Klarstig

# Local Delivery Depot - Procedure Clarification Request

Identify an unclear instruction and the example needed to make it usable. Setting: Local Delivery Depot.

## Contact and reference

**Name or team reference ***

**Reply email, if needed**

**Date of record ***

## Procedure Clarification Request

**Procedure name, version and step ***

**Wording or situation that is unclear ***

**Interpretations being considered and their practical effects ***

**Example or decision needed to resolve the question**

## Local Delivery Depot

**Route wave and sorting or loading area ***

**Parcel group, tote reference or vehicle bay ***

**Route order, loading cut-off or return-parcel handling**

## Ownership and follow-up

**Team or role responsible for the next action**

**Target follow-up date**

**Current state of this record ***

- ☐ Open for review
- ☐ Waiting for information
- ☐ Next action agreed
- ☐ Completed and checked

**Next action and completion evidence**

## Limitations and what needs setup

- Submitting the form records the answers in your workspace. It does not approve, schedule, charge or reply on its own unless you add that step to the workflow.
- Email notifications, approval routing, document generation and connections to other systems are available but not switched on until you configure them.

**Want help tailoring this form? Free, Starter and Pro include five personal setup sessions, up to 30 minutes each, per new organization.**

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