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EXAMPLE BUILDERS LTD.
Garage suites, infills & renovations · Calgary

300, 789 Sample Way SE, Calgary, AB
403-555-0188 · office@example.com
GST 00000 0000 RT0001 (sample)

Daily site report

Garage Suite, 123 Example Street NW · written from the superintendent's voice note and photos

REPORT	**DR-026**
DATE	Wed Oct 14, 2026
SUPERINTENDENT	Jordan Example
SOURCE	Voice note 4:52 PM (1 min 7 s), 12 photos
DAY	26 of 72 working days

WEATHER	Clear. 7 AM -3°C, frost on the deck until about 10 AM. High +6°C. Wind NW 20 km/h. No time lost.
SCHEDULE	On schedule: level 2 walls (Oct 14 to 16), trusses Tue Oct 20.

Crew and hours

Company	Trade	People	On site	Hours
Example Builders	Framing crew	4	7:00 AM to 4:30 PM	36.0
Example Builders	Superintendent	1	7:00 AM to 4:52 PM	9.5
		5		**45.5**

Work done today

- Level 2 south and west walls framed, sheathed and stood.
- Level 2 north wall framed with openings W3 (bedroom egress) and W4 (bathroom), sheathed, ready to stand.
- Level 2 east wall laid out. Stand first thing tomorrow.
- Stair: floor-to-floor measured at 123 7/8": 16 risers at about 7 3/4" confirmed (closes flag F-06). Stringers can be cut.

Deliveries

7:30 AM: lumber top-up, 40 x 2x6 92-5/8" studs and 20 sheets of 7/16" OSB. Checked against the order, nothing short.

Visitors

1:30 PM: Pat Example (owner).

Changes, issues and decisions

#	Item	Action	Owner
1	Owner asked for an added bedroom window on the west wall, about 30" x 48": "the room is too dark".	Change order CO-002 drafted 2:14 PM with price and schedule, sent for e-signature 2:20 PM. Frame the opening Oct 15 while the wall is open, if signed. Designer to confirm spatial separation before the window is ordered.	Morgan (PM)
2	Trusses confirmed for Tue Oct 20, 7:00 AM, boom truck from the lane.	Ask the owner to keep the lane clear from 6:30 AM.	Jordan
3	Stair rise checked (F-06).	Cut stringers next week.	Jordan

Safety

7:05 AM toolbox talk: fall protection on level 2. Guardrails at the stair opening and all open edges checked. Field-level hazard assessment signed by 5 of 5 workers. No incidents, no near misses.

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Photos (12)

#	Caption	#	Caption
01	South and west walls standing, from the lane	07	Guardrail at the stair opening
02	North wall on the deck, W3 and W4 openings	08	Hazard assessment, signed
03	West wall sheathing, bedroom area (future W8)	09	Stair floor-to-floor tape reading
04	Lumber top-up on arrival, 7:30 AM	10	Lane access for Tuesday's trusses
05	Delivery slip	11	Frost on the deck, 7:10 AM
06	East wall layout on the subfloor	12	End of day, walls braced

Tomorrow, Thu Oct 15

- Stand and brace the east wall.
- Frame the W8 opening if CO-002 is signed (signed 9:05 AM Oct 15).
- Start level 2 partitions.

DRAFTED BY AI
Alpha Seed AI · site reports agent
Wed Oct 14, 2026, 4:58 PM · from Jordan's voice note and 12 photos

REVIEWED & APPROVED BY
Jordan Example, Superintendent
Wed Oct 14, 2026, 5:10 PM · approved, sent to the PM and the office

Voice note transcript

Jordan Example · Wed Oct 14, 2026, 4:52 PM · 1 min 7 s

Okay, daily for Wednesday the fourteenth, garage suite on Example Street. Cold this morning, about minus three, frost on the deck, cleared up by ten, high around six, a bit of wind from the northwest. Four framers plus me, seven to four-thirty. We got the south and west walls on the second floor framed, sheathed and stood. North wall is framed with both openings, the bedroom egress and the bathroom, sheathed and ready to stand. East wall is laid out, we stand it first thing tomorrow. Lumber top-up came at seven-thirty: forty two-by-six studs and twenty sheets of seven-sixteenths OSB. All there. Toolbox talk this morning on fall protection. Guardrails are up around the stair opening and the open edges, and everybody signed the hazard assessment. Pat came by around one-thirty and asked for the extra bedroom window, that's the change order that went out this afternoon. If he signs tonight or in the morning we frame the opening tomorrow while the wall is open. Oh, and I checked the stair. Floor to floor is one twenty-three and seven-eighths, so sixteen risers works. Trusses are confirmed for Tuesday at seven, coming down the lane with the boom truck. That's it.