



# Annex 14

## Monthly Reports

### Macao Solar Installation

#### REVISION HISTORY

Revision Level	Change Summary	Elaborated by	Approved by	Date

# **MONTHLY PROJECT REPORT**

## **[MONTH/YEAR]**

MONTHLY REPORT [DATE]



# MONTHLY REPORT INDEX

## 1. EXECUTIVE REPORT

- 1.1. Executive Summary
- 1.2. Progress Project Activities

## 2. GENERAL DATA OF THE PROJECT

- 2.1. Description and Scope
- 2.2. Location Layout
- 2.3. Human Resources

## 3. PERMIT REPORT

## 4. PROJECT GENERAL REPORT

- 4.1. General Program & Progress Work table
- 4.2. Critical Route of the Project
- 4.3. Relevant facts

## 5. ENGINEERING

- 5.1. Monthly relevant activities

## 6. PROCUREMENT AND SUPPLY

- 6.1. Relevant activities
- 6.2. Procurement and logistic plans.

## 7. CONSTRUCTION

- 7.1. Monthly relevant facts
- 7.2. Construction progress

## 8. TESTING AND COMMISSIONING

- 8.1. Monthly relevant facts
- 8.2. testing and commissioning progress

## 9. QUALITY, ENVIRONMENTAL AND SAFETY MANAGEMENT

- 9.1. Quality Management
- 9.2. Health and safety management
- 9.3. Environmental management

## 10. FACILITY SCHEDULE

- 10.1. Updated facility schedule (native file format)
- 10.2. Critical path analysis

## 11. PROGRESS PHOTOGRAPY REPORT.

MONTHLY REPORT [DATE]

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CLIENT  
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CUT-OFF DATE

Chile  
dd-mm-yyyy

WEEKLY REPORT

PROJECT No.	
PROJECT TITLE	
CLIENT	
LOCALIZATION	
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	Chile
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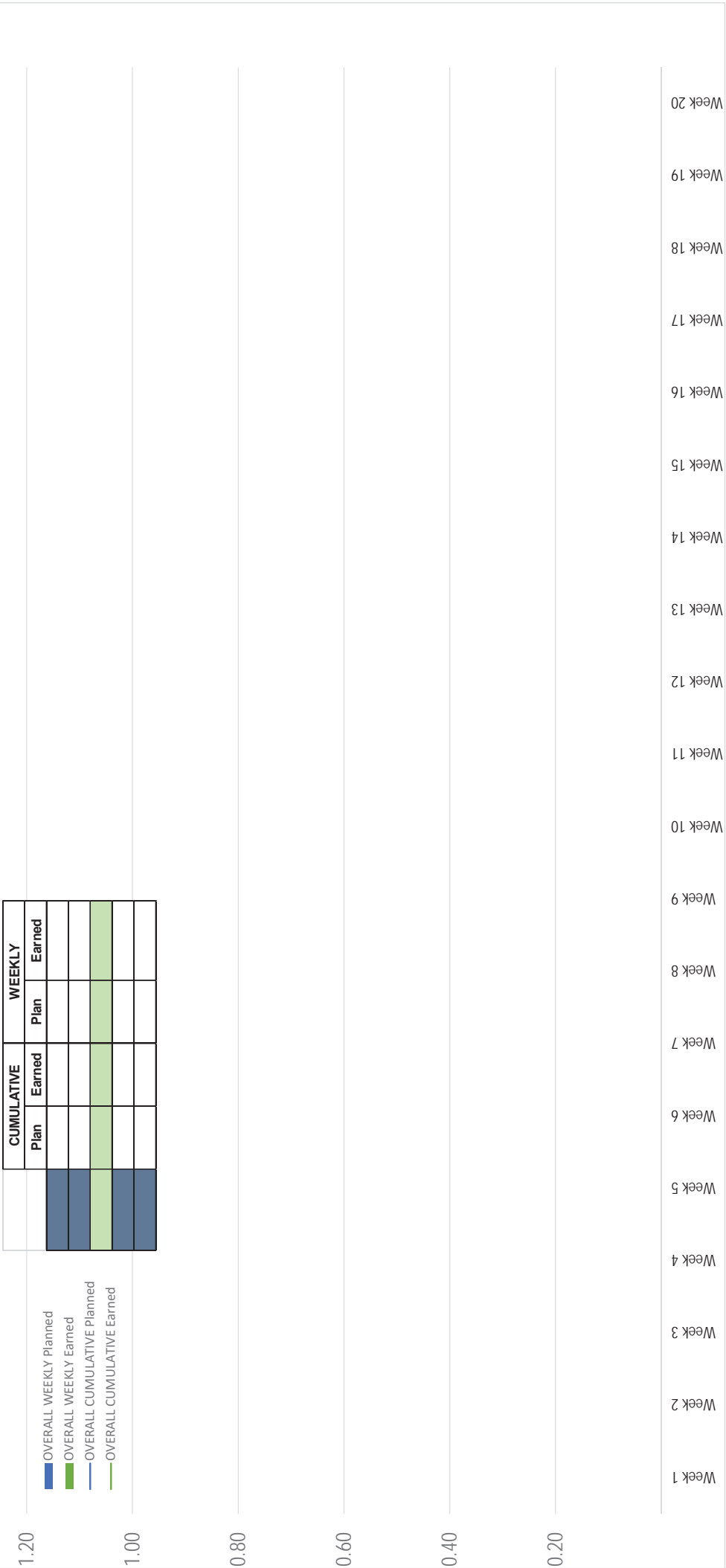
1. Weekly Highlight / Achievement

