

Internal Memo No. 912/19 – Clarification on construction

Date: 28.03.2009

To,
All Project Managers, Nagalaxmi, Veena & Accountants,

Sub.: Details of contractors

Ensure that full name and mailing address of each contractor is written on the bills being made at site. Accountants are advised to do corrections for old bills. Do not send bills with short or partial address or contractor name.

Soham Modi