

Project Monitoring & Performance Reporting

Project Forecasting

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WHY FORECAST ??

-
- ✓ When project delay
 - ✓ To project future progress that effect cost & time
 - ✓ Forecasting is within the next reporting period (e.g 1 month)
 - ✓ To gauge commitment of contractor
 - ✓ Can be basis of recovery plan
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PROGRESS FORECASTING – 6 STEPS

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- **Set baseline** – open baseline file
 - **Set status** - make sure AFTER current date
 - **Update schedule progress** –
 - ✦ set status gridline to see the line
 - ✦ Open tracking table
 - ✦ ‘update project’ icon
 - ✦ Prepare ‘tracking summary’ table
 - ✦ Fill in the schedule data
 - **Track actual data**
 - ✦ Use previous actual data
 - ✦ Update it to obtain what to achieve
 - ✦ Data entry to MSP
 - **Identify variances**
 - ✦ Identify variance in tracking summary
 - **Take action**

ANALYSIS OF STATUS PROJECT

Status Date :

Baseline :	Ref. Column	Schd. Progress	Actual Progress	Variance	Actions
Financial Progress	Actual Cost				
Physical Progress	% Comp				
Project Finish Date	ID				4

EXAMPLE : DATA OF ACTUAL PROGRESS ON SITE

No	Activity	Actual Start	Actual Finish	% Complete (forecasting date @ status date)
	External Work			
1	Earthwork	31/3		90
	Dewan			
1	Frame	1/6		80
2	Wall	29/7		68
3	Roof	2/8		60
	Pondok Pengawal			
1	Land Acquisition	31/3		80
2	Wall	1/6		78
3	Roof	30/6		75

SCHEDULE VS ACTUAL (I)

	Task Name	Baseline Start	Act. Start	Baseline Finish	Act. Finish	Schedule Fizikal	% Comp	Schedule Cost	Act. Cost	May '11	22 Aug '11	28 Nov '11	05 Mar '11
										F	T	S	W
1	Projek Membina bangunan serbaguna Dan Pondok Pengawal JKR	Tue 01 03 11	Tue 01 03 11	Wed 30 11 11	NA	60%	51%	RM740,200	RM663,400				51%
2	Project Start	Tue 01 03 11	Tue 01 03 11	Tue 01 03 11	Tue 01 03 11	100%	100%	RM0	RM0				
3	Preliminaries	Tue 01 03 11	Tue 01 03 11	Wed 30 11 11	NA	60%	60%	RM60,000	RM60,000				60%
4	Performance Bonds & Insurance	Tue 01 03 11	Tue 01 03 11	Wed 09 03 11	Wed 09 03 11	100%	100%	RM10,000	RM10,000				
5	Site Office	Thu 10 03 11	Thu 10 03 11	Tue 15 03 11	Tue 15 03 11	100%	100%	RM30,000	RM30,000				
