

USDA - Forest Service		FS-6300-0020 Rev 01/17			1. FOREST																																											
<b>CONTRACT DAILY DIARY</b> <i>(Reference FSH 6309.32)</i>				2. CONTRACT NO.																																												
3. PROJECT																																																
4. CONTRACTOR				5. CONTRACTOR REPRESENTATIVE ON SITE																																												
6. GOVERNMENT OFFICIALS ON SITE																																																
7. DATE	8. DAY OF WEEK	9. TIME ARRIVED	10. TIME DEPARTED	11. WEATHER																																												
12. TEMPERATURE °F. <i>Min.      Max.</i>		13. GROUND CONDITION		14. CONTRACT TIME	15. DAYS USED	16. COMPLETION DATE																																										
17. TIME USED (%)	18. WORK COMPLETED (%)	19. WORK ON SCHEDULE <b>YES                      NO</b>		20. CONTRACTOR'S WORK - (X Appropriate Box) <b>Acceptable                      Unacceptable - Explain in narrative</b>																																												
21. CHANGE ORDERS/AMENDMENTS ISSUED				22. WORK ORDERS ISSUED (Include SUSPEND/RESUME)																																												
23. MATERIALS FURNISHED TO JOB SITE (Furnished By: G-Govt.; C-Cont.; S-Subcont.) ▶▶▶				24. LIST EQUIPMENT ON SITE (Furnished by G-Govt.; C-Cont.; S-Subcont.) ▶▶▶▶▶																																												
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Type</th> <th style="width: 55%;">Contract Item Number and Location of Use</th> <th style="width: 20%;">Hours Used</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>			Type	Contract Item Number and Location of Use	Hours Used																																							
Type	Contract Item Number and Location of Use	Hours Used																																														
25. LIST CONTRACT PAYMENTS, REPORTS, CORRESPONDENCE, ETC. <u>Item</u> <u>Prep</u> <u>Submit</u>				26. WORKERS ON SITE <u>Classification</u> <u>Number</u> <b>PRIME                      SUB</b>																																												
27. GOVERNMENT PROVIDED SERVICES ADEQUATELY AND TIMELY <b>YES                      NO - Explain in narrative</b>																																																
28. NARRATIVE REPORT																																																
29. SIGNATURE 			30. TITLE		31. ADDTL SPACE NEEDED <i>(continued on 6300-21)</i>																																											