The-SiteTeam

Our programme in brief

Real screenshots · through the eyes of each position · A Programme · B Claims · C Programme training · D Claims training

Sample project: EPC Petrochemical Project · 42 pages · November 2026

The claim sections are for information and are not legal advice. People, companies and project data are fictional.

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G

Introduction

This report shows every feature of The-SiteTeam with real screenshots. Sample project: EPC Petrochemical Project (a 4,112-activity P6 / XER compatible programme) and an office building built from a BOQ Excel file.

For the planner: the programme layout you know

- WBS tree and activity table on the left (ID, name, duration, start, finish, float), Gantt on the right.
- Critical activities in red, baseline bar in grey, progress inside the bar.
- L1 → L5 levels in one click; L5 work steps with weights.
- Data date, calendars, FS / SS / FF relationships, lags, constraints.
- XER in / out: the file goes back to the planning software, work steps included.
- DCMA 14-point, Monte Carlo P50 / P80, window delay analysis.

The planner opens the screen and says "I know this programme"; the difference is that the same screen is tied to site, payments and claims.

For document control and the project manager: the CDE layout you know

- Document register by the numbering scheme, revision and status.
- Review queue and review codes (A approved / B with comments / C rejected).
- Transmittals: each package numbered, with recipients and a reply due date.
- Mail register: incoming / outgoing, RFI, letter, variation, submittal; owner and due date.
- History (audit trail) of every record and a permission matrix.
- External parties (employer, consultant, subcontractor) see only what is released to them in their own portal.

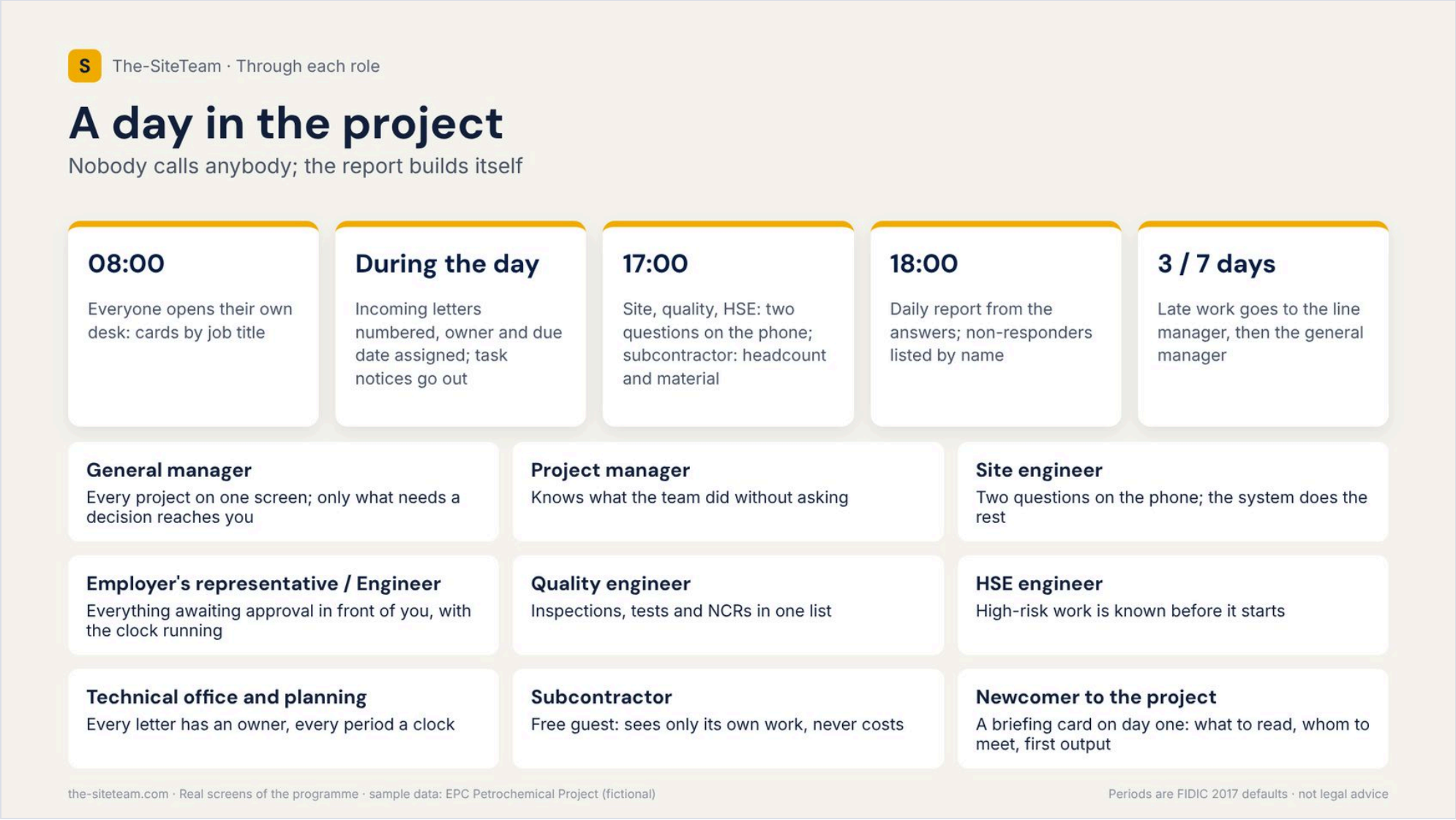
The document controller says "this is the system we use"; the difference is that every letter is tied to a notice clock, the programme and the claim file.

P

Through the eyes of each position

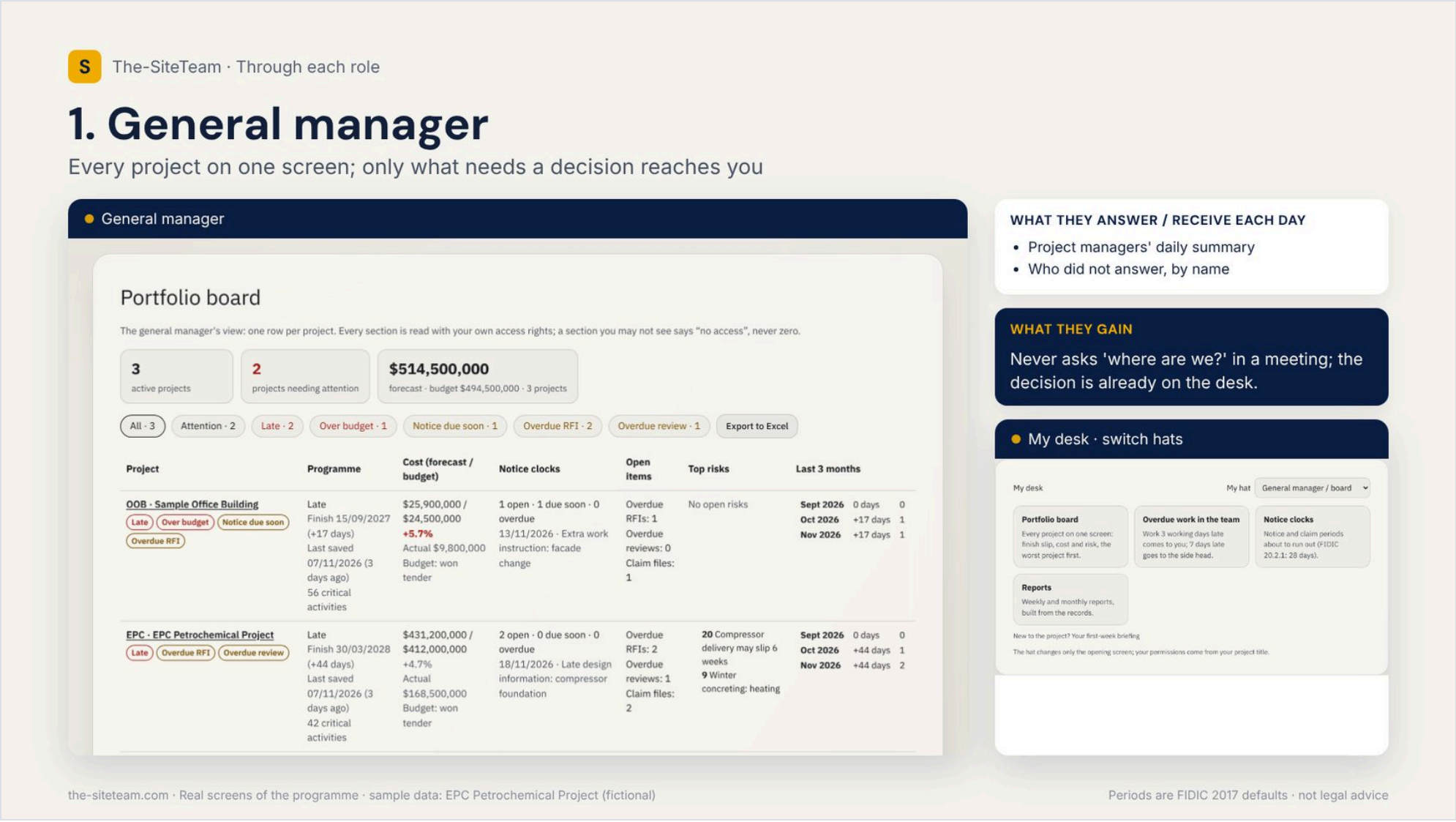
One project, nine desks. Each position sees only its own work and the data it is allowed to see; the same record reaches everyone in their own terms.

In the morning the site engineer sends the two-question report from the phone; at noon quality and HSE records open; in the evening the project manager sees the daily summary and the general manager the portfolio board. All from one source of data.



The general manager sees all projects on one board: progress, delay, cash, open notice clocks and risks. The answer to "which project should I look at" without digging.

