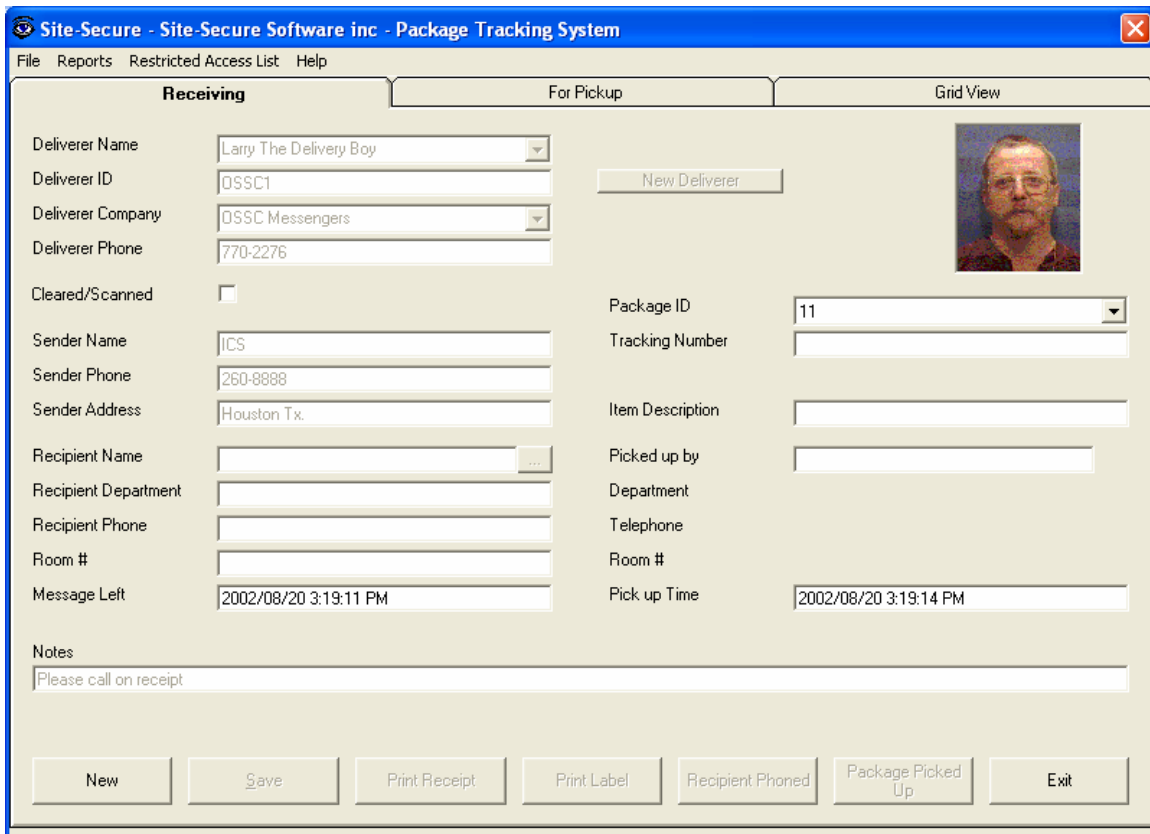


# SITE SECURE

*Security Management* **Made Easy**

## Package Tracking Module

Site-Secure's Package Tracking module can be an attractive feature to large corporations. This module allows you to record photo ID of deliverers for quick verification it records the time of arrival, the destined recipient, the sender and the deliverer. The database also allows detailed entry of package information, such as size, weight, color and the courier company's tracking number. It is possible to record the date, time and who was notified of the arrival of a package as well as by whom and when, and if it was collected by the recipient department. Records of "outgoing" packages are also kept with information of the designator and the time when the package was picked up. This module can quickly identify the fraudulent use of company courier services, by whom and the frequency.



Site-Secure - Site-Secure Software inc - Package Tracking System

File Reports Restricted Access List Help

Receiving For Pickup Grid View

Deliverer Name: Larry The Delivery Boy

Deliverer ID: 0SSC1

Deliverer Company: 0SSC Messengers

Deliverer Phone: 770-2276

Cleared/Scanned:

Sender Name: ICS

Sender Phone: 260-8888

Sender Address: Houston Tx.

Recipient Name: ...

Recipient Department:

Recipient Phone:

Room #:

Message Left: 2002/08/20 3:19:11 PM

Package ID: 11

Tracking Number:

Item Description:

Picked up by:

Department:

Telephone:

Room #:

Pick up Time: 2002/08/20 3:19:14 PM

Notes: Please call on receipt

New Save Print Receipt Print Label Recipient Phoned Package Picked Up Exit

## Package Tracking Module Features

- Record entry time and recipient of incoming packages
- Record notification call to recipient
- Record who picked up or delivered package for recipient
- Record time shipped and recipient of outgoing packages
- Record deliverer and shipping company
- Record photo of messenger if desired
- Record package Tracking Number
- Email notification when a package has arrived, picked up at desk or shipped.

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File Reports Restricted Access List Help

Receiving For Pickup **Grid View**

Package ID	Time Received	Recipient Name / Sender Name	Telephone	Room #	Deliverer Company	Pick up
▶ 36	2006/03/23 6:10:54	Tourville, Larry	819-770-7145	Can also edit	OSSC Messengers	
35	2006/03/23 6:10:18	Tourigny, Jean	.		OSSC Messengers	
34	2006/03/23 6:08:00	Thompson, Andrew	.	ccc	OSSC Messengers	
33	2006/03/23 6:05:27	Tourville, Larry	819-770-7145		OSSC Messengers	
32	2006/03/23 6:04:25	Tourville, Larry	819-770-7145		OSSC Messengers	
31	2006/03/23 6:03:52	Tourville, Larry	819-770-7145		OSSC Messengers	
30	2006/03/23 6:02:23	Tourville, Larry	819-770-7145		JD deliveries	
29	2006/03/23 5:58:26	Tourville, Larry	819-770-7145		Speed Kills Messengers	
28	2006/03/23 5:52:30	Tourville, Larry	819-770-7145		OSSC Messengers	
27	2005/06/15 5:40:17	Tourville, Larry	819-770-7145		Speed Kills Messengers	
26	2005/06/15 5:39:27	Tourville, Larry	819-770-7145		OSSC Messengers	

2006/05/10 Select date

Today's only Employee Pickup Messenger Pickup All Pickups View all Exit

## Extensive report capabilities

- Total packages per day, week, month
- Total packages to a department
- Total packages per person
- Total packages to shipping/receiving
- Total packages to Reception
- Total packages received
- Total packages shipped
- Total packages by company/department shipped

The screenshot shows the 'Report Builder' application window. At the top, there are date and time selection fields: 'From' is set to 2002/07/08 00:00 and 'Till' is set to 2006/05/10 23:59. Below these are column headers: 'Employee names', 'Dept.', 'Room', 'Delivery Comp.', 'Sender Name', and 'Recipient Name'. A list of employees is displayed with checkboxes: ABEBE, MAKONNEN (checked), LEGER, MARCEL, PATERSON, MARTIN, Paterson, Marty, Thompson, Andrew, Tourigny, Jean, and Tourville, Larry. To the right of the list is a box with the text 'Select requested items or 'Clear All/Select All'' and three buttons: 'Find', 'Clear all', and 'Select all'. At the bottom left, there is a 'Type of search' section with two checked options: 'Received' and 'Sent'. At the bottom right, there are three buttons: 'View Sql', 'Build Report', and 'Exit'.