

Site Engineering Query (SEQ)

SEQ No.:

Client:

Subcontractor:

Project No.:

Subcontract/P.O. No.:

Project Name:

A. Query (with eventually proposed solution)

Reference document:

Originator

Representing:

Name :
Signature :
Date :

(Attachments A1, A2, A3, etc.....)

B. Reply (To be decided by Site Engineer alone or after consultation with Engineering Department or others. Copies of correspondence to be attached)

Site Engineer

Name :
Signature :
Date :

(Attachments AB, B2, B3, etc.....)

Distribution:

Copy: Originator

Original: Site Engineer