



INTEGRATED MANAGEMENT SYSTEM

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STOCK ACCOUNT

BANGLADESH POWER DEVELOPMENT BOARD

STOCK ACCOUNT

Month.....20.....

Part-I Classified Account of Receipt, Issue and Balances

Item No.	Particulars	Opening Balance	Receipt			Issues			Closing Balance			Sanctioned Reserve	Remarks
			Qty.	Rate	Amount	Qty.	Rate	Amount	Qty.	Rate	Amount		
1.	Manufacturer												
2.	Land Kilns etc.												
3.	Storage Other												
4.	sub-head												
5	Total												

Certified that entries in lines 1, 2, 3 and 5 of this account agree with the corresponding entries in the Suspense Register (Stock).

Regional Account Officer

Part-II Detailed Account of Issue

Schedule Docket No.	Amount	Schedule Docket	Amount	Schedule Docket No.	Amount	Particulars	Ref. to Schedule etc	Amount
						Line(1) Part-I- Manufacture Credit for outrun	72	
						Line-2, Land, Kiln etc. T.E. No. T.E. No.	S.D. No.	
						Total	Previous Column	
						Line 3 & 4 Storage and other sub-heads issues to work etc to Contingencies Cash credit to stock Sale account	Consolidated Contingent Bill 20..... 20.....	
						Total		
						Line 4- Total item		

Regional Account Officer

* For details see schedule of Debits to Stock, Form QF-STR-25

* To be used only when contingent charges are not drawn by bills presented direct at treasuries.

If the balance included the value of any store in transit division, the certificate should be applied to state the value of such store and the steps taken to adjust it.

If the closing balance of "Manufacturer includes any item which is not chargeable against the Reserve limit, they should be detailed in the column for "Remarks".

Prepared By		Approved By	
Reviewed By			