

Sales Division

Depot Online System – Sales related SOP

1) Dispatch of commodity related to multiple Release Orders in a single truck:

Loading of stocks against multiple ROs in a single truck, which is an exceptional situation, is allowed with the condition that, there will be separate weighment of truck for each RO.

2) Change of variety or commodity against a particular Release Order at the time issue:

The same cannot be allowed at the level of depot. However, Area Manager, who is competent authority for issuing the release order, will have the option for change in variety. Change of commodity is not allowed, though Area Manager has the authority to cancel the unexecuted part of a release order and issue fresh Release Order in lieu of it. There is no restriction on number of times variety of RO can be changed.

3) Provision for RO issue for multiple depot:

It is allowed but not in case of RO of Pulses.