DISCIPLINE	AREA	MAIN WORKS ACHIEVED
RAMMING		
ACCESS		
CIVIL		
MODULE INSTALLATION		

MAIN CONCERNS



3. PROGRESS CURVE



Work Group		Planned / Earned	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19	Week 20
01. Main Equipment purchasing	0	Planned																				
		Earned																				
		Planned																				
02. Civil Works	0	Earned																				
		Planned																				
		Earned																				
03. LV Electrical works	0	Planned																				
		Earned																				
		Planned																				
04. DC Boxes	0	Planned																				
		Earned																				
		Planned																				
05. Inverters, Transformers & Cells	0	Planned																				
		Earned																				
		Planned																				
06. Frame	0	Earned																				
		Planned																				
		Earned																				
07. Frame installer	0	Planned																				
		Earned																				
		Planned																				
08. Panels	0	Planned																				
		Earned																				
		Planned																				
09. HV Electrical works - Customer part	0	Planned																				
		Earned																				
		Planned																				
10. HV Electrical works - DNO part	0	Planned																				
		Earned																				
		Planned																				
11. CCTV	0	Earned																				
		Planned																				
		Earned																				
12. Communications and Plant Monitoring	0	Planned																				
		Earned																				
		Planned																				
13. Testing and commissioning	0	Earned																				
		Planned																				
		Earned																				
14. Fencing	0	Planned																				
		Earned																				
		Planned																				
15. Specific for the project	0	Planned																				
		Earned																				
		Planned																				
16. Indirect costs	0	Planned																				
		Earned																				
		Planned																				
OVERALL CUMULATIVE			Planned																			
OVERALL CUMULATIVE			Earned																			
OVERALL WEEKLY			Planned																			
OVERALL WEEKLY			Earned																			



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#### 4. MANHOURS & MANPOWER REPORT

##### 1. Manpower

WORK GROUP	PREVIOUS WEEK	THIS PERIOD	VARIANCE
01. Main Equipment purchasing			-
02. Civil Works			
03. LV Electrical works			-
04. DC Boxes			-
05. Inverters, Transformers & Cells			-
06. Frame			-
07. Frame installer			-
08. Panels			-
09. HV Electrical works - Customer part			-
10. HV Electrical works - DNO part			-
11. CCTV			-
12. Communications and Plant Monitoring			
13. Testing and commissioning			-
14. Fencing			-
15. Specific for the project			-
16. Indirect costs			-
OVERALL	-	-	-

