

### Document Activity

Start Date: 01-Mar-16

End Date: 31-Mar-17

Total for all	Total	Status				
		Draft	Created	Complete	Pending	Approved
Employment Contract	3	2	0	0	0	1
License	3	0	0	3	0	0
Online Performance Review	3	1	0	2	0	0
Resume	2	0	0	2	0	0
Signature	1	0	0	1	0	0
Training Document	1	0	0	0	0	0
VISA	2	0	0	2	0	0

**Branch:** Branch 1

Summary for Branch 1	Total	Status				
		Draft	Created	Complete	Pending	Approved
Employment Contract	3	2	0	0	0	1
License	3	0	0	3	0	0
Online Performance Review	3	1	0	2	0	0
Resume	2	0	0	2	0	0
Signature	1	0	0	1	0	0
Training Document	1	0	0	0	0	0
VISA	2	0	0	2	0	0

**Document Type:** Employment Contract

Title	Record Name	Last Updated	Status
Employment Agreement - Full Time - Award Covered for Anita Stapleton	Anita Stapleton	17-Feb-17	Draft
Employment Agreement - Full Time - Award Covered for Anita Stapleton	Anita Stapleton	17-Feb-17	Draft
Employment Agreement - Full Time - Award Covered for Luke Smith	Luke Smith	23-Feb-17	Executed

**Document Type:** License

Title	Record Name	Last Updated	Status
Anita Stapletons Drivers License.docx	Anita Stapleton	16-Feb-17	Complete
Anita Stapletons Drivers License.docx	Anita Stapleton	16-Feb-17	Complete
Copy of drivers license	James Jones	01-Mar-17	Complete

**Document Type:** Online Performance Review

Title	Record Name	Last Updated	Status
Craig Daniels - Performance Appraisal summary - 2017-02-28.pdf	Craig Daniels	28-Feb-17	Complete
Jack Jackson - Performance Appraisal summary - 2017-02-23.pdf	Jack Jackson	23-Feb-17	Complete
John Smith - Performance Appraisal summary - 2017-02-28.pdf	John Smith	28-Feb-17	Draft

**Document Type:** Resume

Title	Record Name	Last Updated	Status
Susan Dunn Resume.docx	Susan Dunn	16-Feb-17	Complete

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Start Date: 01-Mar-16

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**Branch:** Branch 1**Document Type:** Resume

Title	Record Name	Last Updated	Status
Susan Dunn Resume.docx	Susan Dunn	16-Feb-17	Complete

**Document Type:** Signature

Title	Record Name	Last Updated	Status
Signature captured from Self Service	Luke Smith	23-Feb-17	Complete

**Document Type:** Training Document

Title	Record Name	Last Updated	Status
Luke Smith - Drivers Licence - 20170223105440	Luke Smith	23-Feb-17	STAGED_VIA_SEL F_SERVICE

**Document Type:** VISA

Title	Record Name	Last Updated	Status
Craig Daniels VISA Documentation.docx	Craig Daniels	16-Feb-17	Complete
Craig Daniels VISA Documentation.docx	Craig Daniels	16-Feb-17	Complete