

# Sher-e- Kashmir University of Agricultural Sciences & Technology,

Administrative Block, Main Campus, Chatha

Subj:-Submission of detail of un-servicable store items for disposal

#### Circular

As desired by the Competent Authority, process of dispose of unserviceable dead stock items available with the different constituent Units of SKUAST Jammuh is to be initiated. In this context, all the Controlling Officers are requested to prepare the list of such unserviceable dead stock items so that same may be declared as condemned and put to auction accordingly.

The information should reach this office by or before 11-04-2024 positively.

Comptroller 3 51 20

No. AUJ/Compt./Bgt./F-52/2023-24 / 2746 - 85

Dated: 3/1/24 Copy to the:-

All the Directors and Officers of SKUAST-Jammu\_\_\_\_\_

2. All the Deans of the Faculties of SKUAST-Jammu

3. All the Heads of the Divisions of the Faculties of SKUAST-J

4. All the Scientists In charge Research Stations of SKUAST-J

5. Chief Scientist, WMRC/FSR, Chatha

6. Incharge University Examination Cell, SKUAST-Jammu

7. All Incharge Stations/Sub-Stations/KVK/CSSc

8. Nodal Officer Data Centre for uploading on the UniversityWebsite



# Sher-e- Kashmir

## University of Agricultural Sciences & Technology, Administrative Block, Main Campus, Chatha

Name of the	he Office/	Division/Station_	

## REPORT OF SURPLUS, OBSOLETE AND UNSERVICEABLE STORE ITEMS FOR DISPOSAL

Item No.	Particulars of Store	Year of purchase	Quantity	Book Value/Original purchase price	Condition	Mode of disposal (sale,Auction or Otherwise)	Remarks
1	2	3		4	5	6	7
						V 2	
	V						
			×				

Signature of Storekeeper/Store Officer	Date
Signature of Unit Incharge/HOD(with seal)	

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