

# PERFORMANCE PROJECT REPORT

PROJECT NAME

PROJECT MANAGER

PROJECT STATUS DETAILS

REPORTING PERIOD

## PROJECT DETAILS

ACTIVITY NAME		
START DATE		COMPLETION DATE
SCHEDULE PERFORMANCE		
BUDGET PERFORMANCE		
QUALITY		
RISKS		
NOTES		

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## PROJECT DETAILS

MILESTONE	STATUS	ESTIMATED COMPLETION DATE	ISSUES EXIST? Y/N	COMMENTS

<b>PREPARED BY</b> name and title	<b>PREPARED BY</b> signature	<b>DATE</b>

<b>APPROVED BY</b> name and title	<b>APPROVED BY</b> signature	<b>DATE</b>

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