

EQUIPMENT SPARE PARTS & CONSUMABLES LEDGER

Inventory Control & Maintenance Record

DEPARTMENT / SECTION

LOCATION / BIN NO.

PART / ITEM NUMBER

ITEM NAME & SPECIFICATION

ASSOCIATED EQUIPMENT

MINIMUM STOCK LEVEL

MAXIMUM STOCK LEVEL

UNIT OF MEASURE (UOM)

DATE	REF / PO NO.	TRANSACTION / VENDOR DETAILS	EQUIPMENT / UNIT ID	QTY IN	QTY OUT	BALANCE	UNIT COST	TOTAL VALUE	AUTHORIZED BY

Prepared By
Storekeeper / Inventory Clerk

Verified By
Maintenance Supervisor

Approved By
Operations / Plant Manager