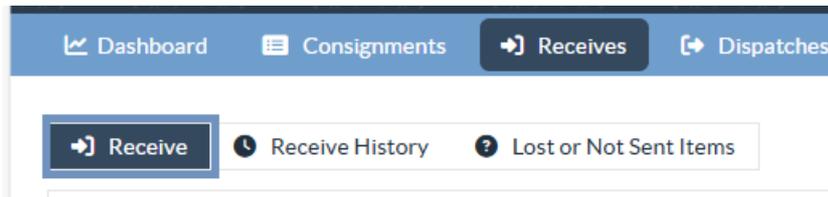


## Receiving Cargo

Receiving cargo is the act of telling RITA that cargo has physically arrived and should now be counted toward stock on hand at the current site.

This chapter explains how to receive cargo (either from a customer or from another warehouse) and store it in a warehouse within the Current Site.



The 'Receive from a site/customer' screen is broken into several key parts:

1. [Receive](#).
2. [Receive History](#).
3. [Lost or Not Sent Items](#).



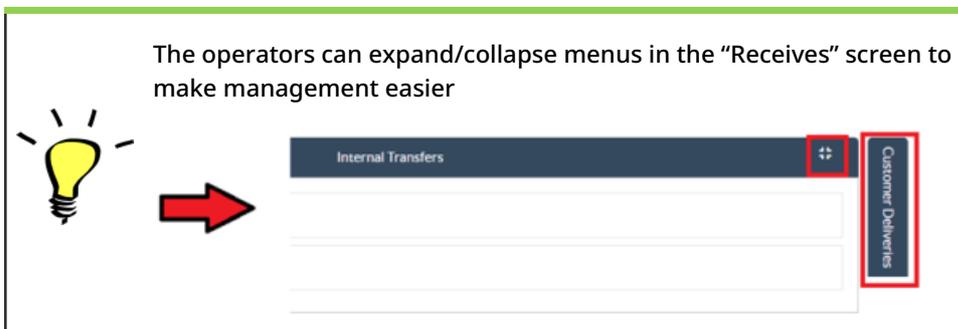
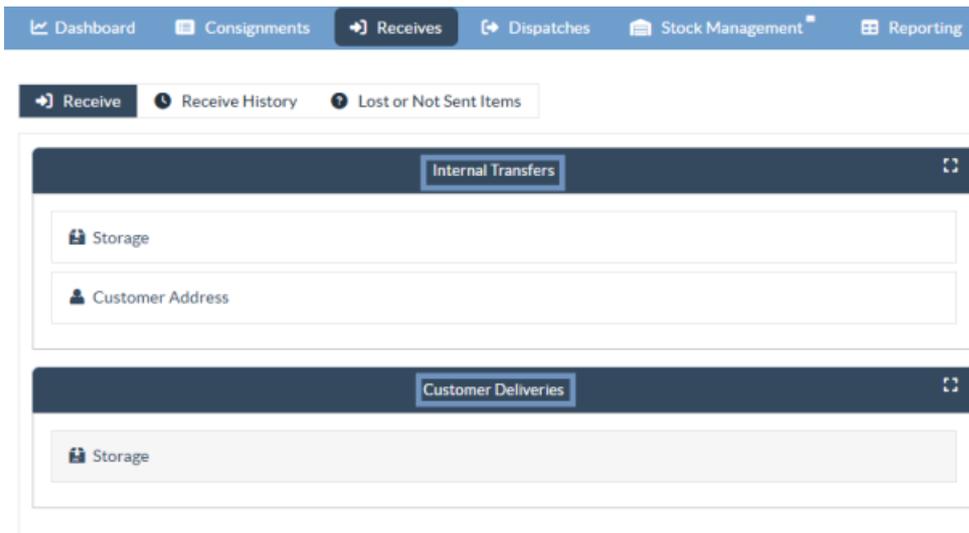
- If you are looking for a consignment in the "**Receive**" screen and can't find it, go to the "**Consignment**" screen and check the Consignment's status.
- Only consignments with a status of "**Accepted**" or "**In-Progress**" (if there is still outstanding cargo to be received) will be visible here.
- If the consignment you want to Receive has a status of "**New**," "**On-Hold**," or "**Cancelled**," you must first change the status to "**Accepted**" and then return to this screen to receive the cargo.

## Receive

The "**Receive**" screen displays all the cargo that has been accepted and has physically arrived on site toward stock on hand.

The receiving screen is broken into two key parts:

- Internal Transfers.
- Customer Deliveries.



