



# INTEGRATED MANAGEMENT SYSTEM

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SURVEY REPORT OF UNSERVICEABLE OR LOST/DAMAGED STORES

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## BANGLADESH POWER DEVELOPMENT BOARD

### SURVEY REPORT OF UNSERVICEABLE OR LOST/DAMAGED STORES

.....Division

Sl. No.	Description of Stores	Number of Quantity	Value of the Books		Date of Receipt	Remarks by the Officer in Charge explaining the causes of damage/unserviceability/loss	Remarks or orders of Divl. Officer	Order of the competent authority as per Delegation of Power
			Rate (Tk.)	Amount (Tk.)				

Survey Report No.....dated the.....20.....

No.....Dated the.....20.....

Submitted to the Director/P.D./Managers/S.E. for orders

Returned to the Divisional Officer for the necessary action as per Orders noted above.

Signature of the competent authority

Prepared By		Approved By	
Reviewed By			