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East Central Railway


STORES -INSTRUCTION No. 95

No. ECR/ SMM/Stores-Instruction

Dt. 27.03.2019


During course of receipt of Non-Stock demand, it should properly be checked by demand receipt section (DRS) as well as concerned purchase section before processing the demand. If DRS found, Nomenclature mentioned in the DS-2 is not correct then the DS-2 will not be sent back to indenting department but will be processed (i.e. demand registration & onward process) as per correct nomenclature. DRS will registered the DS-2 with correct nomenclature after taking due approval of concerned purchase officer and this will also be intimated to the indenting officer through a letter.

This issues with the approval of PCMM.


  
(Sujeet Kumar)  
SMM/C&W-II/ECR/HJP  
For Principal Chief Material Manager


Copy for kind information & n/a please:-

- 1) All PHOD
- 2) CMM/Elect., CMM/Mech. & CMM/Sale/ECR/HJP
- 3) Dy.CMM/C&W, Dy.CMM/Elect., Dy.CMM/DSL & Dy.CMM/IC/ECR/HJP
- 4) Dy.CMM/CON/ECR/MHX/Patna
- 5) All Depot & Division officers
- 6) SMM/Elect - I & II., SMM/C&W - I & II, SMM/DSL, & SMM/sale/ECR/HJP
- 7) S.I.- All Purchase section of PCMM office/HJP
- 8) S.I - Demand receipt section (DRS) - it is requested to intimate the indenting officer through a letter, if nomenclature no. of any Non-Stock demand is corrected.

  
For Principal Chief Material Manager

Approval at c/429

o/c  
  
27.03.19

  
28/03/19

Dy. Chief Material Manager

indenting officer

11.7

