Warehouse Inspection Reports- Base Metals
By MCXCCL External Audit Agency

Warehouse Inspection Reports of April – May 2024

INDEX

1. Warehouse Inspection Reports by MCXCCL External Audit Agency for **Base Metals**- April – May 2024 (Reports- 01 to 14)

QSS INSPECTION AND TESTING PRIVATE LIMITED

BRANCH OFFICE

202-205, Sapphire Twins Scheme no. 54, A.B. Road

Infront of C-21 Mall, Indore – 452010 Tel : (0731) 4001049-11-12

E-mail : vp.agri@qitservices.in

Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	27.APRL.2024	Delivery Centre	RAIPUR
Time in and Time out	10.00AM TO 3.00 PM	Address of Warehouse	CISDC sondongri,04 Industrial Area.Tahsil and district Raipur,Chattisgadh,492099
Name of Warehouse	AMRIT UDYOG PVT LTD		
Name of Auditor	Mr.OMPRAKASH UPWANSHI	Name of Warehouse Manager	Mr.VINOD KUMAR SAHU
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	Mr.SUYOG THUKRUL 26.04.2024	Capacity of Warehouse	3400 MT
		Capacity Utilization of warehouse (%)	30.20%

Stock Reconciliation:

Commodity	Stock Quantity as on 26.april .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. ALLUMINIUM	BUNDLE		BUNDLE		BUNDLE		BUNDLE			
i. Valid Stock	39		39		39		39			
ii. Under QC	199		199		199		199			
iii. Rejected	03		03		03		03			
iv. FED	-		-		-		-			
v. Non-exchange	-		-		-		-			
Total	241		241		241		241			

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Observations/Recommendations:

NIL OBSERVATION

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on 26 APRIL 2024 ---SUYOG THUKRUL : Nill observation reported.
By MCXCCL External audit conducted by M/s. Indian commodity on 8 nov. 2023 : Nill observation reported.
By WSP Internal audit conducted on 1 April 2024: Nill observation reported.
By WSP External audit conducted M/s. QSS as on 4 JAN 2024: Nill observation reported.

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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 YES 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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVERWRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	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
11	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)	N/A
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES REJECTED 01 INGOTE AND 02 SOW
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	NO
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	NO
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	N/A
17	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
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	NO

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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	RAKESH KUSHWAH 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-OUT SIDE
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(WALL PAITING)
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
10	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 2000 ltr available as per operational guidelines?	YES-2000LTR
	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 points

	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES 28 JAN 2025
11	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 16 FAB 2024
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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
14	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	NA
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NA
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NA
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	NO
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	NO
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	MANUAL SCALE WEIGHT BRIDGE	22.AUG.2024
B		
C		
22	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?	NO
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES

24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES 01.APRIL.2024 SUYOG THUKRUL
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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	WhethereNWR/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 New register available in 15.05.2024as for new operation guidline 1.6
	• Daily Transaction Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Complaint Register	YES New register available in 15.05.2024as for new operation guidline 1.6

	• Stack wise/Lot wise register Physical/Electronic form	YES New register available in 15.05.2024as for new operation guidline 1.6available
	• PV Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Instrument/Equipment Internal Calibration Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Spot Rejection Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Sample register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Lien register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Pest control activity register	YES New register available in

		15.05.2024as for new operation guidline 1.6.
	• Key distribution register	YES New register available in 15.05.2024as for new operation guidline 1.6
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NA
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
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 GRAM PANCHAYAT
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	NAGAR PALIKA NIGAM RAIPUR APPLIED ON 18 AUG 2021
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

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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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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-6-NOV-2023
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-10 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
15	Whether the warehouse has adequate plinth (elevation from ground	YES 5 FIT APPROX

	level) as per WDRA norm?	
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)	YES
18	Whether Sufficient office space available for equipmentviz. 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
1a	Is moisture meter available at warehouse?	YES
1b	Last calibrated on …… (dd/mm/yyyy)	13 AUG 2023
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	N/A
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	N/A
4	Is Reference sample duly sealed & signed by the WH official/in charge?	N/A
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	N/A
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunkin the sample storage area?	N/A
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	N/A
8	Is record for courier of samples to the assayer available?	N/A
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	NO

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Annexure-1

Annexure-1

Checklist w.r.t.MCXCCL Circular (Metal)

Sr. No.	Parameters	Observation
1	Whether the Certificate of Analysis (CoA) of the producer at the time of deposits with containing details like Brand name of the associated lots, Producer's name, Batch No & certificate date been collected by warehouse?.	YES
2	Whether the packing list for deposited goods are available as per the latest circular or notwith following details; - Contains net weight - Contains gross weight - Contains batch no - No. of units in bundles/lot.	YES
3	Whether the copy of Invoice available for all deposits?	YES
4	Whether the copy of Certificate of Origin and Custom clearance documents are available in case of Imported goods or not?	N/A
5	Whether the producer's sticker is available or not on each ingots/ bundle?	YES
6	Whether the following details are mentioned in sticker or not?	YES
	• Producer/ manufacturer name	YES
	• Net Weight	YES
	• Batch No (printed/sticker/stenciled/laser?)	YES
	• Purity	YES
	• Date of Manufacturing/ Production	YES
	• Number of Pieces of Ingots/ sheets in each bundle	YES
7	Whether batch number/lot number is hand written?	N/A
8	Whether the Ingots/ bundle are physically sound and free of harmful/ any defects? (such as segregation, piping, spilt /broken , inclusions or visible contamination of metal)	YES
9	Whether mixing of bundle(s) of different brands are observed?	N/A

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10	Whether the annual Inspection of electrical points done or not? Check the record.	N/A
11	In case, more than 1 strap is broken, whether re-strapping is done within 07 working days from the date of strap broken & record of the strap break and re-strapping is maintained ? In incidence register?	NOT OBSERVED
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	N/A
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	N/A
14	Is there any sign of corrosion in stored stocks?	N/A

Annexure-1

Inspection Details

Date of Inspection	27-April-2024	
Signature		
Inspection Done By	Mr.OMPRKASHUPWANSHI	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.14 17:40:11 +05'30'

Ashish Acharya
Place: Indore

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Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	27.April.2024	Delivery Centre	RAIPUR
Time in and Time out	10.00AM TO 3.00 PM	Address of Warehouse	CISDC sondongri,04 Industrial Area.Tahsil and district Raipur,Chattisgadh,492099
Name of Warehouse	SURYA UDYOG PVT LTD		
Name of Auditor	Mr.OMPRAKASH UPWANSHI	Name of Warehouse Manager	Mr.VINOD KUMAR SAHU
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	Mr.SUYOG THUKRUL 26.April.2024	Capacity of Warehouse	1000 MT
		Capacity Utilization of warehouse (%)	36.57 %

Stock Reconciliation:

Commodity	Stock Quantity as on 26.April.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. ALLUMINIUM	BUNDLE		BUNDLE		BUNDLE		BUNDLE			
i. Valid Stock	50		50		50		50			
ii. Under QC	-	-	-	-	-	-	-			
iii. Rejected	-	-	-	-	-	-	-			
iv. FED	-	-	-	-	-	-	-			
v. Non-exchange	-	-	-	-	-	-	-			
Total	50		50		50		50			

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Observations/Recommendations:

Nil obsevation

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on-26 April 2024 ,Suyog Thukrul : Nill observation reported.
By MCXCCL External audit conducted by M/s. QSS on 18 MAY 2023: Nill observation reported
By WSP Internal audit conducted on- 2 APRIL 2024: Nill observation reported
By WSP External audit conducted M/s. QSS as on 4 JAN 2024: Nill observation reported

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Sr. No.	Parameters	Observation
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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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	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
11	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)	N/A
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	NO
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	NO
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4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	02
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	RAKESH KUSHWAH MEJOR 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
8	Whether security guard stays inside or outside the warehouse premises?	YES-OUT SIDE
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
10	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	15
	c. Capacity of water tank 2000 ltr available as per operational guidelines?	No ,
	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 points

	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES 28 JAN 2025
11	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 16 FAB 2024
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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 29 FAB 2024
14	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	NA
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NA
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NA
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	NO
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	NO
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	MANUAL SCALE WEIGHTBRIDGE—3 MT	22.AUG2024
B		
C		
22	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?	NO
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES

