KENNA SUGAR COMPANY LIMITED
RECRUITMENT APPROVAL FORM

Division.....
Dept/Section.....

Date: .....

To: GM (Human Resources)
Please arrange to approve the following vacancy/vacancies

S. No.	Job Title	Grade	No of vacancies to be filled Fresh/Replacement	Budget Crop/ Off crop	Actual Crop/ Off crop	Type of vacancy**	Date required

Reason to fill the vacancy/vacancies .....
.....
.....

Signed:.....
GM:

1) Actual confirmed/ not confirmed*
Actual according to personnel records: .....
Remarks: ..... Signed: .....
..... GM (HR):Date.....

2) Budget confirmed/ not confirmed*
Remarks:..... Signed: .....
..... Chief Accountant :Date.....

3) Approved /not approved*
Remarks..... Signed: .....
..... DMD(Site).....

* Delete where appropriate.

** Indicate whether appointment is permanent, Seasonal or casual.

Kenana

Kenana Sugar Company Ltd

KSC

كنانة

Kenana Sugar Company Limited
Purchase Requisition Form. (PR)

Division / Dept.:_

MR. No.:.....
MR.Date:.....
Source of material: Locak / overseas

→ To be filled by stores ←

S/No.	KSC Code	Description	Unit of Mat.	Qty. Reqrd.	Stock in Hand	Usage	On order Qty	Qty to be ordrd	When needed	Recommended Supplicer

Requested by:
Position:_____
Signature:_____
Date:_____

approved by:
Position:_
Signature:_____
Date:

Total estimated value:

SDG:

DEPT.

INDENT. NO.

JOB WORK ORDER NO

KSC

Kenana
Sugar Company Limited

STORE ISSUE VOUCHER

Serial No. : .....

Cost Centre	DETAIL

PRODUCT GROUP.....

STORE CODE

DATE

KENANA CODE NO	DESCRIPTION	PART NO.	QTY. REQU.	UNIT OF ISSUE	QTY. ISSUED	UNIT PRICE	LOCATION	SUB ACCOUNT

Authorised by:..... Received by:..... Issued by:..... Posted by: .....

Employee No. :.....

Date : ..... Date : ..... Date : ..... Date : .....

KENANA SUG AR COMPANY LIMITED
OTHER EXPENSES APPROVAL FORM

Budget: 2006/2007

Date:……..

Department:……
Cost Centre:……
Sub Account:……...

Serial No:…….

FUND :

	SD	USD
Total Fund	**	
To – Date Utilization	**	
	……	……
Balance	***	
	……	……

Proposed Expenditure:
Brief Description:

	**	
……..	……	……...
Net Balance	***	
	……	……

Department Manager:
Name ……...
Signature ……
Date ……

Cost & Management Accountant
Name ……
Signature ……...
Date ……..

APROVAL

Chief Accountant / Regional Accountant

Name …….
Signature ……...
Date …….. .

Kenana Sugar Copany Limited
Finance Accounts
Weekly Report
week No.: ( ) Ending:.....
Section:.....

	For the week			To date		
Description	Budget	actual	Variance	Budget	actual	Variance
1- Manpower						
Expatraite						
Staff						
Perm.workers						
Seasonals						
Total	-	-	-	-	-	-
2.Major items of materials						
2.1.Quanitified items						
Benzine-Gallons						
Gasoil -Gallons						
2.2.Non-quatified items						
Sparte parts						
Other chemicals						
Foods&supplies						
stationary						
Building maintenance materials						
Feed stuff						
Packing material						
Sundry materials						
Total	-	-	-	-	-	-
3.Other expenses						
3.1.non quantified items(SDD,000)						
Business travels						
Cotract services						
Others						
	-	-	-	-	-	-
4.Procurement controls						
4.1.Value of PR's raised(SDD,000)						
4.2.Value of PR's raised(USD)						
4.4.Payment for purchased orders						

Kenana Sugar Copany Limited
Finance Accounts
Monthly Report
Month No.: ( ) Ending:.....
Section:.....

	For the Month			To date		
Description	Budget	actual	Variance	Budget	actual	Variance
1- Manpower						
Expatraite						
Staff						
Perm.workers						
Seasonals						
Total	-	-	-	-	-	-
2.Major items of materials						
2.1.Quanitified items						
Benzine-Gallons						
Gasoil -Gallons						
2.2.Non-quatified items						
Sparte parts						
Other chemicals						
Foods&supplies						
stationary						
Building maintenance materials						
Feed stuff						
Packing material						
Sundry materials						
Total	-	-	-	-	-	-
3.Other expenses						
3.1.non quantified items(SDD,000)						
Business travels						
Cotract services						
Others						
	-	-	-	-	-	-
4.Procurement controls						
4.1.Value of PR's raised(SDD,000)						
4.2.Value of PR's raised(USD)						
4.4.Payment for purchased orders						

Kenana Sugar Company Limited
Finance - Accounts
Cost Comparison Report
For the period from.....upto .....