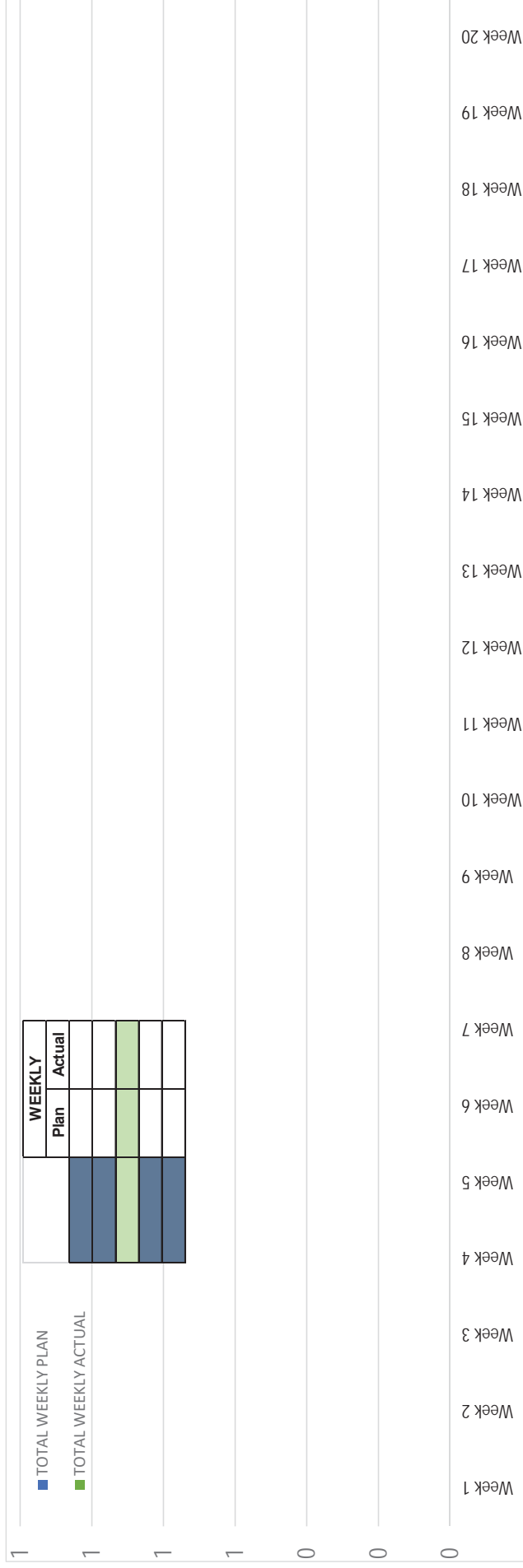
##### 2. Mahours

WORK GROUP	CUMULATIVE UP TO PREVIOUS WEEK	THIS PERIOD	CUMMULATIVE UP TO THIS WEEK	LOST TIME INCIDENTS	
				THIS PERIOD	CUMULATIVE
01. Main Equipment purchasing					
02. Civil Works					
03. LV Electrical works					
04. DC Boxes					
05. Inverters, Transformers & Cells					
06. Frame					
07. Frame installer					
08. Panels					
09. HV Electrical works - Customer part					
10. HV Electrical works - DNO part					
11. CCTV					
12. Communications and Plant Monitoring					
13. Testing and commissioning					
14. Fencing					
15. Specific for the project					
16. Indirect costs					
OVERALL	-	-	-	-	-

