

To,
The S.W
o/s
S/B

Sub: Returning of bills - Ry.

Sir,
With reference to your letter no: 04/SB/GR/PPSVS/87 dated
10.4.2002, I am to return herewith the bills bearing no
35319/9.4.02, 35320/9.4.02, 35321/9.4.02 and
35321/9.4.02 amounting to Rs. 10641/- being the cost of
free ration provided to the order of S.B for
4/2002.

On scrutiny of the bills it was seen that the
signature of Shri. V. Sebastian, Group's staff of
ADPS and the group's employee of Electricity Dept
was not obtained. You were repeatedly directed
to get their signature after distributing ration cards
only in their presence but you least heeded the
directions of this office.

Hence forth you are warned to stop such
practices and distribute the ration cards in their
presence with signature in bill and distribution chart
with date.

Re-submit the bills as directed immediately.

Copies to: Mr. D/L
1) V. Sebastian, T.P. O/S, S/Bay
2) Incharge, Power house, S/Bay

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