The operators can expand/collapse menus in the “Receives” screen to make management easier

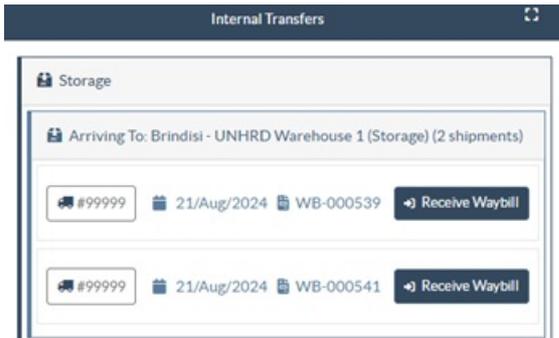
## Internal Transfers

Internal transfers refer to consignments dispatched within RITA and expected to arrive at a designated location. When the cargo arrives from another site tracked by RITA, we know the vehicle load composition and the transporter details. The composition of a vehicle load is determined as part of the Dispatch process. Such consignments are listed under “Internal Transfers.” listed by Destination and by Journey (Vehicle ID, date and waybill number)

**Customer Address:** Users should click on “Customer Address” to get the details of the consignment arriving at the customer's address.

**Storage:** Users should click on “Storage” to get the details of the consignment arriving at the warehouse.

**Transshipment Point:** Users should click on “Transshipment Point” to view the details of the consignment arriving at a transit location, such as ports or airports.



The operator will see the mode of transport, dispatch date, and waybill number in the box. Clicking on the lines will show the nested information on the waybill: consignment number, agency, item category, item name, quantity, weight, and cargo volume.

If you have the journey waybill number, you can receive multiple consignments during the journey. Click on the "**Receive Waybill**" button. The operator must confirm the quantity received and the condition in which it was received, declare losses in transit (if any), and click on the "**Receive**" button to confirm the receipt of goods

 Another method for bringing cargo into RITA is not covered here: "**Collect from Customer Address**". Unlike the customer delivery and transshipment arrival options, collecting from customers is categorized as dispatch since we need to allocate, schedule, and dispatch vehicles to pick up the cargo. Therefore, you can find information about "Collect from Customer" in the "**Dispatches**."

## Customer Deliveries

These are items that the Customer will deliver. When the customer delivers the cargo, it is entering the RITA system for the first time, and so the operator normally doesn't know what the composition of the vehicle load will be.

**Storage:** Users should click on "**Storage**" to get the details of the consignment arriving at the storage.

**Transshipment Point:** Users should click on "**Transshipment Point**" to get the details of the consignments arriving at the transit location, such as an airport or port.

Storage

Arriving To: Brindisi - UNHRD Warehouse 1 (Storage) (3 shipments)

20/Dec/2024

BDS-1790 WFP

1: Education - Test	600 Each	600.0 kg	6.00 m <sup>3</sup>
	<input type="button" value="Show Disposition"/>	<input type="button" value="Cancel pending"/>	<input type="button" value="Receive"/>

**Receive:** After physically inspecting the items, the operator should click on “Receive” to receive the cargo.

**Show Disposition:** It provides the RITA operator with the status and information regarding consignment line items.

**Cancel Pending:** The users may either deliver part of the items initially requested and cancel the remaining delivery or unsend the request. The operator can select the “**Cancel Pending**” option during such instances. These items will be listed as “Will Never Arrive” in the section “Lost or Not Sent Items” in the “**Receive**” tab.

“Cancel Pending” cancels the pending items in the consignment. The operator can provide a reason for the cancellation. The consignment will be “**In progress**,” but only for the quantity received.



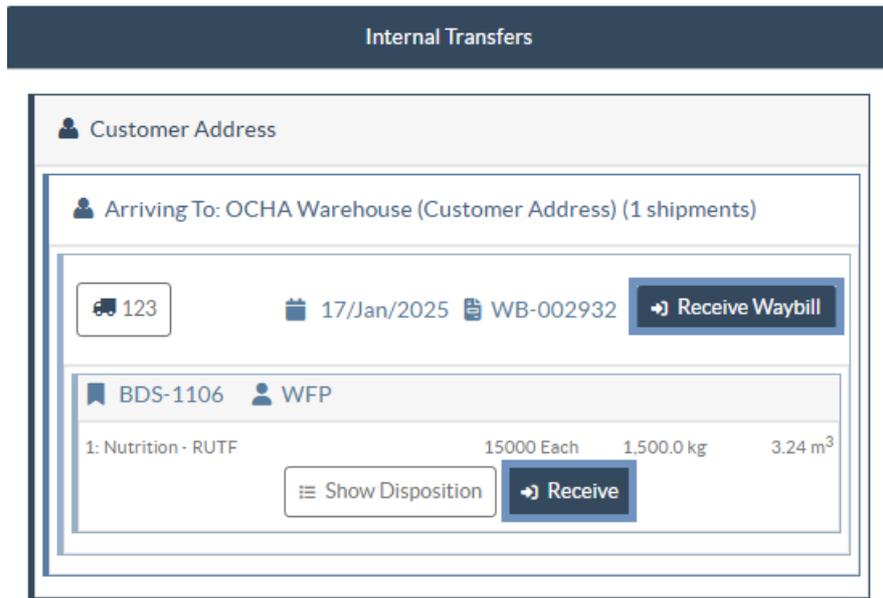
Remember, when dispatching to a location belonging to another RITA site, the consignment details will appear in the Incoming Transfers screen for the reporting RITA site.

