

Prepared by:	Bhavani				
Report Date	11-12-2021				
Site	Green Towers				
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?
183283	16-11-2021	Crompton Borewell Pump	Cancelled		
List of requisitions Where PO/WO not prepared 3 working days after requisition:					
183290	18-11-2021	Paints	Co ordinate With Supplier		