|  |
| --- |
| To Be Completed by P&E Team Member:  Project Status (Red/Yellow/Green):\_\_\_\_\_\_\_\_\_\_\_\_  Reason:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

NTT DATA Federal

CPA and P&E Support Weekly Status Update

Date: {{ week\_ending }}

Prepared By: {{ user }}

# Key Accomplishments and Milestones Achieved:

{% for accom in accomplishments\_list %}

* {{ accom }}

{% endfor %}

# Ongoing Tasks:

{% for ongoing in ongoing\_tasks\_list %}

* {{ongoing }}

{%endfor%}

# Any P&E Reports in Progress? (Y/N)

* {{reportsInProgress }}

# Obstacles Encountered:

{% for obstacle in obstacles\_list %}

* {{obstacle }}.

{% endfor %}

# Notes for P&E team members:

* {{teamMemberNotes }}

# Actions Requested from P&E Team (Code review, testing, information for leadership, etc.)

* {{actionsRequested }}

# Upcoming Tasks/Milestones:

{% for upcoming in upcoming\_tasks\_list %}

* {{upcoming }}

{% endfor %}

# Non Standard Meetings:

{% for meeting in non\_standard\_meeting\_list %}

* {{meeting }}

{% endfor %}

# Deliverables:

{% for deliver in deliverables\_list %}

* {{deliver }}

{% endfor %}

# Upcoming PTO:

{% for pto in pto\_list %}

* {{pto }}

{% endfor %}