

CSL Timesheet App

Daily Warehouse Report

Date: Tue 07 Mar 2023

Warehouse Name:	Mzuzu HQ
Time of arrival to the site	06:28 AM
Time of closing warehouse	19:35 PM
Duration	13 hrs
Overtime (hrs)	2 hrs
Clerk	Alfred Liwewe

Assess the security situation

OPENING WAREHOUSE

Was the door properly closed?	Yes
Do you have keys right now??	Yes

CLOSING WAREHOUSE

Are doors closed again?	Yes
You have removed the keys from the door?	Yes