24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES 2.APRIL.2024 SUYOG THUKRUL
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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	WhethereNWR/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- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Daily Transaction Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Complaint Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new

		operation guidline 1.6
	• Stack wise/Lot wise register Physical/Electronic form	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• PV Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Instrument/Equipment Internal Calibration Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Spot Rejection Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Sample register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES- New register available in WAREHOUSE 15.MAY .2024as for new

		operation guidline 1.6
	• Lien register	YES,Ifective 15.05.2024
	• Pest control activity register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Key distribution register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NA
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
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 19.FEB.2021
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	NAGAR PALIKA NIGAM RAIPUR 22 AUG 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

BRANCH OFFICE

202-205, Sapphire Twins Scheme no. 54, A.B. Road

Infront of C-21 Mall, Indore – 452010 Tel : (0731) 4001049-11-12

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Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	NO
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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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 10JAN 2024
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 (5 AIRLETS-10 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
15	Whether the warehouse has adequate plinth (elevation from ground	YES 2.5 FIT APPROX

	level) as per WDRA norm?	
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)	YES
18	Whether Sufficient office space available for equipmentviz. 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
1a	Is moisture meter available at warehouse?	YES
1b	Last calibrated on …… (dd/mm/yyyy)	N/A
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	N/A
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	N/A
4	Is Reference sample duly sealed & signed by the WH official/in charge?	N/A
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	N/A
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunkin the sample storage area?	N/A
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	N/A
8	Is record for courier of samples to the assayer available?	N/A
9	Do the Goods stored come into direct contact with water or excess moisture which can be detrimental to its usability or quality?	NO

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Annexure-1

Checklist w.r.t.MCXCCL Circular (Metal)

Sr. No.	Parameters	Observation
1	Whether the Certificate of Analysis (CoA) of the producer at the time of deposits with containing details like Brand name of the associated lots, Producer's name, Batch No & certificate date been collected by warehouse?.	YES
2	Whether the packing list for deposited goods are available as per the latest circular or notwith following details; - Contains net weight - Contains gross weight - Contains batch no - No. of units in bundles/lot.	YES
3	Whether the copy of Invoice available for all deposits?	YES
4	Whether the copy of Certificate of Origin and Custom clearance documents are available in case of Imported goods or not?	N/A
5	Whether the producer's sticker is available or not on each ingots/ bundle?	YES
6	Whether the following details are mentioned in sticker or not?	YES
	• Producer/ manufacturer name	YES
	• Net Weight	YES
	• Batch No (printed/sticker/stenciled/laser?)	YES
	• Purity	YES
	• Date of Manufacturing/ Production	YES
	• Number of Pieces of Ingots/ sheets in each bundle	YES
7	Whether batch number/lot number is hand written?	N/A
8	Whether the Ingots/ bundle are physically sound and free of harmful/ any defects? (such as segregation, piping, spilt /broken , inclusions or visible contamination of metal)	YES
9	Whether mixing of bundle(s) of different brands are observed?	N/A
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES -20 NOV.2023

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11	In case, more than 1 strap is broken, whether re-strapping is done within 07 working days from the date of strap broken & record of the strap break and re-strapping is maintained ? In incidence register?	N/A
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	N/A
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	N/A
14	Is there any sign of corrosion in stored stocks?	N/A

Annexure-1

Inspection Details

Date of Inspection	27-APRIL-2024	
Signature		
Inspection Done By	MR.OMPRKASHUPWANSHI	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.14 17:45:49 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

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Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	02.MAY.2024	Delivery Centre	Raipur
Time in and Time out	2.05 PM TO 5.15 PM	Address of Warehouse	Opp. Best Price, Ring Road No-2, Bhanpuri, Raipur Chhattisgarh - 493221.
Name of Warehouse	Purushottam Patel Warehose		
Name of Auditor	Mr.SANDEEP WAGHADE	Name of Warehouse Manager	Mr. HEMANT SAHU
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	Mr.SUYOG 25.APRIL.2024	Capacity of Warehouse	2200 MT
		Capacity Utilization of warehouse (%)	13 %

Stock Reconciliation:

Commodity	Stock Quantity as on _30.APRIL.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. ALUMINIM	BUNDLE		BUNDLE		BUNDLE		BUNDLE			
i. Valid Stock	19	-	19	-	19	-	19	-		
ii. Under QC	-	-	-	-	-	-	-	-		
iii. Rejected	-	-	-	-	-	-	-	-		

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iv. FED	-	-	-	-	-	-	-	-		
v. Non-exchange	-	-	-	-	-	-	-	-	-	
Total	19	-	19	-	19	-	19	-		

Observations/Recommendations:

Nil observation

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on 25 APRIL 2024SUYOG THUKRUL – 1. Improper cleaning condition. 2. Non adherence of stickers/label requirement in accordance with deliver processor for aluminum SOWS. 3. Man roiling shutter has opening and closing is cure. 4. Unavailability of training record of security personal.
By MCXCCL External audit conducted – New warehouse has accredited on 2 Dec 2023
By WSP Internal audit conducted on 2 Jan 2024-: nil observation reported.
By WSP External audit conducted M/s. Dilip tiwari & associates as on 1 Jan 2024: Miner cracks found at warehouse nil observation verified during subsequent audit conducted by 11 Jan 2024 and found close.

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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 N/A N/A YES N/A N/A N/A
2b	Metal& Cotton - no straps should be broken in exchange deliverable stocks	NA
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

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7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	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
11	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)	N/A
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	NO
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	NO
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	NO
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	YES
17	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
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	N/A

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bservations 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.	NO
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	04
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	REVILS PARK FACILITIES SERRVICES
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-OUT SIDE
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-(WALL PAITING)
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
10	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 points
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES Valid UP TO Date14 DEC.2024
11	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- 27 JAN 2024
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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 21 JAN.2024
14	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 21 JAN.2024
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	YES
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	YES
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES3.5 MT
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	MANUAL SCALE WEIGHT BRIDGE	08 FEB.2024

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B		
C		
22	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
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	NA
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES -03 APRIL 2024 (SUYOG THUKRAL)
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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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	WhethereNWR/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?	All Old register available at warehouse
	• Warehouse opening-closing Register	YES -New register effective date from 15 May 2024
	• Daily Transaction Register	YES -New register effective date from 15 May 2024
	• Complaint Register	YES -New register effective date from 15 May 2024
	• Stack wise/Lot wise register Physical/Electronic form	YES -New register effective date from 15 May 2024
	• PV Register	YES -New register effective date from 15 May 2024
	• Instrument/Equipment Internal Calibration Register	YES -New register effective date from 15 May 2024
	• Gate in gate out cum Visitor Register	YES -New register effective date from 15 May 2024
	• Spot Rejection Register	YES -New register effective date from 15 May 2024
	• Sample register	YES -New register effective date from 15 May 2024
	• Incidence records /Notices register	YES -New register effective date from 15 May 2024
	• Lien register	YES -New register effective

		date from 15 May 2024
	• Pest control activity register	YES -New register effective date from 15 May 2024
	• Key distribution register	YES -New register effective date from 15 May 2024
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
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 –GRAM PANCHAYAT
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	7 NOV.2024- GRAM PANCHAYAT
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

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 &	YES

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	adequate parking space for vehicles?	
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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 footage Available TO 19 JAN 2024
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 (8 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?	3.5 FIT
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

202-205, Sapphire Twins Scheme no. 54, A.B. Road

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Annexure-1

Checklist w.r.t.MCXCCL Circular (Metal)

Sr. No.	Parameters	Observation
1	Whether the Certificate of Analysis (CoA) of the producer at the time of deposits with containing details like Brand name of the associated lots, Producer's name, Batch No & certificate date been collected by warehouse?.	yes
2	Whether the packing list for deposited goods are available as per the latest circular or notwith following details; - Contains net weight - Contains gross weight - Contains batch no - No. of units in bundles/lot.	YES
3	Whether the copy of Invoice available for all deposits?	YES
4	Whether the copy of Certificate of Origin and Custom clearance documents are available in case of Imported goods or not?	N/A
5	Whether the producer's sticker is available or not on each ingots/ bundle?	YES
6	Whether the following details are mentioned in sticker or not?	YES
	• Producer/ manufacturer name	YES
	• Net Weight	YES
	• Batch No (printed/sticker/stenciled/laser?)	YES
	• Purity	YES
	• Date of Manufacturing/ Production	YES
	• Number of Pieces of Ingots/ sheets in each bundle	YES
7	Whether batch number/lot number is hand written?	N/A

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8	Whether the Ingots/ bundle are physically sound and free of harmful/ any defects? (such as segregation, piping, spilt /broken , inclusions or visible contamination of metal)	YES
9	Whether mixing of bundle(s) of different brands are observed?	N/A
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES
11	In case, more than 1 strap is broken, whether re-strapping is done within 07 working days from the date of strap broken & record of the strap break and re-strapping is maintained ? In incidence register?	YES
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	N/A
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	N/A
14	Is there any sign of corrosion in stored stocks?	N/A

