

DAIRY BOX DOBLE KITA WEEKLY MONITORING SHEET

DAIRY BOX STORE: _____ COOPERATIVE: _____ MONTH: _____ DAY: _____ to _____ YEAR: _____

OKR 1: Decrease Monthly “Days with Flagship Product Stockout”

Flagship Products	Size/ Volume (grams, mL or liters)	Daily Beginning Stock Quantity <i>Note: Put “X” if out of stock</i>							REMARKS (notes/ concerns/ strategies)
		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									

OKR 2: Increase Daily Transaction Size

DAILY AVERAGE SINGLE RECEIPT VALUE (Total amount of sales divided by the total number of Sales Invoice)						
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

OKR 3: Increase Daily Foot Traffic

AVERAGE DAILY FOOT TRAFFIC (Total number of customers that walks-in per day)						
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

Objective: Increase Daily Sales (Doble Kita)

DAILY SALES MONITORING							
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Dairy							
Non-Dairy							

Verified by Store Manager/PCC Focal Person:

Name: _____ Signature: _____

NOTE: Once fully accomplished, take a photo or scan this sheet, and send it to your Dairy Box Focal Person or designated group chat.

