

SORTING OFFICE DAILY ACTIVITIES REPORT
04/10/2021 TO 09/10/2021
KIGOMA REGION

DATE: 09/10/2021

A: P 150

PRODUCT	B/F	RECEIVED FROM SORTING	RECEIVED FROM BRANCHES	TRANSFERED TO SORTING	DISPATCHED TO BRANCHES	ON HAND
REGSTERS INLAND	14	14	NIL	4	NIL	10
INT. REGISTERS	5	5	NIL	NIL	NIL	5
PARCEL INLAND	NIL	NIL	NIL	NIL	NIL	NIL
INT. PARCEL	01	1	NIL	NIL	NIL	1
DPS	2	2	NIL	NIL	NIL	2
ORDINARY LETTER	NIL	NIL	NIL	NIL	NIL	NIL
POSTA MLANGONI	NIL	NIL	NIL	NIL	NIL	NIL
POST CARGO	NIL	NIL	NIL	NIL	NIL	NIL
BILLING	NIL	NIL	NIL	NIL	NIL	NIL
TOAL	22	22	0	4	0	18

B:BOX RENTAL

SERVICE	NUMBER CUSTOMERS	OF	AMOUNT
BOX RENTAL	1		23,600
VIRTUAL BOX	4		135,700
STAMP	GENERAL		937,500
REG. INLAND	5		32,000
PARCEL	1		80,800
TOTAL CASH			1,209,600

C: OTHER CHARGES

SERVICE	NUMBER CUSTOMERS	OF	AMOUNT
MISCELLANEOUS	1		2,350
CARGO	1		20,000
TOTAL CASH			

PREPARED BY :**IRENE MWANGILA**

RANK **PC II**

SIGNATURE



DATE: 15/10/2021

SORTING OFFICE DAILY ACTIVITIES REPORT
11/10/2021 TO 15/10/2021
KIGOMA REGION

DATE: 15/10/2021

A: P 150

PRODUCT	B/F	RECEIVED FROM SORTING	RECEIVED FROM BRANCHES	TRANSFERED TO SORTING	DISPATCHED TO BRANCHES	DELIVERY	ON HAND
REGSTERS INLAND	10	1	NIL		NIL	1	10
INT. REGISTERS	5	3	NIL	NIL	NIL	6	2
PARCEL INLAND	NIL	NIL	NIL	NIL	NIL	NIL	NIL
INT. PARCEL	1	1	NIL	NIL	NIL	1	1
DPS	2	5	NIL	NIL	NIL	6	1
ORDINARY LETTER	NIL	NIL	NIL	NIL	NIL	NIL	NIL
POSTA MLANGONI	NIL	NIL	NIL	NIL	NIL	NIL	NIL
POST CARGO	NIL	NIL	NIL	NIL	NIL	NIL	NIL
BILLING	NIL	NIL	NIL	NIL	NIL	NIL	NIL
TOAL	18						

B:BOX RENTAL

SERVICE	NUMBER CUSTOMERS	OF	AMOUNT
BOX RENTAL	2		94,400
VIRTUAL BOX	NIL		NIL
STAMP	GENERAL		145,400
REG. INLAND	4		27,300
INT. REG.	1		13,250
PARCEL			
TOTAL CASH			

C: OTHER CHARGES

SERVICE	NUMBER CUSTOMERS	OF	AMOUNT
MISCELLANEOUS			
CARGO			
TOTAL CASH			

PREPARED BY :**IRENE MWANGILA**

RANK **PC II**

SIGNATURE



DATE: 15/10/2021