Inspection Details

Date of Inspection	02.MAY.2024	
Signature		
Inspection Done By	Mr.SANDEEP WAGHADE	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.15 18:19:35 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

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Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	24.APRIL-.2024	Delivery Centre	Sonale- Bhiwandi,
Time in and Time out	1.00 PM TO 3.15 PM	Address of Warehouse	Building H-1 Wing, Gala No.2 & 3,Harihar Complex, Nasik Mumbai Highway, Sonale Village, Taluka:Bhiwandi, District: Thane-421302.
Name of Warehouse	Harihar complex		
Name of Auditor	Mr. DEVIDAS G RATHORE	Name of Warehouse Manager	Mr.ankit kumar
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	Mr.ANIL KUMAR 05.APRIL.2024	Capacity of Warehouse	3500 MTS
		Capacity Utilization of warehouse (%)	30 %

Stock Reconciliation:

Commodity	Stock Quantity as on _23.APRIL.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. Copper---	Bundle	-	Bundle		Bundle		Bundle	-		
i. Valid Stock	58	-	58	-	58	-	58	-		
ii. Under QC	42	-	42	-	42	-	42	-		
iii. Rejected	18	-	18	-	18	-	18	-		
iv. FED	-	-	-	-	-	-	-	-		
v. Non-exchange	-	-	-	-	-	-	-	-	-	

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Total	118		118		118		118			
2. zinc	Bundle	-	Bundle		Bundle		Bundle	-		
vi. Valid Stock	688		688		688		688	-		
vii. Under QC	-	-	-	-	-	-	-	-		
viii. Rejected	-	-	-	-	-	-	-	-		
ix. FED	-	-	-	-	-	-	-	-		
x. Non-exchange	-	-	-	-	-	-	-	-	-	
Total	688		688		688		688			
3. Nickel	Bundle	-	Bundle		Bundle		Bundle	-		
xi. Valid Stock	02	-	02	-	02	-	02	-		
xii. Under QC	-	-	-	-	-	-	-	-		
xiii. Rejected	-	-	-	-	-	-	-	-		
xiv. FED	-	-	-	-	-	-	-	-		
xv. Non-exchange	-	-	-	-	-	-	-	-	-	
Total	02	-	02	-	02	-	02	-	-	

Observations/Recommendations:

HOLES ON ROOF SURFACE.

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY.

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Verification status of Previous Audit:

By MCXCCL audit conducted on. **06. March 2024—Suyog Thukrul. Nil observation noted.**
By MCXCCL External audit conducted by. - New warehouse accredited conducted audit as on 12 Jan 2024 WSP external audit.
By WSP Internal audit conducted on -: 05.APRIL 2024 **Nil observation noted.**
By WSP External audit conducted----New warehouse accredited conducted audit as on 12 Jan 2024.audit conducted periodic audit of WSPexternal.

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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 YES YES YES
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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

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7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	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
11	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)	N/A
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	N/A
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	NO
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	NO
17	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?	NO
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	NO

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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-2-EXACUTIVE,1-SUPERVISOR,OPARATER
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	EX.ARMY SERVICESS
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 -INSIDE
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
10	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	07

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	c. Capacity of water tank available as per operational guidelines?	YES
	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 points
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES Valid UP TO Date 23 JAN 2025
11	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 -25 MAY 2023
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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 -07 FEB 2024
14	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 -07 FEB 2024
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NO
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO TERMITE INSFECTATION OBSERVATION
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	NO
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	NO
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	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	NAVI EKEBRATS SCALE—60 MT	27. JUN 2024

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B		
C		
22	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?	NO
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	NO
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES-05.APRIL2024
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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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	WhethereNWR/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?	All Old register available at warehouse
	• Warehouse opening-closing Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Daily Transaction Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Complaint Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Stack wise/Lot wise register Physical/Electronic form	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• PV Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6

	• Instrument/Equipment Internal Calibration Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Spot Rejection Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Sample register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Lien register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Pest control activity register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Key distribution register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
5	Whether any Overwriting/correction is found in the above Registers?	YES- APPROVED TAKEN

	If yes, check whether approval from WSP HO has been obtained or not	FROM 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
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.	GRAM PANCHAYAAT
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES-GRAM PANCHAYAT-27-JUN- 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

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?	YES-
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	YES

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	(Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted on a periodic basis? Is the record of the house keeping maintained?	
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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-20 JAN 2024
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- (18 AIRLETS TOP ROOF)
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
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	5 FIT
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Annexure-1

QSS INSPECTION AND TESTING PRIVATE LIMITED

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Version-2.2
Effective Date:26-Mar-2024

Inspection Details

Date of Inspection	24-APRIL-2024	
Signature		
Inspection Done By	Mr. DEVIDAS G RATHORE	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.18 17:18:41 +05'30'

Ashish Acharya
Place: Indore

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Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	01 MAY.2024	Delivery Centre	Durgapur(West Bengal)
Time in and Time out	3.00 PM TO 3.35 PM	Address of Warehouse	Vikash Saraff (Huf), JL-54, Kunustoria, Burdwan NH-02, West Bengal- 713358
Name of Warehouse	Saraff Warehouse		
Name of Auditor	Mr.Amlesh	Name of Warehouse Manager	Mr. suraj ghosh
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	FIRST AUDIT	Capacity of Warehouse	2230 MT
		Capacity Utilization of warehouse (%)	90.85 %

Stock Reconciliation:

Commodity	Stock Quantity as on _30APRIL.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. Base Metal and Steel Rebar										
i. Valid Stock	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL		
ii. Under QC	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL		
iii. Rejected	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL		
iv. FED	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL		

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v. Non-exchange	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	-
Total									

Observations/Recommendations:

Nil Observation

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on:24 April 2024 –Ranjit Desai -: nill observation reported.
By MCXCCL External audit conducted by -: new warehouse accrediated on 11 jan 2024
By WSP Internal audit conducted on -: 2 April 2024 -: nill observation reported.
By WSP External audit conducted -: new warehouse accrediated on 11 jan 2024.

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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
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) and whether stockis in countable position? stacking done appropriately &isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	Nil stock
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	Nil stock

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7	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
8	Whether overwriting / corrections are found in lot cards?	Nil stock
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	Nil stock
10	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	Nil stock
11	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
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	Nil stock
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	Nil stock
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	Nil stock
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	Nil stock
17	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?	Nil stock
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	Nil stock

202-205, Sapphire Twins Scheme no. 54, A.B. Road

Infront of C-21 Mall, Indore – 452010

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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?	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
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,2 NIGHT
6	Mention name of the Security Agency offering security services at the WH	MEJOR SECURITY SERRVICES
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,OUT SIDE
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 ?	NO
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)	NO
10	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	02

	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.	N/A
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES-Valid UP TO DATE Date 4AUG-2025
11	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
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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 APRIL.2024
14	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
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	N/A
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	NO
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	YES
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	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		17 APRIL 2025

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B		
C		
22	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
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	Nil stock
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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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	WhethereNWR/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?	
	• Warehouse opening-closing Register	YES -New register effective date from 15 May 2024
	• Daily Transaction Register	YES -New register effective date from 15 May 2024
	• Complaint Register	YES -New register effective date from 15 May 2024
	• Stack wise/Lot wise register Physical/Electronic form	YES -New register effective date from 15 May 2024
	• PV Register	YES -New register effective date from 15 May 2024
	• Instrument/Equipment Internal Calibration Register	YES -New register effective date from 15 May 2024
	• Gate in gate out cum Visitor Register	YES -New register effective date from 15 May 2024
	• Spot Rejection Register	YES -New register effective date from 15 May 2024
	• Sample register	YES -New register effective date from 15 May 2024
	• Incidence records /Notices register	YES -New register effective date from 15 May 2024
	• Lien register	YES -New register effective

		date from 15 May 2024
	• Pest control activity register	YES -New register effective date from 15 May 2024
	• Key distribution register	YES -New register effective date from 15 May 2024
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?	Nil stock
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	Nil stock
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.	Central Warehousing Authority
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?	Nil stock
13	Whether the valid stocks are as per CCRL/Comris system record?	Nil stock

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

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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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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
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 (10 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?	3.5 FIT
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 equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

QSS INSPECTION AND TESTING PRIVATE LIMITED

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Infront of C-21 Mall, Indore – 452010

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E-mail :vp.agri@qitservices.in

