**ONE-PAGE PROJECT REPORT**

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| **PROJECT NAME** |  | **PROJECT NO.** |  |
| **PROJECT MANAGER** | **PERIOD COVERED** | **DATE OF****STATUS ENTRY** | **PROJECTED DATE****OF COMPLETION** |
|  |  |  |  |

PROJECT DESCREPTION

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PROJECT OVERVIEW

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| **CATEGORY** | **STATUS** | **DETAILS** | **COMMENTS** |
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KEY RISKS AND ISSUES

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| **RISK / ISSUE NAME** | **STATUS** | **OWNER** | **DESCRIPTION** |
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