## Confirming Arrival of Shipments

### Acknowledgment of received goods:

Upon physical inspection of the items, operator has two choices:

- Click on “**Receive Waybill**” to receive all the consignments of a single waybill.
- Click on “**Receive**” to receive per consignment.



**Show Disposition:** It provides the customer with the status and information regarding their consignment line items.

**Receive:** When the cargo is physically received at the destination, it is inspected for any damages or losses before entering it in the system. To receive the consignment in RITA, operators have two options:

**Method 1:**

The operator clicks on "**Receive**" and a window appears that allows the operator to confirm the Receiving Location, Actual Date of Receipt, Transport Documentation Number and Quantity of the items received.

**Confirm receipt of goods for vehicle: 1234, waybill: ✕**

Origin Location

Receive Location

Actual Date of Receipt

Comments

Transport Documentation Number

Number of pallets

Handling quantity summary:

Consignment Line	Quantity Expected	Received in Good Condition	Received in Damaged Condition	Lost in Transit	Remaining Quantity
		<input style="font-size: 8px; border: 1px solid #ccc;" type="button" value="x reset quantities"/>			

Print Goods Received Note

Close Dialog

➔ Receive

➔ 📄 Receive and Release

**Method 2:**

The operator can "drag and drop" consignments directly from either the expected "**Internal Transfer**" section or the anticipated "**Customer Deliveries**" section to the desired storage location. Storage locations are indicated in a list on the left-hand side of the screen. For the drag and drop feature:

- Dragging a consignment to "Quick Receive" will receive the cargo items into the planned warehouse.
- Dragging a consignment to any other area will assign the received items to that new location.

### Internal Transfers

Storage

Customer Address ↻

### Customer Deliveries

Storage

Arriving To: Brindisi - UNHRD Warehouse 1 (Storage) (4 shipments)

20/Dec/2024

BDS-1790 WFP

07/Jan/2025

07/Jan/2025

15/Jan/2025

Quick Receive

Storage

- Brindisi - UNHRD Warehouse 1 7,653 m<sup>3</sup>
- Rome - UPS Warehouse 4,886 m<sup>3</sup>
- San Vito - UNHRD Warehouse 2 110 m<sup>3</sup>
- TNT Warehouse - Pisa 9 m<sup>3</sup>
- TNT Warehouse - Ancona 222 m<sup>3</sup>
- TNT Warehouse - Genova 86 m<sup>3</sup>
- TNT Warehouse - Padova 73 m<sup>3</sup>
- UPS Warehouse - Bologna 0 m<sup>3</sup>
- UPS Warehouse - Milano 277 m<sup>3</sup>

**Received in Good Condition:** If all the items received are in good condition, the operator enters the quantity of items received in the column **“Received in Good Condition”**. The operator can switch between Handling Unit and Inventory Unit to input the quantity.

Consignment Line	Quantity Expected	Received in Good Condition <small>x reset quantities</small>	Received in Damaged Condition	Lost in Transit	Remaining Quantity
BDS-1106 - 1: Nutrition - RUTF	15000 Each in Box/Carton	<input style="width: 100px;" type="text" value="15000"/> <span style="font-size: 0.8em;">↔ Each</span> <input style="width: 100px;" type="text" value="100"/> <span style="font-size: 0.8em;">Box/Carton</span>	<input style="width: 100px;" type="text" value="0"/> <span style="font-size: 0.8em;">↔ Each</span> <input style="width: 100px;" type="text" value="0"/> <span style="font-size: 0.8em;">Box/Carton</span>	<input style="width: 100px;" type="text" value="0"/> <span style="font-size: 0.8em;">↔ Each</span> <input style="width: 100px;" type="text" value="0"/> <span style="font-size: 0.8em;">Box/Carton</span>	0 Each

Print Goods Received Note

**Received in Damaged Condition:** When items are received at the designated location, the operator can inspect and record any damages or losses observed and enter any comments required. To record items damaged during transit, the operator must enter the quantity under **“Received in Damaged Condition”**. The operator can switch between Handling Unit and Inventory Unit to input the quantity.

Consignment Line	Quantity Expected	Received in Good Condition <small>x reset quantities</small>	Received in Damaged Condition	Lost in Transit	Remaining Quantity
BDS-1106 - 1: Nutrition - RUTF	15000 Each in Box/Carton	<input style="width: 100px;" type="text" value="15000"/> <span style="font-size: 0.8em;">↔ Each</span> <input style="width: 100px;" type="text" value="100"/> <span style="font-size: 0.8em;">Box/Carton</span>	<input style="width: 100px;" type="text" value="0"/> <span style="font-size: 0.8em;">↔ Each</span> <input style="width: 100px;" type="text" value="0"/> <span style="font-size: 0.8em;">Box/Carton</span>	<input style="width: 100px;" type="text" value="0"/> <span style="font-size: 0.8em;">↔ Each</span> <input style="width: 100px;" type="text" value="0"/> <span style="font-size: 0.8em;">Box/Carton</span>	0 Each

Print Goods Received Note



Consignments that comprise of items received in good or damaged condition will be listed under "**Receives in Stock**" section of the "**Receive from a site/customer**"

**Lost in Transit:** Like the above paragraphs, if any items are lost during the transit, the operator can record the quantity lost in the section "**Lost in Transit**". The operator can switch between Handling Unit and Inventory Unit to input the quantity.

