

Check list to be filled up by the examiners of the accreditation agency

Name and complete postal address of warehouse: _____

Sl.No.	Parameters	Observations/Findings of Examiners
1.	<p>Structural Requirements:</p> <p>(i) Whether the warehouse(s) are constructed as per BIS/ CWC/ FCI Standards? if so give details. (As per BIS Standard no. IS16144:2014, the godown should be located on a raised well-drained site and not liable to flooding. The flooring in the storage godown should be damp proof, rigid, durable and free from cracks or crevices).</p> <p>(ii) Plinth height (The WDRA has fixed at 61 cm from the road level for the road fed godowns as a standard, which may vary according to topography. In case of rail fed godowns, minimum plinth height of 91 cm shall be required)</p> <p>(iii) No. of sheds/godowns, for which registration is required.</p> <p>(iv) Size (Length x Breadth) of the shed (s) (in Meters) of such sheds and compartments for which registration is required.</p> <p>(v) Total capacity of warehouse (in tons) for which registration is required.</p> <p>(vi) Name of commodities stored/ to be stored in the warehouse(s).</p> <p>(vii) Observations about storage worthiness of the warehouse(s) with details.</p> <p>(viii) Observations about cleanliness and hygienic condition of warehouse.</p> <p>(ix) Whether owned warehouse/godown or hired?</p> <p>(x) Proof of ownership or lease deed or rent agreement, showing possession of the warehouse.</p> <p>(xi) An undertaking by the applicant that all the local laws have been complied with for carrying out the business of warehousing.</p> <p>(xii) Connectivity of the warehouse with State/National Highways and nearest railhead. (Give distance in Kilometre from nearest railhead).</p>	
2.	<p>Commodities:(List of Commodities for which warehouse(s) is to accredited)</p>	
3.	<p>Steps taken for scientific storage and preservation of stored commodities/goods:</p> <p>(i) Whether proper stack plan has been prepared? (Give stack size and total number of stacks in the shed).</p>	

	<ul style="list-style-type: none"> (ii) Give frequency of: <ul style="list-style-type: none"> (a) Inspection. (b) Prophylactic treatment (spraying of insecticide). (c) Curative treatment (fumigation). (d) Rodent control measures. (iv) Whether stacking is proper and space for inspection, chemical treatment and warehousing operation (alleyways and hallways) is available. (v) Whether stack cards with proper entries about date of receipt/issue, quality/grade, quantity of stored goods and chemical treatments are available? 	
4.	Net worth of the warehouse (To ascertain adequate positive net worth of the warehouse, a certificate from a Chartered Accountant (CA) or creditworthiness from a scheduled bank of the individual warehouse or its organisation will suffice).	
5.	Security Arrangements: <ul style="list-style-type: none"> (i) Whether the warehouse has well- protected pucca boundary walls/barbed wire fencing etc. (ii) No. of gates with locking arrangements. (iii) No. of entry points. (iv) No. of exit points (v) Whether the entry and exit points are manned by trained security guards? (vi) Name of the nearest Police Station or Check Post and distance from the warehouse. (vii) Whether there are proper night lighting for the security purpose? (viii) Whether Gate-Pass is issued for the goods passing out from the warehouse? (ix) Whether entries for all incoming and outgoing vehicles are properly maintained in a Register or Computer? 	
6.	Fire-fighting arrangements: <ul style="list-style-type: none"> (i) Whether fire-fighting arrangements are there in the warehouse? (ii) If so, details of arrangements including number and type of fire extinguishers, sand buckets, etc. to be given. (iii) Name of the nearest Fire Brigade Station and distance. (iv) Whether telephone numbers of nearest Fire Station are displayed at different prominent places in the warehouse or not? 	
7.	Details of warehouseman: <ul style="list-style-type: none"> (i) Name of the warehouseman alongwith his education. 	

