

Date: 10.10.24

Place: Ooty

To: The Managing Director

Through: Deputy Managing Director

Senior Vice President – Production

From: Factory Manager, HBI Ooty

MCD
14/10/24

10/10/24

Sub: Request for approval for scrapping of obsolescence assets which are not usable and non-repairable-
Reg

Dear Sir,

We intend to scrap the obsolescence assets which are not usable and non-repairable from HBI Ooty for regulatory requirement. In this regard, we sincerely request your approval for transfer of obsolescence assets to scrap yard.

S.No	Asset Description	Quantity	SAP asset number	Year of Purchase / SAP entry date	WDV/ Current Value per unit (INR)
1	PRINTER	1	71000007	24/05/2001	-
2	BACK-UP UPS-500VA	1	71000017	15/03/2006	-
3	XEROX MACHINE (HRXM014)(Sharp)(Model-MX-2700G)	1	41000328	17/07/2014	12,240
4	COMPUTERS-P4	5	71000018	02/06/2005	-
5	SERVERS	1	71000008	10/07/2002	-
6	INKJET COLOR PRINTER A3 SIZE	1	71000203	03/03/2008	-
7	COMPUTERS-P4	2	71000217	10/12/2008	-
8	DOT PRINTER MATRIX	1	71000251	31/08/2010	-
9	PRINTER EPSON	1	71000251	31/08/2010	-
10	LASERJET ALL IN ONE COLOUR PRINTER	1	71000252	18/01/2011	-
11	DIGITAL PH METER MCD TYPE 0-14PH - 201011	1	21002179	28/10/2010	2,152
12	Electric Crimper & Decapper 20mm Jaw Set (W225602-	2	24000368	31/08/2011	10,237
13	MAGNETIC STIRRER 20L WITH HOT PLATE	2	21002251	31/10/2011	7,784
14	MAGNETIC STIRRER	1	21000229	01/01/2000	0
15	Media preparation vessel	2	21003683	25/03/2015	23,557
16	PERISTALTIC PUMP 0 - 400 ML	4	21002248	30/11/2011	15,033
17	MAGNETIC STIRRER 50 L WITH DIGITAL DISPL	1	21001880	25/07/2007	19,031
18	ELECTRIC FORK LIFT 1000 KG CAPACITY	1	21000364	25/03/2006	993

19	DYNAMIC PASS BOX- 01 No - 2009-10 – Ooty	1	21002131	15/03/2010	6,600
20	SS STRIP HEATING SYSTEM	1	21000179	01/01/2000	-
21	FILTER HOUSING UNIT	1	21003812	13/03/2017	5,408
22	COMPRESSOR	1	21000287	01/08/2001	-
23	PASS BOX	1	21000284	16/02/2002	-
24	PASS THROUGH CUPBOARD/HATCH	1	21000171	01/01/2000	-
25	H.S.Diesel Pump	1	21002749	20/03/2013	4,026
26	ANGLE GRINDER	1	21000160	01/01/2000	-
27	BENCH TOP GRINDER	1	21000165	01/01/2000	-
28	Voltage Stabilizer 5kva	2	24000314	12/04/2006	1,028
29	HEAVY DUTY DRILLING - BENCH TYPE	1	21000162	01/01/2000	-
30	A C ARC WELDING TRANSFORMER	1	21000164	01/01/2000	-
31	WELDING MACHINE AIR COOLED	1	21002709	17/12/2012	11,582
32	OWR HACKWAS MACHINE PIPE BENDING MACHINE	1	24000014	13/03/2000	-
33	POWER HACKSAW MACHINE	1	24000019	01/01/2000	-
34	PORTABLE AIR COMPRESSOR	1	31000860	22/02/2013	4,121
35	Weighing Balance (5000 Gms)	2	21002913	25/04/2013	4,488
36	Electronic Weighing Balance	1	21002890	14/08/2013	1,632
Total cost of scrapped items					1,29,912/- (Zero value as an obsolescence assets)

Enclosures:

1. Obsolescence assets to scrap yard (Certificate of obsolescence).
2. Asset transfer form as per (Ref. SOP No.: FIN/001, Section 4.6.4)

Shanmugam R

From: Vengatesan
Sent: 15 October 2024 09:37
To: Praveena R; Manivannan V; Shanmugam R
Cc: Paul G Vikranth
Subject: FW: CAPEX scrap removal at Ooty- Request for approval-Reg
Attachments: Ooty-Asset scrap request-II.pdf

Dear Praveena,

Herewith please find the approval for CAPEX scrap approval. Let us try to finish the task at the earliest.

Best Regards,
D.Vengatesan



From: Mukul Gaur <mukul@indimmune.com>
Sent: 15 October 2024 08:23
To: Vengatesan <vengatesan@indimmune.com>
Subject: FW: CAPEX scrap removal at Ooty- Request for approval-Reg

Dear Vengatesan

MD's approval for disposing of these items have been received by mail. Expedite.

Thanks
Mukul

From: Dr. K Anand Kumar <anandkumar@indimmune.com>
Sent: 15 October 2024 03:29
To: Mukul Gaur <mukul@indimmune.com>
Subject: Re: CAPEX scrap removal at Ooty- Request for approval-Reg

Ok

Sent from [Outlook for Android](#)

From: Mukul Gaur <mukul@indimmune.com>
Sent: Monday, October 14, 2024 10:00:57 AM
To: Dr. K Anand Kumar <anandkumar@indimmune.com>
Subject: CAPEX scrap removal at Ooty- Request for approval-Reg

Dear Sir

We have already removed some old equipment from Ooty after your approval. This is second list of capex items, which need to be disposed. Please approve disposal of these items.

With regards,
Mukul

From: Vengatesan <vengatesan@indimmune.com>
Sent: 12 October 2024 13:04
To: Mukul Gaur <mukul@indimmune.com>
Cc: Magesh Kumar <magesh@indimmune.com>
Subject: FW: CAPEX scrap removal- Request for approval-Reg

Dear Sir,

Herewith please find the proposal for removal of CAPEX scrap items for your perusal. I have also enclosed engineering approved 'Certificate of Obsolescence' for your reference. Request you to kindly approve the same.

Best Regards,
D.Vengatesan



From: Magesh Kumar <magesh@indimmune.com>
Sent: 10 October 2024 17:28
To: Vengatesan <vengatesan@indimmune.com>
Cc: Ravikumar <r.kumar@indimmune.com>; Mukul Gaur <mukul@indimmune.com>
Subject: RE: CAPEX scrap removal- Approval for certificate of obsolescence-Reg

Dear Vengatesan,

Please find enclosed is the signed copy of certificate of Obsolescence for Production, Engg, QC and HR.
Engg certification is not applicable for IT related equipments since IT head has certified.

Please check the description under production certificate - #9 – Dynamic pass box 13 nos mentioned under description whereas qty is mentioned as 1 no.

Best Regards,

M.Mageshkumar

From: Vengatesan <vengatesan@indimmune.com>

Sent: 10 October 2024 16:27

To: Magesh Kumar <magesh@indimmune.com>

Cc: Ravikumar <r.kumar@indimmune.com>; Mukul Gaur <mukul@indimmune.com>

Subject: CAPEX scrap removal- Approval for certificate of obsolescence-Reg

Dear Sir,

As discussed, we are proposing to remove few CAPEX scrap items as they are not in use, not repairable and lying for a long time. In this regard, I have enclosed the certificate of obsolescence received from concerned departments for your review and signature. I have also enclosed the proposed approval note for your cross reference.

Request to kindly review and sign in the certificate of obsolescence and share the signed copy for further approval.

Best Regards,

D.Vengatesan

