

POD

Aptean Ltd
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1 POD

In several screens the user is allowed to choose to display the physical completion report. This is dependent on the job type, and is usually one of the following types:




- POD - Proof of Delivery.
- POC - Proof of Collection.
- POD/POC - a combined Proof of Collection and Delivery.
- Service Report - a report of the work undertaken against a service or service item.

This generates an HTML form in the format as specified on the Site table, depending on the Job Type.

Your POD report can be configured against a Job Group or against the Site. That means that, dependent on the job, you can have a different completion report format against each job group.


Your system administrators will configure the reports, and they will be created for you by the OBS Logistics development team to match the standard documents that your company already uses, albeit in electronic form.

Here are some samples:

		Work Report		Service No BX6SEUV	
Contractor Details			Customer Details		
Company: OTHER			Company: Customer Jones		
Name: John Doe			Address: 15 TEST ROAD		
<div style="display: flex; justify-content: space-around;"> Install <input type="checkbox"/> De-Install <input type="checkbox"/> Service <input checked="" type="checkbox"/> Cancel <input type="checkbox"/> </div>			TESTINGTON, TEST, TESTside CH62 9GR		
Appointment Date: 22/03/2016 Time: 12:45			Unit Type:		
			Reg / ID: BX6SEUV		
			VIN No:		
			Mileage: 0		
Unit Pre-work Checks					
Interior <input type="checkbox"/>					
Exterior <input type="checkbox"/>					
Electrics <input type="checkbox"/>					
Please note all defects above					
Unit Post-work Checks					
Interior <input type="checkbox"/>					
Exterior <input type="checkbox"/>					
Electrics <input type="checkbox"/>					
Please note all defects above					
Parts Used			Parts Returned		
TEST			NONE		
TEST2					
If no parts returned insert NONE			If no parts returned insert NONE		
MC Ref No's: 					
If MC not used please note why: none					
Fault Reported: Ring 15 mins before arrival					
Diagnosis / Repair: done					
Engineers Report					
I confirm that the above work has been completed in accordance with the customers instructions following the guidelines of MPT 1362 Print Name: John Doe					
					
Signature: _____					
Customer Acceptance					
I certify that the unit has been checked and the above work has been carried out to my complete satisfaction or that it has been classified unavailable. Print Name: TESTER Jones					
					
Signature: _____					

Service Work Report



OBS Logistics Ltd Southern Gateway Speke Boulevard Speke L24 9HZ VAT GB : Phone: +44(0)151 448 0331 Fax: +44 (0)151 448 2989 Email: calids.epod@obs-logistics.co.uk		Delivery Note															
Delivery Address Address Name ADDRESS1 ADDRESS2 ADDRESS3 ADDRESS4 PC1 1PC Mr. Jones 12345 57557		Invoice Address Customer 1 Line 1 Line 2 Line 3 Line 4 Line 5 PC1 1UZ		<table border="1"> <tr> <th>Date</th> <th>Page</th> </tr> <tr> <td>1 Dec 2016</td> <td>2 of 2</td> </tr> <tr> <th>Shipment No</th> <th>Customer No</th> </tr> <tr> <td>0736137/A</td> <td>CUST1</td> </tr> <tr> <th>PO Number</th> <th>Salesperson</th> </tr> <tr> <td>ROGFF_TESTREF</td> <td>CONTACT1</td> </tr> </table>		Date	Page	1 Dec 2016	2 of 2	Shipment No	Customer No	0736137/A	CUST1	PO Number	Salesperson	ROGFF_TESTREF	CONTACT1
Date	Page																
1 Dec 2016	2 of 2																
Shipment No	Customer No																
0736137/A	CUST1																
PO Number	Salesperson																
ROGFF_TESTREF	CONTACT1																
Qty Shipped	Item Number	Description	Unit of Measure	Qty Delivered	Total Weight	Short Reason	Qty to Follow										

Print Name: MR JONES

 Signed on behalf of Company name or badge number: 987654

Tot Weight: 434.400

Jones

All claims for credit must be made within 24 hours of delivery.
 All Goods remain the property of the company until paid for in full.
 MONTHLY TERMS 30 DAYS NET.

