

Prepared by:	Bhavani				
Report Date	08.05.2021				
Site	Head Office				
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition No	Requisition Date	Material Description	Purchase Officer - Remarks	Material delivered?	If material is not delivered - is delay justified?
182761	17.04.2021	Flush Doors(Greens)	PO to be issue		
182797	26.04.2021	Terrace Door(Greens)	PO to be issue		
182841	30.04.2021	Tan Brown Granite	PO to be issue		
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
16768	15.04.2021	Urinary censors	Stock Not Available		
182790	21.04.2021	Steel Grey Granite	Collect From SOV		
182814	30.04.2021	ACE Paints	Sent To MD'S Approval		