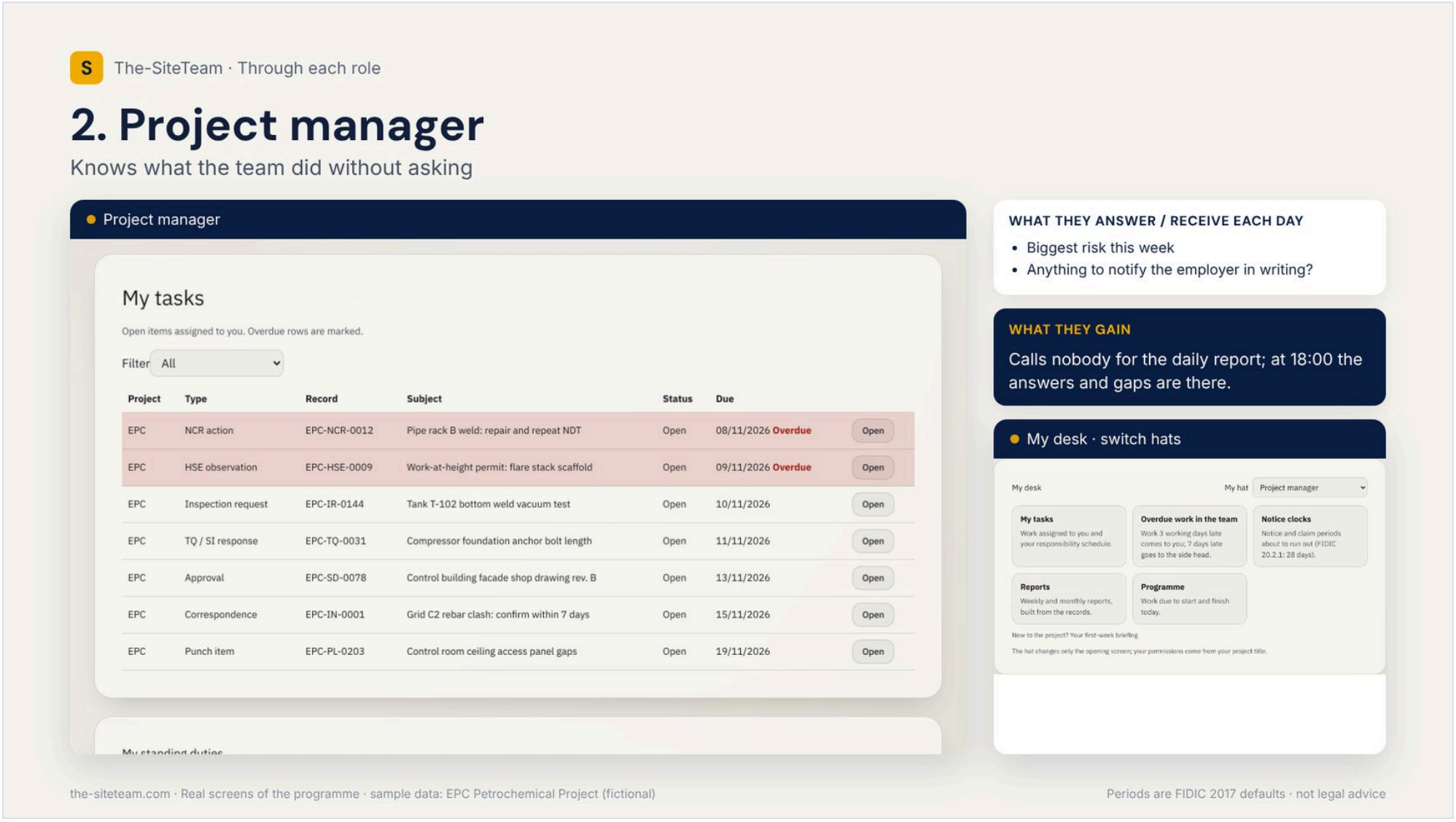
General manager



P3 Project manager

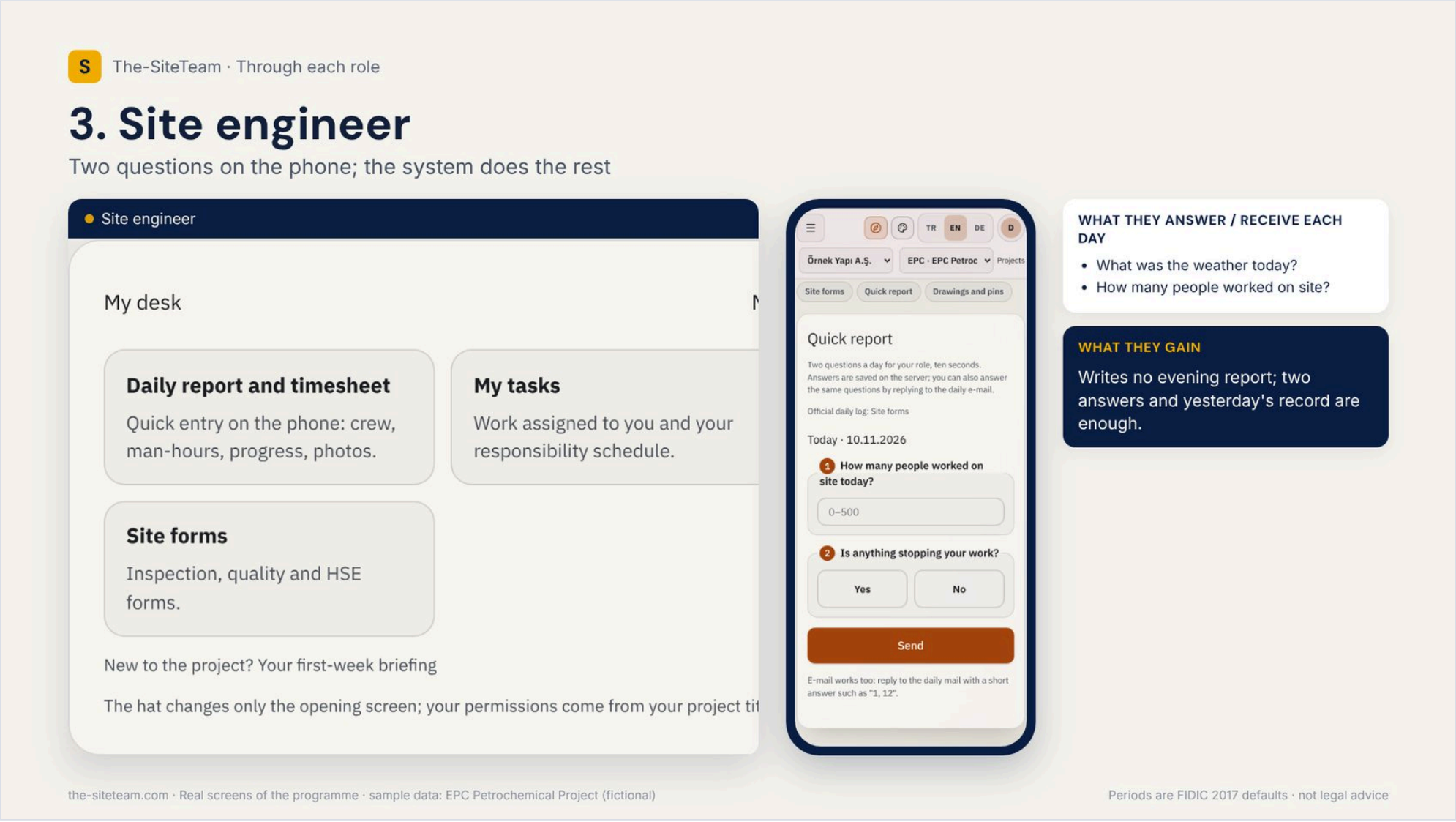
On My Desk the project manager sees today's work, overdue correspondence, payment and subcontractor reports waiting for approval, and running notice clocks.

Project manager



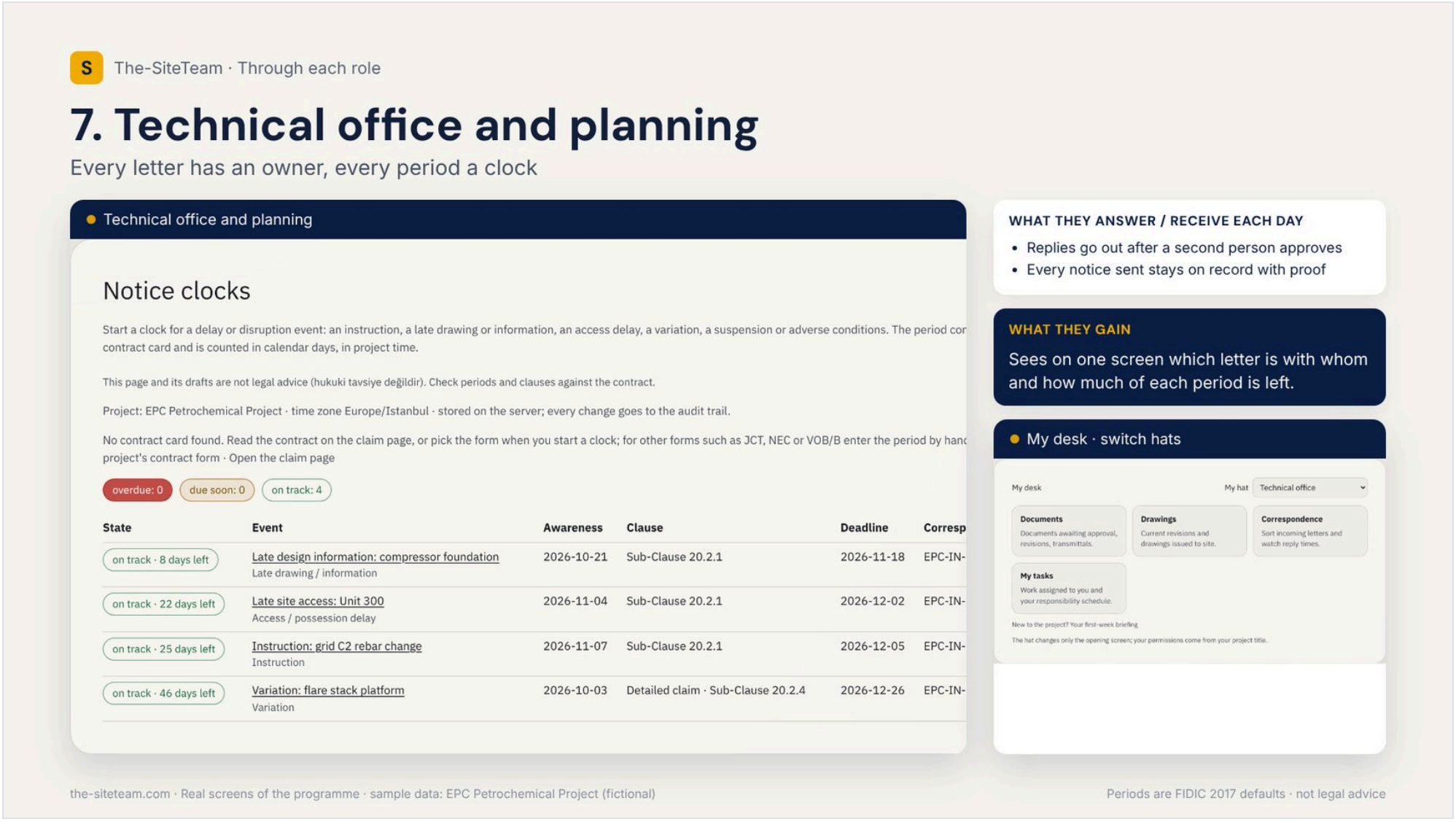
From the phone the site engineer sends the two-question daily report, snags / NCRs, photos and approves subcontractor quantities. The correspondence register and drawing pins are in the pocket.

Site engineer



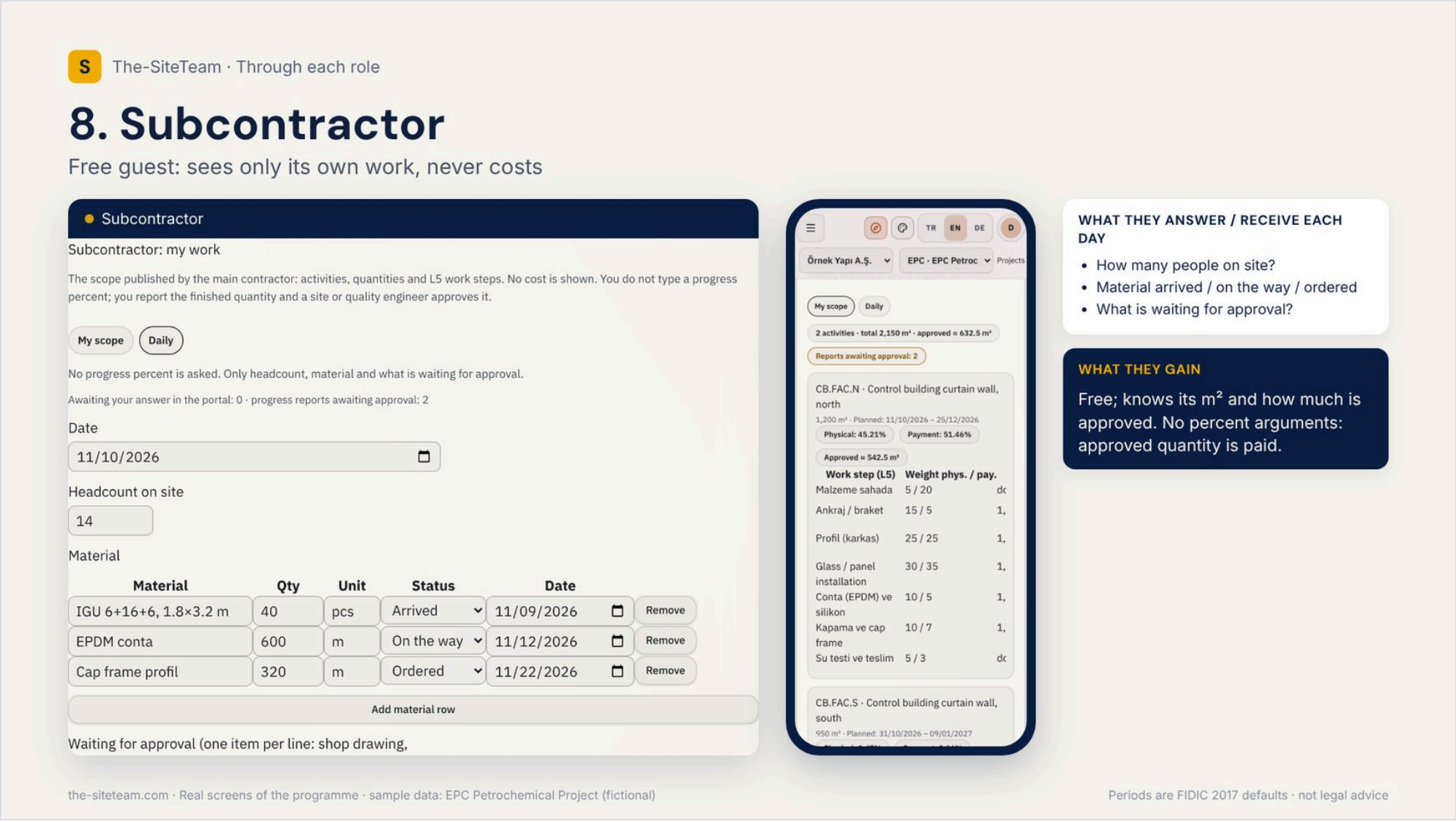
Technical office and planning build the programme, define the L5 work steps, take the baseline, update the programme from interim payment Excel files and issue the monthly control pack.

Technical office



The subcontractor is a free guest: it sees only its own scope (m², work steps, approved m²) and writes the daily headcount, material arrived / incoming / ordered and pending approvals. No cost, no progress percentages.

