



PAC SITE OBSERVATION REPORT

Project: *Project Name*

Project No.: *PSFA Project Number*

Purpose: PAC Site Observation Report

Date: *Date of Observation*

Attendees: *Those present for this observation*

Location: *Specific Location (ie: Mechanical Room)*

The following is our understanding of the subject matter covered in this meeting and site visit. If this differs from your understanding, please notify us within five working days.

The purpose of this visit was to:

- *Identify any Performance Assurance related issues.*
- *Assess construction progress and construction conditions.*
- *Attach Photos of Construction Progress and of Issues observed.*

Observations:

ITEM	OBSERVATION
1.	
2.	
3.	

Issues: *(Issues noted here will be updated in the Installation Issues Log)*

ITEM	ISSUES
1.	
2.	
3.	



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Photos

Reported By: *Name of PAC Consultant making this report.*

SAMPLE