



INTEGRATED MANAGEMENT SYSTEM

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REGISTER OF STOCK RECEIPTS/ISSUES

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BANGLADESH POWER DEVELOPMENT BOARD

REGISTER OF STOCK RECEIPTS/ISSUES

Directorate of Electrical Equipment

Sub-Division.....

Month of.....

Serial No.	Name of articles by sub-heads	Opening balance of stock as on the date of taking over	Reference to R & I report	Source from which received/to whom issued with name of work	Head of A/C etc.	Value of articles by sub-head	Remarks
1	2	3	4	5	6	7	8

Score out the portion not required.

It is required for the existing ground balance of on the date of taking over only. For the usual monthly transaction of this column will not be operative.

Sub-heads under different stores may be seen at `Appendix-A`

Signature of Stores Officer/Store-Keeper

Prepared By		Approved By	
Reviewed By			