Subcontractor



A

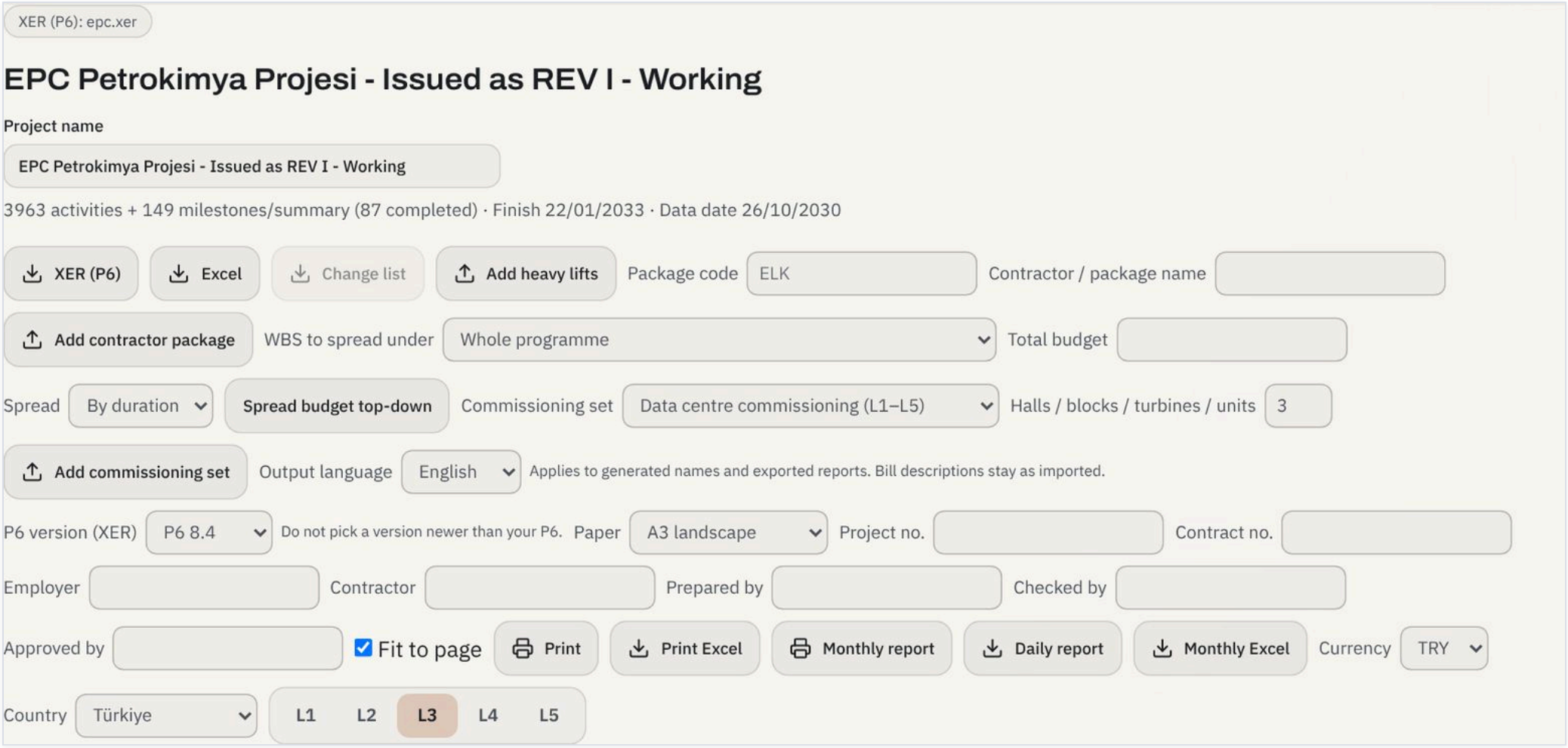
Programme

Every planning and control screen, from building the programme to the payment report, from the baseline comparison to the subcontractor scope.

A1 Bringing the programme in: XER file

The XER file exported from the planning software loads as it is: WBS, activities, relationships, calendars, resources and baseline are kept. The programme card shows the project, the data date and the export options. The programme goes back out as XER as well (P6 / XER compatible).

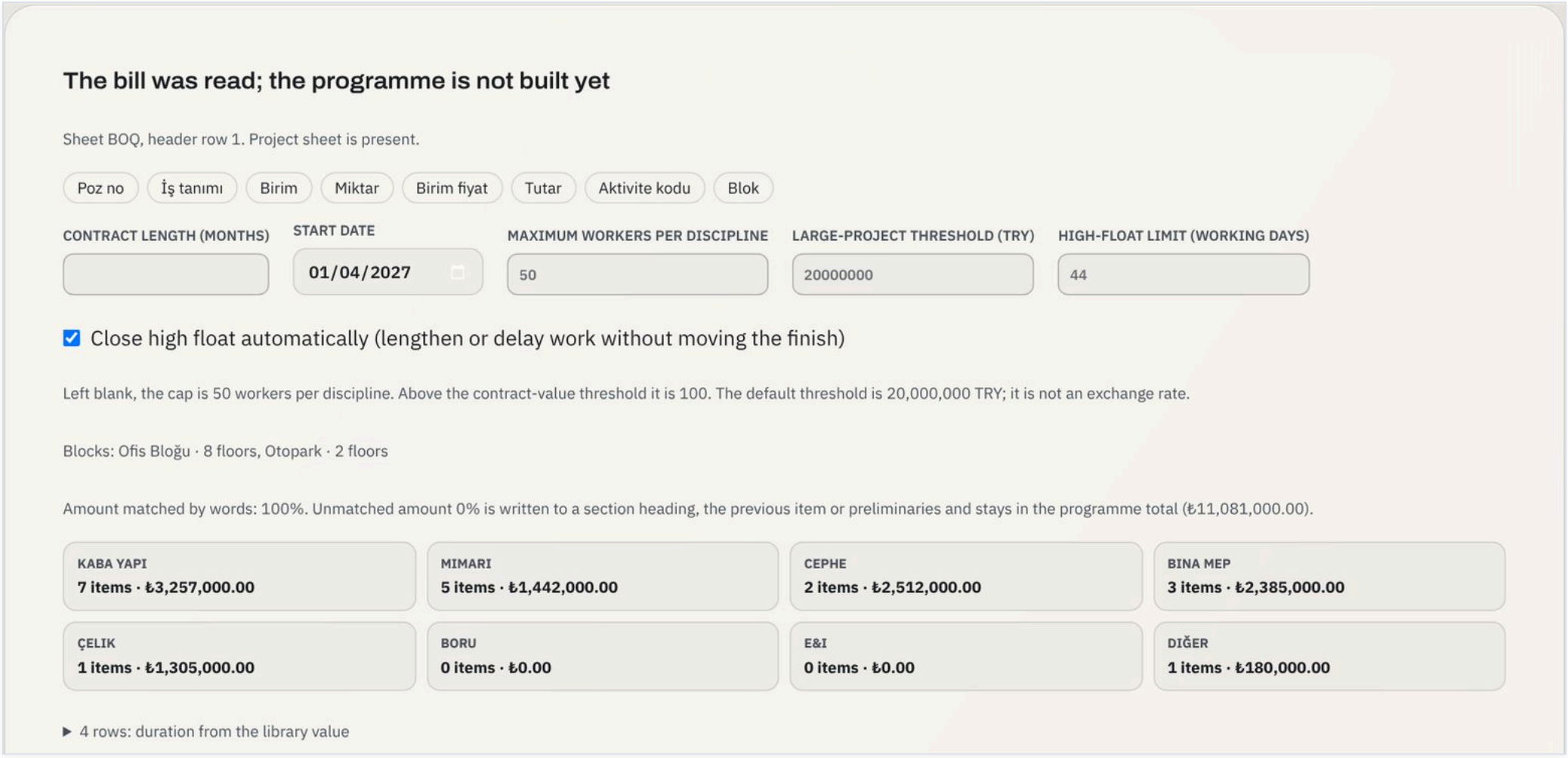
Planning | Technical office | Familiar planning screen



A2 Building the programme from a BOQ Excel

No programme yet? The BOQ Excel is enough. The programme asks a few questions (start, crews, working calendar) and builds activities, durations and logic from the items.

Technical office | QS / payments | Planning

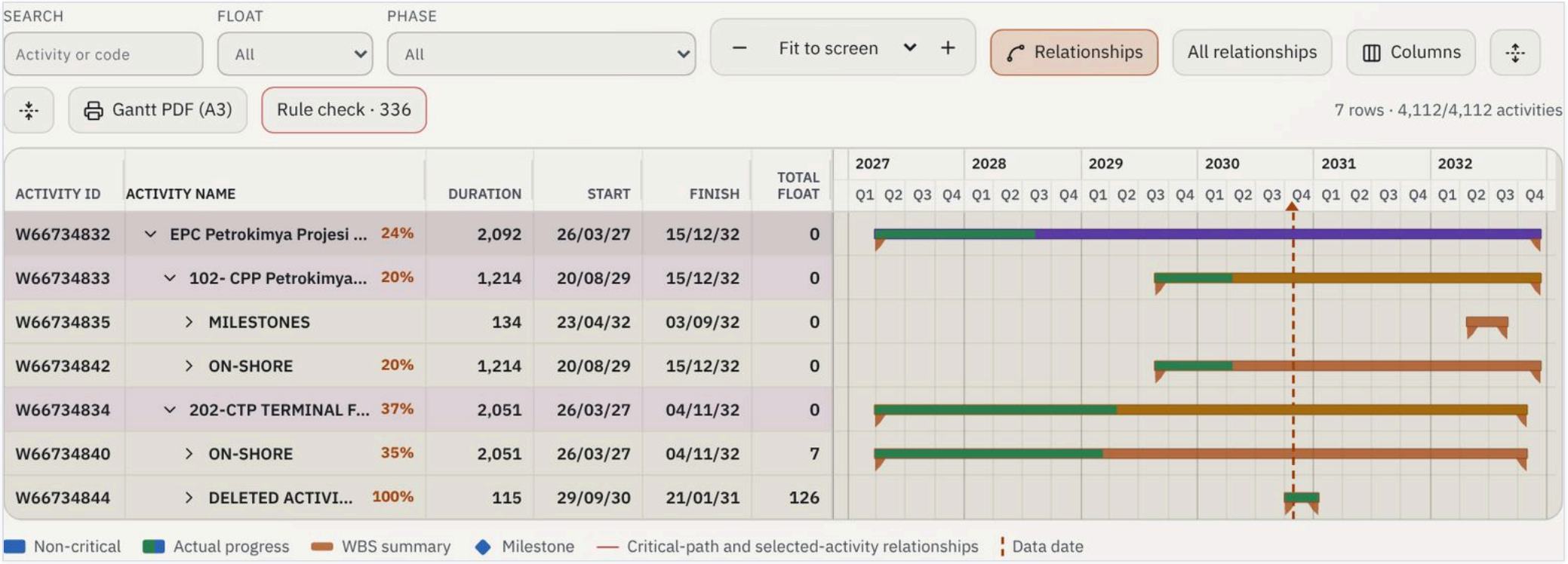


The rest of this screen is in the full report and in the programme.

A5.3 Programme — Gantt L3

Project control level: master programme by discipline and area. The level the technical office uses in the monthly report.

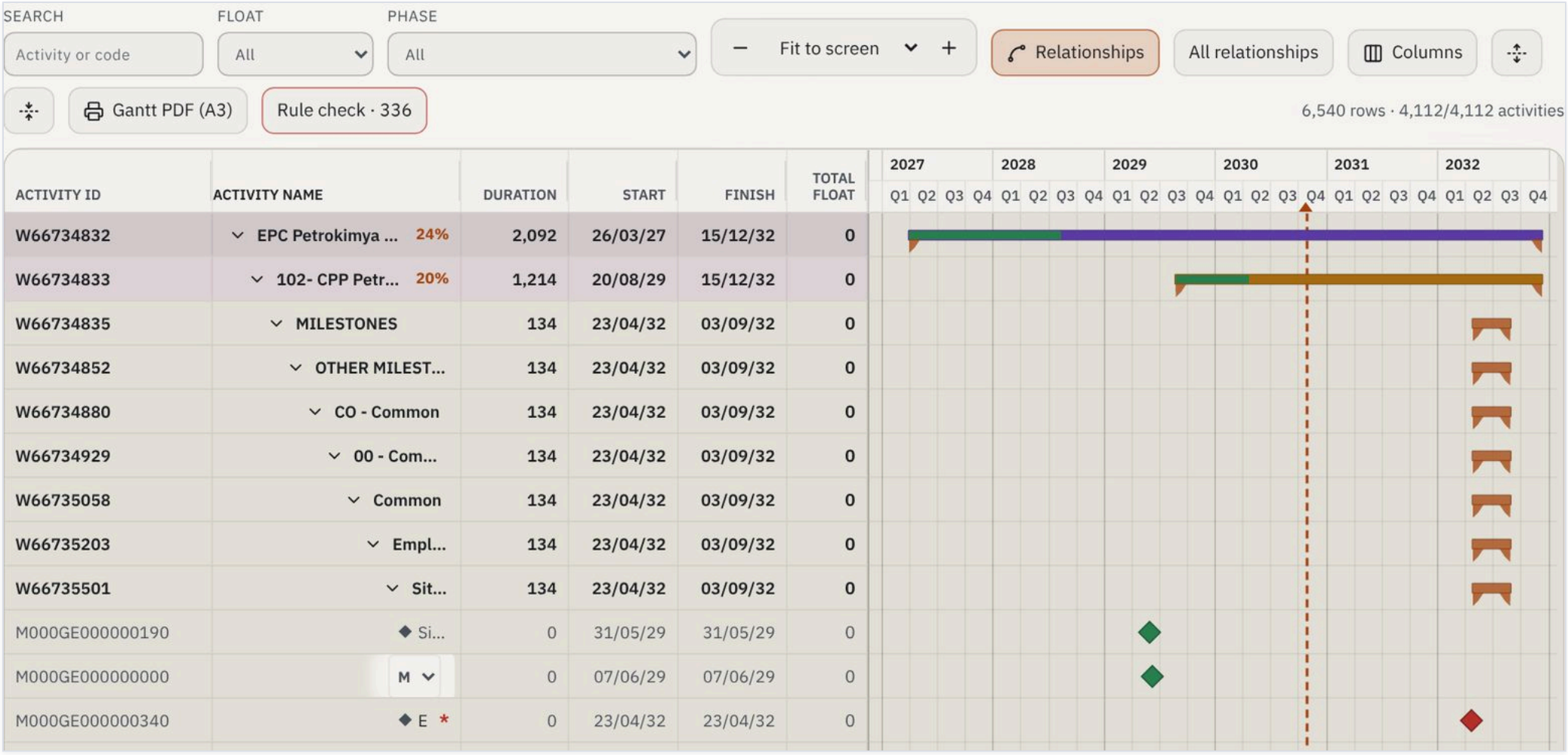
Planning · Technical office · Project manager · **Familiar planning screen**



A5.5 Programme — Gantt L5

Work steps inside each activity with physical and commercial weights (e.g. anchors 15% physical, 5% payment). L3 and L4 come quickly; L5 are our work steps.

