

Daily Log

Construction daily log template

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DATE	JOB NAME	LOG WRITTEN BY
WEATHER (AM)	WEATHER (PM)	TEMP HIGH / LOW
WORK STOPPED FOR WEATHER?		

CREW ON SITE

NAME	COMPANY / TRADE	TIME IN	TIME OUT	HOURS

WORK COMPLETED TODAY

DELIVERIES

EQUIPMENT ON SITE

VISITORS & INSPECTIONS

DELAYS, PROBLEMS, CHANGE REQUESTS

SAFETY INCIDENTS / NEAR MISSES

PHOTOS TAKEN (WHAT AND WHERE)

SIGNATURE

DATE

Write it the same day. A log made on the day carries weight a memory months later does not. Guide: siteledger.ai/guides/construction-daily-log