Inspection Details

Date of Inspection	01 MAY.2024	
Signature		
Inspection Done By	Mr.Amlesh	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.15 13:09:10 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

BRANCH OFFICE

202-205, Sapphire Twins Scheme no. 54, A.B. Road

Infront of C-21 Mall, Indore – 452010 Tel : (0731) 4001049-11-12

E-mail : vp.agri@qitservices.in

Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	27.April.2024	Delivery Centre	KOLKATTA
Time in and Time out	01.50 PM TO 6.25PM	Address of Warehouse	Jalan Industrial Complex, Gate 1, Lane 6, Plot Bearing Number 1352,1353,1354 etc, Part Jangalapur , Kesabpur ,Howrah ,West Bengal -711411
Name of Warehouse	Alka Business LLP		
Name of Auditor	MR.AMLESH RAI	Name of Warehouse Manager	Mr. Saikat Choudhary
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	SUYOG THUKRUL 05.April.2024	Capacity of Warehouse	1500 MT
		Capacity Utilization of warehouse (%)	17 %

Stock Reconciliation:

Commodity	Stock Quantity as on 26 April.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. ZINC	BUNDLE		BUNDLE		BUNDLE		BUNDLE			
i. Valid Stock	158	-	158	-	158	-	158	-		
ii. Under QC	-	-	-	-	-	-	-	-		
iii. Rejected	-	-	-	-	-	-	-	-		
iv. FED	-	-	-	-	-	-	-	-		

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v. Non-exchange	-	-	-	-	-	-	-	-	
Total	158	-	158	-	158	-	158	-	
2. ALUMINIUM	BUNDLE		BUNDLE		BUNDLE		BUNDLE		
vi. Valid Stock	86	-	86	-	86	-	86	-	
vii. Under QC	-	-	-	-	-	-	-	-	
viii. Rejected	-	-	-	-	-	-	-	-	
ix. FED	-	-	-	-	-	-	-	-	
x. Non-exchange	-	-	-	-	-	-	-	-	
Total	86	-	86	-	86	-	86	-	

Observations/Recommendations:

Nil observation

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on.5 April 2024..Ranjit desai
By MCXCCL External audit conducted by M/s. JHS ON 8 NOV 2023.. Nill observation reported.
By WSP Internal audit conducted on 4 JAN 2024 : Nill observation reported.
By WSP External audit conducted M/s. QSS as on 4 JAN 2024: Nill observation reported

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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 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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	NA
11	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)	NA
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	NO
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	NO
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	NO
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	YES
17	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
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	YES

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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 05.04.2024
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	2 STAFF
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	SURAKSHA 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
8	Whether security guard stays inside or outside the warehouse premises?	YES, INSIDE -OUT SIDE
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(flex)
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
10	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	15
	c. Capacity of water tank 2000 ltr available as per operational guidelines?	YES-1000L
	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 points

	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES
11	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 08.DEC.2023
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	27.JAN.2024
13	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.	01.FEB.2024
14	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
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	YES
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES 3 MT
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	YES
A	EXPERT WEIGHT BRIDGE----3 MT	08.DEC.2024
B		
C		
22	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?	NO
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	NO

24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES -03.APRIL.2024 SUYOG
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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	WhethereNWR/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 New register available in 15.05.2024as for new operation guidline 1.6
	• Daily Transaction Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Complaint Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Stack wise/Lot wise register Physical/Electronic form	YES New register

		available in 15.05.2024as for new operation guidline 1.6available
	• PV Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Instrument/Equipment Internal Calibration Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Spot Rejection Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Sample register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Lien register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Pest control activity register	YES New register available in 15.05.2024as for new

		operation guidline 1.6
	• Key distribution register	YES New register available in 15.05.2024as for new operation guidline 1.6
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	N/A
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
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 (GRAM PANCHAYAT)
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES (GRAM PANCHAYAT)
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

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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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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 20 JAN 2024
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 (4-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
15	Whether the warehouse has adequate plinth (elevation from ground	YES

	level) as per WDRA norm?	
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Checklist w.r.t.MCXCCL Circular (Metal)

Sr. No.	Parameters	Observation
1	Whether the Certificate of Analysis (CoA) of the producer at the time of deposits with containing details like Brand name of the associated lots, Producer's name, Batch No & certificate date been collected by warehouse?.	YES
2	Whether the packing list for deposited goods are available as per the latest circular or notwith following details; - Contains net weight - Contains gross weight - Contains batch no - No. of units in bundles/lot.	YES
3	Whether the copy of Invoice available for all deposits?	YES
4	Whether the copy of Certificate of Origin and Custom clearance documents are available in case of Imported goods or not?	N/A
5	Whether the producer's sticker is available or not on each ingots/ bundle?	YES
6	Whether the following details are mentioned in sticker or not?	YES
	• Producer/ manufacturer name	YES
	• Net Weight	YES
	• Batch No (printed/sticker/stenciled/laser?)	YES
	• Purity	YES
	• Date of Manufacturing/ Production	YES
	• Number of Pieces of Ingots/ sheets in each bundle	YES

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7	Whether batch number/lot number is hand written?	N/A
8	Whether the Ingots/ bundle are physically sound and free of harmful/ any defects? (such as segregation, piping, spilt /broken , inclusions or visible contamination of metal)	NA
9	Whether mixing of bundle(s) of different brands are observed?	N/A
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES 05.JULY.2023
11	In case, more than 1 strap is broken, whether re-strapping is done within 07 working days from the date of strap broken & record of the strap break and re-strapping is maintained ? In incidence register?	YES
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	N/A
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	N/A
14	Is there any sign of corrosion in stored stocks?	N/A

Inspection Details

Date of Inspection	27-APRIL-2024	
Signature		
Inspection Done By	MR.AMLESH K RAI	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.14 12:34:50 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

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Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	30.APRIL.2024	Delivery Centre	Chennai
Time in and Time out	10.30 AM TO 1.00 PM	Address of Warehouse	Door no. 51-4B 116, in Sholavaram village, Orakkadu Road Chennai-600067
Name of Warehouse	GB Lavanya Warehouse		
Name of Auditor	MR.DHAMMU K	Name of Warehouse Manager	Mr. Roshan Raj
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	FIRST AUDIT	Capacity of Warehouse	2000 SQFT
		Capacity Utilization of warehouse (%)	35 %

Stock Reconciliation:

Commodity	Stock Quantity as on 29 April.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. LEAD	BUNDLE	WEIGHT	BUNDLE	WEIGHT	BUNDLE	WEIGHT	BUNDLE	WEIGHT		
i. Valid Stock	238	-	238	-	238	-	238	-		
ii. Under QC	-	-	-	-	-	-	-	-		
iii. Rejected	-	-	-	-	-	-	-	-		
iv. FED	-	-	-	-	-	-	-	-		
v. Non-exchange	-	-	-	-	-	-	-	-		

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Total	238	-	238	-	238	-	238	-

Observations/Recommendations:

1.CCTV footage are not available for last 90 days.Record of cctv footage available from 2 may 2024.first inward happened from 22 march 2024 onword-cctv footage not found of 22 march 2024.
2.Lock seal not available at warehouse.

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on.**---first audit after acrediatation as on 12 jan 2024.**
By MCXCCL External audit conducted by----**first audit after acrediatation as on 12 jan 2024.**
By WSP Internal audit conducted on 2 April 2024 : Nill audit observation reported.
By WSP External audit conducted ----New ware house a**crediated on 12 jan 2024**

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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 YES 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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	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
11	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)	N/A
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	NO
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	NO
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	NO
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	YES
17	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
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	NO

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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.	lock seal not available at ware house
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.	NO
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	1
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	SURAKSHA 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
8	Whether security guard stays inside or outside the warehouse premises?	YES, -OUT SIDE
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(flex)
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
10	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	16
	c. Capacity of water tank 2000 ltr available as per operational guidelines?	No ,
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for Cotton	YES- water fire hydrant

	Bales.	points
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES-VALID UP TO DATE 11.JAN.2025
11	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.MARCH 2024
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	N/A
13	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-19.JAN.2024
14	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-19.JAN .2024
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	YES
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES- 3 MT
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	YES
A	SHREE VIGNESH WEIGHT BRIDGE---120 MT	19-JAN 2025
B		
C		
22	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?	NO
23	Whether the list of weighbridge(accredited weighbridge for cotton	NO

	bales) along with calibration certificate displayed in the warehouse?	
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES 02 APRIL 2024
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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	WhethereNWR/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 New register available
	• Daily Transaction Register	YES New register available
	• Complaint Register	YES New register available
	• Stack wise/Lot wise register Physical/Electronic form	YES New register available
	• PV Register	YES New register available
	• Instrument/Equipment Internal Calibration Register	YES New register

		available
	• Gate in gate out cum Visitor Register	YES New register available
	• Spot Rejection Register	YES New register available
	• Sample register	YES New register available
	• Incidence records /Notices register	YES New register available
	• Lien register	YES,Ifective 15.05.2024
	• Pest control activity register	YES,Ifective.
	• Key distribution register	YES,Ifective
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NA
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
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- (GRAM PANCHAYAT)
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES- (GRAM PANCHAYAT)
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