6	Setting Out	Thu 10 03 11	Thu 10 03 11	Sun 20 03 11	Sun 20 03 11	100%	100%	RM20,000	RM20,000				
7	Progress Report	Tue 01 03 11	Tue 01 03 11	Tue 22 11 11	NA	65%	65%	RM0	RM0				
28	CCC	Sun 13 11 11	NA	Wed 30 11 11	NA	0%	0%	RM0	RM0				0%
29	External Works	Mon 21 03 11	Thu 31 03 11	Thu 10 11 11	NA	51%	48%	RM110,200	RM106,700				48%
30	Earthworks	Mon 21 03 11	Thu 31 03 11	Mon 23 05 11	NA	100%	90%	RM35,000	RM31,500				90%
31	Drain	Wed 27 07 11	Wed 27 07 11	Mon 29 08 11	Mon 29 08 11	100%	100%	RM50,000	RM50,000				100%
32	Road	Mon 22 08 11	Mon 22 08 11	Wed 05 10 11	NA	21%	21%	RM25,200	RM25,200				21%
33	Turfing	Thu 06 10 11	NA	Wed 09 11 11	NA	0%	0%	RM0	RM0				0%
34	Fence	Thu 06 10 11	NA	Thu 10 11 11	NA	0%	0%	RM0	RM0				0%
35	bangunan Serbaguna	Tue 24 05 11	Fri 10 06 11	Tue 25 10 11	NA	53%	40%	RM190,000	RM152,400				40%
36	Frame	Tue 24 05 11	Fri 10 06 11	Sun 10 07 11	NA	100%	80%	RM60,000	RM48,000				80%
37	Wall	Tue 05 07 11	Fri 29 07 11	Tue 26 07 11	NA	100%	68%	RM30,000	RM20,400				68%
38	Roof	Mon 11 07 11	Tue 02 08 11	Mon 29 08 11	NA	100%	60%	RM40,000	RM24,000				60%
39	Finnishes & Furniture	Wed 21 09 11	NA	Mon 10 10 11	NA	0%	0%	RM0	RM0				0%
40	Door & Windows	Wed 27 07 11	Wed 27 07 11	Tue 02 08 11	Tue 02 08 11	100%	100%	RM20,000	RM20,000				100%
41	Sanitary & Plumbing	Tue 05 07 11	Tue 05 07 11	Thu 21 07 11	Thu 21 07 11	100%	100%	RM40,000	RM40,000				100%
42	Electrical Works	Sun 04 09 11	NA	Wed 19 10 11	NA	0%	0%	RM0	RM0				0%
43	Wiring	Sun 04 09 11	NA	Tue 20 09 11	NA	0%	0%	RM0	RM0				0%
44	Lighting Switches & Powerpoints	Wed 21 09 11	NA	Tue 04 10 11	NA	0%	0%	RM0	RM0				0%
45	Fittings	Tue 11 10 11	NA	Wed 19 10 11	NA	0%	0%	RM0	RM0				0%
46	Mechanical Works	Wed 21 09 11	NA	Tue 25 10 11	NA	0%	0%	RM0	RM0				0%
47	A.C & Ventilation Works	Wed 21 09 11	NA	Tue 25 10 11	NA	0%	0%	RM0	RM0				0%
48	Fire Protection Works	Wed 21 09 11	NA	Mon 24 10 11	NA	0%	0%	RM0	RM0				0%
49	Pondok Pengawal	Tue 01 03 11	Thu 31 03 11	Tue 02 08 11	NA	100%	88%	RM380,000	RM344,300				88%
50	Land Acquisition	Tue 01 03 11	Thu 31 03 11	Tue 01 03 11	NA	100%	80%	RM0	RM0				80%
51	Frame	Tue 24 05 11	Wed 01 06 11	Wed 29 06 11	NA	100%	78%	RM60,000	RM46,800				78%
52	Wall	Thu 30 06 11	Thu 30 06 11	Sun 17 07 11	NA	100%	75%	RM90,000	RM67,500				75%

