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# Staff document report

November 2026 · Sample data

| 1 | 2 | 2 | 4 |
|---|---|---|---|
| Expired | Expiring soon | Missing | People |

**5 document records need follow-up**



**Sam Okonkwo**
Food hygiene certificate — Expired



**Lena Fischer**
First aid certificate — Expiring soon



**Arif Demir**
Driving licence check — Expiring soon



**Mia Santos**
Signed contract — Missing



**Mia Santos**
Emergency contact form — Missing

4 people on the board · Sample records only