Planning | Technical office | Project manager | Familiar planning screen

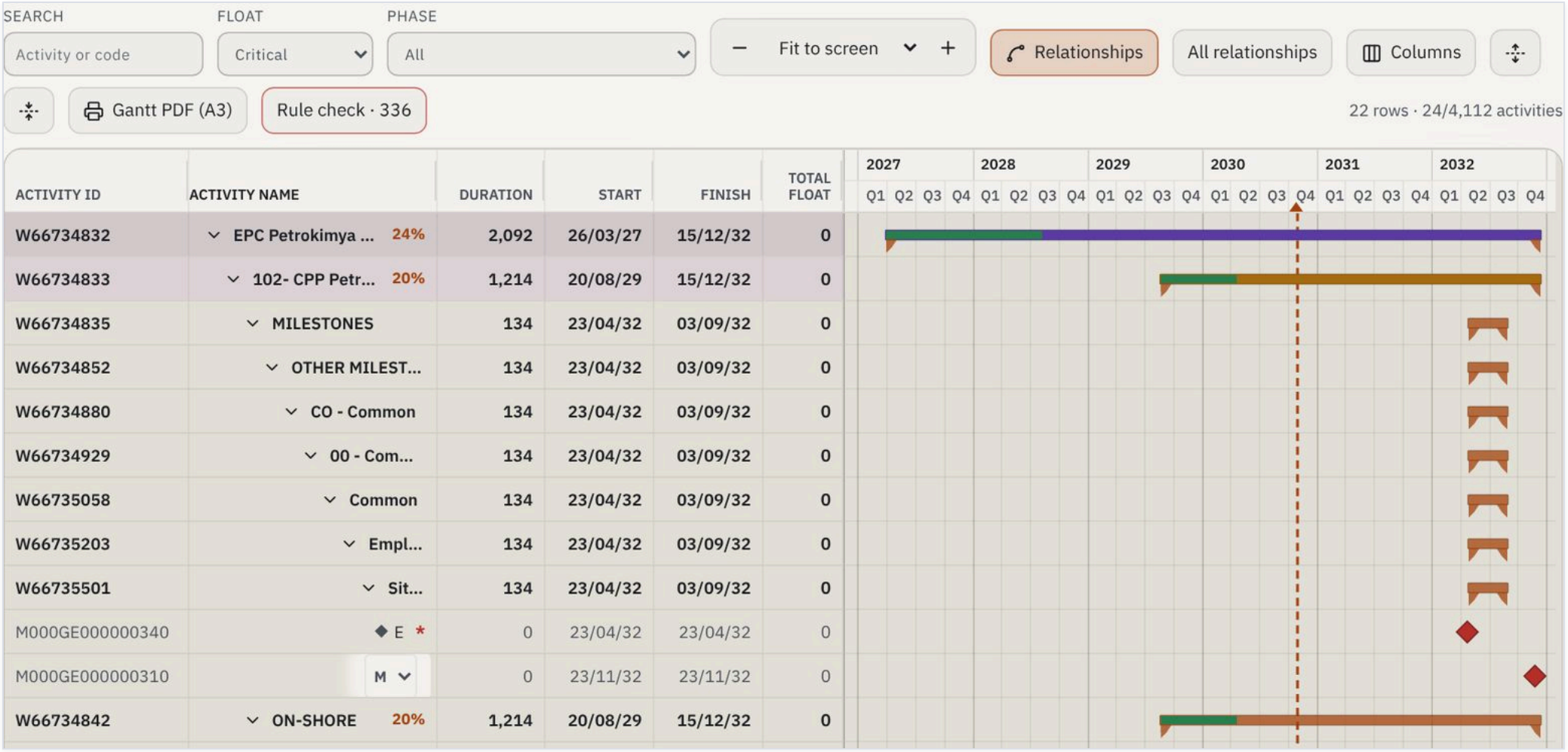


The rest of this screen is in the full report and in the programme.

A6 Critical path

Only the critical activities are filtered: the chain with zero or negative total float, with relationship lines. Which delay moves the finish date is visible at a glance.

Planning · Project manager · Contracts / claims · **Familiar planning screen**



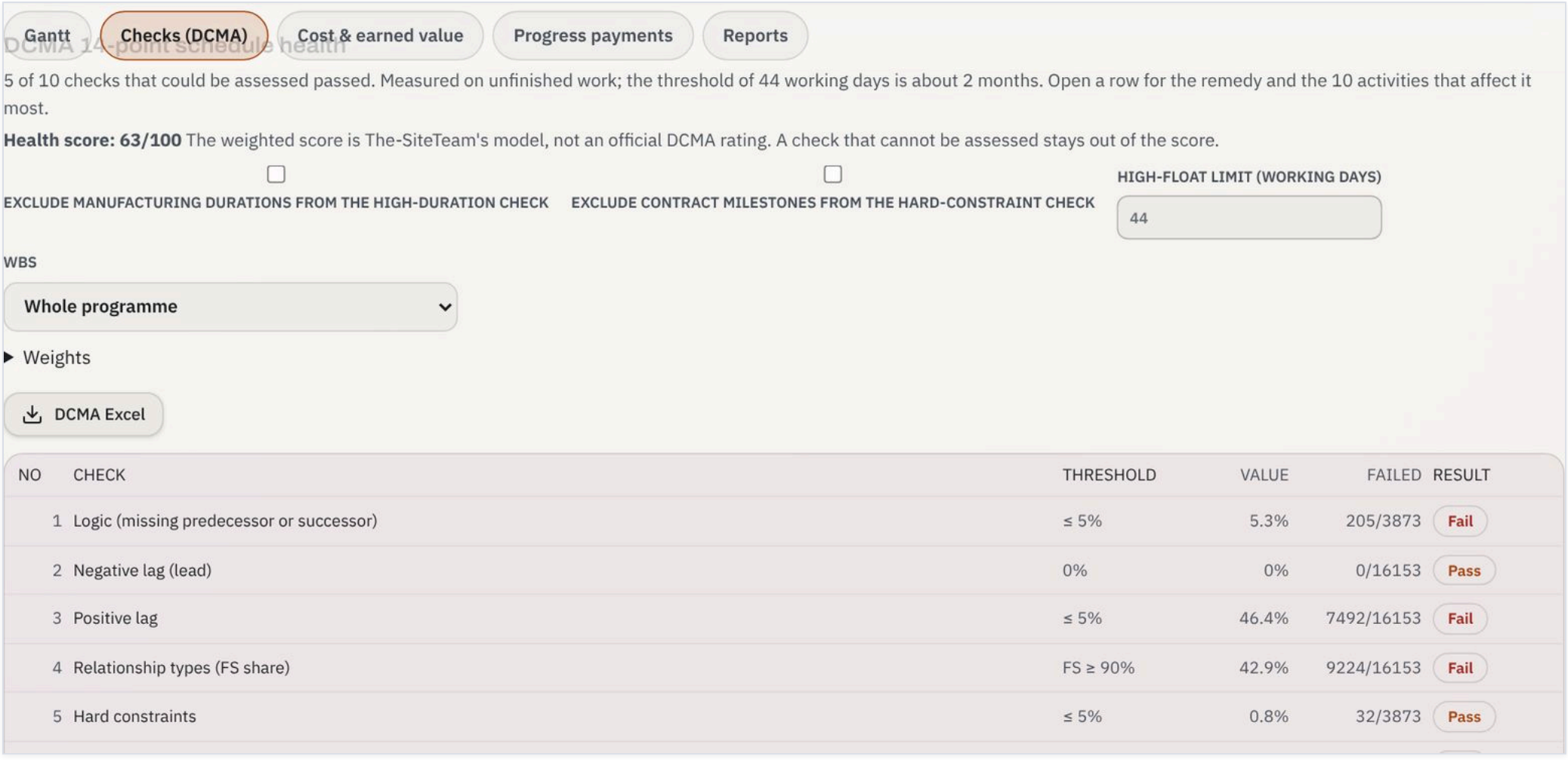
The rest of this screen is in the full report and in the programme.

A8 DCMA 14-point schedule health

PROGRAMME

Missing logic, negative float, long durations, constraints, resource loading: 14 checks in red / green. The quality gate before the programme goes to the employer.

Planning | Technical office | Employer / consultant | Familiar planning screen

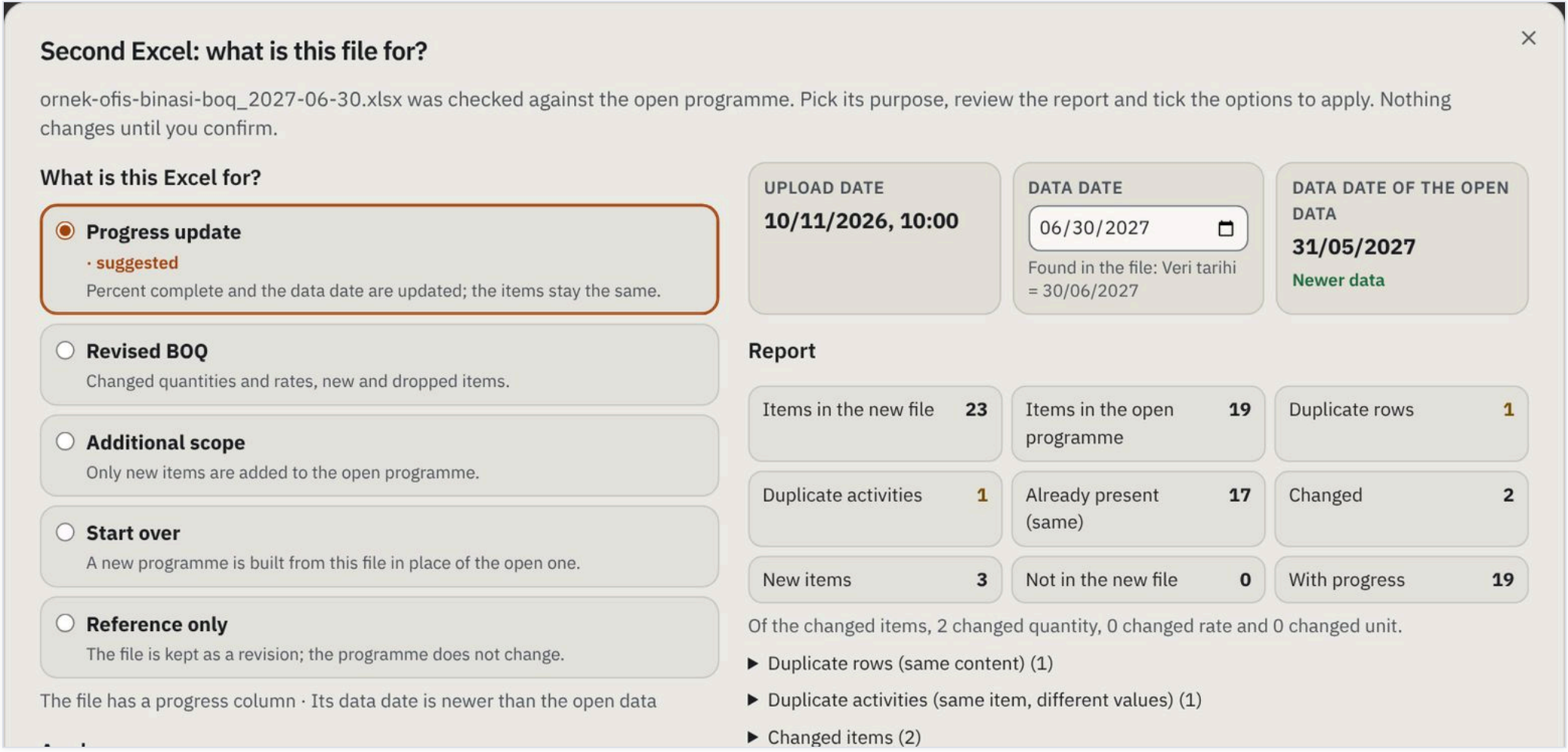


The rest of this screen is in the full report and in the programme.

A10 Uploading the interim payment Excel

When the second (interim) Excel is uploaded, the programme compares it with the open programme: new, changed, duplicate and removed items and the progress column. You choose the purpose (current progress / revised BOQ / extra scope / fresh start / reference); nothing changes before you confirm, and every decision is logged.

