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UNITED STATES DEPARTMENT OF AGRICULTURE  
Rural Utilities Service

**RUS BULLETIN 1780-18**  
**RD-GD-2020-107**

**SUBJECT:** Daily Inspection Report

**TO:** RUS Water and Environmental Programs Staff.

**EFFECTIVE DATE:** Date of approval.

**OFFICE OF PRIMARY INTEREST:** Water and Environmental Programs.

**AVAILABILITY:** This Bulletin is available on the Internet at  
[http://www.rurdev.usda.gov/RDU\\_Bulletins\\_Water\\_and\\_Environmental.html](http://www.rurdev.usda.gov/RDU_Bulletins_Water_and_Environmental.html)

**PURPOSE:** Daily inspector report conducted by an inspector and submitted to borrowers.

DAILY INSPECTION REPORT

Job No.\_\_(1)

Borrower Information

\_\_\_\_\_  
Name Date \_\_\_\_\_

\_\_\_\_\_  
Street County State Zip Report No.\_\_\_\_\_(2)

Project Information

Type of Project \_\_\_\_\_ Project Location \_\_\_\_\_

Contractor(s) Name \_\_\_\_\_ Superintendent \_\_\_\_\_

Weather Conditions \_\_\_\_\_

Description of Work Accomplished \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Items of Interest Occurred \_\_\_\_\_

\_\_\_\_\_

Delays or Work Restraining Orders \_\_\_\_\_

\_\_\_\_\_

Change Orders \_\_\_\_\_

\_\_\_\_\_

Additional Remarks \_\_\_\_\_

(Include problems, delays and controversies on orders)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BY \_\_\_\_\_

Resident Inspector

Note to Resident Inspector:

The original Daily Inspection Report shall be submitted to the borrower at intervals not exceeding one (1) week with copies of the report furnished the project engineer, Contractor(s), and RUS.

(1) Assigned by RUS.

(2) Assigned by Resident Inspector in consecutive order beginning with No. 1.