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## 5. MANPOWER HISTOGRAM

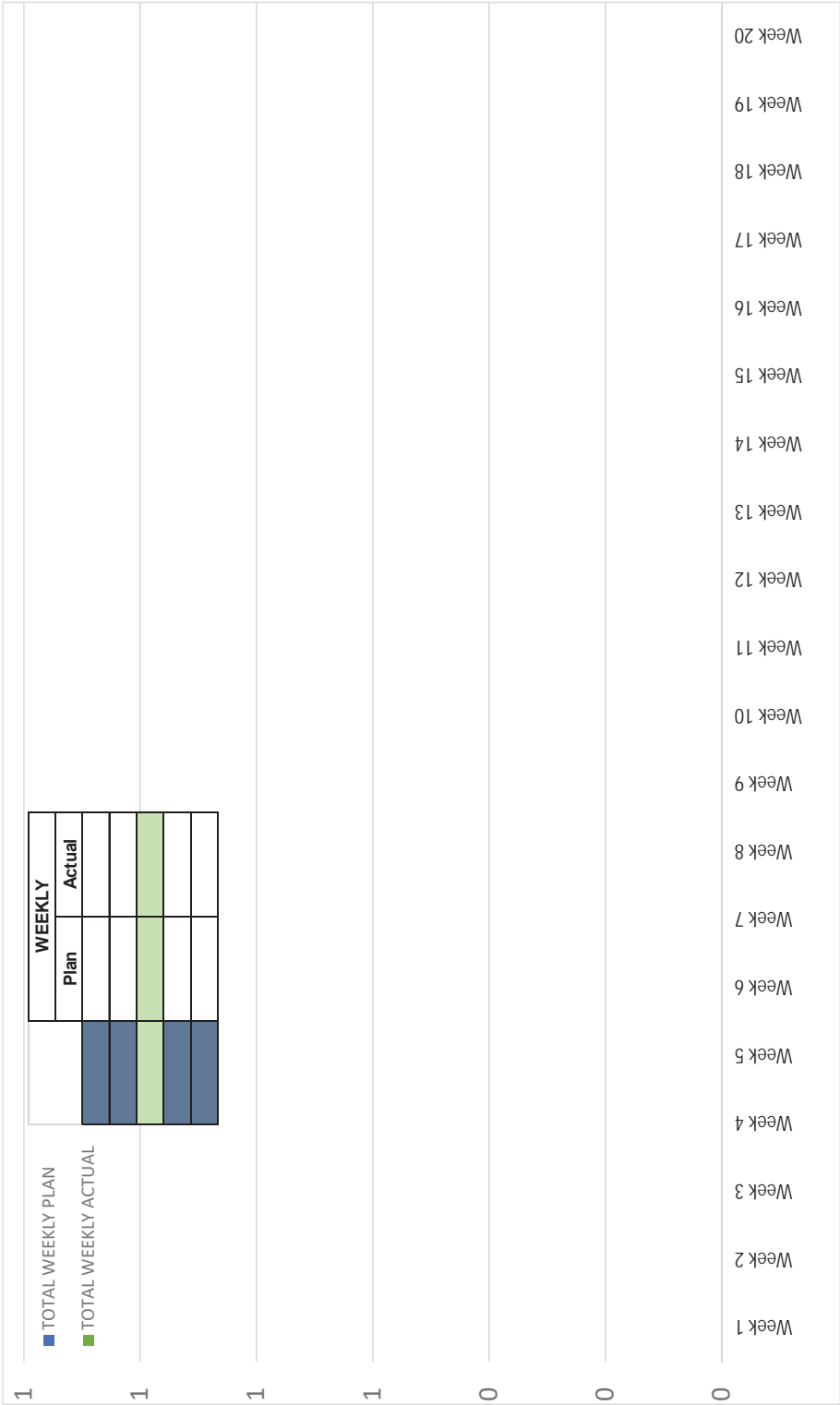
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6. CONSTRUCTION EQUIPMENT HISTOGRAM



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7. PHOTOGRAPHIC REPORT

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## 8. HSE

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9. QA/QC