1- Manpower:	Budget	Actual	Variance
Staff	**	**	**
P.Worker	**	**	**
Seasonal	**	**	**
Total	0	0	0

2- Operating cost for the period:

2-1 Expensewise cost :

Payroll	**	**	**
Materials	**	**	**
Expenses	**	**	**
Total	***	***	***

2-2 Varianse analyses (-ve figures showing advers variance):

A- Adverse varince within diviional control:

Gasoil		**	
Values pipe		**	**

B- Favourable variances

Payroll		**	
Agro- Chemical		**	
Building materials		**	
Handel Tools		**	
Food &food-sup-		**	
Sundries			***
Net favourable variance			***

Over time

Staff	**	**	**
.Workers	**	**	**
Total	**	**	**

KENANA SUGAR COMPANY LIMITED

PLANNING DIVISION

Central Statistics & Research Department

STATISTICAL DATA

Years	Starting Date	Completion Date	Crop Days	Feddans Harvested	Age months	Tonnes Cane	Tonnes Sugar	Sugar %Cane	T. C. F	T. S. F
*1979-80	11.02.80	25.06.80	135	8'714	-	330'176	19'715	5.63	37.89	2.26
1980-81	15.11.80	19.05.81	185	35'587	12.25	1'239'536	110'417	8.91	34.83	3.10
1981-82	20.11.81	19.05.82	177	52'338	12.00	1'741'550	164'404	9.84	31.35	3.14
**1982-83	05.11.82	08.04.83	154	68'005	11.30	2'220'616	229'536	10.34	32.65	3.37
1983-84	21.10.83	22.03.84	153	80'897	11.90	2'566'310	248'495	9.68	31.72	3.07
1984-85	29.10.84	11.04.85	164	80'465	12.30	2'742'990	305'874	11.15	34.08	3.80
1985-86	15.10.85	31.03.86	168	82'606	11.00	2'557'030	292'838	11.45	30.95	3.54
1986-87	04.11.86	20.04.87	168	81'690	12.50	2'571'571	309'705	12.04	31.50	3.79
1987-88	02.11.87	27.03.88	147	77'135	11.50	2'326'851	264'832	11.38	30.20	3.43
1988-89	02.11.88	24.03.89	142	80'802	11.90	2'055'112	231'770	11.28	25.43	2.89
1989-90	12.11.89	21.03.90	129	75'139	11.90	2'058'889	231'992	11.27	27.40	3.09
1990-91	17.11.90	11.04.91	146	77'500	12.30	2'356'924	252'234	10.70	30.41	3.25
1991-92	16.11.91	12.04.92	148	77'284	11.80	2'257'181	253'497	11.23	29.21	3.28
1992-93	21.11.92	18.04.93	147	75'981	11.90	2'242'359	264'931	11.81	29.51	3.49
1993-94	04.12.93	20.04.94	138	77'616	12.20	2'142'583	248'792	11.61	27.60	3.21
1994-95	26.11.94	25.04.95	151	75'077	12.00	2'276'257	252'605	11.10	30.32	3.37
1995-96	01.11.95	29.03.96	149	76'834	11.30	2'593'961	280'000	10.80	33.76	3.64
1996-97	02.11.96	17.04.97	166	76'538	12.20	2'970'738	333'000	11.20	38.80	4.35
1997-98	15.10.97	24.04.98	191	69'160	12.20	3'439'578	356'000	10.34	43.50	4.50
1998-99	31.10.98	05.05.99	187	79'006	12.30	3'500'000	365'000	10.43	44.30	4.61
1999-00	30.10.99	09.05.00	193	78'594	12.30	3'541'154	387'044	10.93	45.10	4.92
2000-01	04.11.00	09.05.01	186	78'209	12.20	3'750'598	403'486	10.76	48.00	5.16
2001-02	03.11.01	22.04.02	171	79'712	12.00	3'614'531	376'039	10.40	45.30	4.72
2002-03	02.11.02	20.04.03	170	79'359	12.40	3'827'928	398'268	10.40	48.20	5.02
2003-04	08.11.03	01.05..04	176	80'096	12.90	3'904'692	427'895	10.96	48.80	5.34
2004-05	04.11.04	17.04.05	164	79'370	12.30	3'651'417	393'002	10.67	46.00	4.95
***2005-06	01.11.05	22.04.06	173	79'414	12.90	3'719'826	400'209	10.55	46.90	5.04
2006-07	11.11.06	22.04.07	162	78'606	13.00	3'712'013	405'040	10.91	47.20	5.15

*Includes 4'678 MTC From Assalaya ** Includes 96'600 MTC From Assalaya *** Includes (44'611+74'872)MT Young & Ripener Cane