QS / payments | Technical office | Planning

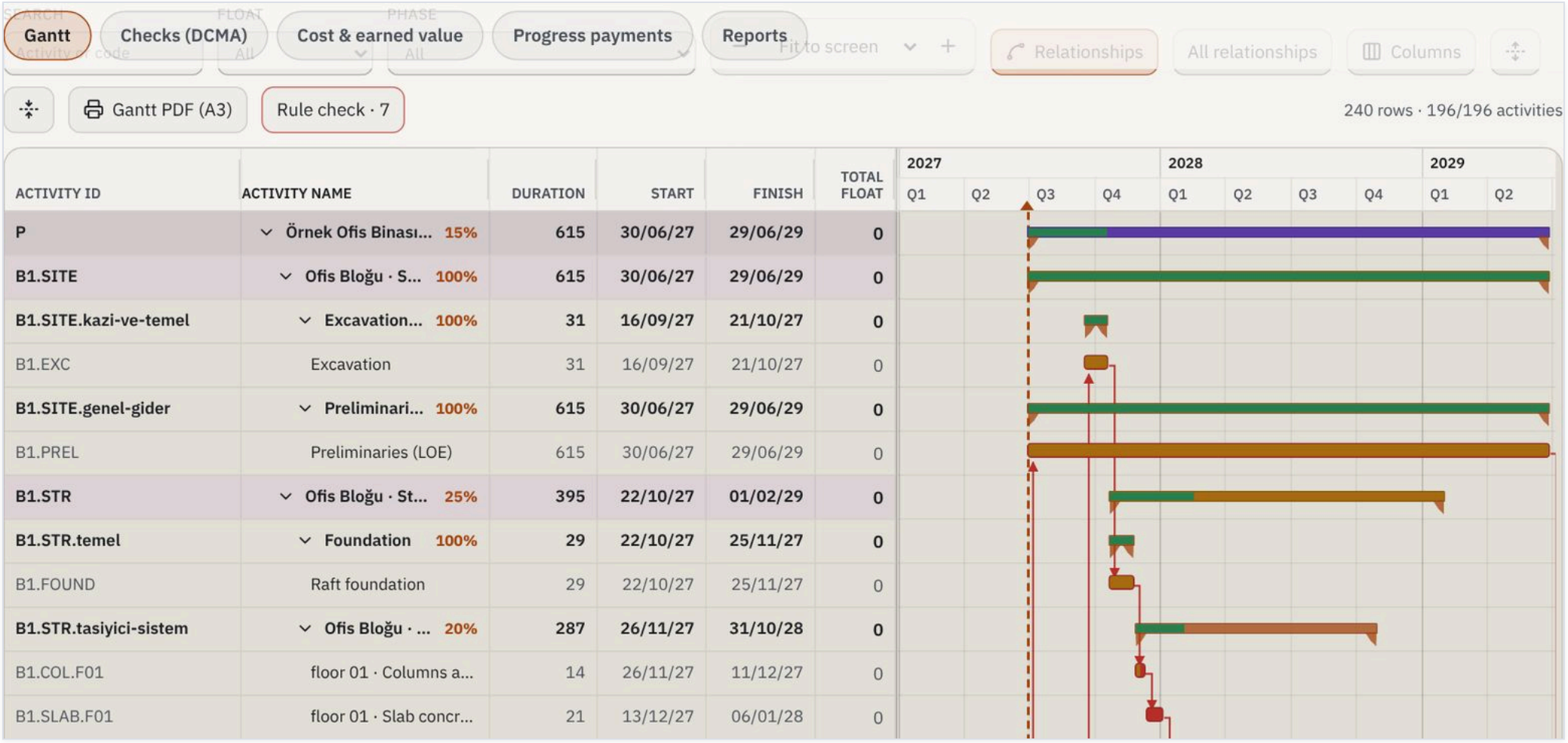


The rest of this screen is in the full report and in the programme.

A11 Updating the programme

The programme updated from the interim Excel: progress and data date applied, remaining durations recalculated.

Planning · Technical office · Project manager · **Familiar planning screen**



The rest of this screen is in the full report and in the programme.

A14 Cash flow and manpower histogram

PROGRAMME

Monthly cash flow and financing need from the payment period, retention and payment terms. Below it the manpower histogram: workers and man-hours month by month in crew colours; the red dashed line is the maximum workers per discipline. Planned / actual headcount and a man-hour cross-check.

QS / payments | Project manager | General manager | Planning

Cash flow

The progress-payment period, retention and payment term are written on top of planned value. Financing need ₺5,101,006.60.

PROGRESS PAYMENT PERIOD (MONTHS)	RETENTION (%)	PAYMENT TERM (DAYS)	RETENTION RELEASE (MONTHS)	
3	5	60	0	☐ Advance

Financing need ₺5,101,006.60. Inflow ₺11,081,000.00, outflow ₺11,081,000.00.

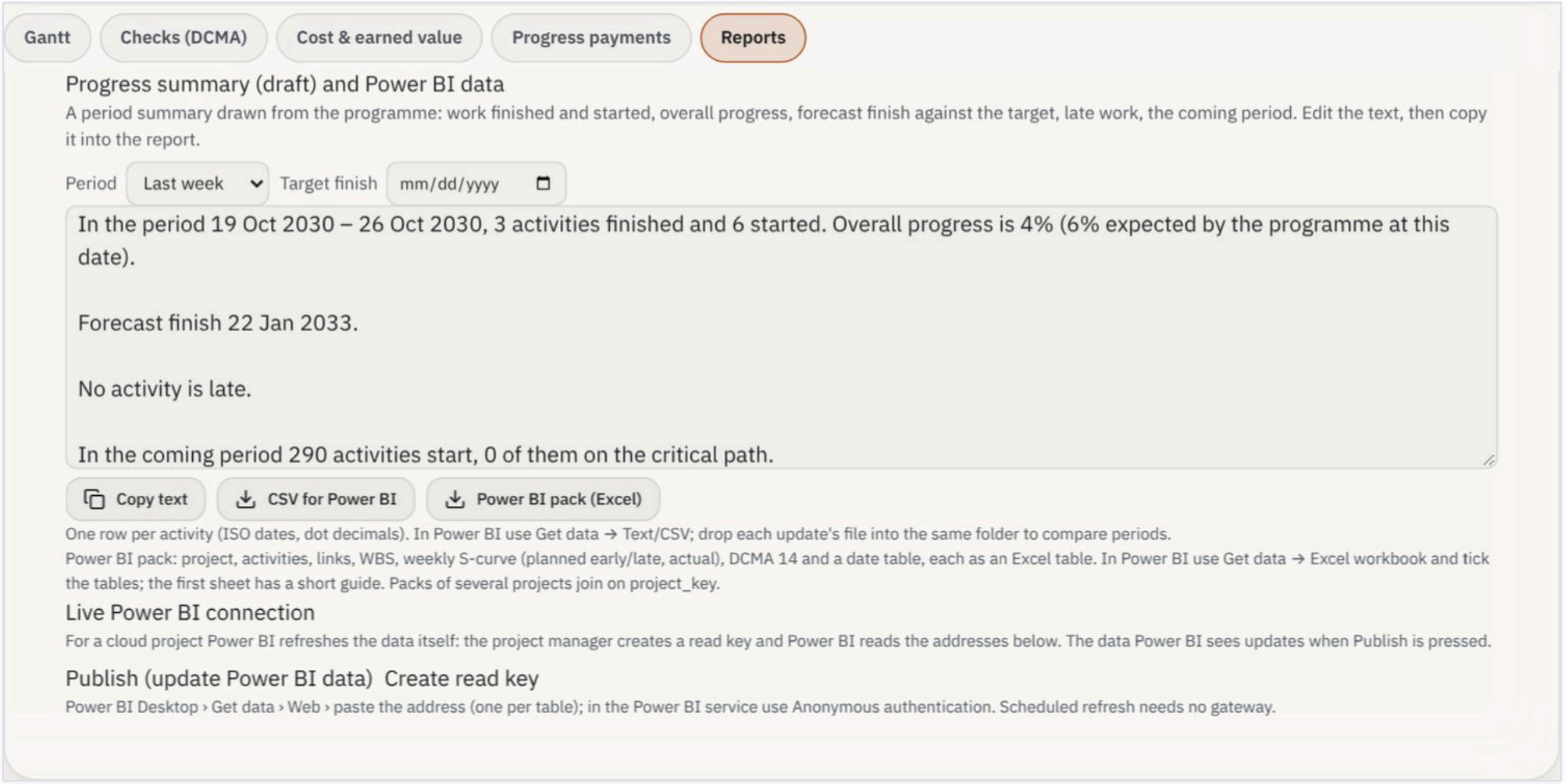
MONTH	PROGRESS PAYMENT	RETENTION	INFLOW	OUTFLOW	BALANCE
2027-01	₺0.00	₺0.00	₺0.00	₺180,000.00	-₺180,000.00
2027-02	₺0.00	₺0.00	₺0.00	₺0.00	-₺180,000.00
2027-03	₺243,870.97	₺12,193.55	₺0.00	₺63,870.97	-₺243,870.97
2027-04	₺0.00	₺0.00	₺0.00	₺333,519.12	-₺577,390.09
2027-05	₺0.00	₺0.00	₺231,677.42	₺669,368.53	-₺1,015,081.20
2027-06	₺1,305,413.66	₺65,270.68	₺0.00	₺302,526.01	-₺1,317,607.21
2027-07	₺0.00	₺0.00	₺0.00	₺159,208.61	-₺1,476,815.82
2027-08	₺0.00	₺0.00	₺1,240,142.98	₺154,620.40	-₺391,293.24
2027-09	₺475,618.52	₺23,780.93	₺0.00	₺161,789.51	-₺553,082.75
2027-10	₺0.00	₺0.00	₺0.00	₺177,945.23	-₺731,027.98

The rest of this screen is in the full report and in the programme.

A16 Progress against baseline: progress summary

Work finished and started in the period, overall progress (against what the programme expected), forecast finish and critical work starting next period. The text copies into the report; a CSV / Excel pack goes out for Power BI.

Project manager | Planning | General manager | Employer / consultant



A17 Progress against baseline: delay analysis (windows)

Each data date between the baseline and the saved progress records is a window. In each window the movement of the forecast finish is split by responsibility (employer / contractor / neutral / concurrent). The time side of the claim file.

Planning | Contracts / claims | Project manager | **Familiar planning screen**



The rest of this screen is in the full report and in the programme.

A19 Procurement schedule and offshore production

PROGRAMME

The date each material must be on site is counted back from the programme with ordering, approval, production and shipping times. For material produced abroad (offshore production) the place is chosen; sea freight and customs are added and the date it must be at customs is shown (in the sample the curtain wall is made in Italy, the windows in Germany). If a late order hits the critical path, an early warning opens.

Procurement · Planning · Project manager

Gantt · Checks (DCMA) · Cost & earned value · Progress payments · Reports

Procurement calendar

Back from the programme: from each material family's first installation start, the site buffer, transit, production, sample / shop-drawing approval and ordering are taken off. Data date 30.06.2027. The durations are assumptions, not supplier quotes; you can edit them.

Internal view: not shown in the employer's portal.

Edit lead times · Download CSV

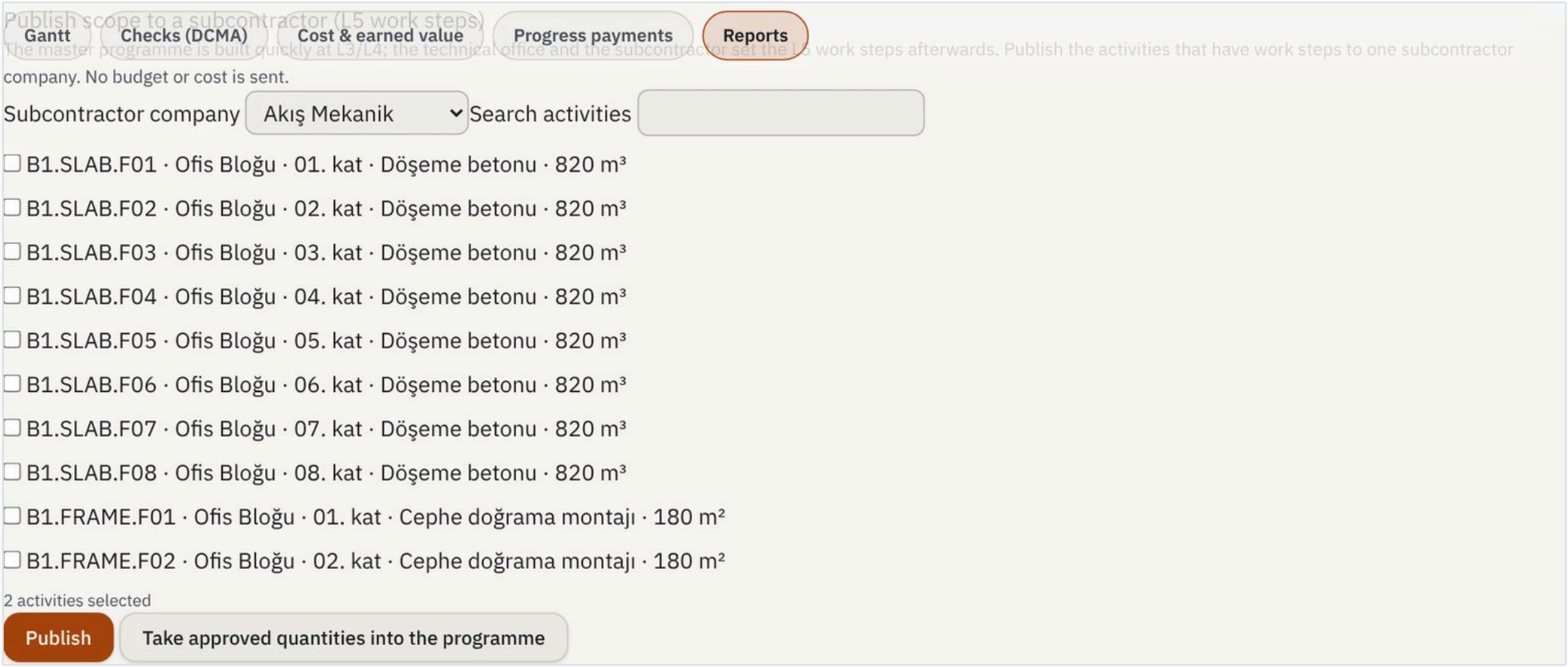
4 material families; 0 are past their order date, 0 must be ordered within 14 days. 2 families are produced abroad (customs and sea freight added).

