

MATERIAL STAGING LOG

DATE: _____

STAGING DETAILS								
MATERIAL ID	MATERIAL NAME	LOCATION	TAG	QTY	PROJECTED USAGE	END COUNT QTY	USE LOCATION	ACTUAL USAGE

MATERIAL HANDLING DETAILS					
TIME	HANDLED BY	SHIFT	USE DIFFERENCE	QTY	VERIFIED & APPROVED BY

REMARKS

MATERIAL MANAGER

MANAGER - GENERAL