

Daily Staff Timesheet

Staff name: Annuary Issah Lyimo.

Supervisor: Shani Mayosa

Date: 11th August 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	TIW System Support	IFO's and Investors supported
12.30 pm	Staff Meeting	Attended the meeting
10.00 am	Network Installation and testing at PSSSF	Work Continue
17.00 pm	Disassemble and packing of Facilitation Computers and Printers, for transfer to the New Office	Computers and Printers packed for transfer
20.00 pm	TIW System backup	Backup completed

Signature:.....