


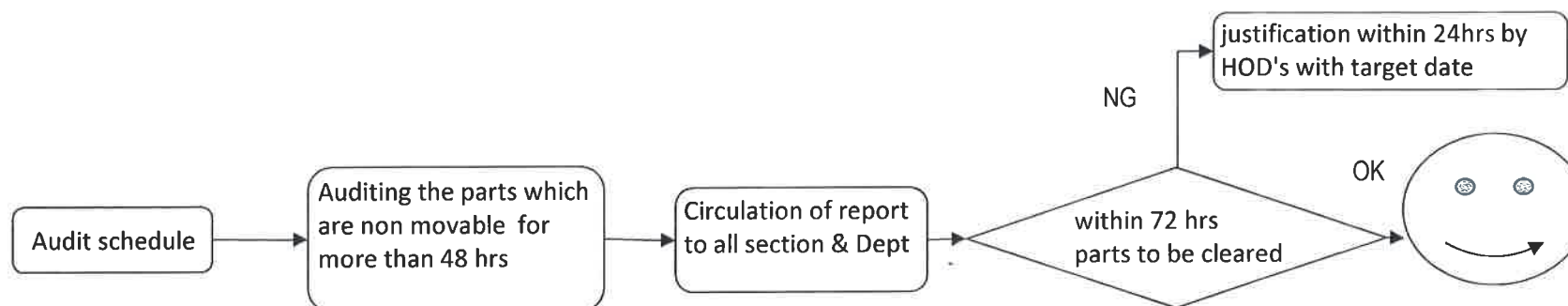


## HOLD PARTS AUDIT RULE

Approved By	Checked By	Made By
UDAYA HOSUR	SUNDAR	PRAVEEN
		

Made on: 28.01.2015



Sl. No	Contents
1	Audit Schedule will be released by PPC & will be displayed in the FC board
2	Audit will be conducted on non movable parts & unidentified parts for more than 48 hrs
3	Auditor while auditing should record the photograh/parts details/model & Approx.Qty
4	Audit report will be circulated through mail for all section heads & HOD's on the same day
5	Within 72 hrs parts should be cleared after completion of the audit, if not the respective HOD's should give the justification within 24 hrs with Target date.