

DAILY STAFF TIMESHEET:**Staff name:** Joseph Nyello Maiko**Supervisor:** Devota S. Mkwawa (PICTO)**Date:** 09th September 2024

Time	Task	Outcome
07:30 - 08:00	Check the internet connectivity and availability of Onestopshop, Evaluation, and GePG systems at the TIC-HQ office.	The Internet is accessible and all systems are up and running.
08:00 - 09:00	Updating the PLAZA INVESTMENT LIMITED company TIN to allow project mapping.	The company TIN was updated and the project was mapped successfully.
09:00 - 10:00	Adding the COI number and serial number to the EVERWELL CABLE AND ENGINEERING COMPANY LIMITED project expansion certificate.	The company certificate was updated successfully.
10:00 - 11:00	Tracking the QUALITY FOAM LIMITED login email account to the Onestopshop system.	The email was submitted to Mr Brendan Odhiambo.
11:00 - 12:00	Resetting the login password to the MAC OS desktop at the PR office.	The activity is ongoing.
12:00 - 13:00	Restarting the Exemption service and TRA service to the TelW Kubernetes servers.	The services are up and running.
13:00 - 14:00	LUNCH	
14:00 - 15:00	Troubleshooting printer connectivity problems to the receptionist desktops.	The printer was connected successfully.
15:00 - 15:30	Troubleshooting printer connectivity problems on Madam Masha's desktop.	The printer was connected successfully.
15:30 - 16:30	Assisting the HK INTERNATIONAL (T) LIMITED with resetting the login password to the company account.	The activity is ongoing.
16:30 - 17:30	Performing a database backup to the 192.168.2.40 (NIDC - BACKUP) server systems.	The database was backed up successfully.

Signature: 