

दक्षिण रेलवे SOUTHERN RAILWAY

No.S.Policy.75/SR/531

Headquarters Office,
Stores Branch,
Ayanavaram,
Chennai 600 023.
Dated: 30.05.2022

S.No.040/2022

विषय /Sub: Recording of Expiry Date during material transactions –
Suggestions for system improvement –reg.

संदर्भ/Ref: Dy.CVO/S&T/MS's letter No.VO/S&T/2019/05/02479/PGT
dt.02.12.2019

During a vigilance check, it was found that the material, whose shelf life had expired long back, had been issued to user-depots and subsequently to the staffs for use. Vigilance have pointed out that consumption of such materials having expired shelf life may cause damage/harm/injury to the end user, i.e. the staffs.

Vigilance department has suggested to incorporate columns for recording the manufacturing date and expiry date of materials in challan (S-1313) for items having specified shelf life/expiry date. Until the system is automated, the following instructions may be imparted to Issuing Ward keeper: -

During the issue of the material to consignee, the manufacturing date and expiry date of the materials which are having specified shelf life/expiry date must be entered in the remarks column of the issue note (CC-56-Imprest Issue and CC-57- Requisition cum Issue Note).

This has the approval of PCMM.

Digitally Signed by
Principal Chief Material Manager
Date: 31-05-2022 15:59:15
Reason: Approved

Copy to:

All HQrs / Depot / Divisional Stores Officers,
All sections in PCMM/O/PER
Dy.CMM/RE/MS, SMM/CN/MS
FA & CAO/S & W/PER, Sr.Audit Officer/S/PER, FA&CAO/CN/MS
CVO/MS, Dy.CVO/S/MS, ZRTI/TPJ, Hindi Cell

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| By | |
| Date | |
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| UPDATED IN IRVINS | |
| Stage | 140 103 |
| Date | 13/06/2022 |
| By | Tg |

दक्षिण रेलवे

प्रधान मुख्य सामग्री प्रबंधक कार्यालय
अयनावरम /Ayanavaram
चेन्नै/Chennai -600
023

सं: S/Comp Cell/Reply to Vig.

General Manager
CRIS
New Delhi

विषय: System Improvement required for recording of expiry date during material transactions.

संदर्भ: This office letter no even dt 28/02/2020

Vigilance department of S.Rly suggested the following improvements in Depot Module of iMMS, in order to ensure that materials are issued to the consignee within the expiry date.

- During issue of the material to consignee, the manufacturing date and expiry date of the materials which are having specified shelf life/expiry date must be indicated to the consignee. In this regard suitable software modification may be done in issue note wherein details already available in Receipt note of the PLNO linked to PO like Batch no/Manufacturing/Expiry date may be printed in required columns of the Issue Note.
- Until such time, issuing officials are instructed to enter the required details like Batch no/Manufacturing/Expiry date in the remarks columns. (Copy of circular is enclosed herewith)

Kindly acknowledge the receipt of the letter.

Encl: as referred

(Anupam Shrivastava)
उप मुख्य सामग्री प्रबंधक /IC
Dy.CMM/IC

Copy to :

Dy.CVO/S&T/MS : For kind information and necessary action.

Digitally Signed by Anupam
Shrivastava
Date: 07-06-2022 16:05:14
Reason: Approved

Cvtl S&T
plc put up in file
for mkr
10106/1022