RANGER
BY ZIMOZI

Sample shift record
Illustrative data, not a real site

Guardhouse A, night shift

Shift	Officer	Entries	Status
19:00 to 07:00	L. Lim	6	Ready for review

Timeline

Every entry carries its shift and patrol

18:56 — **Checked in** — Attendance
L. Lim checked in at Guardhouse A for the 19:00 to 07:00 shift.

20:00 — **Round 1 complete** — Patrol
Every checkpoint on Round 1, logged against his shift.

02:47 — **Chain cut at Checkpoint 07** — Occurrence
Side gate chain found cut. Area checked, spare lock fitted.

02:49 — **Call to the post** — Command centre
The command centre called the officer to confirm the scene.

03:20 — **Report filed, IR 0247** — Incident
Shift and patrol attached. Police visit noted. Sent for review.

06:55 — **Handed over** — Handover
Open item for the day shift: replace the side gate chain.

Incident report IR 0247

What happened
Side gate chain found cut at 02:47.

What was done
Area checked, spare lock fitted, police informed.

Status
Ready for supervisor review.

Handover to day shift

Handed over
L. Lim at 06:55. Day shift received at 07:00.

Open item
Replace the side gate chain.

From
Incident report IR 0247.

When a client asks what happened, the answer is already written.

See this for your own sites. Request a walkthrough at ranger.zimozi.com.sg or call or WhatsApp +65 8810 8423.