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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance cameras (CCTV) are installed at the warehouse?	YES-record of cctv footage available from 2 may 2024 first inword heppend from 22 march 2024 onword cctv footage not found from 22 march 2024
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES-cctv non available servilience
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 (4-ventilators)
13	Whether the WH office is inside the godown? (not acceptable for	YES

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	cotton)	
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 2.5 FIT APPROX
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Annexure-1

Checklist w.r.t.MCXCCL Circular (Metal)

Sr. No.	Parameters	Observation
1	Whether the Certificate of Analysis (CoA) of the producer at the time of deposits with containing details like Brand name of the associated lots, Producer's name, Batch No & certificate date been collected by warehouse?.	YES
2	Whether the packing list for deposited goods are available as per the latest circular or notwith following details; - Contains net weight - Contains gross weight - Contains batch no - No. of units in bundles/lot.	NA
3	Whether the copy of Invoice available for all deposits?	YES
4	Whether the copy of Certificate of Origin and Custom clearance documents are available in case of Imported goods or not?	N/A
5	Whether the producer's sticker is available or not on each ingots/ bundle?	YES
6	Whether the following details are mentioned in sticker or not?	YES
	• Producer/ manufacturer name	YES
	• Net Weight	YES

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	• Batch No (printed/sticker/stenciled/laser?)	YES
	• Purity	YES
	• Date of Manufacturing/ Production	YES
	• Number of Pieces of Ingots/ sheets in each bundle	YES
7	Whether batch number/lot number is hand written?	N/A
8	Whether the Ingots/ bundle are physically sound and free of harmful/ any defects? (such as segregation, piping, spilt /broken , inclusions or visible contamination of metal)	YES
9	Whether mixing of bundle(s) of different brands are observed?	N/A
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES
11	In case, more than 1 strap is broken, whether re-strapping is done within 07 working days from the date of strap broken & record of the strap break and re-strapping is maintained ? In incidence register?	YES
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	N/A
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	N/A
14	Is there any sign of corrosion in stored stocks?	N/A

Inspection Details

Date of Inspection	30-APRIL-2024	
Signature		
Inspection Done By	MR.DAMMU	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.13 17:57:47 +05'30'

Ashish Acharya
Place: Indore

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Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	30.April.2024	Delivery Centre	Southupakkam Chennai
Time in and Time out	10.00AM TO 1.00 PM	Address of Warehouse	S/67C, Southupakkam Road, Palavayal Village, Redhills, Chennai600052.
Name of Warehouse	Sri Vaari Logistics		
Name of Auditor	MR.PREM KUMAR	Name of Warehouse Manager	MR.MOHAMMAD SALIK
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	FIRST AUDIT	Capacity of Warehouse	10000 SQFT
		Capacity Utilization of warehouse (%)	20 %

Stock Reconciliation:

Commodity	Stock Quantity as on 29.APRIL.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. LEAD	BUNDLE		BUNDLE		BUNDLE		BUNDLE			
i. Valid Stock	163	-	163	-	163	-	163	-		
ii. Under QC	-	-	-	-	-	-	-	-		
iii. Rejected	-	-	-	-	-	-	-	-		
iv. FED										
v. Non-exchange										
Total	163	-	163	-	163	-	163	-		

2. ZINC	BUNDLE		BUNDLE		BUNDLE		BUNDLE		
vi. Valid Stock	96	-	96	-	96	-	96	-	
vii. Under QC	-	-	-	-	-	-	-	-	
viii. Rejected	-	-	-	-	-	-	-	-	
ix. FED	-	-	-	-	-	-	-	-	
x. Non-exchange	-	-	-	-	-	-	-	-	
Total	96	-	96	-	96	-	96	-	

Observations/Recommendations:

NIL OBSERVATION

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on 19 march 2024 –Ranjit Desai..Nill observation reported.
By MCXCCL External audit conducted by on__8 nov 2023 by Indian commodities : Nill observation reported
By WSP Internal audit conducted on _5 April 2024: Nill observation reported
By WSP External audit conducted M/s. _QSS_as on ___10 JAN 2024_: Nill observation reported

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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 N/A N/A N/A YES N/A YES 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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

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7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	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
11	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)	N/A
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	N/A
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	N/A
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	N/A
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	YES
17	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
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	NO

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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.	02
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	SHIVA SHAKTI 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
8	Whether security guard stays inside or outside the warehouse premises?	YES,OUT SIDE
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(WALL PAITING)
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
10	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	15
	c. Capacity of water tank available as per operational guidelines?	No
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for Cotton	YES- water fire hydrant

	Bales.	points
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES 28 JAN 2025
11	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
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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
14	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 19 FEB 2024 SAMUTHRA FIVE SEFTY SYSTEM
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	N/A
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	N/A
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	NO
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	12 JULY 2024
A	SHRI VIGNESWARA W/B-120 MT	29 DEC.2024
B		
C		
22	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
23	Whether the list of weighbridge(accredited weighbridge for cotton	YES

	bales) along with calibration certificate displayed in the warehouse?	
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES 05-APRIL 2024
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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	WhethereNWR/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 New register available in 15.05.2024as for new operation guidline 1.6
	• Daily Transaction Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Complaint Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Stack wise/Lot wise register Physical/Electronic form	YES New register

		available in 15.05.2024as for new operation guidline 1.6
	• PV Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Instrument/Equipment Internal Calibration Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Spot Rejection Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Sample register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Lien register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Pest control activity register	YES New register available in 15.05.2024as for new

		operation guidline 1.6
	• Key distribution register	YES New register available in 15.05.2024as for new operation guidline 1.6
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	N/A
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
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 MSME CERTIFICATE
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES –MANDI LICENSE 01 MAY 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

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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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 -20 JAN 2024
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)	NO
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
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	YES 2.5 FIT APPROX
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Annexure-1

Annexure-1

Checklist w.r.t.MCXCCL Circular (Metal)

Sr. No.	Parameters	Observation
1	Whether the Certificate of Analysis (CoA) of the producer at the time of deposits with containing details like Brand name of the associated	YES

	lots, Producer's name, Batch No & certificate date been collected by warehouse?.	
2	Whether the packing list for deposited goods are available as per the latest circular or notwith following details; - Contains net weight - Contains gross weight - Contains batch no - No. of units in bundles/lot.	YES
3	Whether the copy of Invoice available for all deposits?	YES
4	Whether the copy of Certificate of Origin and Custom clearance documents are available in case of Imported goods or not?	N/A
5	Whether the producer's sticker is available or not on each ingots/ bundle?	YES
6	Whether the following details are mentioned in sticker or not?	YES
	• Producer/ manufacturer name	YES
	• Net Weight	YES
	• Batch No (printed/sticker/stenciled/laser?)	YES
	• Purity	YES
	• Date of Manufacturing/ Production	YES
	• Number of Pieces of Ingots/ sheets in each bundle	YES
7	Whether batch number/lot number is hand written?	N/A(PRINTED)
8	Whether the Ingots/ bundle are physically sound and free of harmful/ any defects? (such as segregation, piping, spilt /broken , inclusions or visible contamination of metal)	N/A
9	Whether mixing of bundle(s) of different brands are observed?	N/A
10	Whether the annual Inspection of electrical points done or not? Check the record.	N/A
11	In case, more than 1 strap is broken, whether re-strapping is done within 07 working days from the date of strap broken & record of the strap break and re-strapping is maintained ? In incidence register?	YES
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	N/A
13	Whether all re-mated stock physically delivered from the warehouse	N/A

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	and not stored as non-exchange/professional goods.	
14	Is there any sign of corrosion in stored stocks?	N/A

Annexure-1

Inspection Details

Date of Inspection	30-APRIL-2024	
Signature		
Inspection Done By	MR.PREM KUMAR	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.14 17:57:59 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

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Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	30 April2024	Delivery Centre	doudhola,
Time in and Time out	3.00 PM TO 5.35 PM	Address of Warehouse	Khata No 1/1 mustil no 15, kila no 16(8-0),17(5-3) doudhola road-doudhola, Tehsil Palwal, Dist- Oalwal, Haryana PIN 121102
Name of Warehouse	Prateek Arora Warehouse		
Name of Auditor	Mr. SURAJ KUMAR	Name of Warehouse Manager	Mr. suraj ghosh
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	Mr. Anil kumar	Capacity of Warehouse	2500 MT
		Capacity Utilization of warehouse (%)	40 %

Stock Reconciliation:

Commodity	Stock Quantity as on _29 APRIL.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. Lead,Aluminium,Zinc,Copper, Steel Rebar										
i. Valid Stock	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL		
ii. Under QC	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL		

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iii. Rejected	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	
iv. FED	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	
v. Non-exchange	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	-
Total									

Observations/Recommendations:

Nil Observation

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on---This is a new warehouse accrediated on 8 nov 2023 no stock arrive in warehouse
By MCXCCL External audit conducted by _ This is a new warehouse no stock arrive in warehouse.
By WSP Internal audit conducted on -03 april 2024 nill observation reported.
By WSP External audit conducted --- This is a new warehouse no stock arrive in warehouse.

