



CHAPTER-7 ANNEXURE-12 (Clause 7.4.2.1)

## SURVEY OFF REPORT

Stock holding unit: Date of survey:

SI. No.	Class of stores	Code No.	Description of stores of equipment	Quantity	Estimated life of equipment & period for which used	Original Purchase Price	Written down value	Present condition	Last sale value realized for similar items	Reserve value	Replacement or present market value	Method of disposal recommended	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14

Area General Manager Area Finance Manager Staff Officer (Technical Wing) Staff Officer (Mining) Depot Officer Project/Mine Manager Project/Mine (Head of Technical Wing)

Note: Technical Wing refers to Excavation/E&M/ Safety/E&T/System/Civil etc.

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