

U.S. Department of Labor  
Bureau of International Labor Affairs/Office of Foreign Relations

**STATUS REPORT FORMAT**

<b>PROJECT #:</b>	<b>COUNTRY/PROJECT NAME:</b>	
<b>FUNDING:</b>	<b>PROJECT DURATION:</b>	<b>EVALUATION DATES:</b> Mid-term: Final:
<b>DATE SUBMITTED:</b>	<b>REPORTING PERIOD:</b>	<b>CONTACT:</b>
<b>PROJECT OBJECTIVES:</b>  <u>Development Objective:</u>  <u>Immediate Objective(s):</u>  <u>Sub Immediate Objective(s):</u>		

**I. WOKRPLAN STATUS**

*(Attach Workplan indicating status of components – “completed,” “on schedule,” “delayed,” “Cancelled” as an annex.)*

[Summarize any Workplan variance and recommended actions]

**II. PROBLEMS, PROPOSED SOLUTIONS, ACTIONS TAKEN OR REQUIRED**

Problems

Proposed Solutions

Actions Taken/Required

**III. NEW PROPOSALS (activities, staffing, funding, etc.)**