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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
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) and whether stockis in countable position? stacking done appropriately &isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	Nil stock
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	Nil stock

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7	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
8	Whether overwriting / corrections are found in lot cards?	Nil stock
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	Nil stock
10	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	Nil stock
11	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
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	Nil stock
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	Nil stock
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	Nil stock
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	Nil stock
17	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?	Nil stock
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	Nil stock

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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?	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
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,2 NIGHT
6	Mention name of the Security Agency offering security services at the WH	MEJOR SECURITY SERRVICES
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,OUT SIDE
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 ?	NO
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)	NO
10	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.	N/A
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES-Valid UP TO DATE-12 NOV 2024
11	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
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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-18 JAN 2024
14	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-18 JAN 2024
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	N/A
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	NO
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	YES
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	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	MANUAL WEIGHT SCALE ---3 MT	30-OCT 2024

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B		
C		
22	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
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	Nil stock
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES -02APRIL 2024
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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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	WhethereNWR/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?	
	• Warehouse opening-closing Register	YES -New register effective date from 15 May 2024
	• Daily Transaction Register	YES -New register effective date from 15 May 2024
	• Complaint Register	YES -New register effective date from 15 May 2024
	• Stack wise/Lot wise register Physical/Electronic form	YES -New register effective date from 15 May 2024
	• PV Register	YES -New register effective date from 15 May 2024
	• Instrument/Equipment Internal Calibration Register	YES -New register effective date from 15 May 2024
	• Gate in gate out cum Visitor Register	YES -New register effective date from 15 May 2024
	• Spot Rejection Register	YES -New register effective date from 15 May 2024
	• Sample register	YES -New register effective date from 15 May 2024
	• Incidence records /Notices register	YES -New register effective date from 15 May 2024
	• Lien register	YES -New register effective

		date from 15 May 2024
	• Pest control activity register	YES -New register effective date from 15 May 2024
	• Key distribution register	YES -New register effective date from 15 May 2024
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?	Nil stock
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	Nil stock
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.	Central Warehousing Authority
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?	Nil stock
13	Whether the valid stocks are as per CCRL/Comris system record?	Nil stock

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

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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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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
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 (10 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?	3.5 FIT
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 equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

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E-mail :vp.agri@qitservices.in

Inspection Details

Date of Inspection	30 APRIL.2024	
Signature		
Inspection Done By	Mr.SURAJ KUMAR	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.14 15:43:27 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

BRANCH OFFICE

202-205, Sapphire Twins Scheme no. 54, A.B. Road

Infront of C-21 Mall, Indore – 452010 Tel : (0731) 4001049-11-12

E-mail : vp.agri@qitservices.in

Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	29.April.2024	Delivery Centre	Palwal (hr)
Time in and Time out	10.00 AM TO 3.00 PM	Address of Warehouse	Village, Tatarpur, Post office Asaoti, Tehsil-Palwal, District-Palwal (HR) – 121102
Name of Warehouse	Naveen Sharma and Deepak Warehouse		
Name of Auditor	Mr.suraj kumar	Name of Warehouse Manager	Mr. Kuldeep Sisodiya
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	Mr.Keshav kumar 17.April.2024	Capacity of Warehouse	2700 MT
		Capacity Utilization of warehouse (%)	40 %

Stock Reconciliation:

Commodity	Stock Quantity as on 26.April.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. LEAD	BUNDLE		BUNDLE	WEIGHT	BUNDLE		BUNDLE			
i. Valid Stock	60	-	60	-	60	-	60	-		
ii. Under QC	-	-	-	-	-	-	-	-		
iii. Rejected	-	-	-	-	-	-	-	-		
iv. FED	-	-	-	-	-	-	-	-		

v. Non-exchange	-	-	-	-	-	-	-	-		
Total	60	-	60	-	60	-	60	-		
2. ZINC	BUNDLE		BUNDLE		BUNDLE		BUNDLE			
vi. Valid Stock	565	-	565	-	565	-	565	-		
vii. Under QC	-	-	-	-	-	-	-	-		
viii. Rejected	-	-	-	-	-	-	-	-		
ix. FED	-	-	-	-	-	-	-	-		
x. Non-exchange	-	-	-	-	-	-	-	-		
Total	565	-	565	-	565	-	565	-		

Observations/Recommendations:

NIL OBSERVATION

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on: 22 march 2024 , suyog thukrul 1. Incomplete register and document—it is observed that entries have not plated in time to time basis as warehouse. Opening / closing register which was last updated on 2 Feb 2024. 2. Leakage found that warehouse. 3. Improper cleaning condition.
By MCXCCL External audit conducted by M/s. JHS on 8 Nov 2023 .Nil observation reported.
By WSP Internal audit conducted on 4 Jan 2024: Nil observation reported.
By WSP External audit conducted M/s. Dilip tiwari & associates as on 8 Jan 2024: Nil observation reported.

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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 YES N/A YES 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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVERWRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	N/A
10	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
11	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)	NA
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	NO
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	NO
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	NO
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	YES
17	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?	NA
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	YES

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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.	NO
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	02CAR TAKER,1 DATA OPRATER,2 SECURITY
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	SURELOSHA 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
8	Whether security guard stays inside or outside the warehouse premises?	YES,INSIDE-OUT SIDE
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
10	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 2000 ltr available as per operational guidelines?	No ,
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for Cotton	YES- water fire hydrant

	Bales.	points
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES-12.MAY.2023 TO 15.MAY.204
11	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 12 DEC 2024
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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- 15.JAN.2024
14	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-15.JAN.2024
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	YES
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	YES
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES OUT SIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	YES
A	JEFAL weigh scale	30-NOV-2024
B		
C		
22	Is a written consent of client and approval from MCXCCL sought in	NO

	case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	YES
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES 03 APRIL.2024 SUYOG THUKRUL
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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.	NO
3	WhethereNWR/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- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Daily Transaction Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Complaint Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new

		operation guidline 1.6
	• Stack wise/Lot wise register Physical/Electronic form	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• PV Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Instrument/Equipment Internal Calibration Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Spot Rejection Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Sample register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES- New register available in WAREHOUSE 15.MAY .2024as for new

		operation guidline 1.6
	• Lien register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Pest control activity register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6.
	• Key distribution register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NA
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
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 (GRAM PANCHAYAT)
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES –GRAM PANCHAYAT)
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

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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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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 01 JAN 2024
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 (5 AIRLETS-10 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
15	Whether the warehouse has adequate plinth (elevation from ground	YES 2.5 FIT APPROX

	level) as per WDRA norm?	
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Checklist w.r.t.MCXCCL Circular (Metal)

Sr. No.	Parameters	Observation
1	Whether the Certificate of Analysis (CoA) of the producer at the time of deposits with containing details like Brand name of the associated lots, Producer's name, Batch No & certificate date been collected by warehouse?.	YES
2	Whether the packing list for deposited goods are available as per the latest circular or notwith following details; - Contains net weight - Contains gross weight - Contains batch no - No. of units in bundles/lot.	YES
3	Whether the copy of Invoice available for all deposits?	YES
4	Whether the copy of Certificate of Origin and Custom clearance documents are available in case of Imported goods or not?	N/A
5	Whether the producer's sticker is available or not on each ingots/ bundle?	YES
6	Whether the following details are mentioned in sticker or not?	YES
	• Producer/ manufacturer name	YES
	• Net Weight	YES
	• Batch No (printed/sticker/stenciled/laser?)	YES
	• Purity	YES
	• Date of Manufacturing/ Production	YES