Material	Order by	Approval	Production start	Ship	On site	First installation	Status
Structural steel B1.STEEL.F01 Ofis Bloğu · floor 01 · Structural steel · +20 activities	09.09.2027	19.09.2027	10.10.2027	14.11.2027	21.11.2027	26.11.2027	Planned 71 days left ☐ Order placed
Curtain wall (profiles, glass, anchors) B1.FACADE.F01 Ofis Bloğu · floor 01 · Curtain wall · +10 activities Offshore production (Italy)	15.12.2027	29.12.2027	19.01.2028	01.03.2028 At customs: 05.04.2028	12.04.2028	17.04.2028	Planned 168 days left ☐ Order placed
Windows and glazing B1.FRAME.F01 Ofis Bloğu · floor 01 · Facade joinery · +9 activities Offshore production (Germany)	08.06.2028	18.06.2028	02.07.2028	06.08.2028 At customs: 10.09.2028	17.09.2028	22.09.2028	Planned 344 days left ☐ Order placed
Bituminous membrane B1.ROOF Ofis Bloğu · Roof and waterproofing · +3 activities	04.10.2028	09.10.2028	16.10.2028	26.10.2028	29.10.2028	01.11.2028	Planned 462 days left ☐ Order placed

A22 Subcontractor scope and L5 work steps

The main contractor publishes only the scope to the subcontractor: activities, m², L5 work steps with physical and commercial weights; no cost field is ever sent. The subcontractor reports finished quantities by step; the site / quality engineer approves and the approved m² goes into the programme.

Technical office | Planning | Subcontractor | Site engineer | Quality

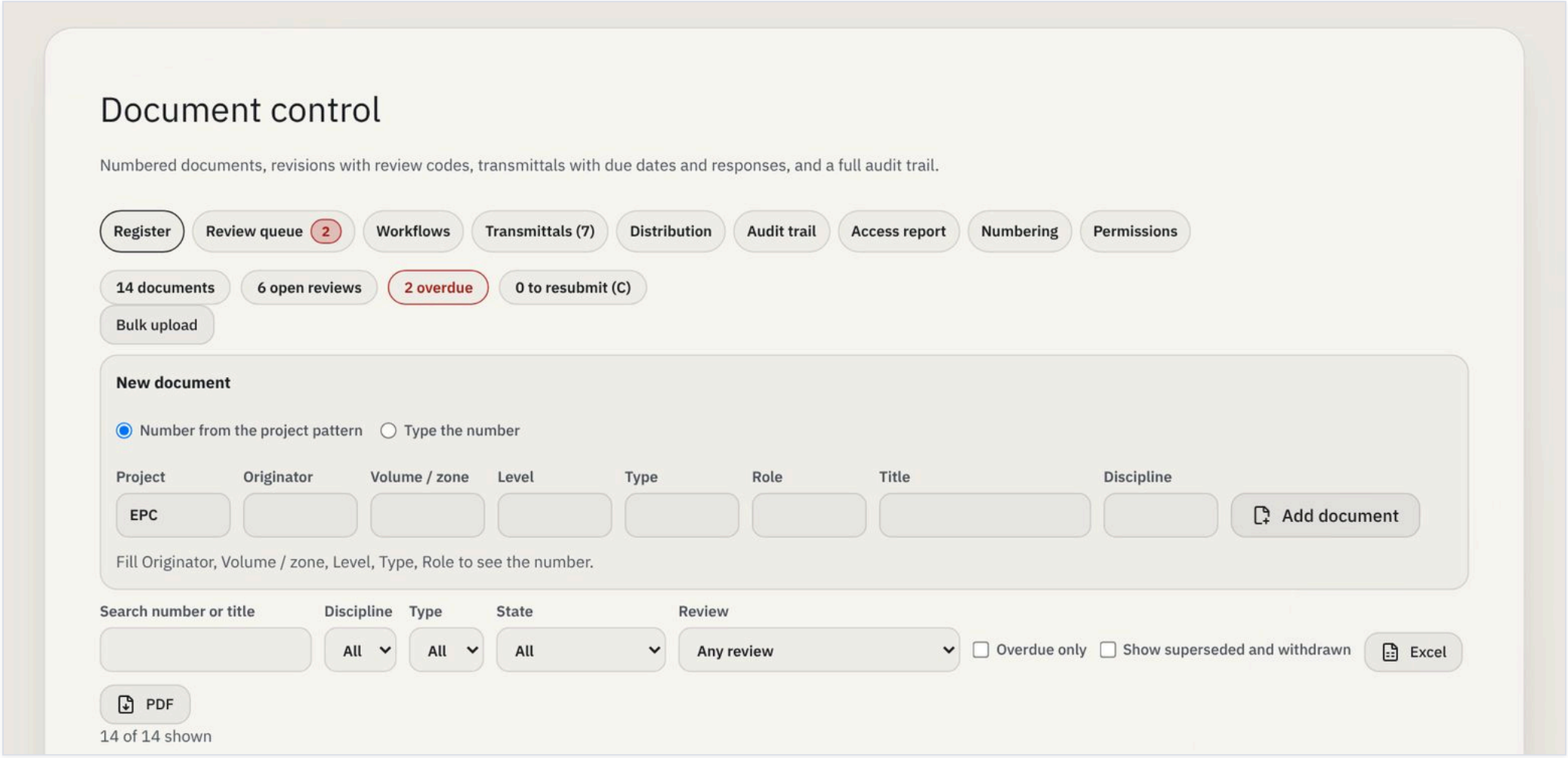


A24 Document control: register, revisions, transmittals

PROGRAMME

Numbered document register (project-contractor-area-discipline-type-sequence), revisions, review codes (A / B / C), review queue, transmittals, history and permissions. Every package sent is tracked by transmittal number; overdue replies turn red. The common data environment (CDE) logic used on large EPC projects.

Document control | Technical office | Employer / consultant | Project manager | Familiar document control (CDE) screen



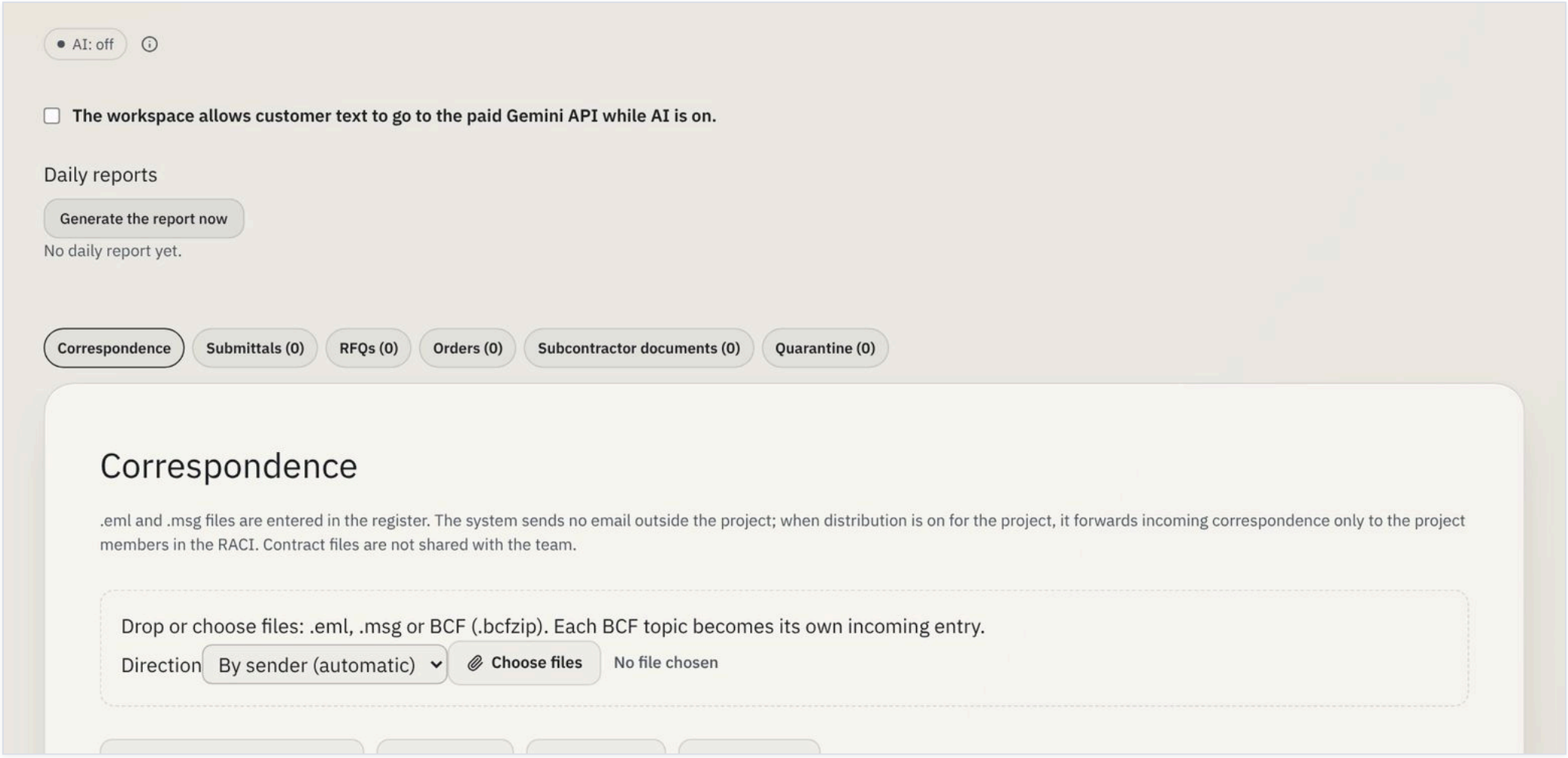
The rest of this screen is in the full report and in the programme.

A25 Correspondence register (mail register)

PROGRAMME

All incoming / outgoing correspondence numbered: RFI, letter / notice, variation, submittal. Dropping an .eml / .msg files it; owner, due date and status (assigned, drafting, answered) are tracked. A notice clock starts from a letter in one click.

Document control | Project manager | Contracts / claims | Technical office | **Familiar document control (CDE) screen**

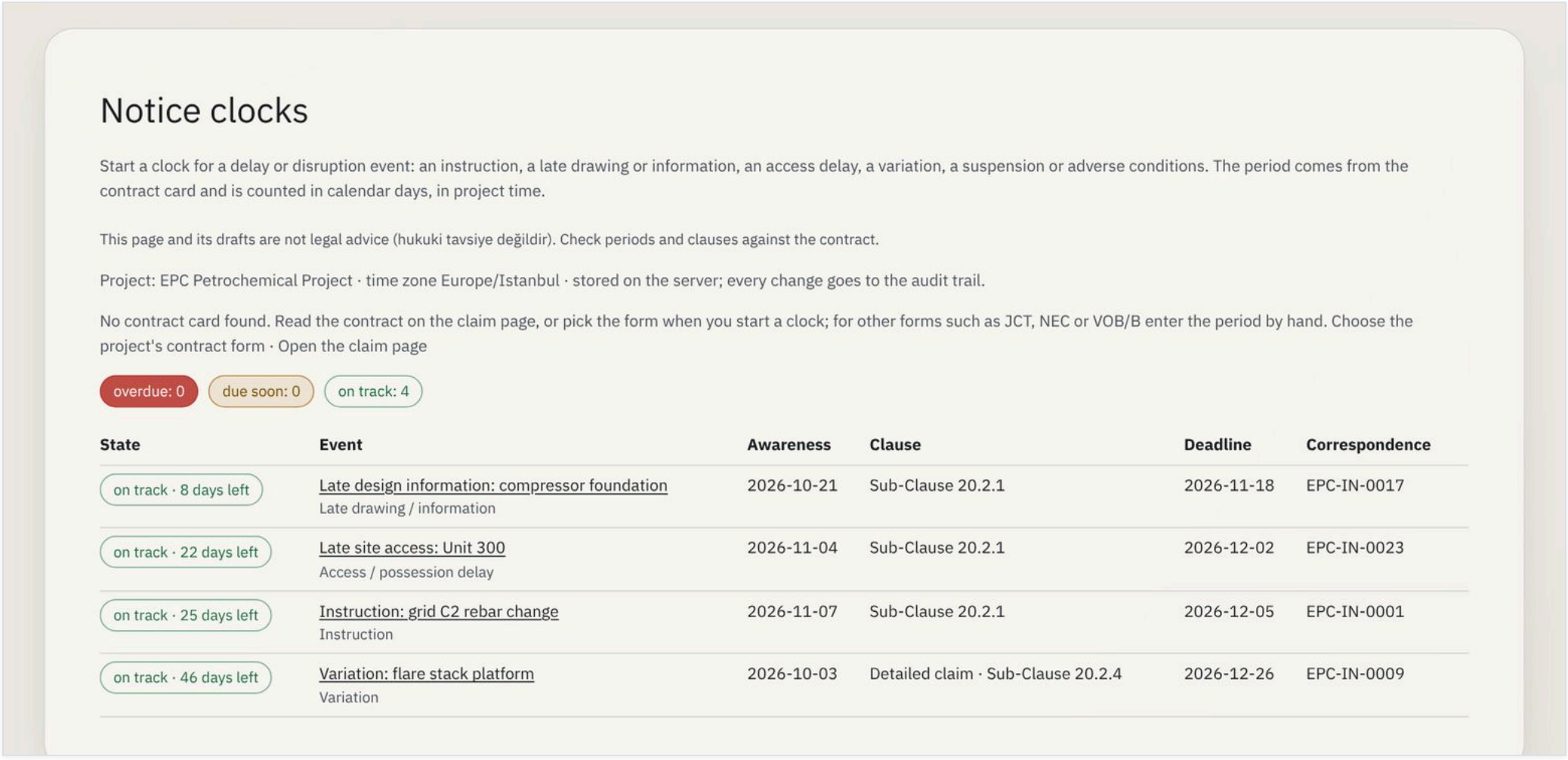


The rest of this screen is in the full report and in the programme.

