



**OFFICE OF THE DEVELOPMENT OFFICER – BUILDINGS DIVISION
KAKATIYA UNIVERSITY, WARANGAL – 506 009 (T.S.)**

Date:

INDENT FOR WORK

Name of Department:

Location of Work:

1. Details of Damage / Requirement

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2. Details of Repairs/New Work.

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3. Necessity:

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Signature of the Head/Controlling Officer

FOR OFFICE USE (BUILDINGS DIVISION)

R.F.W.No.

Piece of Work No.

University Engineer Recommendation

Development Officer's Order

RECEIPT (To be sent to the Development Officer)

1. Name of Crew/Technical Personnel :

2. Performance : Satisfactory/Good/Very Good

Signature of the concerned Officer (With Stamp):