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	• Number of Pieces of Ingots/ sheets in each bundle	YES
7	Whether batch number/lot number is hand written?	N/A
8	Whether the Ingots/ bundle are physically sound and free of harmful/ any defects? (such as segregation, piping, spilt /broken , inclusions or visible contamination of metal)	YES
9	Whether mixing of bundle(s) of different brands are observed?	N/A
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES
11	In case, more than 1 strap is broken, whether re-strapping is done within 07 working days from the date of strap broken & record of the strap break and re-strapping is maintained ? In incidence register?	YES
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	N/A
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	N/A
14	Is there any sign of corrosion in stored stocks?	N/A

Inspection Details

Date of Inspection	29-April-2024	
Signature		
Inspection Done By	Mr.SURAJ KUMAR	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.15 18:00:00 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

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Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	27.APRIL.2024	Delivery Centre	RAIPUR
Time in and Time out	05.05PM TO O 7.00 PM	Address of Warehouse	Ring Road No.2, Village-Sondongari, Raipur, Chhattisgarh. Pin- 493221.
Name of Warehouse	Sambhav warehouse		
Name of Auditor	MR.OMPRAKASH UPWANSHI	Name of Warehouse Manager	MR.VINOD KUMAR SAHU
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	MR.SUYOG THUKRUL 25.APRIL.-2024	Capacity of Warehouse	2000 MT
		Capacity Utilization of warehouse (%)	24.79 %

Stock Reconciliation:

Commodity	Stock Quantity as on 26 APRIL2024_(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. ALLUMINIUM	BUNDLE		BUNDLE		BUNDLE		BUNDLE			
i. Valid Stock	25	-	25	-	25	-	25	-		
ii. Under QC	31	-	31	-	31	-	31	-		
iii. Rejected	01	-	01	-	01	-	01	-		
iv. FED										
v. Non-exchange										
Total	57	-	57	-	57	-	57	-		

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Observations/Recommendations:

CCTV footage are not available for last 90 days

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY

Verification status of Previous Audit:

By MCXCCL audit conducted on-25 April 2024, suyog thukrul ,non avaibelity of 90 days footage of serviliance report of cctv footage available on 11 march 2024 onward as per privios audit footage available from 15 feb 2024. This day cctv footage was not available at warehouse during audit this is erabatative observation
By MCXCCL External audit conducted -:new warehouse accredited as on 9 feb 2024 _:
By WSP Internal audit conducted on 2 april 2024:cctv footage not found from 13 feb 2024 status were verify during subsequent audit conducted on 25 april 2024 and found open as observatiom from repatative –.
By WSP External audit conducted M/s. as on 9 feb 2024 : new warehouse accredited as on 9 feb 2024

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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 YES 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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	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
11	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)	N/A
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES REJECTED 01 INGOT
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	NO
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	N/A
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	N/A
17	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
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	NO

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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- 1 DAY & 1 NIGHT
6	Mention name of the Security Agency offering security services at the WH	RAKESH KUSHWAH MEZOR 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
8	Whether security guard stays inside or outside the warehouse premises?	YES-OUT SIDE
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
10	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	15
	c. Capacity of water tank available as per operational guidelines?	No
	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 points

	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES-VALID UPTO DATE 28 JAN 2025
11	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 16 FAB 2024
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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 29 FAB 2024
14	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 29 FAB 2024
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	N/A
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	N/O
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	NO
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	YES
A	Manual weigh scale –3 MT	22.AUG.2024
B		
C		
22	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
23	Whether the list of weighbridge(accredited weighbridge for cotton	N/A

	bales) along with calibration certificate displayed in the warehouse?	
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES 2.APRIL.2024 SUYOG THUKRAL
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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	WhethereNWR/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 New register available in 15.05.2024as for new operation guidline 1.6
	• Daily Transaction Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Complaint Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Stack wise/Lot wise register Physical/Electronic form	YES New register

		available in 15.05.2024as for new operation guidline 1.6
	• PV Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Instrument/Equipment Internal Calibration Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Spot Rejection Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Sample register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Lien register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Pest control activity register	YES New register available in 15.05.2024as for new

		operation guidline 1.6
	• Key distribution register	YES New register available in 15.05.2024as for new operation guidline 1.6
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	N/A
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
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 17 JAN .2024
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES MANDI LICENSE 13 AUG 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

BRANCH OFFICE

202-205, Sapphire Twins Scheme no. 54, A.B. Road

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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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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.	Cctv footage not available on 90 days
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)	NO
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
15	Whether the warehouse has adequate plinth (elevation from ground	YES 2.5 FIT APPROX

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	level) as per WDRA norm?	
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Annexure-1

Annexure-1

Checklist w.r.t.MCXCCL Circular (Metal)

Sr. No.	Parameters	Observation
1	Whether the Certificate of Analysis (CoA) of the producer at the time of deposits with containing details like Brand name of the associated lots, Producer's name, Batch No & certificate date been collected by warehouse?.	YES
2	Whether the packing list for deposited goods are available as per the latest circular or notwith following details; - Contains net weight - Contains gross weight - Contains batch no - No. of units in bundles/lot.	YES
3	Whether the copy of Invoice available for all deposits?	YES
4	Whether the copy of Certificate of Origin and Custom clearance documents are available in case of Imported goods or not?	N/A
5	Whether the producer's sticker is available or not on each ingots/ bundle?	YES
6	Whether the following details are mentioned in sticker or not?	YES
	• Producer/ manufacturer name	YES
	• Net Weight	YES
	• Batch No (printed/sticker/stenciled/laser?)	YES

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	• Purity	YES
	• Date of Manufacturing/ Production	YES
	• Number of Pieces of Ingots/ sheets in each bundle	YES
7	Whether batch number/lot number is hand written?	N/A
8	Whether the Ingots/ bundle are physically sound and free of harmful/ any defects? (such as segregation, piping, spilt /broken , inclusions or visible contamination of metal)	YES
9	Whether mixing of bundle(s) of different brands are observed?	N/A
10	Whether the annual Inspection of electrical points done or not? Check the record.	N/A
11	In case, more than 1 strap is broken, whether re-strapping is done within 07 working days from the date of strap broken & record of the strap break and re-strapping is maintained ? In incidence register?	N/A
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	N/A
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	N/A
14	Is there any sign of corrosion in stored stocks?	N/A

Inspection Details

Date of Inspection	27-APRIL-2024	
Signature		
Inspection Done By	MR.OMPRKASHUPWANSHI	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.17 11:14:45 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

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Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	25.APRIL-.2024	Delivery Centre	Uran, Raigad
Time in and Time out	11.30 AM TO 3.15 PM	Address of Warehouse	Property No 781, Survey No 70/5B,Gavhan Phata Chirnar Road, Village – Veshvi,Taluka - Uran, District - Raigad
Name of Warehouse	Platinum Logistics		
Name of Auditor	Mr. DEVIDAS G RATHORE	Name of Warehouse Manager	Mr.M. JOSHI
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	Mr.ANIL KUMAR 08.APRIL.2024	Capacity of Warehouse	20,000 SQFT
		Capacity Utilization of warehouse (%)	70 %

Stock Reconciliation:

Commodity	Stock Quantity as on _24.APRIL.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. ZINC INGOTE	Bundle	-	Bundle		Bundle		Bundle	-		
i. Valid Stock	1442	-	1442	-	1442	-	1442	-		
ii. Under QC	-	-	-	-	-	-	-	-		
iii. Rejected	216	-	216	-	216	-	216	-		
iv. FED	-	-	-	-	-	-	-	-		

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v. Non-exchange	-	-	-	-	-	-	-	-	-	
Total	1658	-	1658	-	1658	-	1658			

Observations/Recommendations:

NIL OBSERVATION

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY.TOTAL
NON MCX 1. NICKEL 4 BUNDLES,2.NICKEL (P)—45 BAGS

Verification status of Previous Audit:

By MCXCCL audit conducted on. **7 March2024.by Suyog Thukrul.nill audit observation reported.**
By MCXCCL External audit conducted by M/s.Indian commodity as on 6 nov.2023.Lot card were not place on 45 lots of zinc mini within securated time line as per operational guideline.This lot will deposited in between 6 oct 2023 to 7 oct 2023.Verify during subsequent audit conducted on 23 nov 2023,and found updated lot cards.
By WSP Internal audit conducted on -05 April 2024.Nill observation reported
By WSP External audit conducted M/s. QSS as on 03 JAN 2024 : Nill observation reported.