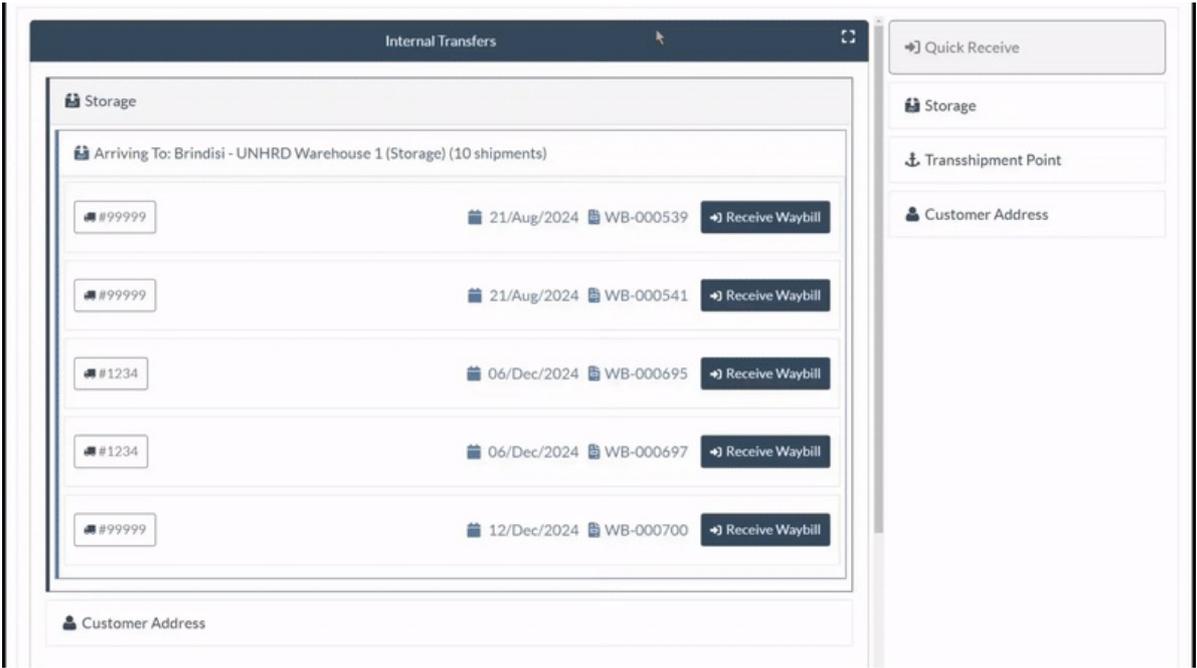
Consignment Line	Quantity Expected	Received in Good Condition	Received in Damaged Condition	Lost in Transit	Remaining Quantity
BDS-1106 - 1: Nutrition - RUTF	15000 Each in Box/Carton	15000 Each <small>x reset quantities</small>	0 Each	0 Each	0 Each
		100 Box/Carton	0 Box/Carton	0 Box/Carton	

Print Goods Received Note



When a consignment comprises of items recorded as "**Lost in transit**", they are listed under the section "**Lost or Not Sent Items**" inside the tab "**Receive from a site/customer**"

When items are recorded as lost in transit, operators will be asked to provide an explanation for the loss. Users will also have the option of generating a loss report directly from the receives screen. Loss reports can also be generated after the fact through the "**Lost or Not Sent Items**" tab.



**Remaining:** There are cases where all the items requested for storage do not arrive at once. In such cases the users must only enter the quantity received. The outstanding cargo to be received will be displayed in the column referred to as "**Remaining**".

Consignment Line	Quantity Expected	Received in Good Condition	Received in Damaged Condition	Lost in Transit	Remaining Quantity
		<input type="text" value="x reset quantities"/>			
BDS-1106 - 1: Nutrition - RUTF	15000 Each in Box/Carton	7500 <input type="text" value="↔"/> Each	0 <input type="text" value="↔"/> Each	0 <input type="text" value="↔"/> Each	7500 Each
		50 <input type="text" value="↔"/> Box/Carton	0 <input type="text" value="↔"/> Box/Carton	0 <input type="text" value="↔"/> Box/Carton	

Print Goods Received Note

Dashboard Consignments **Receives** Dispatches Stock Management Reporting

Receive Receive History Lost or Not Sent Items Hide filters

Consignment Number Organization Origin Location (only for incoming transfers)

Shipment Identification Search

Internal Transfers

Customer Deliveries

Storage

Arriving To: Brindisi - UNHRD Warehouse 1 (Storage) (4 shipments)

Quick Receive

Storage

Transshipment Point

Customer Address

LOGISTICS CLUSTER  
<https://rita.logcluster.org/secured/receive.xhtml#lc2341f...>

WFP  
wfp.org

## Receive and Release Option

### Receive and Release

For the consignments listed under "**Internal Transfer**", operators can choose to receive and release the items to the final customer at the same time. First, input the received items according to the instructions provided in the above paragraphs. Then, click on the "**Receive and Release**" option to release them to the final customer.

