Green Leaf Reports

1. Leaf Collection Summary
   1. Parameters
      1. Date Range
   2. Columns
      1. Route
      2. Factory Quantity
      3. Collection Quantity
      4. Difference (due amount for route officer)
   3. Notes
      1. There is a special summary at the end of report which similar to the summary table on collection dashboard
2. Collection Detail Report
   1. Parameters
      1. Date Range
      2. Route (optional)
   2. Columns
      1. Leaf Supplier
      2. Quantities
      3. Registered Route
      4. Vehicle
   3. Notes
      1. Report should be grouped according to the route, and each route should begin with a new page
      2. Collection and Factory quantity (the amount which may due to the route officer) difference should be attached at the bottom of the report.
      3. Add space for two signature of Officer and Collector
3. Vehicle Leaf Collection Summary
   1. Parameters
      1. Date Range
      2. Vehicle (optional)
   2. Columns
      1. Route
      2. Date
      3. Quantities
   3. Other
      1. Client transport deduction summary should be added at the end of report
4. Leaf Supplier Add Pay Report
   1. Parameters
      1. Date Range
      2. Route (optional)
   2. Columns
      1. Vehicle
      2. Leaf supplier
      3. Quantities
      4. Rate
      5. Amount
   3. Notes:
      1. It should be grouped according to the route, but each route doesn’t start with a new page
5. Advance Summary Report
   1. Parameters
      1. Date range
   2. Columns
      1. Cash Payment
      2. Cheque Payment
      3. Transfer Payment
      4. Total Payment
6. Tea Issue Summary
   1. Parameters
      1. Date Range
   2. Columns
      1. Tea Grade
      2. Quantity
      3. Value
   3. Other
      1. It should be grouped according to the route, and tea grade summary will be displayed
7. Fertilizer Summary
   1. Parameters
      1. Date range
   2. Columns
      1. Fertilizer Item
      2. Qty
      3. Amount
   3. Other
      1. It should be grouped according to the route and fertilizer item quantity summary will be displayed