

**SORTING OFFICE DAILY ACTIVITIES REPORT**  
**19/10/2021 TO 23/10/2021**  
**KIGOMA REGION**

**DATE: 25/10/2021**

**A: P 150**

PRODUCT	B/F	RECEIVED FROM CUSTOMERS	RECEIVED FROM SORTING	RECEIVED FROM BRANCHES	TRANSFERED TO SORTING	DISPATCHED TO BRANCHES	DELIVERY	ON HAND
REGSTERS INLAND	10	7	NIL	NIL	13	NIL	2	2
INT. REGISTERS	2		6	NIL	NIL	NIL	7	1
PARCEL INLAND	NIL		NIL	NIL	NIL	NIL	5	3
INT. PARCEL	1	NIL	7	NIL	NIL	NIL	1	
DPS	1		7	NIL	NIL	NIL	1	7
ORDINARY LETTER	NIL		NIL	NIL	NIL	NIL	NIL	
POSTA MLANGONI	NIL		NIL	NIL	NIL	NIL	NIL	
POST CARGO	3		NIL	NIL	3	NIL	NIL	
BILLING	NIL		NIL	NIL	NIL	NIL	NIL	
<b>TOAL</b>	10							<b>13</b>

**B:BOX RENTAL**

SERVICE	NUMBER OF CUSTOMERS	AMOUNT
BOX RENTAL	1	88,500
VIRTUAL BOX	NIL	NIL
STAMP	GENERAL	53,200
REG. INLAND	9	55,200
INT. REG.		
PARCEL		
<b>TOTAL CASH</b>		<b>196,900</b>

**C: OTHER CHARGES**

SERVICE	NUMBER OF CUSTOMERS	AMOUNT
MISCELLANEOUS	3	21,250
CARGO	3	380,000
<b>TOTAL CASH</b>		<b>401,250</b>

PREPARED BY : **IRENE MWANGILA**

RANK **PC II**

SIGNATURE



DATE: 25/10/2021

# SHIRIKA LA POSTA TANZANIA

## POST CARGO /PARCEL MOVEMENT SHEET

DESPATCHING OFFICE: KIGOMA

DATE: 21/10/2021

DESTINATION OFFICE: DAR ES SALAAM

VIA: SINGIDA

S/NO	ITEM PARTICULARS	IDADI	SENDER PARTICULARS	ADDRESSEE PARTICULARS	REMARKS
1	MEZA NDOGO	2	IDDI JUHUDI SALIMU NSSF HQ BOX 1322 DAR ES SALAAM 0758808882	IDDI JUHUDI SALIMU NSSF HQ BOX 1322 DAR ES SALAAM 0758808882	
2	VITI	2			
3	SHANGAZIKAJA	3			
4	BOX LA PRINTER	1			
5	DRAW TABLE	1			
6	GODORO	2			
7	BAISKELI	1			
8	FENI	1			
9	DISH	1			
10	GARI TOYS	2			
11	ELI FREM	1			

KITANDA NA CHAKA

DESPATCHING OFFICER:

NAMES: ASHIF GULAM

PF: 23452

SIGNATURE

DATE: 21/10/2021

DRIVERS' PARTICULARS:

NAMES: E. CHYSI PF: 01100 SIGNATURE: DATE: 21/10/2021

NAMES: PF: SIGNATURE: DATE:

RECEIVING OFFICER:

NAME: PF: SIGNATURE: ATE:

ADDRESSEE:

NAMES: IDENTIFICATION No:

SIGNATURE: TAREHE:

**SHIRIKA LA POSTA TANZANIA**  
**POST CARGO /PARCEL MOVEMENT SHEET**

DESPATCHING OFFICE: KIGOMA

DATE: 21/10/2021

DESTINATION OFFICE: DAR ES SALAAM

VIA: SINGIDA

S/NO	ITEM PARTICULARS	IDADI	SENDER PARTICULARS	ADDRESSEE PARTICULARS	REMARKS
1	SOFA	3	SUNDAY MOLLEL 0712667083 KIGOMA	OSCAR MOLEL 078892223 0675881416 DAR ES SALAAM	


DESPATCHING OFFICER:

NAMES: ASHIF GULAM

PF: 23452

SIGNATURE  DATE: 21/10/2021

DRIVERS' PARTICULARS:

NAMES: E. CHUSI PF: 011407 SIGNATURE  DATE: 21/10/2021

NAMES: PF: SIGNATURE: DATE:

RECEIVING OFFICER:

NAME: PF: SIGNATURE: DATE:

ADDRESSEE:

IDENTIFICATION No:

SIGNATURE: TAREHE: