

**Check list for Registration of Conventional Warehouse & Cold Storage by  
Non-Individual Applicants  
(SWC / Private & Public Ltd Company/ Partnership Firm / Society / Co-operative  
Society / Trust)**

**Information to be kept handy while filling application:**

- Owner Ship Documents i.e. copy of Title deed of the Land / Lease deed / Revenue sharing Agreement
- Year of construction
- Details of Fire Alarm (if Available)
- Number of Fire buckets: Refer Annexure-II
- (For PACS (Primary Agriculture cooperative society) up to 500 MT capacity six numbers of Fire buckets required).
- Number of different types of Fire Extinguishers: Refer Annexure-II
- (For PACS (Primary Agriculture cooperative society) up to 500 MT capacity minimum, one number of any type required
- Capacity, Make, Date of Installation, Date of last stamping of external or internal lorry weighbridge (In case of outside weighbridge, owner's name, name of weighbridge, & distance from the warehouse also required).
- Details of other weighing equipment such as weighing Scales, platform scales in the warehouse. Refer Annexure-I
- Name and Phone number of Jurisdiction Police Station and Fire Station and their distance & location.
- Length, Breadth and Height of Godown (s) in Meter (Godown-wise, in case there are more than one godowns), plinth height in centimeters. In case of Cold storage same details to be provided Chamber wise
- Capacity of the Warehouse, Godown / Chamber wise
- Details of Assaying equipment available as per Annexure
- Details of Preservation equipment available
- Details of Pesticides available
- Details of Staff including Warehouse Manager, Supervisors, Technical Staff and Clerks along with their qualification, experience, trainings undergone information
- Number of EXIT & ENTRY GATES and number of Security Guards / Watchman
- Details of Boundary Wall / Barbed wire fencing
- Details of Commodities proposed to be stored

**Statement of details to be uploaded as other information duly signed by AR/AAR**

- List of assaying equipment available
- List of Preservation equipment available
- Fire Safety Arrangement available
- List of Weighing Equipment
- Stack Plan

**Additional Requirements for Cold Storage Applications:**

- Lay out Plan of cold storage
- Construction norms Cold Storage: Basic Data Sheet provided by applicants along with architect along with a certificate from the registered architect certifying the civil structure construction as per BIS standards and as per approved plan & Certification from engineering firm about satisfactory commissioning of cooling system
- Proof about technical standards under which cold storage has been constructed
- Standby Power supply Details
- In case the Cold storage has been set up with financial assistance from any Govt scheme such as NHB/ NCCD/ NHM/ SHM/ DAC/ APEDA/ MOFPI/ NCDC, then
- Copies of Basic Data sheet approved by concerned agency
- Copy of the joint inspection report issued by agency

**Annexure-I**

Sr. No.	Name of the Equipment	Minimum number required
<b>I-Mandatory Equipment</b>		
(A)	FIXTURES/FURNITURE IN PHYSICAL ANALYSIS LABORATORY*.	
(B)	EQUIPMENT	
1	Physical balance (01mg sensitivity)	1
2	Counter Balance (01gm sensitivity)	1
3	Digital moisture meter calibrated for all the commodities to be stored/ handle	1
4	Sieve Set	1
5	Scoops (different sizes)	Two sets
6	Forceps and brushes	Two each
7	Weight Box (1mg to 200gm)	One set
8	Enamel plates with smooth white surface (30 cm dia with raised rims) 1	10

9	Sample bags-polythene and cloth	As per requirement
10	Parkhi (Bag trier)	As per requirement
11	Sample seal	1
12	Magnifying glass (magnification 10X)	2
13	Petri dish (80X70 mm)	As per requirement
14	Measuring Cylinders (5ml to 50ml) graduated	
(C)	DISINFESTATION	
	Recommended Pesticides ( for prophylactic and curative treatments) and rat control	As per requirement
	Rat cages (wonder traps)	As per requirement
	Thermoplastic fumigation covers (IS No. 13217:1991 or	As per requirement
	Multilayered cross laminated fumigation sheets/covers (IS 14611:1998)	As per requirement
	Foot / Hand sprayers	As per requirement
	Sand snakes	As per requirement
	Adhesive tape	As per requirement
(D)	OTHER ITEMS / EQUIPMENT	
	Tarpaulin	2
	Ladder	1
	First Aid box	1
	Fire extinguishers	As prescribed in Annexure-II
	Fire buckets	As prescribed in Annexure-II
	. Platform Scales	As per need
	SAFETY EQUIPMENT	
	Gum boots	As per need
	Goggles	As per requirement
	Gas Mask (full vision face mask) & Canister for use with AI	As per requirement
	DUNNAGE MATERIALS	
	Polythene film	As per requirement
	Bamboo Mats	As per requirement
	Wooden crates/poly crates	As per requirement
	II. Desirable Equipment*	
	Hectoliter weight apparatus	1
	Sample Divider	1
	Vernier Caliper (manual/ Digital)	1
	Thermo-hygrometer	2
	Glass wares (Beakers 500 ml , Funnels ,Flasks conical 200 ml & 500 ml	Two sets
	Filter papers	As per requirement
	Chemical reagents: (i) Methylene Blue solution (ii) Dilute hydrochloric acid (iii) distilled water ( for determination of de-husked grain in rice)	As per requirement
	Specimen tubes	10
	Metal Probe ( 12 ft long for introducing ALP tablets)	As per requirement
	Phosphine Alert personal monitor	1
	Phosphine gas Monitor	1
	Tool Box (for minor repairs of pesticide application equipment)	As per requirement
	Dust Mask	As per requirement
	Aprons	As per requirement
	Resuscitator	1
	SCBA (Self Contained Breathing Apparatus)	As per requirement

\* These equipment are desirable but not mandatory for registration of a warehouse

### **Annexure II**

Norms for Fire Extinguishers of appropriate type and Fire Buckets with sand and water in different capacity warehouses.

Sr. No.	Capacity of Godown	No. of fire extinguishers to be provided	No. of fire buckets to be provided
1	Upto 1,500 MTs	3	15
2	Above 1,500 MTs and upto 3,000 MT	4	20
3	Above 3,000 MTs and upto 5,000 MTs	6	30
4	Above 5,000 MTs and upto 10,000 MTs	8	40
5	Above 10,000 MTs and upto 15,000 MTs	10	50
6	Above 15,000 MTs and upto 25,000 MTs	15	75
7	Above 25000 MTs	25	125

### **Appropriate type of Extinguishers as per the class of fire**

Type of Fire		Type of Fire Extinguishers
Category	Details	

CLASS -A	Fires involving solid combustible materials of organic nature such as wood, paper, rubber, plastics, etc, where the cooling effect of water is essential for extinction of fires	Water, foam, ABC dry power and halocarbons.
CLASS -B	Fires involving flammable liquids or liquefiable solids or the like where a blanketing effect is essential Examples: Oil, Paraffin, Petrol	Foam, dry powder, clean agent and carbon dioxide extinguishers.
CLASS -C	Fires involving flammable gases under pressure including liquefied gases, where it is necessary to inhibit the burning gas at fast rate with an inert gas, powder or vaporising liquid for extinguishment. Examples: Methane, Butane, Propane.	Dry powder, clean agent and carbon dioxide extinguishers
CLASS -D	Fires involving combustible metals, such as magnesium, aluminum, zinc, sodium, potassium, etc, when the burning metals are reactive to water and water containing agents and in certain cases carbon dioxide, halogenated hydrocarbons and ordinary dry powders. These fires require special media and techniques to extinguish. Examples: Magnesium,	Extinguishers with special dry powder for metal fires.
CLASS -E	Electrical fires. It is important to decide selection and use of extinguisher on live electrical installations. The extinguisher that have passed electrical conductivity test should only be used.	Carbon Dioxide

### **Annexure III**

Application fee (non-refundable) for registration/renewal of warehouses & Cold Storage

Unit of registration	Fee (non-refundable)
Each warehouse with a capacity of 10,000 Ton or less	Rs. 20,000
Each warehouse with a capacity of more than 10,000 Ton but less than or equal to 25,000 Ton	Rs. 25,000
Each warehouse with a capacity of more than 25,000 Ton	Rs. 30,000

Where the applicant/ warehouseman is a Farmer Producer Organization (FPO) or a Co- operative, the non-refundable registration fee shall be Rs. 5,000 per warehouse.

### **Annexure IV**

Minimum net worth requirements for registration with the Authority

Net worth prescribed earlier		New Net worth Requirement	
Storage capacity (in tons)	Net worth (Rupees in crores)	Storage capacity (in tons)	Net worth (Rupees in crores)
Less than 1,000	0.5	Less than 1,000	0.1
1,001 – 5000	2.5	1,001 – 3000	0.25
		3,001 – 5,000	0.50
5,001 – 10000	5	5,001 – 7000	1.00
		7,001 – 10,000	2
10,001 – 25000	10	10,001 – 15000	5
		15,001 – 25,000	10
25,001 – 75,000	20	25,001 – 75,000	20

75,001 – 1,50,000	30	75,001 – 1,50,000	30
1,50,001 – 5,00,000	50	1,50,001 – 5,00,000	50
5,00,001 and above	100	5,00,001 and above	100

Where the applicant/ warehouseman is a Farmer Producer Organization or a Co-operative, the net worth should be positive

### **Annexure V**

Requirement of Security Deposit to be furnished by the Warehouseman

Slab	Dynamic Security Deposit		Fixed Security Deposit
	A	B	C
T is less than or equal to Rs.250 crore		3% of T	Rs. 1 lakh per warehouse
T is above Rs.25 crore and up to 250 crore	Rs. 75 lakh	1.5% of excess of T over Rs. 25 crore	Rs. 1 lakh per warehouse
T is above Rs.250 crore and up to 2,500 crore	Rs. 4.125 crore	1% of excess of T over Rs. 250 crore	Rs. 1 lakh per warehouse
T is above Rs.2,500 crore	Rs. 26.625 crore	0.5% of excess of T over Rs. 2500 crore	Rs. 1 lakh per warehouse

'T' in the above table is the maximum value of negotiable and non-negotiable warehouse receipts (whether in electronic or physical form) put together outstanding consolidative in all the registered warehouses of the warehouseman on any day during the preceding month.

The Security Deposit shall be in the form of Bank Fixed Deposits or Bank Guarantees favoring WDRA.

Where the applicant/ warehouseman is a Farmer Producer Organization or a Co-operative, the total security deposit would be Rs. 50,000 (fixed) per warehouse.

The Authority may allow any entity created under an Act of Parliament or of State legislature to provide, instead of the security deposit, an indemnity bond of the amount required as security deposit, as per the format to be specified by the Authority.

**For Any Assistance, Please call on our Helpline Numbers: 011-49092987, 011-49092978**