Prepared by:	S.Jaysudha				
Report Date	14.12.2023				
Site	Dr. NRK				
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Descscription	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
				Delivered	
20230901009	01-09-23	Equip: Effulent treatment plant	Under discussion		
20230901010	01-09-2023	Equip: Sewage treatment plant	Under discussion		
List of requisitions Where PO/WO is prepared and items have not received at site					
Po.No.	Po.date	Item Description	Purchase Officer - Remarks		
20231111005	11.11.2023	MS Ladder	Material delivered		
20231206040	06.12.2023	Wall putty cement	Material delivered		