**Electrical Weekly Report Week No. {{WEEK\_NO}}**

**Period:** From {{PERIOD\_FROM}} To {{PERIOD\_TO}}

Document No: {{DOCUMENT\_NO}}

Date: {{DATE}}

**PROJECT NAME:** {{PROJECT\_NAME}}

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | **Date** | **Name** | **Signature** |
| **Prepared by** | …………………. | **…………………….** |  |

# 1. Summary

# {{SUMMARY}}

# Project Progress

# {{PROJECT\_PROGRESS}}

1. **Issues and difficulties faced in Electrical Activites**

|  |  |  |
| --- | --- | --- |
| **Difficulties’/N** | **Issues** | **Difficulties** |
| 1. | {{ISSUES}} | {{DIFFICULTIES}} |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| * 1. **ONGOING ELECTRICAL ACTIVITIES** | | | | |
| **ONGOING ACTIVITIES** | | **ACHIEVEMENT** | **DIFFICULT IN ACTIVITIES’** | **COMMENT** |
| 1 | {{ONGOING\_ACTIVITIES}} | {{ACHIEVEMENTS}} |  |  |
| * 1. **PLANNED ACTIVITIES**  |  |  |  |  |  | | --- | --- | --- | --- | --- | | **S/N** | **CABIN NAMES** | **PLANNED ACTIVITIES** | **STATUS** | **REMARKS** | | 1 |  | {{PLANNED\_ACTIVITIES}} |  |  | | 2 |  |  |  |  | | 3 |  |  |  |  | | 4 |  |  |  |  | | 5 |  |  |  |  | | 6 |  |  |  |  | | 7 |  |  |  |  | | 8 |  |  |  |  | | 9 |  |  |  |  | | 10 |  |  |  |  | | 11 |  |  |  |  | | 12 |  |  |  |  | | 13 |  |  |  |  | | | | | |
| * 1. **HEALTH, SAFETY, ENVIRONMENTAL AND SOCIAL ISSUES (HSE)**   {{HSE}} | | | | |

1. PROGRESS OF THE PROJECT IN PICTURES