

WESTERN COALFIELDS LIMITED
OFFICE OF THE CHIEF GENERAL MANAGER(MM)
COAL ESTATE, CIVIL LINES
NAGPUR - 440 001.



NGP/WCL/CGM(MM)/STORES/ 46411

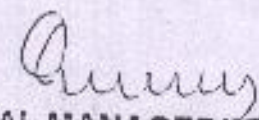
Dated 16.02.2006

CIRCULAR

During surprise check in one of the Regional Store by a Vigilance Team, it is observed that records pertaining to supply of wooden sleepers made for underground support and other purposes are not being maintained properly.

As such, all concerned are advised to see and ensure the following :

- (1) A proper record of supply, receipt, stock, issue and balance of wooden sleepers be maintained size-wise.
- (2) Similarly, whenever, requisition is made from the Mines/Units to Sub Area Stores/Regional Stores, it must indicate the size-wise requirement.


CHIEF GENERAL MANAGER(MM)