A26 Notice clocks

Instruction, late drawing, site access, variation: for each event the contractual notice period starts (e.g. FIDIC 20.2.1, 28 days). Days left, last day and the linked letter in one list.

Contracts / claims | Project manager | Document control | **Familiar document control (CDE) screen**



Notice clocks

Start a clock for a delay or disruption event: an instruction, a late drawing or information, an access delay, a variation, a suspension or adverse conditions. The period comes from the contract card and is counted in calendar days, in project time.

This page and its drafts are not legal advice (hukuki tavsiye değildir). Check periods and clauses against the contract.

Project: EPC Petrochemical Project · time zone Europe/Istanbul · stored on the server; every change goes to the audit trail.

No contract card found. Read the contract on the claim page, or pick the form when you start a clock; for other forms such as JCT, NEC or VOB/B enter the period by hand. Choose the project's contract form · Open the claim page

overdue: 0 | due soon: 0 | on track: 4

State	Event	Awareness	Clause	Deadline	Correspondence
on track · 8 days left	Late design information: compressor foundation Late drawing / information	2026-10-21	Sub-Clause 20.2.1	2026-11-18	EPC-IN-0017
on track · 22 days left	Late site access: Unit 300 Access / possession delay	2026-11-04	Sub-Clause 20.2.1	2026-12-02	EPC-IN-0023
on track · 25 days left	Instruction: grid C2 rebar change Instruction	2026-11-07	Sub-Clause 20.2.1	2026-12-05	EPC-IN-0001
on track · 46 days left	Variation: flare stack platform Variation	2026-10-03	Detailed claim · Sub-Clause 20.2.4	2026-12-26	EPC-IN-0009

The rest of this screen is in the full report and in the programme.

B

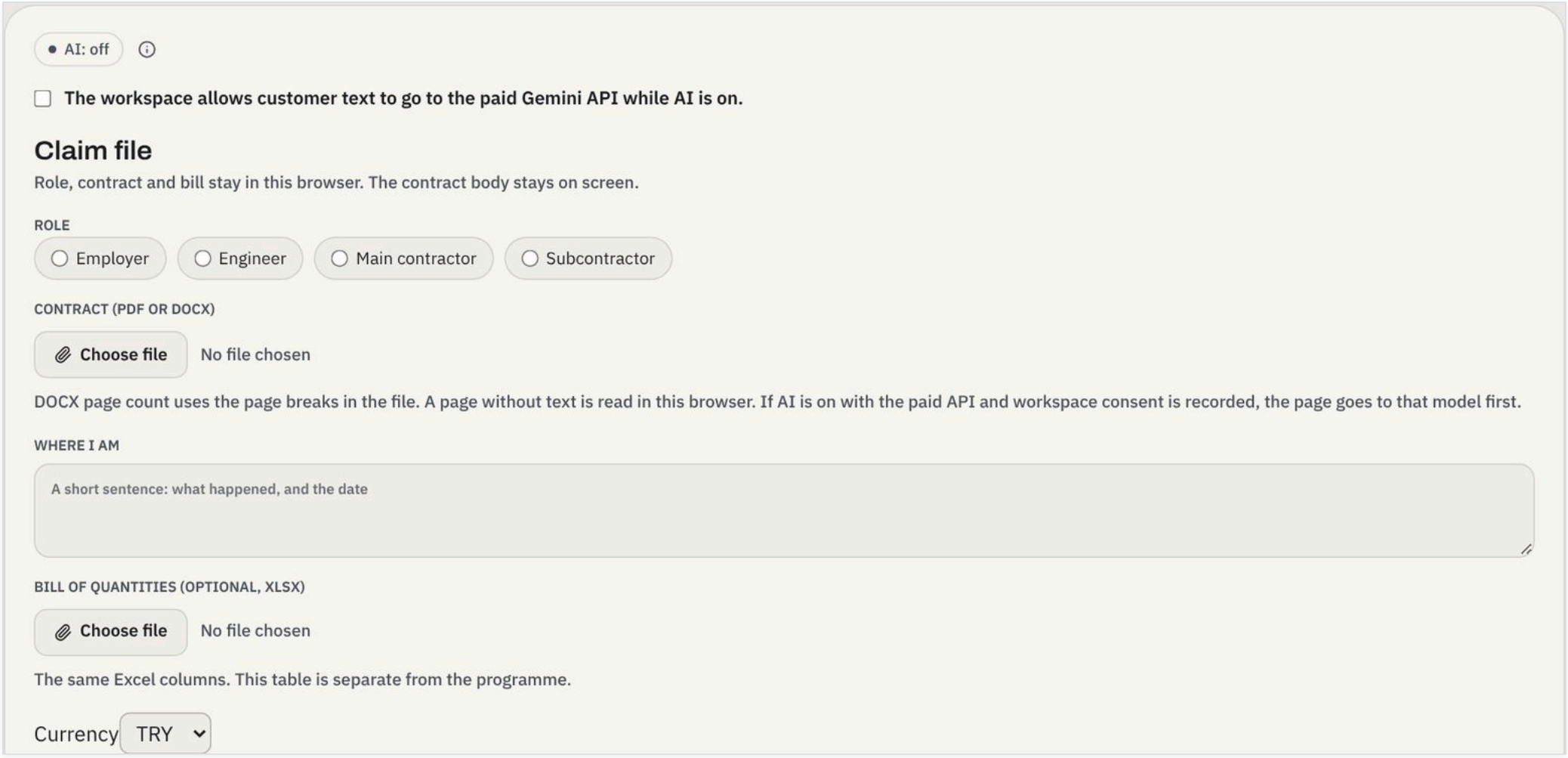
Claims

A claim file that reads the contract, counts the time bars, drafts the letters and builds the report. Not legal advice.

B1 Claim file: role and start

Choose who you are (contractor, employer, subcontractor); the wizard takes you from the event to the file step by step.

Contracts / claims | Project manager



The rest of this screen is in the full report and in the programme.

B3 Contract card

The card read from the contract: form (e.g. FIDIC 2017 Yellow Book), notice period (20.2.1, 28 days), fully detailed claim (84 days), securities, delay damages.

Contracts / claims | Project manager

Contract card

The clause table covers FIDIC 1999 and 2017 (Red, Yellow, Silver); Malta GC v4.8 reads the clause in the text. For JCT, NEC, VOB/B and other forms the card shows “other” and takes only a clause and period the contract states explicitly; check the periods against the contract. Not legal advice.

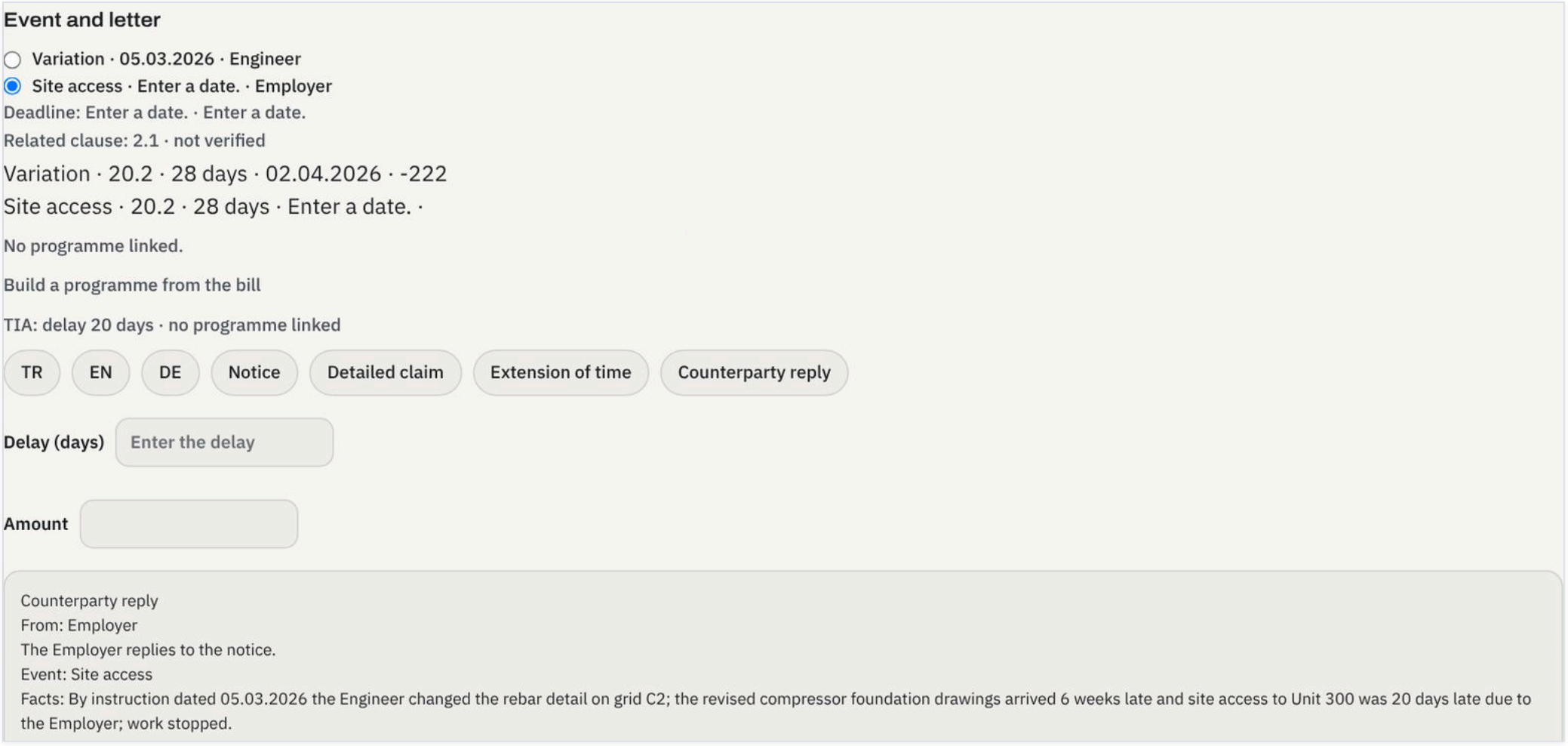
BOOK **FIDIC 2017 Yellow**	PRICE **götürü**
NOTICE **20.2 · 28 gün**	DETAILED CLAIM **11 · 84 gün · sözleşme tablodan ayrıldı**
DRAWING / APPROVAL **doğrulanmadı**	ACCESS **2.1 · doğrulanmadı**
EXTENSION OF TIME **8.5 · doğrulanmadı**	SUSPENSION **8.9 · doğrulanmadı**
VARIATION **15 · doğrulanmadı · sözleşme tablodan ayrıldı**	INSTRUCTION OUTSIDE THE SCOPE **doğrulanmadı**
SITE DIARY **doğrulanmadı**	PAYMENT **doğrulanmadı**
LIQUIDATED DAMAGES **doğrulanmadı**	RETENTION **doğrulanmadı**
PERFORMANCE SECURITY	

The rest of this screen is in the full report and in the programme.

B4 Events and notice periods

For each event the awareness date, last notice day and days left; linked to the correspondence register.

Contracts / claims | Project manager | Document control



The rest of this screen is in the full report and in the programme.

B5.1 Ready letter: notice

An editable draft letter filled from the contract card and the events; it enters the correspondence register with a number.

Contracts / claims | Project manager

Notice
From: Contractor
The Contractor gives notice. The Employer does not send this letter.
Event: Site access
Facts: By instruction dated 05.03.2026 the Engineer changed the rebar detail on grid C2; the revised compressor foundation drawings arrived 6 weeks late and site access to Unit 300 was 20 days late due to the Employer; work stopped.
TIA: delay 20 days · no programme linked
Date: Enter a date.
Role: Employer
Deadline: Enter a date.
Next step: Enter a date.
Notice: 20.2 · 28 days
Detailed claim: 11 · 84 days

B6 Claim roadmap and advice

Strengths and weaknesses of the file, missing evidence, next steps.

Contracts / claims | Project manager | General manager

Report information

FIELD	VALUE
What this output shows	Events, actions for the selected role, similar decisions, risks and preventive steps.
Date / period	05.03.2026 – 02.04.2026
Contract file	EPC-Contract-sample.docx
Pages read	1
BOQ file	none
Scenario	By instruction dated 05.03.2026 the Engineer changed the rebar detail on grid C2; the revised compressor foundation drawings arrived 6 weeks late and site access to Unit 300 was 2...
Programme	none
Assumption	Academy decisions are comparisons, not a prediction of this dispute.
Assumption	Amounts use TRY.
Assumption	No programme is linked, so time impact is not taken from a schedule.

Event summary

EVENT	DATE	PARTY	CLAUSE	NOTICE DEADLINE	DAYS LEFT	AMOUNT	TIME IMPACT
Variation	05.03.2026	Engineer	15 · not verified · departs from the contract table	02.04.2026	-222	—	—
Site access	Enter a date.	Employer	2.1 · not verified	Enter a date.	—	—	20 days

The rest of this screen is in the full report and in the programme.

