

वेस्टर्न कोलफील्ड्स लिमिटेड

(एक मिनिरात्र कंपनी)

(भारत सरकार का उपक्रम)

(कोल इंडिया लिमिटेड की एक सहायक कंपनी)

OFFICE OF THE DIRECTOR (TECHNICAL)/P&P



Western Coalfields Ltd.

(A Miniratna Company)

(A Govt. Of India Enterprise)

(A Subsidiary of Coal India Limited)

निदेशक (तकनीकी) (परियोजना/योजना का कार्यालय)

Ref No.: -WCL/VIG/D (T)/Op/ 21/ 129

Date: - /08/2012

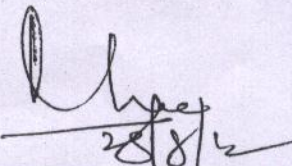


Circular

During the surprise visit of Vigilance Department, WCL, the following observations were made, at one of the Unit Stores of WCL :-

- 1.It was difficult to verify the stock due to poor record keeping as Non-Standard format of Kardex cards are being used for posting of receipt, issue for some of the items.
- 2.New and old used materials were kept inside the shed which allows the possibilities of mixing of new and old ones.
- 3.There was no proper record of scrap material such as old tyres, batteries, oil drums etc.
- 4.Unit store /Charged off store should not hold the high value items in stock for more than 15 days from the date of receipt from Regional Store/Area Store of the Areas. The same should be returned back to the Regional Store/ Area Store, with proper documentation, if not issued for use within 15 days

All Area GMs are advised to take immediate actions to review the system prevailing in Unit Stores and rectification of the shortcomings, if any.


28/8/12
DIRECTOR (TECH.)
WCL, NAGPUR.