### Print Goods Received Note

RITA operators can automatically generate a goods received note for the consignment by selecting the option "Print Goods Received Note".

Consignment Line	Quantity Expected	Received in Good Condition	Received in Damaged Condition	Lost in Transit	Remaining Quantity
		<input type="button" value="x reset quantities"/>			
BDS-1106 - 1: Nutrition - RUTF	15000 Each in Box/Carton	15000 <input type="button" value="↕"/> Each	0 <input type="button" value="↕"/> Each	0 <input type="button" value="↕"/> Each	0 Each
		100 <input type="button" value="↕"/> Box/Carton	0 <input type="button" value="↕"/> Box/Carton	0 <input type="button" value="↕"/> Box/Carton	



Received at Location  
 United Nations Global Service Center (Customer Address)  
 Italy - Puglia - Brindisi  
 Transport Documentation Number

### Goods Received Note

Received on  
 08/Aug/2024

<https://rita.logcluster.org>  
[rita.global@wfp.org](mailto:rita.global@wfp.org)  
 Goods Received Note Number  
**IN-1816894-00005**

Consignment	Description	Quantity	Packaging	Weight	Volume	Comments
BDS-1075-1	Inter-Agency Emergency Health Kit (11 boxes)	5 Each(s)	55 Box/Carton(s)	3600 kg	25.00 m <sup>3</sup>	
Total				3600 kg	25.00 m <sup>3</sup>	

<b>Received by (service provider)</b>		<b>Received from (sending organization)</b>	
<b>Date</b>		<b>Date</b>	
<b>Signature</b>		<b>Signature</b>	



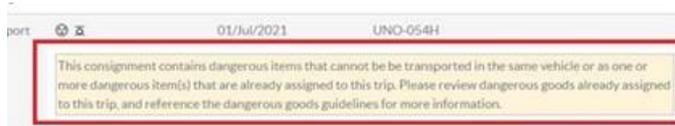

Goods Received Notes will contain all relevant information for the received items, as indicated by the RITA operator.

After cargo has been successfully received, warehouse managers should still use paper stock cards – please reference the section “**Print Stock Card**” for further instructions on how to fill the stock card.

### Dangerous Goods Warnings for Storage and Transport

If RITA operators are accepting DG items or planning transport with DG items, RITA will alert the operators managing storage/transport of possible harmful or dangerous chemical interactions based on the DG UNID number specified.

This consignment contains dangerous items that cannot be stored in the same storage facility as one or more dangerous item(s) that are already assigned to this location. Please review dangerous goods already assigned to this location, and reference the dangerous goods guidelines for more information.





RITA Users can also generate automatic Goods Received Note from **“Receive History”** tab in the Stock Management screen.

RITA sends automatic email notifications to partners and cargo owners when cargo items are received at the warehouse.

## Receive History

When the operator receives cargo in RITA, partially or in full, the consignments are listed under **“Receive History.”**

Actual Date of Receipt	Consignm...	Received at Location	Journey Type	Vehicle Type	Transp... Compa...	Comm...	Transp... Docum... Number	Total weight (kg)	Total volume (m <sup>3</sup> )
06/Jan/2025	BDS-1798	FAO Headquarters (Customer Address)	Internal Transfer	AVECO	1888		WB-002787	0.0	0.00
03/Jan/2025	BDS-1796	FAO Headquarters (Customer Address)	Internal Transfer	20 MT Truck	2222		WB-002757		
23/Dec/2024	BDS-1793	IFAD	Internal	20 ft truck			WB-		

Receive History has the following options:

- Shipment Details
- Add comment to shipment
- Show Disposition
- Print Goods Received Note
- Print Packing List
- Cancel

### Shipment Details

The operators can view the details of the received consignment by selecting the **'Shipment Details'** option.

Receipt details for Consignment: BDS-1350
✕

**Origin Location**  
Brindisi - UNHRD Warehouse 1 (Storage)

**Receive Location**  
Brindisi - Port of Brindisi (Sea Port)

**Actual Date of Receipt**  
17/Jan/2025

**Comments**  
Comments

**Transport Documentation Number**  
I.e. Way Bill Number, Goods receive Note Number, etc...

**Number of pallets**

**Handling quantity summary:**  
10 Box/Carton

Consignment Line	Received in Good Condition	Received in Damaged Condition	Lost in Transit
BDS-1350 - 1: WASH - Hygiene Kit	8 <span>↔ Each</span>	2 <span>↔ Each</span>	0 <span>↔ Each</span>

Close Dialog

## Add Comment to Shipment

This option allows users to add any missed comments when receiving the cargo. Updated comments can be found under the **"Additional Comments"** box in the shipment details.

