	**PENDING**
4	Area Clean	**PENDING**

Inspection Checklist

Total: **2**   Pass: **1**   Fail: **1**

#	Task Description	Status
0	**Ventilation Working**	**FAIL**
1	Safety Equipment Present	**PASS**

Site Coordination System

Total Checklists: 0

Completion Rate: 0%

Site Coordination System

Quality Assurance Hub

Total Checklists: 0

Completion Rate: 0%

Bottlenecks & Issues

Failed Items
4

Unsigned Signoffs
0

Action Required:

- Review and address 4 failed items
- Follow up on 0 pending signoffs
- Prioritize projects with completion rates below 50%

Recommendations

Next Steps

- Focus on completing pending checklists to improve overall completion rate (currently 21%)
- Review and address 3 failed checklists
- Prioritize the 29 pending checklists to prevent delays
- Schedule regular reviews to maintain project momentum
- Consider reassigning resources to projects with low completion rates