Warehouse Inspection Reports- Agri. Commodities
By MCXCCL External Audit Agency

Warehouse Inspection Reports of October-2024

INDEX

1. Warehouse Inspection Reports by MCXCCL External Audit Agency for **Cotton Bales/Kapas**- October 2024 (Reports- 01 to 10)
2. Warehouse Inspection Reports by MCXCCL External Audit Agency for **Mentha Oil**- October 2024 (Reports- 11 to 12)

Warehouse Audit Report

Date of Regular/Surprise Audit	11/10/2024	**Delivery Centre**	YAVATMAL
Time in and Time out	10.00AM TO 12.15PM	**Address of Warehouse**	Godown No.1 ,Shet Survey No. 18/2B,Plot No.1 & Godown No.7, Shet Survey No. 18/3,Plot No. 7 Gram Panchayat- Dorli Dolamba Nagpur Road, Yavatmal,Mhararashtra,445001
Name of Warehouse	STARAGRI COTTONCITY AGRO FOODPVT LTD		
Name of Auditor	VISHAL YADAV	**Name of Warehou Manager**	Mr. PRAVEEN CHOUDHARY
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	YES, MANISH MALVIYA 09/10/2024	**Capacity of Warehouse**	7700 BALES
		Capacity Utilization warehouse (%)	3.90% (approx..)

Stock Reconciliation:

Commodity	**Stock Quantity as on 10 Oct 2024 (closing balance)**				**Difference if any**	**Remarks**
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	**Quantity as perWSP MIS (Bales/ Bags/Drums /Bundle/Bars)**	**Quantity as perWSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)**	**Quantity as perPhysical Verification (Bales/ Bags/Drums/ Bundle/Bars)**		
1.COTTON BALES	BALES	BALES	BALES	BALES	BALES	-
i. Valid Stock	400	300	300	300	100	Lot no CC - 19 DO no - SA/MCX/DO/2024/126 Date - 24/10/2024
ii. Under QC	-	-	-	-	-	-
iii. Rejected	-	-	-	-	-	-
iv. FED	-	-	-	-	-	-
v. Non-Exchange	-	-	-	-	-	-
Total	400	300	300	300	100	-

Observations/Recommendations:

Nill Observation

Audit Summary:

Nill Observation

Verification status of Previous Audit:

By MCXCCL audit conducted on 12 Sept 2024- CCTV footage of only 29 Days is available at warehouse instead of 90 days as per operational guidelines. (Footage available from date Aug 15,2024). This is repetitiveobservation and Fire bucket stand not available at warehouse as buckets are kept at the entrance level of warehouse. . Current status nil observations
By MCXCCL External audit conducted by M/s. QSS as on_29 April 2024-Non-availability of 90 days footage of surveillance Same observation reverified during subsequent audit conducted on 12 September 2024 Currentstatus nil observations
By WSP Internal audit conducted on _09 Oct 2024- Nil observation was noted
By WSP External audit conducted M/s. JHS on 06 July 2024-90 days footage not available, but system now upgrade and now 90 days Recording will be Available from 20-06-2024 Same observation reverified duringsubsequent audit conducted on 12 September 2024 . Current status nil observations

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	YES
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	YES YES N/A N/A N/A N/A N/A
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	YES
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES ANY CO-MINGLING LOTS NOT FOUND
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	OVER WRITING NOT FOUND
8	Whether suitable dunnage material, as per good warehousing practices available (except Mentha oil/ metals) for stored goods ?	YES
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /Retested is done within two working days of transaction?	YES
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	YES SEAL REGISTER AVAILABLE FOR MONTHLY SEAL HAVE BEEN CHECKED

An ISO 9001:2008 Certified Company

92443 18764 | 0731 4248722 | admin@truequality.in

Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001

www.truequalitycert.com

11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO, Any spillage or damage material are not lying spread across the stack or floor
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES, mention in the floor area
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	N/A
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	NO
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	NO
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	NO
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	N/A
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	N/A
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	N/A, Non- exchange commodity not available in the warehouse .

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is withWSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regionaloffice and details are updated in Key distribution register?	YES, Whether custody of Navtal brand lock and key of the warehouse/godownis with WSP (SUPERVISOR-PRAVEEN CHOUDHARY)
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	YES,
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	YES, verified by lock and key register. LAST CHANGE-13/06/2024
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	WH staff- 02
5	Indicate number of security guards deployed shift wise.	YES, 2 (1DAY,1NIGHT)
6	Mention name of the Security Agency offering security services at the WH	MEJOR SECURITY
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	YES
8	Whether security guard stays inside or outside the warehouse premises?	YES, OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of “Complaint/feedback register available at warehouse” is displayed at the warehouse? (Pls mention the place of display of the board)	YES, Complaint/feedback register available at warehouse
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	06
	b. No. of Sand Buckets	20
	c. Capacity of water tank available as per operational guidelines?	NO, HYDRANT
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	YES, WATER FIRE HYDRANT AVAILABLE
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YES, EXP.- 25/11/2024

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES, 06/07/2024
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES, 06/07/2024
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES, 06/07/2024
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	YES,
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO, ANY TERMITE INFECTION NOT OBSERVED
19	Whether Live Electricity connection found inside the godown where cotton is stored?	NO
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	N/A
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	N/A
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES, OUTSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	-
A	NAME- DV EXPORT, CAPACITY- 60MT, EXPIRY- 20/03/2025	OUTSIDE
B	-	-
C	-	-

24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	N/A
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	YES, MANISH MALVIYA 09/10/2024
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	YES
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	YES, DTD AVAILABLE
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	YES, E-receipt is generated based on receipt of original DTD
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	YES
	Warehouse opening-closing Register	YES
	Daily Transaction Register	YES
	Complaint Register	YES
	Stack wise/Lot wise register Physical/Electronic form	YES
	PV Register	YES
	Instrument/Equipment Internal Calibration Register	YES
	Gate in gate out cum Visitor Register	YES
	Spot Rejection Register	YES
	Sample register	YES
	Incidence records /Notices register	YES
	Lien register	YES
	Pest control activity register	YES
	Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NO
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	YES
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	YES
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	N/A
8	Whether separate entries are done for Exchange & Non-Exchange stock?	YES
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	YES
10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	YES, WDRA- 14/12/2028 DDR- 27/09/2024, DDR undergoes regeneration copy of regeneration of DDR is available

11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	YES
13	Whether the valid stocks are as per CCRL/Comris system record?	YES
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	NO
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	YES, the warehouse is well- protected by pucca boundary
4	Whether the warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	YES, 11 RAT CAGES
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES, 11/07/2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	MEN POWER
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	YES, 12 TERBOVENTILATORS, 24 VENTILATORS AVAILABLE
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	YES, , 18 VENTILATORS AVAILABLE
13	Whether the WH office is inside the godown? (not acceptable for cotton)	YES, INSIDE
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	YES, CONCRETE
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	PLINTH HEIGHT- 5 FEET

16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A
18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	N/A

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	YES AVAILABLE, REGISTER AVAILABLE
1a	Is moisture meter available at warehouse?	YES
1b	Last calibrated on (dd/mm/yyyy)	08/10/2024
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	YES
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	YES
4	Is Reference sample duly sealed & signed by the WH official/in charge?	YES
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	YES
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	YES, the sample storage area secure and demarcated
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	YES
8	Is record for courier of samples to the assayer available?	YES, SAMPLES AVAILABLE
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	No

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	YES
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	YES
3	Forklift – battery operated or fuel operated?	MEN POWER
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	YES, OUTSIDE
5	Proximity to source of fire hazard if any. whether any fire-risk is noticed in close vicinity of the warehouse? Mention the approximate distance of source of fire risk.	NO
6	Whether cotton samples are stored inside the godown?	YES
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	YES
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	NO

Inspection Details

Date of Inspection	11/10/2024	
Signature		
Inspection Done By	VISHAL YADAV	
Maker		**Checker**

An ISO 9001:2008 Certified Company

92443 18764 | 0731 4248722 | admin@truequality.in

Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001

www.truequalitycert.com

MOISTURE DETAILS OF RANDOM LOTS (In case of Cotton Bales) during audits

WSP & Warehouse Name & Location:			
Sr. No.	Lot No.	Avg. Moisture reading	Remarks
1.	CC-48	9.00	
2.	CC-48	9.50	
3.	CC-08	8.75	
4.	CC-08	9.00	
5.	CC-08	8.75	
6.	CC-019	9.00	

Warehouse Audit Report

Date of Regular/Surprise Audit	12/10/2024	**Delivery Centre**	YAVATMAL
Time in and Time out	10.00AM TO 2.30PM	**Address of Warehouse**	GODOWN NO. 1,2 & 3 SURVEY NO. 50/1,MOUZA ISMAILPUR, PULGAON ROAD, ARVI, DIST. - WARDHA, MAHARAHSTRA-442201
Name of Warehouse	STARAGRI G.B. OIL PRODUCTS		
Name of Auditor	VISHAL YADAV	**Name of Warehou Manager**	Mr. NITAGI THENGANI
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency, if external	MCXCCL Mr. BHANU PRATAP SINGH 08/10/2024	**Capacity of Warehouse**	6000 BALES
		Capacity Utilization warehouse (%)	5% approx..

Stock Reconciliation:

Commodity	**Stock Quantity as on 09 Oct 2024 (closing balance)**				**Difference if any**	**Remarks**
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	**Quantity as perWSP MIS (Bales/ Bags/Drums /Bundle/Bars)**	**Quantity as perWSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)**	**Quantity as perPhysical Verification (Bales/ Bags/Drums/ Bundle/Bars)**		
1.COTTON BALES	BALES	BALES	BALES	BALES	BALES	-
i. Valid Stock	400	300	300	300	100	GB oil DO no.- SA/MCX/DO-2024/060 Date - 09/10/2024
ii. Under QC	-	-	-	-	-	-
iii. Rejected	-	-	-	-	-	-
iv. FED	-	-	-	-	-	-
v. Non-Exchange	04	04	04	04		-
Total	404	304	304	304	100	-

Observations/Recommendations:

04 Cotton Bales found damaged.
Spillage was noticed in the warehouse.

Audit Summary:

In warehouse 04 Cotton Bales found damaged.
Spillage was noticed in the warehouse.

Verification status of Previous Audit:

By MCXCCL audit conducted on 11 Sept 2024-
Non-availability of 90 days footage of surveillance- CCTV footage of 90 days as per operational guidelines could not be verified at warehouse during the audit. Screen showing 'failed to connect' error. This is a Repetitive observation. Current status nil observations
Shrubs touching the warehouse wall- Shrubs touching the warehouse wall and found uncleaned at surroundings. Current status nil observations
By MCXCCL External audit conducted by M/s QSS as on 02nd May 2024: Non-availability of 90 days footage of surveillance. Reverified during subsequent Audit conducted on dated 11 September 2024 Current status nil observations
By WSP Internal audit conducted on 08 Oct 2024- Nil observations
By WSP External audit conducted M/s. QSS as on 05 July 2024: Non-availability of 90 days footage of surveillance. Reverified during subsequent Audit conducted on dated 11 September 2024 Current status nil observations

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	YES
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	YES YES NA NA NA NA NA
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	YES
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES ANY CO-MINGLING LOTS NOT FOUND
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	OVER WRITING NOT FOUND
8	Whether suitable dunnage material, as per good warehousing practices available (except Mentha oil/ metals) for stored goods ?	YES
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /Retested is done within two working days of transaction?	YES
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	YES SEAL REGISTER AVAILABLE FOR MONTHLY SEAL HAVE BEEN CHECKED

11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	YES
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES, mention in the floor area
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	N/A
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	N/A
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	NO
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	NO
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	NO
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	N/A
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	N/A
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	YES, Non- exchange commodity available in the warehouse .

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is withWSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regionaloffice and details are updated in Key distribution register?	YES,
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	Yes, Navtal brand lock seal available ,
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	YES, verified by lock and key register. LAST CHANGE DATE - 19/06/2024
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	WH staff- 02
5	Indicate number of security guards deployed shift wise.	YES, 2 (1DAY,1NIGHT)
6	Mention name of the Security Agency offering security services at the WH	MEJOR SECURITY
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	YES
8	Whether security guard stays inside or outside the warehouse premises?	YES, OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of “Complaint/feedback register available at warehouse” is displayed at the warehouse? (Pls mention the place of display of the board)	YES, Complaint/feedback register available at warehouse
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	06
	b. No. of Sand Buckets	30
	c. Capacity of water tank available as per operational guidelines?	YES, 200 LTR OF 10 DRUMS
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for	NO, WATER FIRE

	Cotton Bales.	HYDRANT NOT AVAILABLE
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YES, 10/01/2024
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES, 23/05/2024
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES,
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	NO, ANY TERMITE INFECTION NOT OBSERVED
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	NO
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO
19	Whether Live Electricity connection found inside the godown where cotton is stored?	N/A
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES, OUTSIDE
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	OUTSIDE
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	OUTSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	NAME-SHRI GANESH NATIONAL FIBER, CAPACITY- 50MT, EXPIRY- 25/09/2025	N/A

B	NAME- RAHUL COTTON & FIBER, CAPACITY- 50MT, EXPIRY- 24/10/2024	YES
C	-	Sagar Pandey & Manish Malviya
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	N/A
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	Sagar Pandey & Manish Malviya
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	YES
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	YES, DTD AVAILABLE
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	YES, E-receipt is generated based on receipt of original DTD
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	YES NEW REGISTER AVAILABLE, 15-MEY-2024, All oldrecords kept in safe custody with lock facility
	Warehouse opening-closing Register	YES
	Daily Transaction Register	YES
	Complaint Register	YES
	Stack wise/Lot wise register Physical/Electronic form	YES
	PV Register	YES
	Instrument/Equipment Internal Calibration Register	YES
	Gate in gate out cum Visitor Register	YES
	Spot Rejection Register	YES
	Sample register	YES
	Incidence records /Notices register	YES
	Lien register	YES
	Pest control activity register	YES
	Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NO
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	YES
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	YES
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	N/A
8	Whether separate entries are done for Exchange & Non-Exchange stock?	YES
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	YES

10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	YES, WDRA- 20/08/2028 DDR- 26/09/2024, DDR undergoes regeneration copy of regeneration of DDR is available
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	YES
13	Whether the valid stocks are as per CCRL/Comris system record?	YES
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	NO
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	YES, the warehouse is well- protected by pucca Boundary wall
4	Whether the warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	YES, 7 RAT CAGES
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES, 12/07/2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	MEN POWER
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	YES
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	YES, 24 VENTILATORS AVAILABLE
13	Whether the WH office is inside the godown? (not acceptable for cotton)	YES, INSIDE
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	YES, CONCRETE

15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	PLINTH HEIGHT- 3.5 FEET
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A
18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	N/A

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	YES AVAILABLE, REGISTER AVAILABLE
1a	Is moisture meter available at warehouse?	YES
1b	Last calibrated on (dd/mm/yyyy)	05/10/2024
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	YES
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	YES
4	Is Reference sample duly sealed & signed by the WH official/in charge?	YES
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	YES
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	YES, the sample storage area secure and demarcated
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	YES
8	Is record for courier of samples to the assayer available?	YES, SAMPLES AVAILABLE
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	NO

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	YES
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	YES
3	Forklift – battery operated or fuel operated?	MEN POWER
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	YES, OUTSIDE
5	Proximity to source of fire hazard if any. whether any fire-risk is noticed in close vicinity of the warehouse? Mention the approximate distance of source of fire risk.	NO
6	Whether cotton samples are stored inside the godown?	YES
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	YES
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	NO

Inspection Details

Date of Inspection	12/10/2024	
Signature		
Inspection Done By	VISHAL YADAV	
Maker		**Checker**

An ISO 9001:2008 Certified Company

92443 18764 | 0731 4248722 | admin@truequality.in

Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001

www.truequalitycert.com

MOISTURE DETAILS OF RANDOM LOTS (In case of Cotton Bales) during audits

WSP & Warehouse Name & Location:			
Sr. No.	Lot No.	Avg. Moisture reading	Remarks
1.	GB-30	10.50	
2.	GB-30	10.50	
3.	GB-20	10.00	
4.	GB-20	10.50	
5.	GB-35	9.50	
6.	GB-35	10.00	

Warehouse Audit Report

Date of Regular/Surprise Audit	10/10/2024	Delivery Centre	Hinganghat
Time in and Time out	11.00AM TO 2.30PM	Address of Warehouse	GODOWN NO. - 6, SURVEY NO. 119/54/1, Mouza - Borgaon, Tah - Hinganghat, Dist-Wardha Maharashtra-442301
Name of Warehouse	STARGIRI HINGANGHAT INFRASTRUCTURE PVT LTD		
Name of Auditor	VISHAL YADAV	Name of Warehouse Manager	Mr. MANGESH MOON
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	MCXCCL Mr. BHANU PRATAP SINGH 01/10/2024	Capacity of Warehouse	7620 BALES
		Capacity Utilization of warehouse (%)	12%

Stock Reconciliation:

Commodity	Stock Quantity as on 08 Oct 2024 (Closing balance)				Difference if any	Remarks
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP MIS (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)	Quantity as per Physical Verification (Bales/ Bags/Drums/ Bundle/Bars)		
1.COTTON BALES	BALES	BALES	BALES	BALES	-	-
i. Valid Stock	600	600	600	600	-	-
ii. Under QC	-	-	-	-	-	-
iii. Rejected	-	-	-	-	-	-
iv. FED	-	-	-	-	-	-
v. Non-exchange	-	-	-	-	-	-
Total	600	600	600	600	-	-

Observations/Recommendations:

Nil Observation

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

Audit Summary:

Nil Observation

Verification status of Previous Audit:

By MCXCCL audit conducted on 10 Sept 2024– Nil observation was noted
By MCXCCL External audit conducted by M/s. QSS_as on_02 May 2024: Final reports awaited.
By WSP Internal audit conducted on 07 Oct 2024- Nil observation was nōted
By WSP External audit conducted M/s QSS as on 5th July 2024- Nil observation was noted.

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	YES
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	YES YES N/A N/A N/A N/A N/A
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	N/A
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES ANY CO-MINGLING LOTS NOT FOUND
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	OVER WRITING NOT FOUND
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	YES
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	YES SEAL REGISTER AVAILABLE FOR MONTHLY SEAL HAVE BEEN CHECKED
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO, Any spillage or damage material are not lying spread across the stack or floor
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	NO, not mention in the floor area

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	N/A
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	NO
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	NO
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	NO
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	N/A
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	N/A
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	N/A, Non- exchange commodity not available in the warehouse .

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is with WSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regional office and details are updated in Key distribution register?	YES, Whether custody of Navtal brand lock and key of the warehouse/godownis with WSP (Manager-mangesh moon)
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which areused for transaction of goods? Whether seal details are captured in register.	Yes
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	YES, verified by lock and key register.
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	WH staff- 02
5	Indicate number of security guards deployed shift wise.	YES, 2 (1DAY,1NIGHT)
6	Mention name of the Security Agency offering security services at the WH	MEJOR SECURITY
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	YES
8	Whether security guard stays inside or outside the warehouse premises?	YES, OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc aredisplayed ?	YES
11	Whether the board of “Complaint/feedback register available at warehouse” is displayed at the warehouse? (Pls mention the place of display of the board)	YES, Complaint/feedback register available at warehouse
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	04
	b. No. of Sand Buckets	20
	c. Capacity of water tank available as per operational guidelines?	YES, 1000 LTR
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	YES, WATER FIRE HYDRANT AVAILABLE
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YES, EXP.- 25/11/2024
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES, 23/05/2024
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES, 23/05/2024

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES, 23/05/2024
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES, 23/05/2024
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	YES, LAST RECORD OF PEST CONTROL IS 06/06/2024
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO, ANY TERMITE INFECTION NOT OBSERVED
19	Whether Live Electricity connection found inside the godown where cotton is stored?	NO
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	N/A
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	N/A
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES, OUTSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	NAME- SHRI JI, CAPACITY- 100MT, EXPIRY- 16/03/2025	OUTSIDE
B	NAME- SHRI BALAJI GINNING FACTORY, CAPACITY- 50MT, EXPIRY- 09/11/2024	OUTSIDE
C	NAME- Honganghat INFRACTURE PVT LTD, CAPACITY- 40MT, EXPIRY- 09/11/2024	OUTSIDE
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	N/A
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	YES, MANISH MALVIYA 07 Oct 2024
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	YES
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	YES, DTD AVAILABLE
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photocopy/ DTD Digitally signed by the beneficiary client/ depositor?	YES, E-receipt is generated based on receipt of original DTD
4	Whether the following registers are available and updated at Warehouse or not?Are the records kept in safe custody with lock facility?	YES,NEW REGISTER AVAILABLE, 20-JULY-2024
	• Warehouse opening-closing Register	YES
	• Daily Transaction Register	YES
	• Complaint Register	YES
	• Stack wise/Lot wise register Physical/Electronic form	YES
	• PV Register	YES
	• Instrument/Equipment Internal Calibration Register	YES
	• Gate in gate out cum Visitor Register	YES
	• Spot Rejection Register	YES
	• Sample register	YES
	• Incidence records /Notices register	YES
	• Lien register	YES
	• Pest control activity register	YES
	• Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NO
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal areavailable at the warehouse or not?	YES
7	Whether the Commodity deposits & all required documents along with originaldelivery orders withdrawal document are available at warehouse or not?	YES
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot createdout of overload of lorry in a demarcated area?	N/A
8	Whether separate entries are done for Exchange & Non-Exchange stock?	YES
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	YES

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

10	Whether the Warehouse is registered under relevant State/ Central WarehousingAuthority/Gram Panchyat? If Yes, License copy to be available at warehouse.	YES, WDRA-29/11/2027DDR-30/09/2024, DDR undergoes regenerationcopy of regeneration of DDR is available
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	YES
13	Whether the valid stocks are as per CCRL/Comris system record?	YES
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	NO
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	YES, warehouse is well-protected by pucca boundary wall
4	Whether warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	YES, 08 RAT CAGES
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES, 11 July 2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	MEN POWER
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	YES, 12 TERBOVENTILATORS, 24 VENTILATORS AVAILABLE
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	YES, , 12 TERBOVENTILATORS, 24 VENTILATORS AVAILABLE
13	Whether the WH office is inside the godown? (not acceptable for cotton)	YES, INSIDE
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	YES, CONCRETE
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	PLINTH HEIGHT- 2.5 FEET
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A
18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	N/A

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	YES AVAILABLE, REGISTER AVAILABLE
1a	Is moisture meter available at warehouse?	YES
1b	Last calibrated on (dd/mm/yyyy)	08/10/2024
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	YES
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	YES
4	Is Reference sample duly sealed & signed by the WH official/in charge?	YES
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	YES
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	YES, the sample storage area secure and demarcated
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	YES
8	Is record for courier of samples to the assayer available?	YES, SAMPLES AVAILABLE
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	YES

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	YES
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	YES
3	Forklift – battery operated or fuel operated?	MEN POWER
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	YES, OUTSIDE
5	Proximity to source of fire hazard if any. **whether any fire-risk is noticed in close vicinity of the warehouse?** Mention the approximate distance of source of fire risk.	NO
6	Whether cotton samples are stored inside the godown?	YES
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	YES
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	THIS TYPE OF INCIDENT NOT HAPPENED , ANY record of the strap break and re-strapping is NOT maintained.

Inspection Details

Date of Inspection	10/10/2024	
Signature		
Inspection Done By	VISHAL YADAV	
Maker		Checker

MOISTURE DETAILS OF RANDOM LOTS (In case of Cotton Bales) during audits

WSP & Warehouse Name & Location:			
Sr. No.	Lot No.	Avg. Moisture reading	Remarks
1.	HI/112	8.90	
2.	HI/97	9.50	
3.	HI/81	8.50	
4.	HI/91	9.50	
5.	HI/75	8.75	
6.	HI/65	9.50	

REETESH KUMAR JAIN

Digitally signed by REETESH KUMAR JAIN
Date: 2024.12.04 17:23:04 +05'30'

Private & Confidential

An ISO 9001:2008 Certified Company

92443 18764 | 0731 4248722 | admin@truequality.in

Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001

www.truequalitycert.com

Warehouse Audit Report

Date of Regular/Surprise Audit	16/10/2024	**Delivery Centre**	SILLOD DIST.-AURANGABAD
Time in and Time out	10.00AM TO 2.30PM	**Address of Warehouse**	GODOWN, GUT NO. 406 AT VILLAGE-DONGARGAON, TQ SILLOD, DIST-AURANGABAD MAHARASHTRA-431112
Name of Warehouse	STARGIRI KHALEDABAI ISTAYAK DESHMUKH WAREHOUSE		
Name of Auditor	VISHAL YADAV	**Name of Warehou Manager**	Mr. RAMCHANDRA SHEJAL
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency, if external	MCXCCL Mr. BHANU PRATAP SINGH 04/10/2024	**Capacity of Warehouse**	5000 BALES
		Capacity Utilization warehouse (%)	5%

Stock Reconciliation:

Commodity	**Stock Quantity as on 10 Oct 2024 (closing balance)**				**Difference if any**	**Remarks**
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	**Quantity as perWSP MIS (Bales/ Bags/Drums /Bundle/Bars)**	**Quantity as perWSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)**	**Quantity as perPhysical Verification (Bales/ Bags/Drums/ Bundle/Bars)**		
1.COTTON BALES	BALES	BALES	BALES	BALES	BALES	-
i. Valid Stock	-	-	-	-	-	-
ii. Under QC	-	-	-	-	-	-
iii. Rejected	-	-	-	-	-	-
iv. FED	800	400	400	400	400	SA/MCX/DO/2024/130 DO Date - 16/10/2024
v. Non-Exchange	-	-	-	--	-	-
Total	-	-	-	-	-	-

Observations/Recommendations:

Nil observation

Audit Summary:

Nil observation

Verification status of Previous Audit:

By MCXCCL audit conducted on 14 Sep 2024– Fire bucket stand not available at warehouse as buckets are kept at the entrance level of warehouse and Fire Extinguisher refill certificate not available at warehouse level current status- Nil observations.
By MCXCCL External audit conducted by M/s. QSS as on 03 May 2024 : Nil observation was noted
By WSP Internal audit conducted on 09 Oct 2024 - Nil observation was noted
By WSP External audit conducted by QSS on 08 July 2024- Nil observation was noted

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	YES
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	YES YES NA NA NA NA NA
2b	Metal & Cotton - no straps should be broken in exchange deliverable stock	N/A
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES ANY CO-MINGLING LOTS NOT FOUND
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	OVER WRITING NOT FOUND
8	Whether suitable dunnage material, as per good warehousing practices available (except Mentha oil/ metals) for stored goods ?	YES
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /Retested is done within two working days of transaction?	YES
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	YES SEAL REGISTER AVAILABLE FOR MONTHLY SEAL HAVE BEEN CHECKED

11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO, Any spillage or damage material are not lying spread across the stack or floor
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES, mention in the floor area
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	N/A
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	N/A
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	NO
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	NO
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	NO
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	N/A
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	N/A
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	N/A, Non- exchange commodity Not available in the warehouse.

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is withWSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regionaloffice and details are updated in Key distribution register?	YES, Whether custody of Navtal brand lock and key of the warehouse/godown is with WSP (SUPERVISOR-RAMCHANDRA SHEJAL)
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	YES, Navtal brand lock seal available , last seal entry available at -28/06/2024
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	YES, verified by lock and key register. LAST CHANGE- 28/06/2024
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	WH staff- 01 SUPERVISOR
5	Indicate number of security guards deployed shift wise.	YES, 2 (1DAY,1NIGHT)
6	Mention name of the Security Agency offering security services at the WH	MEJOR SECURITY
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	YES ONLY ID CARD AVAILABLE
8	Whether security guard stays inside or outside the warehouse premises?	YES, OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES,
11	Whether the board of “Complaint/feedback register available at warehouse” is displayed at the warehouse? (Pls mention the place of display of the board)	YES, Complaint/feedback register available at warehouse
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	03
	b. No. of Sand Buckets	15
	c. Capacity of water tank available as per operational guidelines?	YES, 1000 LTR
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	YES, WATER FIRE HYDRANT POINT AVAILABLE

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YES, VALID UPTO-25/11/2024
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES, 23/05/2024
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES, 23/05/2024
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES, 23/05/2024
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES, 23/05/2024
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	YES
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO, ANY TERMITE INFECTION NOT OBSERVED
19	Whether Live Electricity connection found inside the godown where cotton is stored?	NO
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	N/A
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	N/A
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES, OUTSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	-
A	NAME-SHRI GANESH NATIONAL FIBER, CAPACITY- 50MT, EXPIRY- 25/09/2025	OUTSIDE
B	NAME- RAHUL COTTON & FIBER, CAPACITY- 50MT, EXPIRY- 24/10/2024	OUTSIDE

C	-	-
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	N/A
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	YES, GAFFAR KHAN 09/10/2024
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	YES
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	YES, DTD AVAILABLE
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	YES, E-receipt is generated based on receipt of original DTD, 11/10/2024
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	YES, NEW REGISTER AVAILABLE, 26-JUN-2024
	Warehouse opening-closing Register	YES
	Daily Transaction Register	YES
	Complaint Register	YES
	Stack wise/Lot wise register Physical/Electronic form	YES
	PV Register	YES
	Instrument/Equipment Internal Calibration Register	YES
	Gate in gate out cum Visitor Register	YES
	Spot Rejection Register	YES
	Sample register	YES
	Incidence records /Notices register	YES
	Lien register	YES
	Pest control activity register	YES
	Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NO
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	YES, the transaction wise weighbridge receipt DATE- 11/10/2024
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	YES
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	N/A
8	Whether separate entries are done for Exchange & Non-Exchange stock?	YES
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	YES

10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	YES, WDRA- 09/05/2027 DDR- 24/09/2024, DDR undergoes regeneration copy of regeneration of DDR is available
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	YES
13	Whether the valid stocks are as per CCRL/Comris system record?	YES
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	NO
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	YES, the warehouse is well- protected by barbed wire fencing.
4	Whether the warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	YES, 08 RAT CAGES
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES, 05 July 2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	MEN POWER
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	YES,
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	YES,
13	Whether the WH office is inside the godown? (not acceptable for cotton)	27 TERBOVENTILATORS,
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	30 VENTILATORS

15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	AVAILABLE
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A
18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	N/A

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	YES AVAILABLE, REGISTER AVAILABLE
1a	Is moisture meter available at warehouse?	YES
1b	Last calibrated on (dd/mm/yyyy)	11/10/2024
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	YES
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	YES
4	Is Reference sample duly sealed & signed by the WH official/in charge?	YES
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	YES
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	YES, the sample storage area secure and demarcated
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	YES
8	Is record for courier of samples to the assayer available?	YES, SAMPLES AVAILABLE
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	NO

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	YES
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	YES
3	Forklift – battery operated or fuel operated?	MEN POWER
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	YES, OUTSIDE
5	Proximity to source of fire hazard if any. whether any fire-risk is noticed in close vicinity of the warehouse? Mention the approximate distance of source of fire risk.	NO
6	Whether cotton samples are stored inside the godown?	YES
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	YES
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	THIS TYPE OF INCIDENT NOT HAPPENED , ANY record of the strap break and re-strapping is NOT maintained.

Inspection Details

Date of Inspection	16/10/2024	
Signature		
Inspection Done By	VISHAL YADAV	
Maker		**Checker**

An ISO 9001:2008 Certified Company

92443 18764 | 0731 4248722 | admin@truequality.in

Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001

www.truequalitycert.com

Warehouse Audit Report

Date of Regular/Surprise Audit	15/10/2024	Delivery Centre	Rajkot
Time in and Time out	11:00 to 13:30 Hrs.	Address of Warehouse	Chamber No. Survey No-251,Plot No. 1, Subplot-1B, Village-Jiyana,Wankaner road, District-Rajkot, Gujarat-360023
Name of Warehouse	Steinweg Safe Warehouse		
Name of Auditor	Shivendra Mohan Kamthana	Name of Warehouse Manager	Mr. Vishal Chanpura
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	Mr. Arjun Makawana Internal audit WSP 01-10-2024	Capacity of Warehouse	2981 Bales
		Capacity Utilization of warehouse (%)	Nil Stock

Stock Reconciliation:

Commodity	Stock Quantity as on 14-10-2024 (closing balance)				Difference if any	Remarks
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP MIS (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)	Quantity as per Physical Verification (Bales/ Bags/Drums/ Bundle/Bars)		
1. Cotton Bales	Bales	Bales	Bales	Bales		
i. Valid Stock	Nil Stock	Nil Stock	Nil Stock	Nil Stock	-	
ii. Under QC	Nil Stock	Nil Stock	Nil Stock	Nil Stock	-	
iii. Rejected	Nil Stock	Nil Stock	Nil Stock	Nil Stock	-	
iv. FED	Nil Stock	Nil Stock	Nil Stock	Nil Stock	-	
v. Non-exchange	1389	1389	1389	1389	-	Guarseed-1389 B/S
Total					-	

Observations/Recommendations:

Nil Observation

Audit Summary:

Nil Observation

Verification status of Previous Audit:

By MCXCCL audit conducted on 25th July 2024 -Nil observations
By MCXCCL External audit conducted by M/s. QSS_as on_29 April 2024: Nil observations
By WSP Internal audit conducted on 01 Oct 2024- Nil observations.
By WSP External audit conducted by QSS on 04 July 2024- Nil observations.

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	Nil Stock
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	Nil Stock Nil Stock N/A N/A N/A N/A N/A N/A
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	Nil Stock
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	Nil Stock
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	Nil Stock
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	Yes
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	Nil Stock
7	Whether overwriting / corrections are found in lot cards?	Nil Stock
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	Nil Stock
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	N/A
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	Nil Stock
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	Nil Stock
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	Yes

13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	Nil Stock

	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	Nil Stock
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	Nil Stock
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	Nil Stock
16	Has WSP stored its 'own' commodity in the warehouse?	No
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	Nil Stock
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	Yes Yes
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	N/A
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	Yes

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is with WSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regional office and details are updated in Key distribution register?	Yes
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	Yes
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	Yes Date:-28/06/2024
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	Yes,1 Supervisor
5	Indicate number of security guards deployed shift wise.	Yes, 1 day+1 Night
6	Mention name of the Security Agency offering security services at the WH	United Security
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	Yes Yes
8	Whether security guard stays inside or outside the warehouse premises?	Yes, Outside
9	Whether there are proper night lighting in warehouse premises for the security purpose?	Yes
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	Yes
11	Whether the board of "Complaint/feedback register available at warehouse" is displayed at the warehouse? (Pls mention the place of display of the board)	Yes
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	Yes
	a. No. of Fire Extinguishers	08
	b. No. of Sand Buckets	20
	c. Capacity of water tank available as per operational guidelines?	Yes,2000 Ltrs
	d. Is water pump attached to storage tank with hose pipe?	Yes
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	No
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	Yes, valid upto 01-04-2025
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	Yes, Dt- 09/04/2024
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	Yes, Dt- 29/09/2024
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	Yes, Dt- 29/09/2024

16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	Yes Mr. Jaydip Solanki Dt-29/09/2024
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	No Termite Infestation Anti termite Treatment earmarked within 2 days.
19	Whether Live Electricity connection found inside the godown where cotton is stored?	No
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	N/A
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	N/A
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	N/A
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	Yes, Outside
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	Ajay weighbridge- 100 MT	02/12/2024
B	-	
C	-	
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	Not required.
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	Yes
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	Yes, Dt-01/10/2024 Mr. Arjun MAkwana
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	Yes

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	Nil Stock
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	Nil Stock
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	Nil Stock
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	Yes, Available at warehouse
	• Warehouse opening-closing Register	Yes
	• Daily Transaction Register	Yes
	• Complaint Register	Yes
	• Stack wise/Lot wise register Physical/Electronic form	Yes
	• PV Register	Yes
	• Instrument/Equipment Internal Calibration Register	Yes
	• Gate in gate out cum Visitor Register	Yes
	• Spot Rejection Register	Yes
	• Sample register	Yes
	• Incidence records /Notices register	Yes
	• Lien register	Yes

	• Pest control activity register	Yes
	• Key distribution register	Yes
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	No
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	Yes
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	Yes
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	Not required
8	Whether separate entries are done for Exchange & Non-Exchange stock?	Yes
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	Yes
10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	yes
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	Yes,wdra-26/10/2026 DDR-27/09/2024 Applied for renewal.
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	Nil stock
13	Whether the valid stocks are as per CCRL/Comris system record?	Nil Stock
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	Yes

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	Yes
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	No
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	Yes, Pucca Boundary Wall.
4	Whether warehouse is having good drivable approach road & adequate parking space for vehicles?	Yes
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	Yes
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	Yes
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	No
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	Nil Stock
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	yes
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	Yes,Dt-15/07/2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	N/A
10	Whether Handling equipment available?	Manpower
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	Yes
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	Yes, 24 Ventilators
13	Whether the WH office is inside the godown? (not acceptable for cotton)	Yes
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	Yes, Concrete Flooring
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	Yes 02-04 feet
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	Yes
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A

18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	Not Applicable

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	Yes
1a	Is moisture meter available at warehouse?	Yes
1b	Last calibrated on.....(dd/mm/yyyy)	Nil Stock
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	Nil Stock
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	Nil Stock
4	Is Reference sample duly sealed & signed by the WH official/in charge?	Nil Stock
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	Yes
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	Yes
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	Yes
8	Is record for courier of samples to the assayer available?	Yes
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	Nil Stock

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	Nil Stock
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	Nil Stock
3	Forklift – battery operated or fuel operated?	Not available.
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	Yes, Outside
5	Proximity to source of fire hazard if any. whether any fire-risk is noticed in close vicinity of the warehouse? Mention the approximate distance of source of fire risk.	No
6	Whether cotton samples are stored inside the godown?	Yes
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	Yes
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	Nil Stock

Inspection Details

Date of Inspection	15/10/2024	
Signature		
Inspection Done By	Shivendra Mohan Kamthana	
Maker		Checker

Warehouse Audit Report

Date of Regular/Surprise Audit	09/10/2024	**Delivery Centre**	Kadi
Time in and Time out	1400 to 1645 Hrs	**Address of Warehouse**	SNo, 224/2 Plot no.4 village- Rangpurda ta . kadi. District-Mehsana Gujarat-382715
Name of Warehouse	Steinweg MansiBen Warehouse		
Name of Auditor	Shivendra Mohan Kamthana	**Name of Warehou Manager**	Mr.Rajesh Goswami
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency, if external	Mr. Arjun Makwana Internal Audit WSP 04/10/2024	**Capacity of Warehouse**	7000 Bales. WDRA CAp-2306 MTS
		Capacity Utilization warehouse (%)	1.5%

Stock Reconciliation:

Commodity	**Stock Quantity as on 07 Oct 2024 (closing balance)**				**Difference if any**	**Remarks**
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	**Quantity as perWSP MIS (Bales/ Bags/Drums /B undle/Bars)**	**Quantity as perWSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)**	**Quantity as perPhysical Verification (Bales/ Bags/Drums/ Bundle/Bars)**		
1. Cotton Bales	BUNDLE	BUNDLE	BUNDLE	BUNDLE	BALES	-
i. Valid Stock	300	100	100	100	Do No-SSIPL/KADI/1033/1032 for 200 bales	-
ii. Under QC	0	0	0	0	-	-
iii. Rejected	0	0	0	0	-	-
iv. FED	0	0	0	0	-	-
v. Non-Exchange	0	0	0	0	-	-
2. Aluminium wire	BUNDLE	BUNDLE	BUNDLE	BUNDLE	-	-
i. Valid Stock	0	0	0	0	-	-
ii. Under QC	0	0	0	0	-	-

92443 18764 | 0731 4248722 | admin@truequality.in

Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001

www.truequalitycert.com

iii. Rejected	0	0	0	0	-	-
iv. FED	0	0	0	0	-	-
v. Non-exchange	09	09	09	09	-	-
Total	-	-	-	-	-	-

Observations/Recommendations:

Nill Observation

Audit Summary:

Nill Observation

Verification status of Previous Audit:

By MCXCCL audit conducted on 21st September 2024 : Nil Audit observations reported
By MCXCCL External audit conducted by M/s. QSS as on 25 April 2024: Nil Audit observations reported
By WSP Internal audit conducted on 4th October 2024 - Nil Audit Observations reported.
By WSP External audit conducted by M/s. QSS as on 01 July 2024 - Nil Audit Observations reported

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	Yes
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	Yes Yes N/A N/A N/A N/A N/A N/A
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	Yes, not broken.
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	Yes
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	Yes
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	Yes
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	Yes
7	Whether overwriting / corrections are found in lot cards?	No
8	Whether suitable dunnage material, as per good warehousing practices available (except Mentha oil/ metals) for stored goods ?	Yes
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /Retested is done within two working days of transaction?	N/A
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	Yes

11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	No
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	Yes
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	No
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	N/A
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	NO
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	NO
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	NO
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	Yes
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	N/A
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	Yes

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is withWSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regionaloffice and details are updated in Key distribution register?	Yes
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	Yes
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	Yes
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	Yes, 1 Supervisor
5	Indicate number of security guards deployed shift wise.	Yes, 1 day +1 night
6	Mention name of the Security Agency offering security services at the WH	United security
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	Yes Yes
8	Whether security guard stays inside or outside the warehouse premises?	Yes, outside
9	Whether there are proper night lighting in warehouse premises for the security purpose?	Yes
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	Yes
11	Whether the board of “Complaint/feedback register available at warehouse” is displayed at the warehouse? (Pls mention the place of display of the board)	Yes
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	Yes
	a. No. of Fire Extinguishers	06
	b. No. of Sand Buckets	24
	c. Capacity of water tank available as per operational guidelines?	Yes, 50000 Ltrs
	d. Is water pump attached to storage tank with hose pipe?	Yes
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	Yes, Water fire hydrant point

	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YesExpiry date-15/10/2024,
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	Yes, 15/10/2023
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	Yes, 17/05/2024
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	Yes, 17/05/2024
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	Yes Mr. Mehul Karia Date-17/05/2024
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	No Termite infestation Anti Termite treatment 18/11/2023
19	Whether Live Electricity connection found inside the godown where cotton is stored?	NO
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	N/A
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	No
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	No
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	Yes, outside
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	-
A	New Keshav Computerized W/B-100 MT	29/06/2025
B	New Maruti Computerized W/B-100 MT	07/03/2025

C	Pavan Weigh Bridge-100 MT	11/12/2024
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	Not required.
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	Yes
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	Yes Date-04/10/2024 Mr. Arjun Makwana
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	Yes

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	YES
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	YES
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	YES
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	YES
	Warehouse opening-closing Register	YES
	Daily Transaction Register	YES
	Complaint Register	YES
	Stack wise/Lot wise register Physical/Electronic form	YES
	PV Register	YES
	Instrument/Equipment Internal Calibration Register	YES
	Gate in gate out cum Visitor Register	YES
	Spot Rejection Register	YES
	Sample register	YES
	Incidence records /Notices register	YES
	Lien register	YES
	Pest control activity register	YES
	Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	Yes, approval taken from WASP.HO
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	Yes
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	Yes
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	Not required.
8	Whether separate entries are done for Exchange & Non-Exchange stock?	Yes, Non Exchange Aluminium wire
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	Yes

10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	Yes
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	Yes, WDRA-26/10/2026 DDR-30/10/2024
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	Yes
13	Whether the valid stocks are as per CCRL/Comris system record?	Yes
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	Yes

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	NO
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	YES, Pucca Boundary wall
4	Whether the warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	YES
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	Yes
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	Yes 08/07/2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	N/A
10	Whether Handling equipment available?	Man Power
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	Yes
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	Yes-02 Ventilators
13	Whether the WH office is inside the godown? (not acceptable for cotton)	No
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	Yes, Concrete flooring

92443 18764 | 0731 4248722 | admin@truequality.in

Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001

www.truequalitycert.com

15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	61 cms(2 feet)
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	Yes
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A
18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	N/A

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	Yes
1a	Is moisture meter available at warehouse?	Yes
1b	Last calibrated on (dd/mm/yyyy)	09/10/2024
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	Yes
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	Yes
4	Is Reference sample duly sealed & signed by the WH official/in charge?	Yes
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	Yes
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	Yes
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	Yes
8	Is record for courier of samples to the assayer available?	Yes
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	No

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	Yes
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	Yes
3	Forklift – battery operated or fuel operated?	Forklift-fuel Operated
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	Yes, outside
5	Proximity to source of fire hazard if any. whether any fire-risk is noticed in close vicinity of the warehouse? Mention the approximate distance of source of fire risk.	Outside
6	Whether cotton samples are stored inside the godown?	No
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	yes
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	Not observed this type of incidence

Inspection Details

Date of Inspection	09/10/2024	
Signature		
Inspection Done By	Shivendra Mohan Kamthana	
Maker		**Checker**

REETESH KUMAR JAIN

Digitally signed by REETESH KUMAR JAIN
Date: 2024.12.05 17:25:24 +05'30'

MOISTURE DETAILS OF RANDOM LOTS (In case of Cotton Bales) during audits

WSP & Warehouse Name & Location:			
Sr. No.	Lot No.	Avg. Moisture reading	Remarks
1.	MK/59	8.6	
2.	MK/59	8.5	

Warehouse Audit Report

Date of Regular/Surprise Audit	16/10/2024	Delivery Centre	Mundra (Gujarat)
Time in and Time out	1100 to 1320 Hrs	Address of Warehouse	Warehouse House No. 98, GIDC, Dhrub Mundra District-Kachchh,Gujarat 370421
Name of Warehouse	Yamada Manisha A.Gwalani		
Name of Auditor	Shivendra Mohan Kamthana	Name of Warehouse Manager	Mr. Amir Sohil
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	03/10/2024 Mr. Anshul Kumar Sinha Internal Auditor WSP	Capacity of Warehouse	5000 MT
		Capacity Utilization of warehouse (%)	Nil stock

Stock Reconciliation:

Commodity	Stock Quantity as on 15 Oct 2024 (closing balance)				Difference if any.....	Remarks
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP MIS (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)	Quantity as per Physical Verification (Bales/ Bags/Drums/ Bundle/Bars)		
1. Cotton Bales	Bales	Bales	Bales	Bales		
i. Valid Stock	Nil stock	Nil stock	Nil stock	Nil stock	-	-
ii. Under QC	Nil stock	Nil stock	Nil stock	Nil stock	-	-
iii. Rejected	Nil stock	Nil stock	Nil stock	Nil stock	-	-
iv. FED	Nil stock	Nil stock	Nil stock	Nil stock	-	-
v. Non-exchange	Nil stock	Nil stock	Nil stock	Nil stock	-	-
Total	Nil stock	Nil stock	Nil stock	Nil stock	-	-

Observations/Recommendations:

Nil Observation.

Audit Summary:

Nil Observation.

Verification status of Previous Audit:

By MCXCCL audit conducted on 26 July 2024 : CCTV backup incomplete- CCTV footage of not available in between 28 June 2024 to 07 July 2024 due to fault as per incident recorded in incidence register. Current status- Nil observations
Roof leakage found at warehouse-Roof leakages noticed at 05 places near stack no-01.this incident not recorded in incident register. Current status- Nil observations
Inadequate packing of material- More than 3 straps of 1 bale of lot no. 004, bale no-57 was found broken & was not re-strapped within stipulated timeline of 10 working days from the date of strap broken Current status- Nil observations
By MCXCCL External audit conducted by M/s. QSS as on 26 April 2024: Nil Audit observations reported
By WSP Internal audit conducted on 03 Oct 2024 - Current status- Nil observations
By WSP External audit conducted by M/s. JHS as on 09 July 2024 - Nil Audit Observations reported

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	Nil Stock
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	Nil Stock Nil Stock N/A N/A N/A N/A N/A N/A N/A
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	Nil Stock
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	Nil Stock
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	Nil Stock
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	Yes
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	Nil Stock
7	Whether overwriting / corrections are found in lot cards?	Nil Stock
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	Nil Stock
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	N/A
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	Nil Stock
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	Nil Stock Nil Stock
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	Yes

13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	Nil Stock

	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	Nil Stock
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	Nil Stock
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	Nil Stock
16	Has WSP stored its 'own' commodity in the warehouse?	No
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	Nil Stock
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	Yes Yes
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	N/A
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	Nil Stock

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is with WSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regional office and details are updated in Key distribution register?	Yes
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	Yes
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	Yes 01-06-2024
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	Yes, 1- Supervisor
5	Indicate number of security guards deployed shift wise.	No, Security Guard
6	Mention name of the Security Agency offering security services at the WH	No, Security Agency.
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	Yes No Security Guard
8	Whether security guard stays inside or outside the warehouse premises?	No Security Guard
9	Whether there are proper night lighting in warehouse premises for the security purpose?	No
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	Yes
11	Whether the board of "Complaint/feedback register available at warehouse" is displayed at the warehouse? (Pls mention the place of display of the board)	Yes
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	Yes
	a. No. of Fire Extinguishers	06
	b. No. of Sand Buckets	16
	c. Capacity of water tank available as per operational guidelines?	Yes-1000 Ltr
	d. Is water pump attached to storage tank with hose pipe?	Yes
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	No
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	Yes,Valid upto 01-03-2025
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	Yes 30-06-2024
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	Yes

15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	Yes 30-06-2024

16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	Yes 30-06-2024 Mr.Navin Mukati
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	No, termite infestation
19	Whether Live Electricity connection found inside the godown where cotton is stored?	No
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	N/A
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	N/A
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	N/A
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	Yes, outside
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	Allied Weigh-bridge-100 MT	29-01-2025
B	Vardhman weighbridge-100 MT	27-09-2024
C		(Applied for renewal)
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	Not required
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	Yes
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	Yes,03-10-2024 Mr. Anshul Kumar Sinha
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	Yes

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	Nil Stock
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	Nil Stock
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	Nil Stock
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	Yes,available at warehouse
	• Warehouse opening-closing Register	Yes
	• Daily Transaction Register	Yes
	• Complaint Register	Yes
	• Stack wise/Lot wise register Physical/Electronic form	Yes
	• PV Register	Yes
	• Instrument/Equipment Internal Calibration Register	Yes
	• Gate in gate out cum Visitor Register	Yes
	• Spot Rejection Register	Yes
	• Sample register	Yes
	• Incidence records /Notices register	Yes

	• Lien register	Yes
	• Pest control activity register	Yes
	• Key distribution register	Yes
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	No
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	Yes
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	Yes
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	Not required
8	Whether separate entries are done for Exchange & Non-Exchange stock?	Yes, Nil Stock
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	Yes
10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	Yes
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	Yes, WDRA, 06-05-2027 DDR-30-10-2024
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	Nil Stock
13	Whether the valid stocks are as per CCRL/Comris system record?	Nil Stock
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	Yes

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	Yes
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	No
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	Yes
4	Whether warehouse is having good drivable approach road & adequate parking space for vehicles?	Yes
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	Yes
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	Yes
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	No
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	Nil Stock
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	Yes
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	Yes, 16 July 2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	Yes
10	Whether Handling equipment available?	Man power
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	Yes
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	Yes, 3 -Turbo Ventilators
13	Whether the WH office is inside the godown? (not acceptable for cotton)	Yes
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	Yes, Concrete flooring
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	Yes,2.5 feet
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	Yes
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A

18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	N/A

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	Yes
1a	Is moisture meter available at warehouse?	Yes
1b	Last calibrated on .....(dd/mm/yyyy)	Nil Stock
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	Nil Stock
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	Nil Stock
4	Is Reference sample duly sealed & signed by the WH official/in charge?	Nil Stock
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	Yes
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	Yes
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	Yes
8	Is record for courier of samples to the assayer available?	Yes
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	Nil Stock

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	Nil Stock
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	Nil Stock
3	Forklift – battery operated or fuel operated?	Not available
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	YEs outside
5	Proximity to source of fire hazard if any. whether any fire-risk is noticed in close vicinity of the warehouse? Mention the approximate distance of source of fire risk.	No
6	Whether cotton samples are stored inside the godown?	Yes
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	Yes
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	Nil Stock

Inspection Details

Date of Inspection	16-10-2024	
Signature		
Inspection Done By	Shivendra mohan kamthana	
Maker		Checker

REETESH KUMAR JAIN

Digitally signed by REETESH KUMAR JAIN
Date: 2024.12.04 17:23:34 +05'30'

Warehouse Audit Report

Date of Regular/Surprise Audit	11/10/2024	**Delivery Centre**	YAVATMAL
Time in and Time out	12.40 PM TO 3.00 PM	**Address of Warehouse**	Godown No.1 ,Shet Survey No. 18/2B,Plot No.1 & Godown No.7, Shet Survey No. 18/3,Plot No. 7 Gram Panchayat- Dorli Dolamba Nagpur Road, Yavatmal, Mhararashtra, 445001
Name of Warehouse	YAMADA OMPRAKASH DEODATTA GUPTA WAREHOUSE		
Name of Auditor	VISHAL YADAV	**Name of Warehou Manager**	Mr. KRISHNADEEP HANWATA
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency, if external	MCXCCL Mr. SUYOG THARKUL 11/10/2024	**Capacity of Warehouse**	7300 BALES
		Capacity Utilization warehouse (%)	1.37% (Approx..)

Stock Reconciliation:

Commodity	**Stock Quantity as on 10 Oct 2024 (closing balance)**				**Difference if any**	**Remarks**
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	**Quantity as perWSP MIS (Bales/ Bags/Drums /B undle/Bars)**	**Quantity as perWSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)**	**Quantity as perPhysical Verification (Bales/ Bags/Drums/ Bundle/Bars)**		
1.COTTON BALES	BALES	BALES	BALES	BALES	BALES	-
i. Valid Stock	-	-	-	-	-	-
ii. Under QC	-	-	-	-	-	-
iii. Rejected	100	100	100	100	100	-
iv. FED	100	100	100	100	100	-
v. Non-Exchange	-	-	-	-	-	-
Total	200	200	200	200	200	-

Observations/Recommendations:

Nill Observation

Audit Summary:

Nill Observation

Verification status of Previous Audit:

By MCXCCL audit conducted on 11 Sept 2024- Shrubs touching the warehouse wall:- Shrubs touching the warehouse wall and found uncleaned at surroundings CH No-01 & 07. Current status:- Nil observations.
By MCXCCL External audit conducted by M/s. QSS as on 30 April 2024 Nil Observation
By WSP Internal audit conducted on 01-10-2024. Nil Observation
By WSP appointed external audit agency as on 05-07-2024 by J.H.S & Associates Nil Observation

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	YES
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	YES YES NA NA NA NA NA
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	YES
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES ANY CO-MINGLING LOTS NOT FOUND
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	OVER WRITING NOT FOUND
8	Whether suitable dunnage material, as per good warehousing practices available (except Mentha oil/ metals) for stored goods ?	YES
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /Retested is done within two working days of transaction?	YES
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	YES SEAL REGISTER AVAILABLE FOR MONTHLY SEAL HAVE BEEN CHECKED

11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO, Any spillage or damage material are not lying spread across the stack or floor
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	NO, NOT mention in the floor area
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	N/A
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	N/A
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	NO
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	NO
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	NO
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	N/A
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	N/A
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	YES, Non-exchange commodity available in the warehouse

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is withWSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regionaloffice and details are updated in Key distribution register?	YES, Whether custody of Navtal brand lock and key of the warehouse/godown is with WSP (SUPERVISOR-KRISHNADEEP HANWATA)
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	YES,
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	YES, verified by lock and key register. LAST CHANGE-01/06/2024
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	WH staff- 02
5	Indicate number of security guards deployed shift wise.	YES, 2 (1DAY,1NIGHT)
6	Mention name of the Security Agency offering security services at the WH	UNIQUE SECURITY SERVICES
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	YES, GUARD AVAILABLE BUT proper uniform and with baton, torch, whistle ARE NOT IDENTIFY
8	Whether security guard stays inside or outside the warehouse premises?	YES, OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of “Complaint/feedback register available at warehouse” is displayed at the warehouse? (Pls mention the place of display of the board)	YES, Complaint/feedback register available at warehouse
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	08
	b. No. of Sand Buckets	20
	c. Capacity of water tank available as per operational guidelines?	YES, 1000LTR- 2 TANK
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for	YES,

	Cotton Bales.	WATER FIRE HYDRANT AVAILABLE
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YES, VALID UPTO-21/11/2024
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES, 10/05/2024
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES, 10/05/2024
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES,
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES, 10/05/2024
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	YES,
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO, ANY TERMITE INFECTION NOT OBSERVED
19	Whether Live Electricity connection found inside the godown where cotton is stored?	NO
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	N/A
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	N/A
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES, OUTSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	NAME- PRAGATI WEIGHBRIDGEE, CAPACITY- 100MT, EXPIRY-04/02/2025	OUTSIDE

B	-	-
C	-	-
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	N/A
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	Deepak 01 Oct 2024
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	YES
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	YES, DTD AVAILABLE
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	YES, E-receipt is generated based on receipt of original DTD
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	YES NEW REGISTER AVAILABLE, 15-MEY-2024, All oldrecords kept in safe custody with lock facility
	Warehouse opening-closing Register	YES
	Daily Transaction Register	YES
	Complaint Register	YES
	Stack wise/Lot wise register Physical/Electronic form	YES
	PV Register	YES
	Instrument/Equipment Internal Calibration Register	YES
	Gate in gate out cum Visitor Register	YES
	Spot Rejection Register	YES
	Sample register	YES
	Incidence records /Notices register	YES
	Lien register	YES
	Pest control activity register	YES
	Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NO
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	YES
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	YES
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	N/A
8	Whether separate entries are done for Exchange & Non-Exchange stock?	YES
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	YES

10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	YES, WDRA- 20/06/2028 DDR- 01/10/2024, DDR undergoes regeneration copy of regeneration of DDR is available
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	YES
13	Whether the valid stocks are as per CCRL/Comris system record?	YES
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	NO
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	YES, the warehouse is well- protected by pucca boundary
4	Whether the warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	YES, 7 RAT CAGES
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES, 11/07/2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	MEN POWER
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	YES
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	YES, 18 VENTILATORS AVAILABLE
13	Whether the WH office is inside the godown? (not acceptable for cotton)	YES, 26 VENTILATORS AVAILABLE
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	YES, INSIDE

15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	YES, CONCRETE
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A
18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	N/A

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	YES AVAILABLE, REGISTER AVAILABLE
1a	Is moisture meter available at warehouse?	YES
1b	Last calibrated on (dd/mm/yyyy)	10/10/2024
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	YES
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	YES
4	Is Reference sample duly sealed & signed by the WH official/in charge?	YES
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	YES
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	YES, the sample storage area secure and demarcated
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	YES
8	Is record for courier of samples to the assayer available?	YES, SAMPLES AVAILABLE
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	YES

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	YES
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	YES
3	Forklift – battery operated or fuel operated?	MEN POWER
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	YES, OUTSIDE
5	Proximity to source of fire hazard if any. whether any fire-risk is noticed in close vicinity of the warehouse? Mention the approximate distance of source of fire risk.	NO
6	Whether cotton samples are stored inside the godown?	YES
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	YES
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	THIS TYPE OF INCIDENT NOT OBSERVED, ANY record of the strap break and re-strapping is NOT maintained.

Inspection Details

Date of Inspection	11/10/2024	
Signature		
Inspection Done By	VISHAL YADAV	
Maker		**Checker**

An ISO 9001:2008 Certified Company

92443 18764 | 0731 4248722 | admin@truequality.in

Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001

www.truequalitycert.com

MOISTURE DETAILS OF RANDOM LOTS (In case of Cotton Bales) during audits

WSP & Warehouse Name & Location:			
Sr. No.	Lot No.	Avg. Moisture reading	Remarks
1.	OPY1208	9.5	
2.	OPY1208	9.5	
3.	OPY1240	9.0	
4.	OPY1240	9.0	

Warehouse Audit Report

Date of Regular/Surprise Audit	14/10/2024	Delivery Centre	ADILABAD
Time in and Time out	10.30AM TO 01.00PM	Address of Warehouse	Rampur Road, Ponnari Village, Survey No. 100, Adilabad-504001
Name of Warehouse	Yamada SHRI SAI BABA WAREHOUSE		
Name of Auditor	VISHAL YADAV	Name of Warehouse Manager	Mr. DEEPAK SHRIPADAWAR
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	Mr Deepak 01 Oct 2024	Capacity of Warehouse	4400 BALES
		Capacity Utilization of warehouse (%)	22%

Stock Reconciliation:

Commodity	Stock Quantity as on 10 Oct 2024 closing balance				Difference if any	Remarks
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP MIS (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)	Quantity as per Physical Verification (Bales/ Bags/Drums/ Bundle/Bars)		
1.COTTON BALES	BALES	BALES	BALES	BALES		
i. Valid Stock	200	200	200	200		
ii. Under QC	-	-	-	-		
iii. Rejected	-	-	-	-		
iv. FED	-	-	-	-		
v. Non-exchange	-	-	-	-		
Total	200	200	200	200		

Observations/Recommendations:

Nil Observations

Audit Summary:

Nil Observations

Verification of Previous audit:-

By MCXCCL audit conducted on 13 September 2024 :- Nil Observation
By MCXCCL External audit conducted by M/s QSS as on 02 May 2024 : Nil Audit Observations reported.
By WSP Internal audit conducted on 01 Oct 2024 - Nil Audit Observations reported.
By WSP External audit conducted M/s. QSS as on 05 July 2024: Non-availability of 90 days footage of surveillance. Reverified during subsequent Audit conducted on dated 11 September 2024 Current status :Nil observations

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	YES
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	YES YES N/A N/A N/A N/A N/A
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	YES
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES 2 STACK CO-MINGLING FOUND
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	OVER WRITING NOT FOUND
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	YES
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	YES
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	YES SEAL REGISTER AVAILABLE FOR MONTHLY SEAL HAVE BEEN CHECKED
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO, Any spillage or damage material are not lying spread across the stack or floor

12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES, mention in the floor area
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	N/A
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	NO
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	NO
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	NO
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	N/A
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	N/A
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	N/A, Non- exchange commodity not available in the warehouse .

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is with WSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regional office and details are updated in Key distribution register?	YES, Whether custody of Navtal brand lock and key of the warehouse/godown is with WSP (Supervisor-Deepak shripadawar)
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	yes, Navtal brand lock seal available ,
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	YES, verified by lock and key register. Last change date-01/06/2024
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	WH staff- 02
5	Indicate number of security guards deployed shift wise.	YES, 2 (1DAY,1NIGHT)
6	Mention name of the Security Agency offering security services at the WH	Unique security services
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	YES
8	Whether security guard stays inside or outside the warehouse premises?	YES, OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES, Security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse.
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of “Complaint/feedback register available at warehouse” is displayed at the warehouse? (Pls mention the place of display of the board)	YES, Complaint/feedback register available at warehouse
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	04
	b. No. of Sand Buckets	16
	c. Capacity of water tank available as per operational guidelines?	YES, 500 LTR 2 water tank available
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	NO, WATER FIRE HYDRANT NOT AVAILABLE
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YES, VALID UPTO.-11/12/2024

13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES, 01/07/2024
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES, 01/07/2024
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES, 01/07/2024
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES, 01/07/2024
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	YES, LAST RECORD OF PEST CONTROL IS AVAILABLE
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO, ANY TERMITE INFECTION NOT OBSERVED
19	Whether Live Electricity connection found inside the godown where cotton is stored?	NO
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	N/A
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	N/A
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES, OUTSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	NAME- LAXMI WEIGHBRIDGE , CAPACITY- 100 TON, EXPIRY- 21/05/2025	OUTSIDE
B		
C		
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	N/A
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	Mr Deepak 01 Oct 2024
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	YES
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	YES, DTD AVAILABLE
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	YES, E-receipt is generated based on receipt of original DTD, 12/03/2024
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	YES,NEW REGISTER AVAILABLE, (25-JULY-2024) Old register records kept in safe custody with lock facility
	• Warehouse opening-closing Register	YES
	• Daily Transaction Register	YES
	• Complaint Register	YES
	• Stack wise/Lot wise register Physical/Electronic form	YES
	• PV Register	YES
	• Instrument/Equipment Internal Calibration Register	YES
	• Gate in gate out cum Visitor Register	YES
	• Spot Rejection Register	YES
	• Sample register	YES
	• Incidence records /Notices register	YES
	• Lien register	YES
	• Pest control activity register	YES
	• Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NO
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	YES the transaction wise weighbridge receipts for deposit, last date-25/09/2024
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	YES
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	N/A
8	Whether separate entries are done for Exchange & Non-Exchange stock?	YES
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	YES
10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	YES, WDRA- 20/07/2027 DDR- 31/12/2024,

11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	YES
13	Whether the valid stocks are as per CCRL/Comris system record?	YES
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	NO
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	YES, warehouse is well-protected by pucca boundary
4	Whether warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	YES, 05 RAT CAGES
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES, 14 July 2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	MEN POWER
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	YES,
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	YES
13	Whether the WH office is inside the godown? (not acceptable for cotton)	YES, INSIDE
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	YES, CONCRETE
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	PLINTH HEIGHT- 2.5 FEET
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES

17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A
18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	N/A

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	YES AVAILABLE, REGISTER AVAILABLE
1a	Is moisture meter available at warehouse?	YES
1b	Last calibrated on (dd/mm/yyyy)	25/09/2024
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	YES
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	YES
4	Is Reference sample duly sealed & signed by the WH official/in charge?	YES
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	YES
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	YES, the sample storage area secure and demarcated
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	YES
8	Is record for courier of samples to the assayer available?	YES, SAMPLES AVAILABLE
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	NO

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	YES
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	YES
3	Forklift – battery operated or fuel operated?	MEN POWER
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	YES, OUTSIDE
5	Proximity to source of fire hazard if any. whether any fire-risk is noticed in close vicinity of the warehouse? Mention the approximate distance of source of fire risk.	NO
6	Whether cotton samples are stored inside the godown?	YES
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	YES
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	THIS TYPE OF INCIDENT NOT HAPPENED , ANY record of the strap break and re-strapping is NOT observed .