Add Comment to Shipment
✕

**Additional Comments**

example: Goods arriving in 20 ft containers

Close Dialog

Save

## Show Disposition

Refer to chapter [Consignments](#) for the details on show disposition.

## Print Goods Received Note

RITA operators can automatically generate goods received notes for the consignment by selecting the option **"Print Goods Received Note."** For details on the Goods Received Note, refer to the **"Receive"** page.

## Print Packing List:

Refer to the **"Print packing Lists and Waybills"** section in the chapter **"Dispatches."**

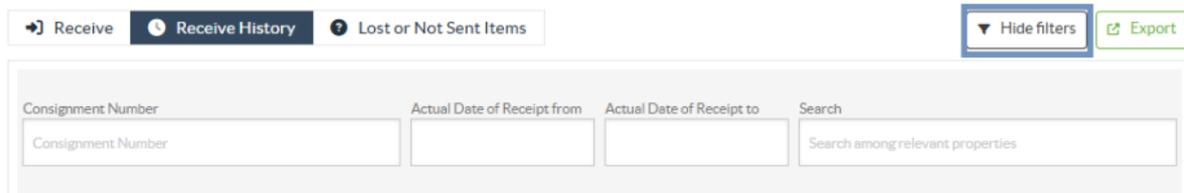
## Cancel Receive

RITA allows the operator to cancel the receipt made in the consignment. By choosing the

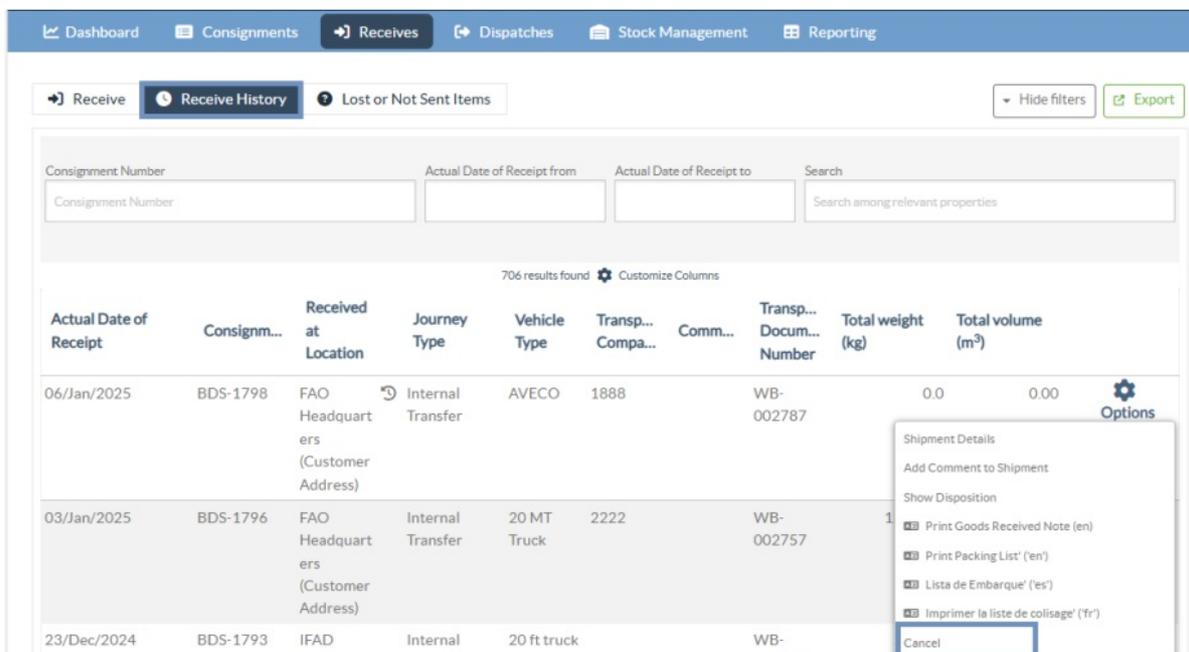
"Cancel" option in the "Receive History" screen, the selected receipt will be canceled, and the consignment will return to the "Receive" screen awaiting confirmation of receipt from the operator under "Incoming Transfer" or "Customer Deliveries & Transshipments"

### Steps to cancel the receipt:

**Step 1:** Go to the show filter option and filter by the details of the consignment to find the consignment that requires reversal.



**Step 2:** Click on the "Options" icon towards the right end of the consignment the operator wants to reverse.



**Step 3:** A drop-down menu appears. Select "Cancel" to cancel the receipt.

**Step 4:** From the box, the operator must confirm the details and click "Delete" to confirm the cancellation of receipt for the selected consignment.

