Prepared by:	Bhavani				
Report Date	09-10-2021				
Site	MCMET				
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
Requisition	Requisition	Date Material Desescription	Purchase Officer - Remarks	Material	If material is not delivered -
No	Date			delivered?	is delay justified?
162146	30-09-2021	Expansive Motor	PO to be issue		
List of requisitions Where PO/WO is prepared and items have not received at site					
162145		Rod Cutting Blades	Co ordinate with the supplier		
162142	02-09-2021	Templets	Collect from SSLLP		