Inspection Details

Date of Inspection	14/10/2024	
Signature		
Inspection Done By	VISHAL YADAV	
Maker		Checker

MOISTURE DETAILS OF RANDOM LOTS (In case of Cotton Bales) during audits

WSP & Warehouse Name & Location:			
Sr. No.	Lot No.	Avg. Moisture reading	Remarks
1.	SSB-0097	8.25	
2.	SSB-0097	8.75	
3.	SSB-0097	8.00	
4.	SSB-0098	8.00	
5.	SSB-0098	8.25	
6.	SSB-0098	8.25	

Warehouse Audit Report

Date of Regular/Surprise Audit	14/10/2024	Delivery Centre	Dhamnod
Time in and Time out	12:53 to	Address of Warehouse	Anil Patidar warehouse(yamada logistics ltd) Village-lodhipura near Dhamnod-M.P-454552
Name of Warehouse	Yamada logistics Anil Patidar Warehouse.		
Name of Auditor	Anuroop Pandey	Name of Warehouse Manager	Naman Mishra
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	8/10/2024 Naveen ji Yamada logistics	Capacity of Warehouse	2000 MT(As per WDRA 3197 MT)
		Capacity Utilization of warehouse (%)	1.5%

Stock Reconciliation:

Commodity	Stock Quantity as on 10 Oct 2024 closing balance				Difference if any	Remarks
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP MIS (Bales/ Bags/Drums/Bundle/Bars)	Quantity as per WSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)	Quantity as per Physical Verification (Bales/ Bags/Drums/ Bundle/Bars)		
1. Cotton Bales	Bales	Bales	Bales	Bales		
i. Valid Stock	300	100	100	100	200	D.O Number - YAMADA| DO|CB|1243
ii. Under QC	-	-	-	-	-	
iii. Rejected	-	-	-	-	-	
iv. FED	-	-	-	-	-	
v. Non-exchange	-	-	-	-	-	
Total	300	100	100	100	200	

Observations/Recommendations:

Nil observations

Private & Confidential

Audit Summary:

Nil Observation

Verification status of previous audit: -

By MCXCCL audit conducted on 9th September 2024 – Nil Observations
By MCXCCL External audit conducted by M/s QSS as on 24 April 2024 Nil Observation
By WSP Internal audit conducted on 05 Oct -2024 Nil Observation
By WSP External audit conducted M/s. J.H.S Associates as on 05 July 2024 - Nil

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	Yes
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	Yes Yes No No No No No No
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	Yes, not Broken.
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	Yes
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	Yes
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	Yes
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	Yes
7	Whether overwriting / corrections are found in lot cards?	No
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	Yes
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	NA
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	Yes
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	No
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	Yes
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	No

	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	NA
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	No
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	No
16	Has WSP stored its 'own' commodity in the warehouse?	No
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	No
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	Yes
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	Yes
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	NA

Observations on warehouse operations:

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is with WSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regional office and details are updated in Key distribution register?	Yes
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	Yes
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	Yes
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	Yes
5	Indicate number of security guards deployed shift wise.	Yes, 1 day-1 night
6	Mention name of the Security Agency offering security services at the WH	Sureksha Securities Services.
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	Yes Yes
8	Whether security guard stays inside or outside the warehouse premises?	Yes
9	Whether there are proper night lighting in warehouse premises for the security purpose?	Yes
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	Yes
11	Whether the board of "Complaint/feedback register available at warehouse" is displayed at the warehouse? (Pls mention the place of display of the board)	Yes
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	Yes
	a. No. of Fire Extinguishers	13
	b. No. of Sand Buckets	20
	c. Capacity of water tank available as per operational guidelines?	Yes,25000 litre.
	d. Is water pump attached to storage tank with hose pipe?	Yes
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	Yes
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	18/03/2024-17/03/2025
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	Yes , 31 Aug 2024
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	Yes
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	Yes, record Maintained. 31 Aug 2024

16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	Yes – 31 Aug 2024 Galaxy Enterprises
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	Yes, record Maintained.
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	
19	Whether Live Electricity connection found inside the godown where cotton is stored?	No
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	NA
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NA
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NA
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	Yes Inside
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	60 MT , Expiry-26/03/2025
A		-
B		-
C		-
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	NA
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	Yes, Inside the warehouse
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	Yes
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	Yes

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	Yes
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	Yes
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	Yes
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	Yes, available.
	• Warehouse opening-closing Register	Yes
	• Daily Transaction Register	Yes
	• Complaint Register	Yes
	• Stack wise/Lot wise register Physical/Electronic form	Yes
	• PV Register	Yes
	• Instrument/Equipment Internal Calibration Register	Yes
	• Gate in gate out cum Visitor Register	Yes
	• Spot Rejection Register	Yes
	• Sample register	Yes
	• Incidence records /Notices register	Yes
	• Lien register	Yes
	• Pest control activity register	Yes
	• Key distribution register	Yes
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	No
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	Yes
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	Yes
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	NA
8	Whether separate entries are done for Exchange & Non-Exchange stock?	Yes
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	Yes
10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	Yes
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	Yes WDRA License
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	Yes
13	Whether the valid stocks are as per CCRL/Comris system record?	Yes
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	Yes

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	Yes
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	No
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	Yes, Pucca boundary Wall.
4	Whether warehouse is having good drivable approach road & adequate parking space for vehicles?	Yes
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	Yes
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	Yes
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	No
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	Yes
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	Yes,found
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	Yes, 14/07/2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	Yes
10	Whether Handling equipment available?	Yes
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	Yes
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	Yes
13	Whether the WH office is inside the godown? (not acceptable for cotton)	No
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	Yes, Concrete
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	Yes
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	Yes
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A

18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	Yes

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	Yes, Working Condition
1a	Is moisture meter available at warehouse?	Yes
1b	Last calibrated on..... (dd/mm/yyyy)	
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	Yes
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	Yes
4	Is Reference sample duly sealed & signed by the WH official/in charge?	Yes
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	Yes
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	Yes
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	Yes
8	Is record for courier of samples to the assayer available?	Yes
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	No

Checklist w.r.t. MCXCCL Circular (Cotton Bales)

Sr. No.	Parameters	Observation
1	Whether bales have all the proper markings in the form of unique press running number (PRN) Whether every bale has a label giving details of variety weight, crop year when checked randomly? And any other details as may be required from time to time? Does each bale have a label / sticker giving the bale number in figures along with ginner details?	Yes
2	Whether warehouse has put in a deposit stamp / sticker, containing the date of deposit of the goods on each bale deposited?	Yes
3	Forklift – battery operated or fuel operated?	No
4	Placement of the Firefighting equipment? Inside the godown or outside? (Placement inside the godown is not allowed)	
5	Proximity to source of fire hazard if any. whether any fire-risk is noticed in close vicinity of the warehouse? Mention the approximate distance of source of fire risk.	No
6	Whether cotton samples are stored inside the godown?	Yes
7	Whether opening and closing of cotton godown is done under supervision of Warehouse Manager and the register maintained indicating the purpose of opening and date and time of opening/closing?	Yes
8	In case, more than 3 straps of bales are broken, whether re-strapping of the bales is done within 10 working days from the date of strap broken & record of the strap break and re-strapping is maintained? In incidence register?	No

Inspection Details

Date of Inspection	14/10/2024	
Signature		
Inspection Done By	Anuroop Pandey	
Maker		Checker

Warehouse Audit Report

Date of Regular/Surprise Audit	17/10/2024	**Delivery Centre**	Barabanki
Time in and Time out	12:53 PM TO 2:00 PM	**Address of Warehouse**	KH. 137 Badagawn masala, BBK (UP)
Name of Warehouse	Yamada Kapoor Baboo Gupta Warehouse		
Name of Auditor	AJAY SAHANI	**Name of Warehou Manager**	Laxman Patak
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency, if external	Mr.Mohan Mcxccl 03/10/2024	**Capacity of Warehouse**	2588 MT
		Capacity Utilization warehouse (%)	18 %

Stock Reconciliation:

Commodity	**Stock Quantity as on 15 Oct 2024 (closing balance)**				**Difference if any**	**Remarks**
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	**Quantity as perWSP MIS (Bales/ Bags/Drums /Bundle/Bars)**	**Quantity as perWSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)**	**Quantity as perPhysical Verification (Bales/ Bags/Drums/ Bundle/Bars)**		
1.Mentha Oil	Drums	Drums	Drums	Drums	-	-
i. Valid Stock	804	804	804	804	-	-
ii. Under QC	-	-	-	-	-	-
iii. Rejected	-	-	-	-	-	-
iv. FED	02	02	02	02	-	-
v. Non-Exchange	-	-	-	-	-	-
Total	806	806	806	806	-	-

Observations/Recommendations:

Nill Observation

Audit Summary:

Nill Observation

Verification status of Previous Audit:

By MCXCCL audit conducted on 16 October 2024 : Nil Observation
By MCXCCL External audit conducted by M/s. QSS as on 27 April 2024: Nil observations reported
By WSP Internal audit conducted on 04 Oct 2024 - Nil observations reported
By WSP appointed external audit agency JHS as on 05 July 2024- Nil observations reported.

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	YES
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	YES NO YES NO NO NO NO NO
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	N/A
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	NO
8	Whether suitable dunnage material, as per good warehousing practices available (except Mentha oil/ metals) for stored goods ?	N/A
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /Retested is done within two working days of transaction?	YES
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	YES

11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES, 2 DRUM
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	N/A
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	NO
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	NO
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	YES
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	NO
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	NO
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	YES
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	N/A

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is withWSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regionaloffice and details are updated in Key distribution register?	WSP (YES)
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	Yes
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	Yes
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	02
5	Indicate number of security guards deployed shift wise.	YES, 3 (1 Day and 2 Night)
6	Mention name of the Security Agency offering security services at the WH	Reliable security services
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	Yes
8	Whether security guard stays inside or outside the warehouse premises?	YES, OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of “Complaint/feedback register available at warehouse” is displayed at the warehouse? (Pls mention the place of display of the board)	YES, Complaint/feedback register available at warehouse
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	05(29-Sep-2023)
	b. No. of Sand Buckets	20
	c. Capacity of water tank available as per operational guidelines?	No
	d. Is water pump attached to storage tank with hose pipe?	NA
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	NA

	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	Yes (24-April-2025)
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	Yes (30-July-2024)
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	Yes
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	Yes, 04/07/2024
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	Yes 30/07/2024
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NA
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NA
19	Whether Live Electricity connection found inside the godown where cotton is stored?	NA
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	Yes
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	No
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	Yes outside
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	Inside
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	Yes
A	0.5 MT 21-June-2025	-
B	Batt 07-Aug-2026	-

C	-	
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	NA
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	Yes
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	Mr. Kanhaiya Jha 03 Nov 2024
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	No

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	Yes
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	Yes
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	Yes
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	Yes
	Warehouse opening-closing Register	Yes
	Daily Transaction Register	Yes
	Complaint Register	Yes
	Stack wise/Lot wise register Physical/Electronic form	Yes
	PV Register	Yes
	Instrument/Equipment Internal Calibration Register	Yes
	Gate in gate out cum Visitor Register	Yes
	Spot Rejection Register	Yes
	Sample register	Yes
	Incidence records /Notices register	Yes
	Lien register	Yes
	Pest control activity register	Yes
	Key distribution register	Yes
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	No
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	Yes
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	Yes
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	Yes
8	Whether separate entries are done for Exchange & Non-Exchange stock?	NA
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	Yes

10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	Yes
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	Yes (16-June-2025)
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	Yes
13	Whether the valid stocks are as per CCRL/Comris system record?	Yes
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	Yes

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	Yes
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	No
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	Yes (Boundary Wall)
4	Whether the warehouse is having good drivable approach road & adequate parking space for vehicles?	Yes
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	No
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	No
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NA
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	Yes
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	Yes
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	Yes, 02/07/2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	Yes
10	Whether Handling equipment available?	Yes (Manual)
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	Yes
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	Yes (14 NOS)
13	Whether the WH office is inside the godown? (not acceptable for cotton)	Yes
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	Bricks

15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	Yes 3 ft.
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	Yes
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	NA
18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	NA
1a	Is moisture meter available at warehouse?	NA
1b	Last calibrated on (dd/mm/yyyy)	NA
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	NA
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	Yes
4	Is Reference sample duly sealed & signed by the WH official/in charge?	Yes
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	Yes
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	Yes
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	Yes
8	Is record for courier of samples to the assayer available?	Yes
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	N/A

