

Date:10-12-24

List of documents & Photographs to be received by Admin-audit viber group from site.

S.No	Report date	Report discription
1.	Daily	All inward register photo copies
2.	Daily	Out ward register photo copies
3.	Daily	Electricity consumption rgister photo copies
4.	Daily	Contractor inward & outward register photo copies
5.	Daily	Turnkey contractor material issued register photo copies.
6.	Daily	Dept & Jobwork labour attendance details
7.	Daily	Jobwork sheets
8.	Daily	Local purchase bill copies
9.	Daily	Building material vehicle photogrpahs
10.	Daily	Hire charges J/W phtogrpahs
11.	Daily	Invoice copies photocopies of all purchased material by contractors.
12.	Daily	Store locking potographs with barcode stickers
13.	Daily	Weekly vouchers payment details
14.	Weekly	Weekly vouchers
15.	Weekly	Milestone report
16.	Weekly	Local purchase statement
17.	Monthly	All utility bills along with conslidated statement
18.	Monthly, Quarterly & Yearly	As per 138 (g) M-codex reports

1)  ② N. Sridhar

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