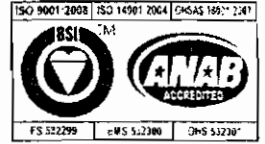




CENTRAL WAREHOUSING CORPORATION
(A GOVT. OF INDIA UNDERTAKING)



CWC/INSP/INSP- PROCEDURE/14-15

DATE:07/05/2014


CIRCULAR

In continuation to the instructions issued vide this office circular No.CWC/INSP/Insp.-Procedure/2013-14 dated 22/11/2013, with the approval of the Competent Authority the following instructions are required to be followed strictly by the Inspecting Officer:-

1. All IOs while submitting P/V work sheets shall :-

- a) Give godownwise summary of the stocks verified by them at the end of the P/V work sheets.
- b) Accord a certificate on the last page of P/V work sheets that physical position of stocks has been found to be tallying with the Master Statement, Godownwise/Commoditywise Statement and warehouse records (i.e. stock Register, Depositor Ledger & Stackwise Registers).

Regional Managers are advised to ensure that the above instructions are followed scrupulously. The same should be brought to the knowledge of all Inspecting Officers in the Region immediately.


(O.P. BHARATI)
GM (INSP.)

Distribution:

- 1) CVO, CWC, CO, New Delhi for kind information.
- 2) All Regional Managers, CWC, RO _____ (two copies each).
- 3) All Divisional Heads, CWC, CO, New Delhi.
- 4) PPS to MD/PS to Dir. (Fin.)/SAM to Dir.(P)/PA to Dir (MCP), CWC, CO, New Delhi.
- 5) Guard file.