Checklist w.r.t. MCXCCL Circular (Mentha Oil)

Sr. No.	Parameters	Observation
1	Any records available regarding person visits to depositor place for weighing the empty drums?	Yes
2	Are there any proof / records available stating that the empty drum Weighment is done on calibrated weighbridge or weighing scale?	Yes
3	Whether the white sticker is non-tearable and non-removable?	No
4	Whether sticker is signed and date mentioned with permanent marker?	Yes
5	Any Drums accepted without white stickers?	No
6	Whether any record of preliminary testing is available or not?	Yes
7	Whether the weight of the Mentha Oil in drum is 180 kg Net or within tolerance limit of 1% (i.e. +/- 1.8 Kg) as prescribed in Procedure for dealing with Mentha oil? Check the weight randomly	Yes
8	Whether the lot numbers are mentioned on drums with permanent marker?	Yes
9	Whether the drums in same lot are kept together and traceable?	Yes
10	Whether any record available for revalidation? (If any)	Yes
11	Is any undertaking taken from the Beneficiary/Client, if required or applicable?	NA
12	In case of damaged/leaked drums, whether the drum is changed immediately & record of the same is maintained/updated in incidence register?	Yes
13	Whether the firm/ company depositing Mentha Oil is registered in the respective local Mandi? (verify the records)	Yes (30-June-2025)

Inspection Details

Date of Inspection	17/10/2024	
Signature		
Inspection Done By	AJAY SAHANI	
Maker		**Checker**

An ISO 9001:2008 Certified Company
92443 18764 | 0731 4248722 | admin@truequality.in
Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001
www.truequalitycert.com

Warehouse Audit Report

Date of Regular/Surprise Audit	16 October 2024	**Delivery Centre**	Barabanki
Time in and Time out	1:30 Pm to 5:00 pm	**Address of Warehouse**	KH. 137 Badagawn Masuali BBK(UP)
Name of Warehouse	Steinweg Gupta Suppliers Company		
Name of Auditor	Ajay sahani	**Name of Warehou Manager**	Vikrant Sindu
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency, if external	Mr.Anil kumar mcxccl	**Capacity of Warehouse**	1406 MT
		Capacity Utilization warehouse (%)	60 %

Stock Reconciliation:

Commodity	**Stock Quantity as on 14 Oct 2024 (closing balance)**				**Difference if any**	**Remarks**
	Quantity as per MCXCCL (Bales/ Bags/Drums/Bundle/Bars)	**Quantity as perWSP MIS (Bales/ Bags/Drums /Bundle/Bars)**	**Quantity as perWSP Warehouse record (Bales/Bags/ Drums/ Bundle/Bars)**	**Quantity as perPhysical Verification (Bales/ Bags/Drums/ Bundle/Bars)**		
Mentha Oil	Drum	Drum	Drum	Drum		
i. Valid Stock	1130	1098	1098	1098	32	SSIPL/BAR/ 0147/0148 Dated 14 oct 2024
ii. Under QC	12	12	12	12	-	
iii. Rejected	60	60	60	60	-	
iv. FED	2	2	2	2	-	
v. Non-exchange	-	-	-	-		
Total	1204	1172	1172	1172		

Observations/Recommendations:

Nil observation

Audit Summary:

Nil observation

Verification status of Previous Audit:

By MCXCCL audit conducted on 17th October 2024 – Nil Observation
By MCXCCL External audit conducted by M/s. QSS as on 27 April 2024: Nil observations reported
By WSP Internal audit conducted on 03-Oct-2024 - Nil observations reported
By WSP External audit conducted by M/s. QSS as on 04-07-2024 2024 - Nil Audit Observations reported

Observations on Stacking

Sr. No.	Parameters	Observation
1	Whether the appearance of the stored stocks is neat and free from dust/stains of oil, rust, cracks etc.?	Yes
2a	Whether Packaging condition of stock deposited is as per MCXCCL norms/ procedure guidelines/ relevant circulars as mentioned below? Cotton - Circular no. MCXCCL/WHL/249/2023 dated October 16, 2023 Mentha Oil- Circular no. MCXCCL/WHL/141/2021 dated May 31, 2021 Aluminium: Circular no. MCXCCL/WHL/045/2023 dated February 16, 2023 Lead: Circular no. MCXCCL/WHL/220/2023 dated September 15, 2023 Copper: Circular no. MCXCCL/WHL/868/2020 dated November 23, 2020 Zinc: Circular no. MCXCCL/WHL/044/2023 dated February 16, 2023 Nickel: Circular no. MCXCCL/WHL/868/2020 dated --- November 23, 2020 Note: any subsequent circular issued for above mentioned commodity shall be referred for compliance	Yes NO Yes NO NO NO NO NO
2b	Metal & Cotton - no straps should be broken in exchange deliverable stock	NA
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	Yes
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	Yes
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	Yes
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	Yes
7	Whether overwriting / corrections are found in lot cards?	No
8	Whether suitable dunnage material, as per good warehousing practices available (except Mentha oil/ metals) for stored goods ?	NA
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /Retested is done within two working days of transaction?	Yes
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	Yes

11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	No
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	No
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	NA
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	Yes
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	No
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	No
16	Has WSP stored its 'own' commodity in the warehouse?	No
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	No
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	No
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	Yes
20	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	NA

Observations on Warehouse Operations

Sr. No.	Parameters	Observation
1	Whether custody of Navtal brand lock and key of the warehouse/godown is withWSP/WH Owner/others (?)(Pls specify) Whether additional key of Warehouse available at WSP Head office/WSP regionaloffice and details are updated in Key distribution register?	YES, Whether custody of Navtal brand lock and key of the warehouse/godown is with WSP.
2	Does the WSP use Navtal brand lock seals at every lock of all shutters which are used for transaction of goods? Whether seal details are captured in register.	YES, Navtal brand lock seal available , last seal entry available.
3	Does the warehouse change Navtal brand locks every six months in June and December? Verify the serial number of lock and key, date when it was last changed.	YES
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	WH staff- 02
5	Indicate number of security guards deployed shift wise.	YES, 03 (1DAY,2NIGHT)
6	Mention name of the Security Agency offering security services at the WH	United SECURITY
7	Whether WH staff and Security personnel carrying their identity cards, and are in proper uniform and with baton, torch, whistle etc? Whether security guards checks for any presence of matchbox, gas lighter, chemicals and inflammable items of person entering the warehouse?	YES
8	Whether security guard stays inside or outside the warehouse premises?	YES, OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES,
11	Whether the board of “Complaint/feedback register available at warehouse” is displayed at the warehouse? (Pls mention the place of display of the board)	YES, Complaint/feedback register available at warehouse
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	06
	b. No. of Sand Buckets	20
	c. Capacity of water tank available as per operational guidelines?	NO
	d. Is water pump attached to storage tank with hose pipe?	NA
	e. Availability of water fire hydrant points/sprinkler system for Cotton Bales.	NA

	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	Yes (24-April-2025)
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	Yes (30-July-2024)
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	Yes
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES, 23/05/2024
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES, 23/05/2024
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NA
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NA
19	Whether Live Electricity connection found inside the godown where cotton is stored?	NA
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	Yes
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	No
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	N/A
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES, OUTSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	-
A	NAME-SHRI GANESH NATIONAL FIBER, CAPACITY- 50MT, EXPIRY- 25/09/2025	OUTSIDE
B	NAME- RAHUL COTTON & FIBER, CAPACITY- 50MT, EXPIRY- 24/10/2024	OUTSIDE

C	-	-
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	N/A
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	YES, Anil Kumar
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

Observation on Warehouse Record Keeping

Sr. No.	Parameters	Observation
1	Whether copy of KYD with requisite documents available for all beneficiaries/depositors at warehouse? Mention the names of depositor(s) incase of incomplete documents.	YES
2	Are the soft copy/digital signed copy/original DTD with requisite documents available at warehouse? Mention the names of depositors incase of incomplete documents.	YES, DTD AVAILABLE
3	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	YES
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	YES, REGISTER AVAILABLE
	Warehouse opening-closing Register	YES
	Daily Transaction Register	YES
	Complaint Register	YES
	Stack wise/Lot wise register Physical/Electronic form	YES
	PV Register	YES
	Instrument/Equipment Internal Calibration Register	YES
	Gate in gate out cum Visitor Register	YES
	Spot Rejection Register	YES
	Sample register	YES
	Incidence records /Notices register	YES
	Lien register	YES
	Pest control activity register	YES
	Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NO
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	YES
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	YES
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	YES
8	Whether separate entries are done for Exchange & Non-Exchange stock?	YES
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	YES

10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	YES
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	YES
13	Whether the valid stocks are as per CCRL/Comris system record?	YES
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	NO
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	YES, the warehouse is well- protected by Pucca Boundary wall
4	Whether the warehouse is having good drivable approach road & adequate parking space for vehicles?	Yes
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	No
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	No
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NA
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	Yes
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	Yes
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	Yes 05 July 2024
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	Yes
10	Whether Handling equipment available?	Yes (Manual)
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	Yes
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	Yes
13	Whether the WH office is inside the godown? (not acceptable for cotton)	Yes
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	Bricks

An ISO 9001:2008 Certified Company

92443 18764 | 0731 4248722 | admin@truequality.in

Registered Office : 410-B 4th Floor, Corporate House, RNT Marg Indore (M.P.) 452001

www.truequalitycert.com

15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	Yes
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	Yes
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	N/A
18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	NA
1a	Is moisture meter available at warehouse?	NA
1b	Last calibrated on (dd/mm/yyyy)	NA
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	NA
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	Yes
4	Is Reference sample duly sealed & signed by the WH official/in charge?	Yes
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	Yes
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	Yes
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	Yes
8	Is record for courier of samples to the assayer available?	Yes
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	NO

Checklist w.r.t. MCXCCL Circular (Mentha Oil**)**

Sr. No.	Parameters	Observation
1	Any records available regarding person visits to depositor place for weighing the empty drums?	Yes
2	Are there any proof / records available stating that the empty drum Weighment is done on calibrated weighbridge or weighing scale?	Yes
3	Whether the white sticker is non-tearable and non-removable?	No
4	Whether sticker is signed and date mentioned with permanent marker?	Yes
5	Any Drums accepted without white stickers?	No
6	Whether any record of preliminary testing is available or not?	Yes
7	Whether the weight of the Mentha Oil in drum is 180 kg Net or within tolerance limit of 1% (i.e. +/- 1.8 Kg) as prescribed in Procedure for dealing with Mentha oil? Check the weight randomly	Yes
8	Whether the lot numbers are mentioned on drums with permanent marker?	Yes
9	Whether the drums in same lot are kept together and traceable?	Yes
10	Whether any record available for revalidation? (If any)	Yes
11	Is any undertaking taken from the Beneficiary/Client, if required or applicable?	NA
12	In case of damaged/leaked drums, whether the drum is changed immediately & record of the same is maintained/updated in incidence register?	Yes
13	Whether the firm/ company depositing Mentha Oil is registered in the respective local Mandi? (verify the records)	Yes (June-2025)

Inspection Details

Date of Inspection	16-Oct-2024	
Signature		
Inspection Done By	Ajay Sahani	
Maker		**Checker**