

Oregon-Columbia Heavy Equipment Operators JATC

Monthly Progress Report

Email, mail, or deliver to NWCC:
Email: mprs@nwcc.com
Northwest College of Construction
8111 NE Holman St.
Portland, OR 97218
 Questions? Call 503-256-7300

Month	Year
Name:	
Phone Number:	
Address:	

Please call or write the apprenticeship office to report a change of address or phone number.

MONTHLY PROGRESS REPORTS ARE DUE THE 1ST OF THE MONTH, SIGNED AND TOTALED WHETHER YOU WORK OR NOT.

DATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total		
WORK PROCESS																																		
Daily Total																																		

I certify that the above information is correct. APPRENTICE SIGNATURE _____ DATE _____

Name of company:	
Location or work site:	
Supervisor's name:	
Supervisor's phone #:	
Supervisor's signature:	
Please verify the information above and complete required employer rating section before signing =>	

1 = Unsatisfactory	3 = Fair	5 = Above Average
2 = Poor	4 = Average	6 = Excellent/Exceptional

EMPLOYER EVALUATION

1. Is this Apprentice punctual and dependable?	
2. Does this Apprentice strive to understand and follow directions?	
3. Is this apprentice cooperative and have a good attitude?	
4. Does this apprentice demonstrate safe working practices?	
5. Does this apprentice consistently take care of Equipment/tools before and during operation?	
6. Improvement needed in area of work performed:	

EMPLOYER COMMENTS _____

IT IS YOUR RESPONSIBILITY TO KEEP A RUNNING TOTAL OF YOUR HOURS IN THE PROGRAM



Work Process Codes

- AB Broom & Sweeper/Sweeper
- AD Articulated/Off-road Dump Truck
- AE Assistant to the Deck Engineer
- AP Paver
- AR Asphalt Roller
- AS Asphalt Screed (includes assistant to the operator)
- BH Backhoe
- BT Boom Truck
- CB Concrete Bidwell
- CC Conventional Crane
- CE Concrete Equipment (includes Pumps and Saws)
- CO Crane Operator
- CP Compactor (includes roller, sheepsfoot, tamper)
- CS Crusher or Assistant (including conveyors)
- CT Concrete Tiner
- DA Driller Assistant (includes drill attendant/helper)
- DD Dredge Diesel and Electric Engineer
- DE Deck Engineer
- DH Dredge Deckhand
- DM Drill Machine
- DZ Dozer
- EL Elevator
- EX Excavator
- FC Floating Clamshell
- FG Flagging
- FL Forklift
- FM Fireman
- FO Floating Crane Operator
- FS Fuel and Servicing (dredge operations)
- GC Grade and Plane Checking
- GN Generators, Compressors, and Pumps
- GP Guardrail Punch
- GR Grader (rough and Finish)/Rock Spreader
- HC Hydraulic Crane (indicate < > 50 Tons)
- LA Laborer
- LB Lattice Boom Crane
- LE Lift Equipment
- LO Loader (including Bob Cat with bucket)
- MO Machine Operator
- OC Overhead Crane
- OL Service Oiler (includes spread oiler)

- PD Piledriver Operator (including assistant)
- PE Paving Equipment: Breaker and Saws
- PM Paving Machine Operator
- PO Plant Operator/Assistant (concrete or asphalt)
- PO-H Hot Plant Operator/Assistant
- RG Rigger and Rigging
- RT Rubber Tired Tractor
- SA Safety (Confined Space, Trenching, Site Excavation, and traffic safety)
- SC Scraper
- SP Screening Plant
- SS Skid Steer
- TC Tower Crane

- TK Truck
- TM Trenching Machine
- WB Workboat Operator
- WC Worksite Communications (hand signals, radios, traffic control)
- WI Wire Rope and other attachments for lifting
- WH Whirly Crane
- WO Winch Operator
- WR Welding & Repair, Dredge Operations

Sample Monthly Progress Report:

Oregon-Columbia Heavy Equipment Operators JATC
Monthly Progress Report

Fax, mail, or deliver to NWCC:
Fax: 503-252-9560
Northwest College of Construction
8111 NE Holman St.
Portland, OR 97218
 Questions? Call 503-256-7300

Month	September	Year 2010
Name:	John Doe	
Phone Number:	(123) 456-7890	
Address:	123 N. Oregon Way Portland, OR 97218	
<input type="checkbox"/>	Please check box to indicate change of address or phone number	

MONTHLY PROGRESS REPORTS ARE DUE THE 10th OF THE MONTH, SIGNED AND TOTALED WHETHER YOU WORK OR NOT

DATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	
WORK PROCESS																																	
AD		6	8						8	8						4				8				6									48
BH	2			4	2					6	5					8		3				5								2		37	
DZ			8								3	1					6							8	8	6				8	6		54
LA				4	4					4	1	4					2	4				6							4			33	
GC					2							1						1				1										5	
TK															6								6						6			18	
Daily Total	8	8	8	8	8				8	8	10	9	6		10	8	8	8	8			12	12	8	8	6			10	8	8	195	

I certify that the above information is correct. APPRENTICE SIGNATURE John Doe DATE 10/5/10

Name of company:	Northwest Construction
Location or work site:	Broadway Bridge
Supervisor's name:	John Q. Public
Supervisor's phone #:	(123) 456-7890
Supervisor's signature:	<i>John Q. Public</i>
Please verify the information above and complete required employer rating section before signing =>	

EMPLOYER EVALUATION

1 = Unsatisfactory	3 = Fair	5 = Above Average
2 = Poor	4 = Average	6 = Excellent/Exceptional

1. Is this Apprentice punctual and directions?	5
2. Do the Apprentice strive to understand and follow directions?	6
3. Is this apprentice cooperative and have a good attitude?	5
4. Does this apprentice demonstrate safe working practices?	4
5. Does this apprentice consistently take care of Equipment/tools before and during operation?	5
6. Improvement needed in area of work performed:	

EMPLOYER COMMENTS John is doing a great job, he is a hard worker and is learning the equipment in a timely manner.

EMPLOYER COMMENTS _____