



प्रधान कार्यालय Headquarters Office  
भंडार शाखा Stores Branch  
रेल निलयम Rail Nilayam  
सिकंदराबाद Secunderabad  
दि Dt:- 30 /04/2019.

सं.No: S.348.Vig.Preventive Check/19

**OFFICE PROCEDURE ORDER NO. 25 /2019**

**ALL Purchase Officers/Hqrs./Depots/Divisions**

विषय :Sub: Maintenance of Dump/Unloading Register in Depots– reg.

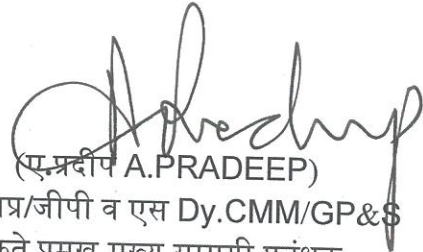
संदर्भ :Ref: Dy.CVO/Stores Lr.No.265/PC/2018/12/01360/S/N/GTL  
dt.08/04/2019.

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A preventive check was conducted by Vigilance Department in the Stores Depots, it was noticed that register for unloading of materials directly in the wards (Dump Register/Unloading Register) are being maintained in the Issue Wards. As per OPO No.12/2006 dt.26.04.06 such register is to be maintained by DMS/Receipt Branch.

In view of the above, "it is reiterating to follow the OPO No.12/2006 dt.26.04.2006 by all depots regarding maintenance of Dump Register/Unloading Register in Receipt Section for materials which are directly unloaded in the wards".

This issues with the approval of competent authority.

  
(ए.प्रदीप A.PRADEEP)

उपमुसाप्र/जीपी व एस Dy.CMM/GP&\$  
कृते प्रमुख मुख्य सामग्री प्रबंधक  
For Principal Chief Materials Manager

Copy to:-

PS to PCMM for kind information of PCMM.

CMM/M & CMM/E

✓ Dy.CVO/Stores/SC, All Purchase Officers of HQrs,  
Dy.Ch.Manager/P&S/SC, Dy.CMM/Con/SC.  
All Purchase sections.