	(ii) Whether the warehouseman have been trained in some institutions, viz. Indian Grain Storage Management and Research Institute (IGMRI), CWC, NIAM, FCI or any other institutions? Type and duration of training obtained. (the requirement is not mandatory for accreditation)	
8.	<p>Details of other technical and godown staff engaged in storage and preservation of commodities/goods:</p> <p>(i) Name and Number of technical assistants/ officers /godown staff responsible for storage and preservation of the commodities in the warehouse(s).</p> <p>(ii) Their qualifications and experience in preservation of stored goods.</p> <p>(iii) Whether they have been trained in some institutions, like IGMRI, CFTRI, FCI CWC, SWCs or other recognized Institutions? Give details. (the requirement is not mandatory for accreditation)</p>	
9.	<p>Equipment, items and chemicals for preservation of stored goods:</p> <p>(i) Whether all the equipment's, such as, sprayers/foggers, gas mask, canisters, gloves, gum boots, goggles, aprons, etc. are available? Give list of each item in Annexure.</p> <p>(ii) Whether adequate number of fumigation covers, nylon nets, plastic ropes and sands snakes are available for fumigation of foodgrains and other items?</p> <p>(iii) Whether sufficient quantity of pesticides (insecticides for prophylactic treatment, fumigants for fumigation and rodenticides for rodent control) are available in the warehouse? (Give details from respective pesticide stock register).</p> <p>(iv) In case of preservation services have been outsourced, name of the outsourced agency.</p> <p>(v) Whether adequate number of dunnage material, such as, wooden crates, poly pallets, polythene sheets, patera mats, etc. are available in the warehouse? (Give details).</p> <p>Note: A list of minimum equipment required for preservation of foodgrains and setting up a physical analysis laboratory in a warehouse is given in Annexure.</p>	
10.	<p>Arrangements for weightment of goods:</p> <p>(i) Whether the warehouse has its own weigh-bridge? (not mandatory for accreditation)</p> <p>(ii) If so, the details with capacity and date of last calibration.</p>	

	<p>(iii) No. of beam balances, platform balances with their details.</p> <p>(iv) Whether the weights/platform balance used in the warehouse are timely calibrated and duly stamped by concerned Weights & Measures Department.</p>	
11.	<p>Office facilities: Whether sufficient office equipment, viz. telephone, computers, photocopiers, fax and furniture (table, chairs, almirah, etc.) are available in the office(s) of the warehouse? Enclose a separate sheet.</p>	
12.	<p>Laboratory facilities:</p> <p>(i) Whether testing facilities of goods to be stored in the warehouse, in form of a small laboratory, are available?</p> <p>(ii) If so, give details of the equipment's, such as, samplers, moisture meter, physical analysis kits, weighing balances, hectolitre weight apparatus, sieve sets, magnifying glass, measuring cylinder, vernier calliper, sample bags, enamel plates etc. (Give list of these equipment's).</p> <p>(iii) Name of the laboratory, if any selected / used for chemical testing of commodities.</p>	
13.	<p>Insurance: Details of insurance policies for Standard Fire and Special Perils and Burglary for stocks and Fidelity guarantee policy for employees. Building insurance either inclusive of plinth and foundation or separately for these parts of the building.</p>	
14.	<p>Banking:</p> <p>(i) List of banks operating within approachable distance from the warehouse.</p> <p>(ii) Any tie up of the warehouse with any of these banks for pledge financing of warehouse receipts / NWRs.</p>	

Name and Signature of the Inspecting Officer

Seal of the Accreditation Agency

Annexure

Minimum equipment required for preservation of foodgrains and setting up a physical analysis laboratory in a warehouse

Sl. No	Name of the Equipment	Minimum number required
(A)	FIXTURES/FURNITURE IN PHYSICAL ANALYSIS LABORATORY*.	
(B)	EQUIPMENT	
1.	Physical balance	1
2.	Moisture meter calibrated for all the commodities to be stored/ handled	1
3.	Sieve Set	1
4.	Enamel plates with clean white surface	2
5.	Sample bags-polythene and cloth	As per requirement
6.	Parkhi (Bag trier)	2
7.	Sample bags	As per requirement
8.	Sample seal	1
9.	Magnifying glass	1
(C)	DISINFECTION	
1.	Rat cages	As per requirement
2.	Foot sprayer	2
3.	Sand snakes	As per requirement
4.	Hand gloves (pairs)	As per requirement
(D)	OTHER ITEMS / EQUIPMENT	
1.	Tarpaulin	2
2.	Ladder	1
3.	First Aid box	1
4.	Fire extinguishers	As prescribed
5.	Fire buckets	As prescribed
6.	Platform Scales	As per need
(E)	SAFETY EQUIPMENT	
1.	Gum boots, goggles, aprons etc.	As per need
(F)	DUNNAGE MATERIALS	
1.	Polythene film#	As per need
2.	Bamboo mats / patera mats#	As per need
3.	Wooden crates/poly crates #	As per need
(G)	Fumigation covers	
1.	Thermoplastic fumigation covers (IS No. 13217:1991) or	As per requirement
2.	Multilayered cross laminated sheets and tarpaulins/covers (IS 14611:1998)	As per requirement