**Confirm cancellation of receive for Consignment:** ✕

**Origin Location**  
Brindisi - UNHRD Warehouse 1 (Storage)

**Actual Date of Receipt**  
06/Jan/2025

**Transport Documentation Number**  
I.e. Way Bill Number, Goods receive Note Number, etc...

**Number of pallets**

**Receive Location**  
FAO Headquarters (Customer Address)

**Comments**  
Comments

Total number of pallets of this consignment : 20  
Handling quantity summary:

Consignment Line	Received in Good Condition	Received in Damaged Condition	Lost in Transit
Close Dialog			Delete

To reverse or cancel any consignment that comprises Lost or Not Sent Items, the operator must find them under the section **“Lost or Not Sent Items”**

## Lost or Not Sent Items

If cargo is lost in transit or cargo is unsent by the customer, the consignment is listed under **“Lost or Not Sent Items”**.

Dashboard Consignments Receives Dispatches Stock Management Reporting

Receive Receive History Lost or Not Sent Items Show filters Export

Date of loss	Lost at Location	Type of loss	Transport Company	Consignme... Number	Product Category	Descripti...	Inventory Units	Total weight (kg)	Total volume (m³)	Options
22/Jan/2025	Brindisi - UNHRD Warehouse 1 (Storage)	Lost in Transit		BDS-1747	Health	Mosquito Nets	100 Each	10.0	2.20	<ul style="list-style-type: none"> <li>Shipment Details</li> <li>Show Disposition</li> <li>Cancel Loss</li> <li>Print Loss Report Form (en)</li> </ul>
22/Jan/2025	Brindisi - UNHRD Warehouse 1 (Storage)	Lost in Transit		BDS-1576	Food Security	Sorghum	20 Each	2.925		
25/Aug/2024	Brindisi -	Lost in Transit	Jamal	BDS-0865	WASH	Iron Pipes	2 Each	10.0	0.01	

### Cancel Lost or Not Sent Items

When an operator needs to reverse or cancel any consignments containing Lost or Not sent items, the following steps need to be followed. ing the found report number and provide details about the quantity of the found item. Additionally, any comments regarding the found

items can be added to the loss report.

**Step 1:** Go to the **"Show filters"** option and filter by consignment number to find the consignment that requires reversal.

The screenshot shows the 'Lost or Not Sent Items' section of a software interface. At the top, there are three tabs: 'Receive', 'Receive History', and 'Lost or Not Sent Items'. To the right, there are buttons for 'Hide filters' and 'Export'. Below the tabs is a search area with three input fields: 'Consignment Number', 'Actual Date of Receipt from', and 'Actual Date of Receipt to'. A search button is located to the right of these fields. Below the search fields is a search bar with the placeholder text 'Search among relevant properties'.

**Step 2:** Click on the **"Options"** button towards the right end of the consignment and select **"Cancel Loss"** from the list of dropdown menu.

The screenshot shows the 'Lost or Not Sent Items' table. The table has columns for Date of loss, Lost at Location, Type of loss, Transport Company, Consignme... Number, Product Category, Descripti..., Inventory Units, Total weight (kg), and Total volume (m³). The table contains three rows of data. The second row is highlighted, and the 'Options' button is open, showing a dropdown menu with the following options: 'Shipment Details', 'Show Disposition', 'Cancel Loss', and 'Print Loss Report Form (en)'. The 'Cancel Loss' option is highlighted.

Date of loss	Lost at Location	Type of loss	Transport Company	Consignme... Number	Product Category	Descripti...	Inventory Units	Total weight (kg)	Total volume (m³)
22/Jan/2025	Brindisi - UNHRD Warehouse 1 (Storage)	Lost in Transit		BDS-1747	Health	Mosquito Nets	100 Each	10.0	2.20
22/Jan/2025	Brindisi - UNHRD Warehouse 1 (Storage)	Lost in Transit		BDS-1576	Food Security	Sorghum	20 Each	2.925	
25/Aug/2024	Brindisi -	Lost in Transit	Jamal	BDS-0865	WASH	Iron Pipes	2 Each	10.0	0.01

**Step 3:** Within the comment box, enter the reason for cancellation and click on **"Cancel Loss"** to confirm the cancellation.

The screenshot shows a dialog box titled 'Confirm cancellation of lost or never arrived items'. It has a close button (X) in the top right corner. Below the title is a 'Comments' section with a text input field containing the placeholder text 'Please enter reason for cancellation'. At the bottom of the dialog, there are two buttons: 'Close Dialog' and 'Cancel Loss'.

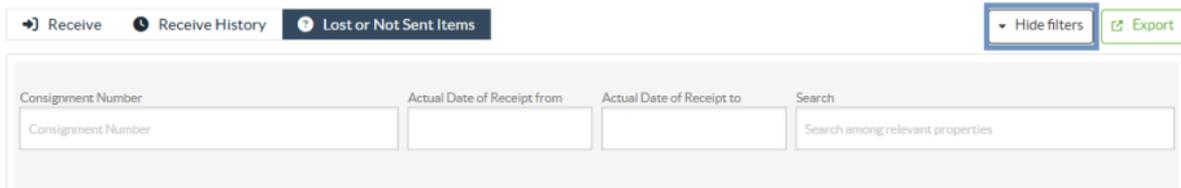
**Step 4:** Click the **"Print Loss Report"** option and the loss report will be printed. Details on loss report explained in paragraph below.

