

Prepared by:	Bhavani				
Report Date	31-07-2021				
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?
183064	28-07-2021	SS Signage	PO issued.PO no:79379		
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
182997	30-06-2021	Urinal With Censors	Collect From Supplier		