Sample report. The project, the people and the figures are invented to show the format of an AZEMCO weekly report.

WEEKLY PROGRESS REPORT

Orion Residences

PRJ-2041 · B+G+4P+32 residential tower, Business Bay · MEP design and build

Week 42 · 12 to 18 October 2026



Summary. Second fix for power and water is complete from level 13 to level 16, and cooling first fix reached level 21 on the risers. The chillers passed their factory witness test on 15 October and are due on site in week 46. Two extra pipefitting crews start on 19 October to keep the cooling first fix off the critical path: float to handover is now 4 days, up from 2 on 1 October.

Nothing is late that needs your attention. Three items need your decision in the next two weeks; they are listed below and are waiting for you in the portal.

This week in figures

Measured from the site diary and installed quantities

Installed	Programme	First-time pass	Safe man-hours	On site
60.9%	On track	10 of 11	1.18M	398
+2.6% this week · plan 60.4%	4 days float to handover	98% this month (52 of 53)	No lost-time injury	a day on average · peak 421

Decisions needed from you

3 items · all in the portal under Approvals

REF.	ITEM	TYPE	NEEDED BY	WHY IT MATTERS
SUB-M-044	Chilled water pumps, CHWP-01 to 04	Material submittal, rev. B	Mon 26 Oct	Holds the factory slot for delivery in week 49.
IR-E-118	Level 17 power, second fix	Inspection, to witness	Fri 23 Oct, 10:00	Releases ceiling close-up on level 17.
VO-012	EV chargers, podium P2	Variation, AED 186,400	Fri 30 Oct	Bases are poured with the podium slab in week 45.

Milestones

Float is the time a milestone can move without moving handover

MILESTONE	DATE	FLOAT	STATUS
Chillers, factory witness test	15 Oct	-	Passed
DEWA energisation, substation SS-01	16 Nov	9 days	On track
Chillers lifted to the roof	Week 46	6 days	Lifting plan approved
Civil Defence inspection	2 Dec	6 days	Requested
Integrated systems test	January 2027	4 days	Watch
Handover	March 2027	4 days	On track

Deliveries this week

4 of 6 shown · each checked against its order

14 Oct	Cable tray, 300 mm, 560 m	Received
15 Oct	Chilled water valves, DN150 to DN250	Received
16 Oct	Distribution boards, DB-14A to 14F	Received
17 Oct	Sprinkler couplings, replacement set	Received

Site conditions

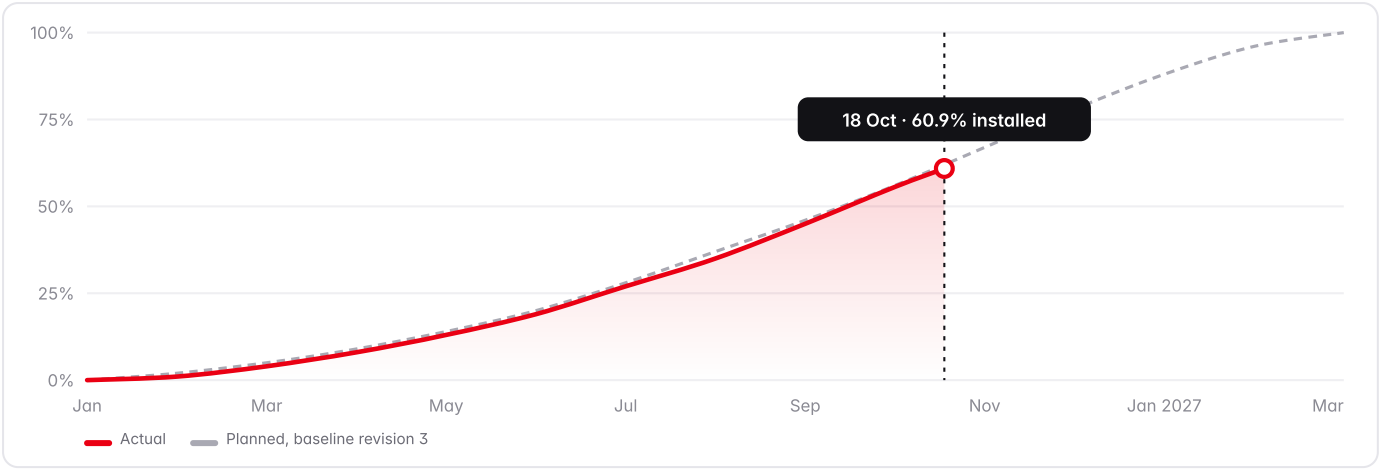
From the site diary

Weather	Clear; highest 35 °C on Tuesday
Heat	Caution level on three afternoons; work-rest cycles kept
Hours	06:30 to 17:30, Monday to Saturday; no night work
Stoppages	None