The screenshot shows the same dialog box as in Step 3, but with the 'Print Loss Report Form' option checked. The 'Print Loss Report Form' option is highlighted with a blue box. The 'Cancel Loss' button is also highlighted with a blue box.

## Print Loss Report

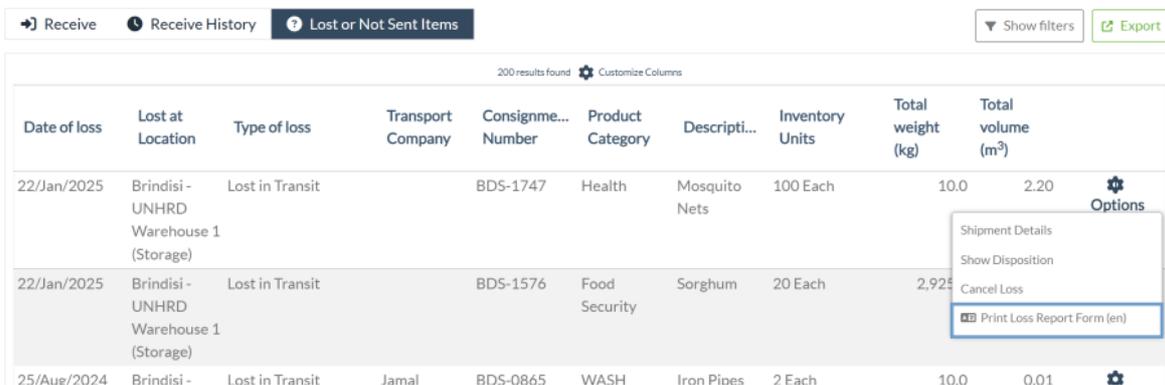
Operators of RITA can generate loss reports for items lost in transit under the

**Step 1:** Go to the **“Show filters”** option and filter by consignment number to find the consignment that requires reversal.



The screenshot shows the RITA interface with the 'Lost or Not Sent Items' tab selected. At the top right, there are buttons for 'Hide filters' and 'Export'. Below this, there are search filters for 'Consignment Number', 'Actual Date of Receipt from', 'Actual Date of Receipt to', and a 'Search' field with the placeholder text 'Search among relevant properties'.

**Step 2:** Click on the **“Options”** button towards the right end of the consignment and select **“Print Loss Report Form”** from the list of dropdown menu.



The screenshot shows the RITA interface with the 'Lost or Not Sent Items' tab selected. At the top right, there are buttons for 'Show filters' and 'Export'. Below this, there is a table with 200 results found. The table has columns for Date of loss, Lost at Location, Type of loss, Transport Company, Consignme... Number, Product Category, Descripti..., Inventory Units, Total weight (kg), and Total volume (m³). An 'Options' button is visible next to the second row, which is highlighted. The dropdown menu is open, showing options: Shipment Details, Show Disposition, Cancel Loss, and Print Loss Report Form (en).

Date of loss	Lost at Location	Type of loss	Transport Company	Consignme... Number	Product Category	Descripti...	Inventory Units	Total weight (kg)	Total volume (m³)	Options
22/Jan/2025	Brindisi - UNHRD Warehouse 1 (Storage)	Lost in Transit		BDS-1747	Health	Mosquito Nets	100 Each	10.0	2.20	Options
22/Jan/2025	Brindisi - UNHRD Warehouse 1 (Storage)	Lost in Transit		BDS-1576	Food Security	Sorghum	20 Each	2,925		Options
25/Aue/2024	Brindisi -	Lost in Transit	Jamal	BDS-0865	WASH	Iron Pipes	2 Each	10.0	0.01	Options

A PDF loss report will automatically be generated, and available to download. Loss reports for items lost in transit will be specific to each journey, and have information relating to:

- The route (destination and origin of the vehicle).
- The Waybill Number.
- The Transport Company.
- Any Vehicle Registration Numbers.



### Loss Report

<https://rita.logcluster.org>  
[rita.global@wfp.org](mailto:rita.global@wfp.org)



Loss Reported Location	Route
Brindisi - UNHRD Warehouse 1	Veneto airport - Brindisi - UNHRD Warehouse 1
Loss Reported Date	Loss Report Number
22/Jan/2025	IN-1812341-00146

Waybill Number: WB-000697

Vehicle Id: #1234

Transport Company:

Consignment	Description	Sender Organization	Inventory Unit Quantity	Handling Unit Quantity	Condition	Weight	Volume	Total Value (USD)
BDS-1576-3	Food Security - Sorghum	South Sudanese Development and Relief Agency	20Each	195Bag/Sack	Good Condition	2,925 kg	0.67 m <sup>3</sup>	\$ 0.00

Comments  
Items not found on truck.

Prepared by		Approved by	
Date		Date	
Signature		Signature	

