

 Central Workshop Indian Institute of Technology Hyderabad Ordnance Factory Estate Yeddumailaram 502205 Phone: 040-2301 6059, 6060,6061		FOR CWS USE ONLY			
		Work order No.			
		Received date			
		Expected delivery date			
		Completed date			
WORK ORDER FORM					
To be filled by Concerned authority with Signature, Name, seal and phone no.					
Dept./Shops/Labs					
Work description (2 sets of Drawings should be attached separately)			Quantity		
This work is required for	Students projects	Sponsored project	Consultancy Project	Any other	Date
Note: 1. Materials, Drawings to be supplied along with Work order 2. If materials/ drawings are not provided in specified time, work order will be automatically cancelled 3. If specific tolerance/ allowance are not mentioned, it will be treated as per ISI Standards				Person to be contacted for clarifications	
				Phone no.	
				Sign. Of HOD/Guide. date	
Special tool/requirement if required:					
Work shop I/C sign. For approval					

Process details for CWS use only

S.No.	Process	Section	Started Date/time	Finished Date/time	Sign.of Section I/C
1					
2					
3					
4					
5					