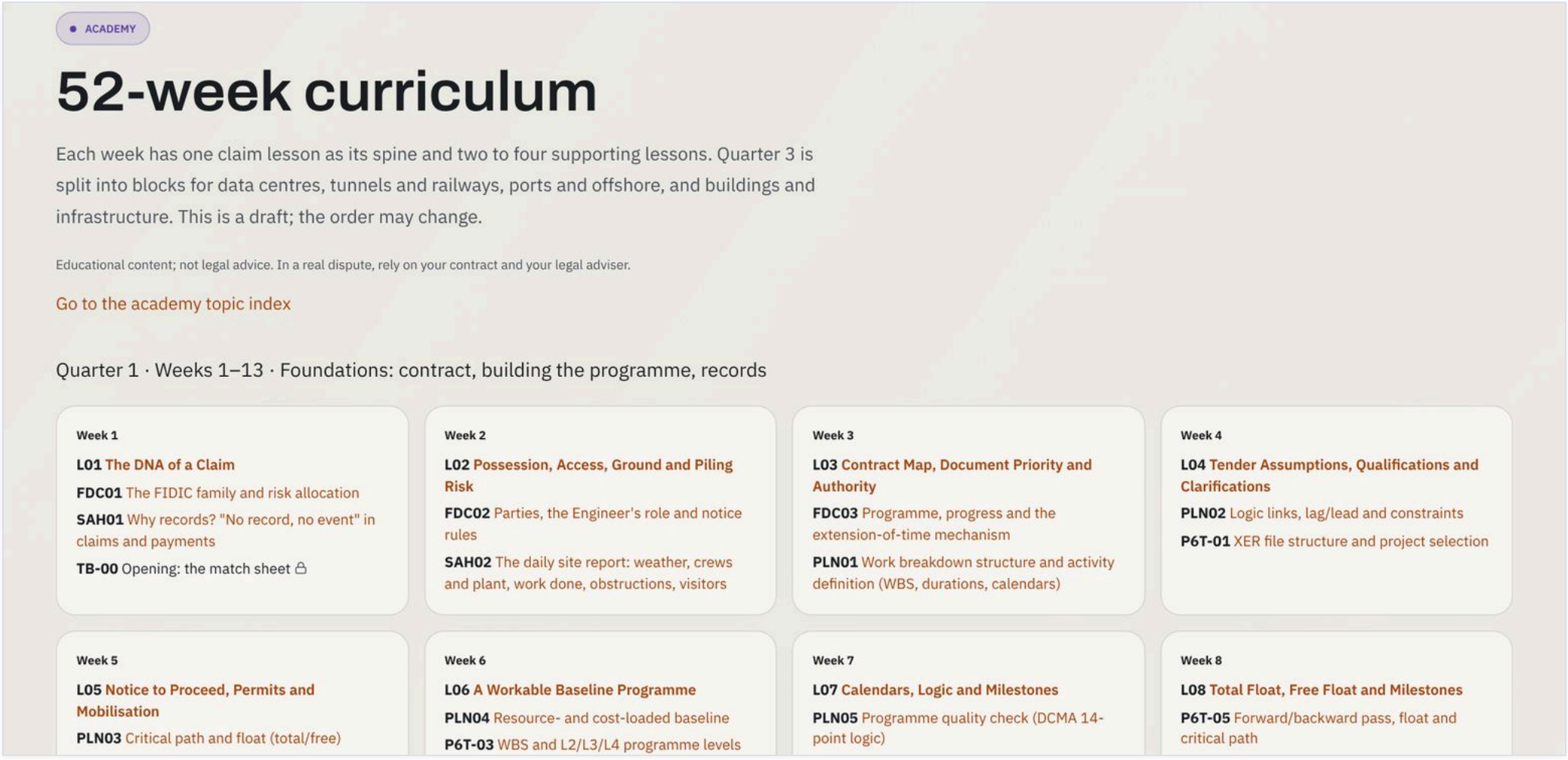
C

Programme training

In-app academy, 52-week curriculum, 10 courses and certificates. The courses can be followed without using the programme.

One case a week; quarter by quarter: contract, programme building, records, payments and claims. Sample project: EPC Petrochemical Project.

Trainer / learner | Newcomer

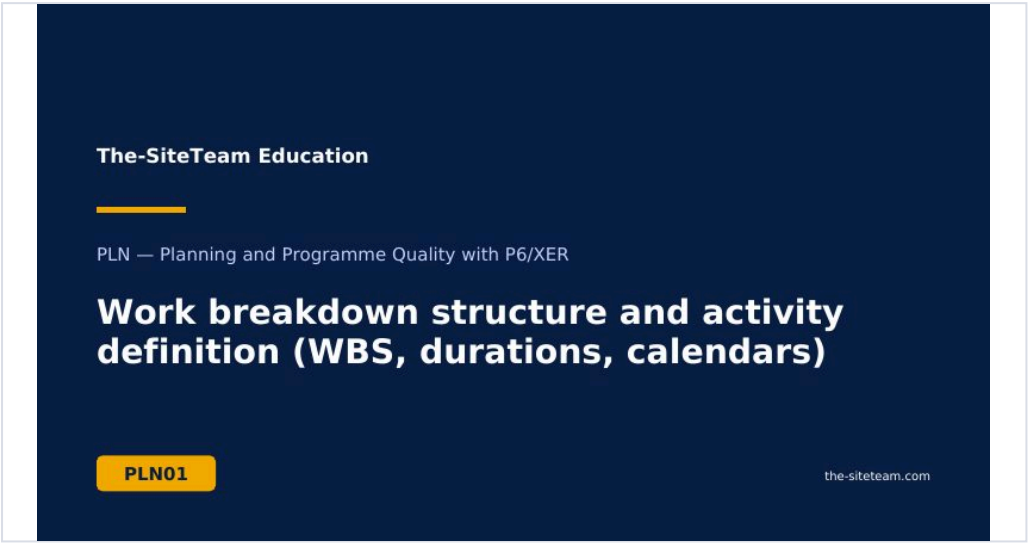


The rest of this screen is in the full report and in the programme.

C6.1 Course PLN — Planning and Programme Quality with P6 / XER

7 modules; each with a presentation and a test. Below: pages from the first module's presentation and the test page.

Trainer / learner



D

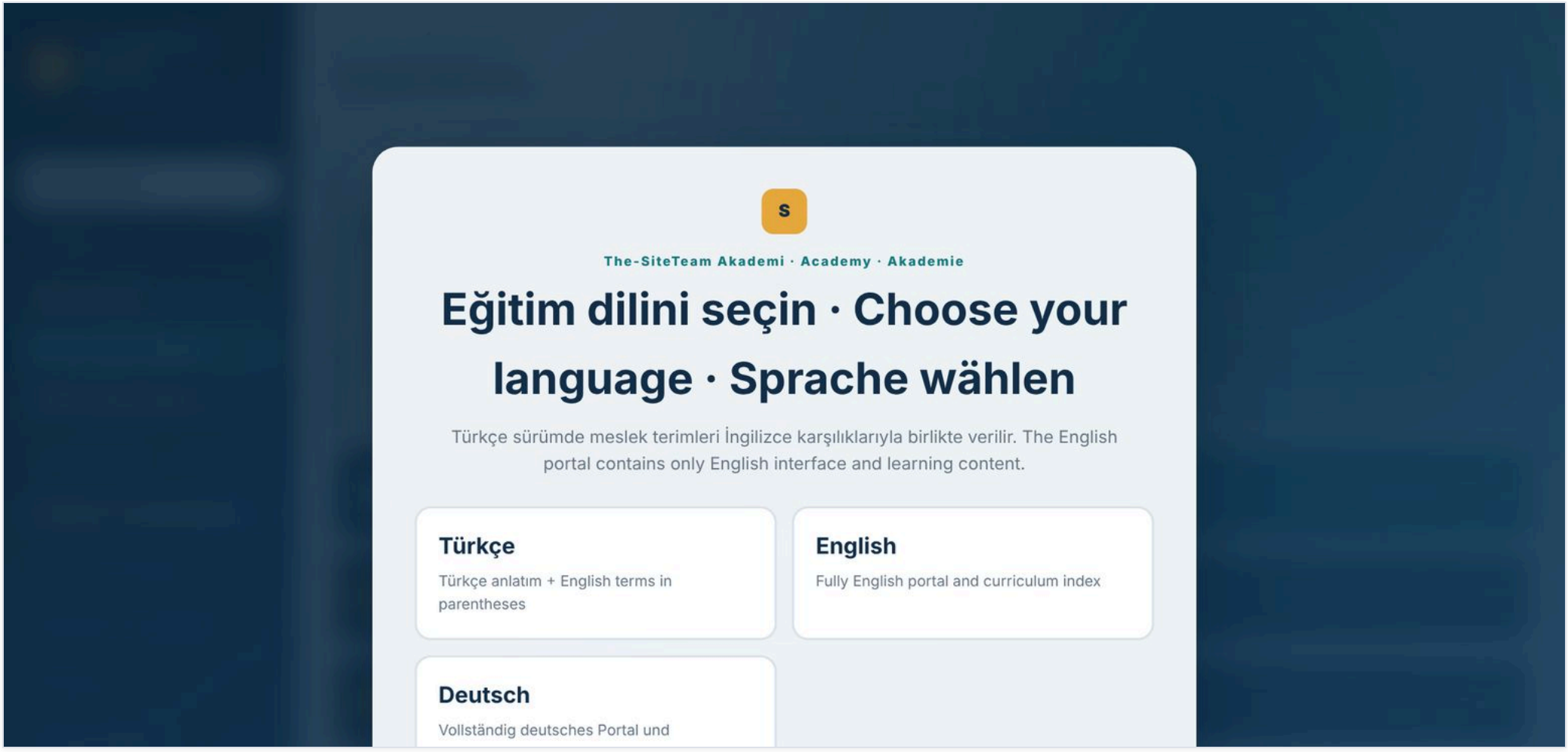
Claims training

Claim Academy: 50 lessons, presentations, case labs and tools.

D1 Claim Academy: 50 lessons

From the claim DNA to the forensic delay file in 50 lessons; Turkish, English and German portals. The training language is chosen first, then lesson cards, decision pool and map open.

Contracts / claims | Trainer / learner

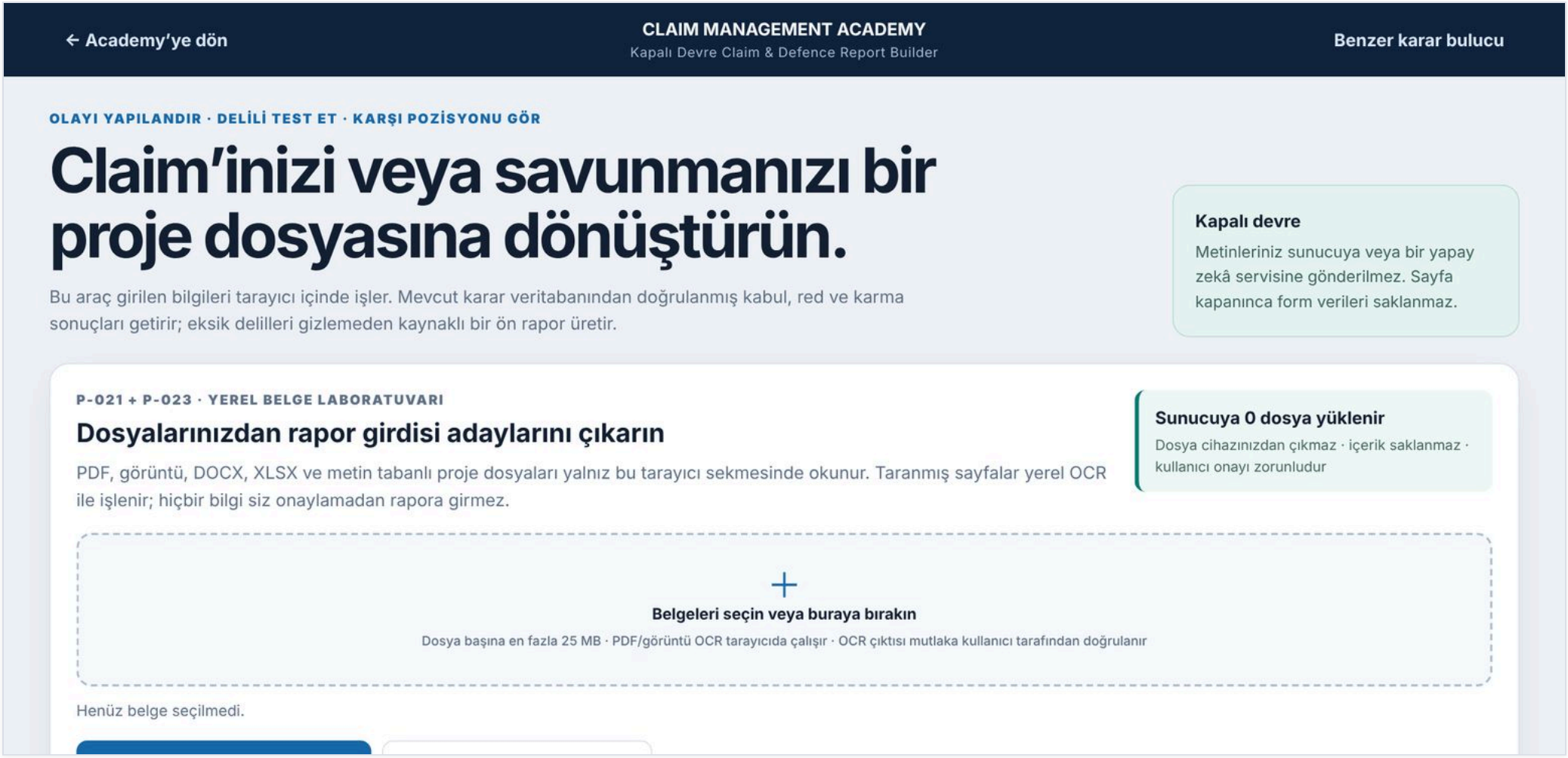


The rest of this screen is in the full report and in the programme.

D4 Claim report builder

A structured claim report from the event, contract clause, time and cost impact.

Contracts / claims | Project manager



The rest of this screen is in the full report and in the programme.

Contracts / claims | Trainer / learner



The rest of this screen is in the full report and in the programme.