variances

SCHEDULE VS ACTUAL (II)

	Task Name	Baseline Start	Act. Start	Baseline Finish	Finish	Act. Finish	Schedule Fizikal	% Comp.	Schedule Cost	Act. Cost	16 May '11	22 Aug '11
		Start		Finish							T	S
1	Projek Membina bangunan serbaguna Dan Pondok Pengawal JKR	Tue 01 03 11	Tue 01 03 11	Wed 30 11 11	Tue 20 12 11	NA	60%	51%	RM740,200	RM663,400		
2	Project Start	Tue 01 03 11	Tue 01 03 11	Tue 01 03 11	Tue 01 03 11	Tue 01 03 11	100%	100%	RM0	RM0	01 03	
3	Preliminaries	Tue 01 03 11	Tue 01 03 11	Wed 30 11 11	Tue 20 12 11	NA	60%	60%	RM60,000	RM60,000		
4	Performance Bonds & Insurance	Tue 01 03 11	Tue 01 03 11	Wed 09 03 11	Wed 09 03 11	Wed 09 03 11	100%	100%	RM10,000	RM10,000	100%	
5	Site Office	Thu 10 03 11	Thu 10 03 11	Tue 15 03 11	Tue 15 03 11	Tue 15 03 11	100%	100%	RM30,000	RM30,000	100%	
6	Setting Out	Thu 10 03 11	Thu 10 03 11	Sun 20 03 11	Sun 20 03 11	Sun 20 03 11	100%	100%	RM20,000	RM20,000	100%	
7	Progress Report	Tue 01 03 11	Tue 01 03 11	Tue 22 11 11	Tue 22 11 11	NA	65%	65%	RM0	RM0		
28	CCC	Sun 13 11 11	NA	Wed 30 11 11	Tue 20 12 11	NA	0%	0%	RM0	RM0		
29	External Works	Mon 21 03 11	Thu 31 03 11	Thu 10 11 11	Thu 10 11 11	NA	51%	48%	RM			
30	Earthworks	Mon 21 03 11	Thu 31 03 11	Mon 23 05 11	Wed 01 06 11	NA	100%	90%	RM			
31	Drain	Wed 27 07 11	Wed 27 07 11	Mon 29 08 11	Mon 29 08 11	Mon 29 08 11	100%	100%	RM			
32	Road	Mon 22 08 11	Mon 22 08 11	Wed 05 10 11	Wed 05 10 11	NA	21%	21%	RM			
33	Turfing	Thu 06 10 11	NA	Wed 09 11 11	Wed 09 11 11	NA	0%	0%	RM			
34	Fence	Thu 06 10 11	NA	Thu 10 11 11	Thu 10 11 11	NA	0%	0%	RM			
35	bangunan Serbaguna	Tue 24 05 11	Fri 10 06 11	Tue 25 10 11	Mon 21 11 11	NA	53%	40%	RM			
36	Frame	Tue 24 05 11	Fri 10 06 11	Sun 10 07 11	Wed 27 07 11	NA	100%	80%	RM			
37	Wall	Tue 05 07 11	Fri 29 07 11	Tue 26 07 11	Mon 22 08 11	NA	100%	68%	RM			
38	Roof	Mon 11 07 11	Tue 02 08 11	Mon 29 08 11	Mon 26 09 11	NA	100%	60%	RM			
39	Finnishes & Furniture	Wed 21 09 11	NA	Mon 10 10 11	Wed 02 11 11	NA	0%	0%	RM			
40	Door & Windows	Wed 27 07 11	Wed 27 07 11	Tue 02 08 11	Tue 02 08 11	Tue 02 08 11	100%	100%	RM			
41	Sanitary & Plumbing	Tue 05 07 11	Tue 05 07 11	Thu 21 07 11	Thu 21 07 11	Thu 21 07 11	100%	100%	RM			
42	Electrical Works	Sun 04 09 11	NA	Wed 19 10 11	Tue 15 11 11	NA	0%	0%	RM			
43	Wiring	Sun 04 09 11	NA	Tue 20 09 11	Wed 12 10 11	NA	0%	0%	RM0	RM0		
44	Lighting Switches & Powerpoints	Wed 21 09 11	NA	Tue 04 10 11	Thu 27 10 11	NA	0%	0%	RM0	RM0		
45	Fittings	Tue 11 10 11	NA	Wed 19 10 11	Tue 15 11 11	NA	0%	0%	RM0	RM0		
46	Mechanical Works	Wed 21 09 11	NA	Tue 25 10 11	Mon 21 11 11	NA	0%	0%	RM0	RM0		
47	A.C & Ventilation Works	Wed 21 09 11	NA	Tue 25 10 11	Mon 21 11 11	NA	0%	0%	RM0	RM0		
48	Fire Protection Works	Wed 21 09 11	NA	Mon 24 10 11	Sun 20 11 11	NA	0%	0%	RM0	RM0		
49	Pondok Pengawal	Tue 01 03 11	Thu 31 03 11	Tue 02 08 11	Tue 02 08 11	NA	100%	88%	RM380,000	RM344,300	88%	
50	Land Acquisition	Tue 01 03 11	Thu 31 03 11	Tue 01 03 11	Thu 31 03 11	NA	100%	80%	RM0	RM0	31 03	
51	Frame	Tue 24 05 11	Wed 01 06 11	Wed 29 06 11	Thu 07 07 11	NA	100%	78%	RM60,000	RM46,800	78%	
52	Wall	Thu 30 06 11	Thu 30 06 11	Sun 17 07 11	Sun 17 07 11	NA	100%	75%	RM90,000	RM67,500	75%	
53	Roof	Thu 30 06 11	Thu 30 06 11	Wed 20 07 11	Wed 20 07 11	Wed 20 07 11	100%	100%	RM150,000	RM150,000	100%	

- Insert new column (Finish) :
- to monitor & recover activities which is delay due to previous activities
 - to monitor & control activities to finish within project time duration.

EXAMPLE OF VARIANCE

Baseline : 1	Schd. Progress	Actual Progress	Variance
Financial Progress	740,200.00	663,400.00	- 76,800.00
Physical Progress	60%	51%	- 9%
Project Finish Date	30.11.2011	20.12.2011	+ 21 hari

ACTION To VARIANCES

Action to be taken:

1. If improve, use this same baseline work program
2. if not improve, contractor need to submit recovery plan