

Modi Properties Pvt. Ltd - Site Stores Audit Report

Company:	Villa Orchids LLP	Date of site visit:	19.03.2020
Site:	Villa Orchids	From / To time:	09:30 to 18:00
Visited by:	Sanjay	Prepared by:	Sanjay
Previous date of audit:	-	Sign:	
Sl No	Description	Remarks	
01	Stores and stock statement are properly arranged / maintained?	Yes	
02	Stock report quantity tallies with physical quantity?	No	
03	No of stores	03	
List of stores checked		Stores checked(Yes/No)	Qualitative rating(G/A/P)
Electrical		Yes	Average
Cement		Yes	Average
Plumbing – PVC		Yes	Average
Plumbing –GI		Yes	Average
Sanitary		Yes	Average
CP fittings Tiles		Yes	Average
Lift		Na	NA
General Material		Yes	Average
Tools		Yes	Average
Doors & hardware		Yes	Average
Misc. -		-	-
Complaints: Yes 1. Stores to be clean properly 2. Material to be arrange Properly 3. Material issue forms to be updated.			
Suggestions : Explained to Lady Engineer and store keeper to update the stock on daily bases.			