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Installation, planned and actual

Percentage of the MEP installation, all systems



Progress by system

Installed · this week

Power	76%	+2.1
Cooling	57%	+3.4
Water	68%	+2.0
Fire	52%	+1.8
Controls	30%	+1.2
Solar PV	8%	+0.6

Progress by floor

Stage reached by most rooms

	Power	Cooling	Water	Fire	Controls
Roof	1st	1st	1st		
L25 to L32	1st		1st		
L17 to L24	2nd	1st	2nd	1st	
L9 to L16	Test	2nd	Test	2nd	1st
L1 to L8	Test	Test	Test	Test	2nd
Podium P1 to P4	Test	Test	Test	2nd	2nd
Basement, ground	Done	Test	Done	Test	2nd

Not started · First fix · Second fix · Tested · Commissioned

The next three weeks

From the look-ahead · crews and permits are planned in the portal

WEEK	WORK	WHERE	INSPECTIONS AND TESTS
Week 43	Power second fix; cooling first fix on the risers with two extra crews; fire pump start-up tests	L17; L19 to L21; fire pump room	IR-E-118 on Fri 23 Oct, with you
Week 44	Cooling first fix; distribution boards dressed; riser clash fix to drawing revision D	L22 to L24; L13 to L15; L22	Level 3 start-up tests, consultant to witness
Week 45	Power first fix and containment; EV charger bases with the podium slab; lifting plan for the chillers	L25 to L27; podium P2; roof	HV cable tests for SS-01 on 6 Nov

Critical path

What drives handover this week

Cooling first fix, L17 to L24
Drives handover. Two extra pipefitting crews from 19 October recover two days by week 48.

Chillers to the roof, week 46
Factory test passed on 15 October. Lifting plan approved; crane booked for the weekend of week 46.

DEWA energisation, 16 November
Cable terminations at SS-01 are 70% done; final tests booked for 6 November.

Documents and queries

Open at the end of the week

7
RFIs open · 6 answered this week

5
submittals with the consultant · 1 with you

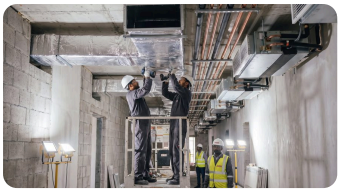
1
non-conformance open · closing 21 Oct

14
drawings issued at revision D

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From site this week

4 of 212 photos · all in the portal, by floor and system



Ductwork, level 19 corridor
15 Oct, 06:58 · M. Selvam



Booster pumps, basement plant room
14 Oct, 10:20 · K. Prakash



Distribution boards, level 14
16 Oct, 13:05 · R. Kumar



Fire pump room, ready for tests
17 Oct, 09:40 · F. Al Amri

Inspections this week

11 raised · 10 passed first time · 1 passed on re-test

REF.	WHAT	WHERE	WITNESS	RESULT
IR-E-114	Power, second fix	Level 16	Consultant	Passed first time
IR-P-131	Water, second fix and booster sets	Level 16, basement	Consultant	Passed first time
IR-M-201	Cooling, first fix	Level 15	Consultant	Passed first time
IR-F-061	Sprinkler mains, pressure test	Level 12	Consultant and Civil Defence	Re-test passed, 18 Oct
IR-C-022	Controls, field devices	Level 9	Client	Passed first time

IR-F-061 failed on 13 October: a coupling leaked at 12 bar. It was replaced and the main re-tested on 18 October. Six more inspections passed first time and are listed in the portal.

Safety and welfare

Week 42

0 lost-time injuries

2 near misses reported

39 of 41 observations closed

12 toolbox talks, 5 languages

Heat. Work-rest cycles kept on every front when the heat index passed caution; water and shade checked twice a day.

Permits. 58 permits to work issued: 21 isolations, 17 hot work, 14 at height, 6 lifting. None suspended.

Transport. Buses from the accommodation on time on 97% of trips.

People on site

Average a day, by trade

Electricians	118
Pipefitters	92
Duct	54
Fire	41
Controls	27
Civil	44
Supervision	22
Total signed in at the gates, by site card	**398**

Risks and actions

RISK	ACTION	OWNER	BY
Cooling first fix, L17 to L24, on the critical path	Two extra pipefitting crews from 19 October; progress checked daily	AZEMCO, R. Kumar	Week 48
Chilled water pump approval	Decision on SUB-M-044 holds the delivery in week 49	Client	26 Oct
DEWA energisation of SS-01	Final cable tests booked; DEWA inspection requested	AZEMCO, D. Pillai	6 Nov

Prepared by
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Reviewed by
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Sent to
Six people: you, your project manager, the consultant and the AZEMCO project team