Project Report

Project ID		Project Name		Reporting			
Changes to Objectives			Changes to Business Case				

Timing	Phase	Analysis			Planning			Execution		
	Progress & Dates	%	Start	End	%	Start	End	%	Start	End

Financials	USD	Budget	Actual	Committed	EAC (Estimated At Completion)	Key Risks
	In total					•
	This year					•
						•
						•

Benefits	USD	Target	Actual
	In total		
	This year		

Resources	Hours	Planned	Allocated	Actual	EAC (Estimated At Completion)
	In total				
	This year				

Operation	OPEX (USD/yr)	Resources (Hours/yr)	Lifespan (yr)	Overall Risk #	

Key Milestones	Completed	Status	Comments

Achieved last month	Planned for this month

Notes