

Daily Staff Timesheet

Staff name: Annuary Issah Lyimo.

Supervisor: Devota Mkwawa

Date: 26th July 2023

Time	Task	Outcome
07.30 am	Checking the Health of the Servers, Systems and confirming all backups.	All systems are up and backups are taken.
08.30 am	Checking email and responding e-Office	Email and e-Office responded.
09.00 am	TIW System Support	Ifo and Investors supported
13.00 pm	TeIW System Piloting and Perfection of the System	Testing of Automated Brela company registration and auto payment, errors, and progress submitted to developers for rectifications and improvement
17.00 pm	Database backup	Backup completed

Signature:.....

**Annuary Lyimo
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