

Prepared by:	Asha jyothis				
Report Date	10-06-24				
Site	MGRV				
List of requisitions Where PO/MO not prepared 3 working days after requisition.					
Requisition No	Requisition Date	Serial no of item in req.	Material Description	Purchase Officer - Remarks	Material delivered?
	NIL			NIL	
List of requisitions Where PO/MO is prepared and items have not received at site					
PO No	PO Date	Serial no of item in PO	Material Description	Purchase Officer - Remarks	If material is not delivered - is delay justified?
	NIL			NIL	