|  |  |  |  |
| --- | --- | --- | --- |
| DDOT Contract No:DCKA -       - C       | Project Name:      | Location:      | Date:      |
| FAP No:      | Contractor:      | Construction Manager:      | Day of Week:      |
| Ward:      | Prepared By:      | Title:      | [ ]  DDOT [ ]  Consultant  |
| High Temp:       | AM Conditions:      | PM Conditions:      | Contract Day No.      | Total Contract Days      |
| Low Temp:       |
| *(check most applicable):* Sunny [ ]  Partly Cloudy [ ]  Cloudy [ ]  Rain [ ]  Rain Duration (hours)       |

|  |  |
| --- | --- |
|  **Daily Work Summary / Remarks** | Number of Inspector Daily Reports (IDRs) attached to this Diary:       |
| **General:** |
|       |
|       |
|       |
|       |
|       |
| **Progress / Schedule Issues:** |
|       |
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| **Quality Issues:** |
|       |
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| **Potential Changes and Conditions:** |
|       |
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| --- | --- | --- | --- |
| Project Name:      | Contractor:      | Day of Week:      | Date:      |

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| **Key Communications with Prime Contractor:** |
|       |
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| **Other Communications (Public Involvement, EEO, Audit, etc.):** |
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| **Traffic Conditions & Maintenance of Traffic Issues:** |
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|       |
| **Utility Issues:** |
|       |
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|       |
|       |
| Accidents:[ ] No [ ] Yes See Accident Report Dated:       | Accident Report No (if available):      |
| **VISITORS:** |
| No. | Name | Representing | Reason for Visit | Time In | Time Out |
| 1 |       |       |       |       |       |
| 2 |       |       |       |       |       |
| 3 |       |       |       |       |       |
| SIGNATURE: |
| TITLE: | DATE:       |

DISTRIBUTION: Original – File