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| **Project Title:** | **Date Prepared:** |
| **Vendor:** | **Contract:** |

[**Scope Performance This Reporting Period**](#Scope_Performance_This_Reporting_Period)

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**[Quality Performance This Reporting Period](#Quality_Performance_This_Reporting_Perio" \o "Identify any quality or performance variances.)**

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**[Schedule Performance This Reporting Period](#Schedule_Performance_This_Reporting_Peri" \o "Describe whether the contract is on schedule. If ahead or behind, identify the cause of the variance.)**

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**[Cost Performance This Reporting Period](#Cost_Performance_This_Reporting_Period" \o "Describe whether the contract is on budget. If over or under budget, identify the cause of the variance.)**

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[**Forecast Performance for Future Reporting Periods**](#Forecast_Performance_for_Future_Reportin)

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**[Claims or Disputes](#Claims_or_Disputes" \o "Identify any new or resolved disputes or claims that have occurred during the current reporting period.)**

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**[Risks](#Risks" \o "List any risks. Risks should also be in the Risk Register.)**

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**[Planned Corrective or Preventive Action](#Planned_Corrective_or_Preventive_Action" \o "Identify planned corrective or preventive actions necessary to recover schedule, cost, scope, or quality variances.)**

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**[Issues](#Issues" \o "Identify any new issues that have arisen. These should also be entered in the Issue Log.)**

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**[Comments](#Comments" \o "Add any comments that will add relevance to the report.)**

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