POD



IMAGES / DISCREPANCY INFORMATION		OBS LOGISTICS	
Our Reference : 0736137/A			
Details Delivery Image Delivery cancelled for reason: Image Notes: Desk	Image  NO IMAGE AVAILABLE	Details Delivery Image Delivery cancelled for reason: Image Notes: Also Desk	Image  NO IMAGE AVAILABLE
Details Delivery Image Delivery cancelled for reason: Image Notes: Keyboard	Image  NO IMAGE AVAILABLE		
Details ID: EmptyCont1 Image Notes: Cont Desk	Image  NO IMAGE AVAILABLE	Details ID: EmptyCont1 Image Notes: Cont Also Desk	Image  NO IMAGE AVAILABLE
Details ID: EmptyCont1 Image Notes: Cont Keyboard	Image  NO IMAGE AVAILABLE	Details ID: rogpfstcont Image Notes: Cont Desk	Image  NO IMAGE AVAILABLE
Product Details Container: rogpfstcont Product: ROGPR001 Description: Ultra Pro Formon 450x450x32 Buff Notes: Prod Desk	Image  NO IMAGE AVAILABLE		

Photo Page

MY COMPANY DELIVERY NOTE



DIFFICULT DELIVERY DISCLAIMER: To be completed before delivery is attempted

SECTION 1: To be completed by the Delivery Team

Why is the delivery difficult? Please tick the relevant box(es) below.

Narrow access issue	
<input type="checkbox"/>	Property entrance (front door)
<input checked="" type="checkbox"/>	Entrance to room of choice
<input type="checkbox"/>	Tight turn within the delivery route
Obstruction that can't be easily moved	
<input type="checkbox"/>	Low ceiling
<input checked="" type="checkbox"/>	Bannister that reduces space to move need to manoeuvre item
<input type="checkbox"/>	Low hanging light fitting
<input type="checkbox"/>	Existing large furniture
OTHER	

SECTION 2: To be signed by the customer

I acknowledge that there is not safe, clear and adequate access for delivery, as required under sections 9.8.1 and 9.8.2 of the JB Global Limited's terms and conditions. I wish to proceed with the delivery and have been advised of the risk of damage to property which might occur as a result.

8.1 I Please check the measurement and delivery access to your home. It is important to check the measurements of your Products by visiting Our Website or by calling Our customer service team. Please ensure that there is adequate doorway and stair access. We cannot accept any liability for any extra costs incurred by you as a result of incorrect or incomplete measurements or information supplied by you.

8.2 I Please check that the route from the lorry to your room of choice is safe and free from potential problems or hazards. As Our staff have not visited your home and cannot advise whether your Products will fit, We ask that you take reasonable steps to ensure that the Products can be successfully delivered to you. This includes making sure that the lorry can get to you and measuring any door or ceiling heights, plus balustrade and bannisters (including your stair bannister) that might cause difficulties when the delivery. Your order will typically be delivered on a large lorry, so please be sure your property is accessible for this type of vehicle. If you think there may be an issue, please call us prior to delivery.

Date 04/02/2017	Signature 
Print Name J Jones	



UDF Form

The form displayed on the screen will closely resemble your existing sheet, but please remember all browsers are subtly different, along with your screen resolutions. These reports have been created to work well on PDF and in print.

The report will merge in the data you planned on the job with the data entered by the mobile application user and captured from the customer, such as:

- Site name, address, contact and logo information.
- Customer and Job names, addresses and contact information.
- All information regarding items delivered/collected.
- All information regarding products delivered/collected.
- All service information.
- All UDF information.
- Customer, Driver or Engineer signatures, with the terms and conditions signed for at that time.

Depending on settings, you can also have separate pages for:

- Photos - you can show final pages of all photos when the driver completes the job.
- UDF Forms - you can build up separate pages just for your specific data entry.

You will be able to send this as an email from a link on this page. When emailed, the system may be configured to convert this into a PDF for the recipient, depending on configuration.