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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 YES YES
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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

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7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	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
11	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)	N/A
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	N/A
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	NO
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	NO
17	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?	NO
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	NO

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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-2-EXACUTIVE,2-SUPERVISOR,1OPARATER
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	YES-.BSI(INDIA)PVT.LTD
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 –BOTH SIDE
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
10	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	16
	b. No. of Sand Buckets	NO

	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 points
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES Valid UP TO Date 23 SEP 2024
11	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 DEC 2023
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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 JUL 2024
14	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 JUL 2024
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NO
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO TERMITE INSFECTATION OBSERVATION
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	NO
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	NO
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	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	NAVI EKEBRATS SCALE—60 MT	11 APRIL 2025

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B		
C		
22	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?	NO
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	NO
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES-04.APRIL-2024
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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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	WhethereNWR/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?	All Old register available at warehouse
	• Warehouse opening-closing Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Daily Transaction Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Complaint Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Stack wise/Lot wise register Physical/Electronic form	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• PV Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6

	• Instrument/Equipment Internal Calibration Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Spot Rejection Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Sample register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Lien register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Pest control activity register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Key distribution register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
5	Whether any Overwriting/correction is found in the above Registers?	YES- APPROVED TAKEN

	If yes, check whether approval from WSP HO has been obtained or not	FROM 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
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.	NO
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES-GRAM PANCHAYAT
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

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?	YES
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 (Under Vegetation control) including dusting of stock, floor cleaning	YES

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	and any minor/major structural repairconducted on a periodic basis? Is the record of the house keeping maintained?	
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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-20 JAN 2024
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- (18 AIRLETS TOP ROOF)
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
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	5 FIT
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Annexure-1

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Inspection Details

Date of Inspection	25-APRIL-2024	
Signature		
Inspection Done By	Mr.OM PRAKASH UPWASIN	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.14 12:31:34 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

202-205, Sapphire Twins Scheme no. 54, A.B. Road

Infront of C-21 Mall, Indore – 452010

Tel : (0731) 4001049-11-12

E-mail : vp.agri@qitservices.in

Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	26.APRIL-.2024	Delivery Centre	Bhiwandi
Time in and Time out	2.30 PM TO 3.15 PM	Address of Warehouse	House number -220 , Bldg no- K5 , Gala no- 5/1, Survey number -31, Hissa number- 1 , Harihar complex, Vadunavghar, Bhiwandi- 421302
Name of Warehouse	Omharihar Corporation		
Name of Auditor	Mr. DEVIDAS G RATHORE	Name of Warehouse Manager	Mr.vishwakarma
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	Mr.Ranjit desai 25.APRIL.2024	Capacity of Warehouse	3750 MTS
		Capacity Utilization of warehouse (%)	80 %

Stock Reconciliation:

Commodity	Stock Quantity as on _25.APRIL.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. Copper---	Bundle	-	Bundle		Bundle		Bundle	-		
i. Valid Stock	743	-	743	-	743	-	743	-		
¤ Under QC	-	-	-	-	-	-	-	-		

ii. Rejected	-	-	-	-	-	-	-	-		
iii. FED	-	-	-	-	-	-	-	-		
iv. Non-exchange	08	-	08	-	08	-	08	-	-	
Total	751	-	751	-	751	-	751	-		
2. zinc	Bundle	-	Bundle		Bundle		Bundle	-		
v. Valid Stock	201		201		201		201			
vi. Under QC	-	-	-	-	-	-	-	-		
vii. Rejected	-	-	-	-	-	-	-	-		
viii. FED	-	-	-	-	-	-	-	-		
ix. Non-exchange	-	-	-	-	-	-	-	-	-	
Total	201		201		201		201			
3. Nickel	Bundle	-	Bundle		Bundle		Bundle	-		
x. Valid Stock	04	-	04	-	04	-	04	-		
xi. Under QC	-	-	-	-	-	-	-	-		
xii. Rejected	-	-	-	-	-	-	-	-		
xiii. FED	-	-	-	-	-	-	-	-		
iv. Non-exchange	-	-	-	-	-	-	-	-	-	
Total	04	-	04	-	04	-	04	-	-	

Observations/Recommendations:

1.INCOMPLETE DTR RAGISTER/DOCUMENTS WHICH ON LAST UPDATED 21 APRIL 2024 FOR COPPER STOCK.
2.ALLEYWAYS NOT AS PER APROVED FOR COPPER LOTS INWARD ON DATED 19-20 APRIL 2024 (391 LOTS)WERE NOT FOUND WITH OUT ALLEYWAYS AS PER APROVE STACK PLAN.
3.COMPANY ID CARD OF WAREHOUSE STAFF WAS NOT AVAILABLE FOR MR. PRASHANT PATIL DATE OF JOINING 16 JAN 2024.

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Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY.

Verification status of Previous Audit:

By MCXCCL audit conducted on. 25 april 2024.
By MCXCCL External audit conducted by M/s. INDIAN COMMODITY as on_6 NOV.2023.CCTV footage of 90 days could not be verified. This observation verified during audit conducted as on 6 march 2024 by MCXCCL inspection team and found close.
By WSP Internal audit conducted on -3 april 2024: Nill observation reported.
By WSP External audit conducted M/s.Dilip tiwari & associate as on 10 jan 2024 : CCTV footage of only 40 days in (4 DEC 2023) in available at warehouse insteat of 90 days. This observation verified during audit conducted as on 6 march 2024 by MCXCCL inspection team and found close.

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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 YES YES YES
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) and whether stockis in countable position? stacking done appropriately & isthereany 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.?	NO
5	Whether stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

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7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	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
11	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)	N/A
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	N/A
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	NO
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	NO
17	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?	NO
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	NO

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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-2-EXACUTIVE,1-SUPERVISOR,OPARATER
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	TOP 9 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?	COMPANY ID CARD OF WAREHOUSE STAFF WAS NOT AVAILABLE FOR MR. PRASHANT PATIL DATE OF JOINING 16 JAN 2024.
8	Whether security guard stays inside or outside the warehouse premises?	YES –INSIDE
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
10	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	NO
	c. Capacity of water tank available as per operational guidelines?	YES
	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 points
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES Valid UP TO Date 16 AUG2025
11	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 -27 JAN 2024
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES
13	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 -07 FEB 2024
14	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 -07 FEB 2024
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NO
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO TERMITE INSFECTATION OBSERVATION
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	NO
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	NO
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	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	

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A	HARI ELECTRONICS SCALE WEIGHT BRIDGE-3 MT	26. OCT2024
B		
C		
22	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?	NO
23	Whether the list of weighbridge(accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	NO
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES-03.APRIL2024
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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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	WhethereNWR/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?	All Old register available at warehouse
	• Warehouse opening-closing Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Daily Transaction Register	INCOMPLETE DTR RAGISTER/DOCUMENTS WHICH ON LAST UPDATED 21 APRIL 2024 FOR COPPER STOCK
	• Complaint Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Stack wise/Lot wise register Physical/Electronic form	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• PV Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation

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		guidline 1.6
	• Instrument/Equipment Internal Calibration Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Spot Rejection Register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Sample register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Lien register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Pest control activity register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation guidline 1.6
	• Key distribution register	YES- New register available in WAREHOUSE 15.MAY .2024as for new operation

		guidline 1.6
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- APPROVED TAKEN FROM 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
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.	NO
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES-GRAM PANCHAYAT 21 SEP 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

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?	YES-
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

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5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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-20 JAN 2024
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- (6 AIRLETS TOP ROOF)
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
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	5 FIT
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Annexure-1

202-205, Sapphire Twins Scheme no. 54, A.B. Road

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Inspection Details

Date of Inspection	26-APRIL-2024	
Signature		
Inspection Done By	Mr. DEVIDAS G RATHORE	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA Digitally signed by ASHISH ACHARYA Date: 2024.06.15 12:07:06 +05'30'

Ashish Acharya
Place: Indore

QSS INSPECTION AND TESTING PRIVATE LIMITED

BRANCH OFFICE

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Version-2.2
Effective Date:26-Mar-2024

Warehouse Audit Report

Date of Regular/Surprise Audit	27.April.2024	Delivery Centre	Kolkata
Time in and Time out	01.50 PM TO 6.25PM	Address of Warehouse	Dhulagori Industrial Park, P.O. Dhulagori, Dist. Howrah – 711302
Name of Warehouse	Eastland Switch Gears Pvt Ltd		
Name of Auditor	Mr.AMLESH RAI	Name of Warehouse Manager	Mr. vinod mali
Date of Previous Audit &Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency ,if external	SUYOG THUKRAL 05.April.2024	Capacity of Warehouse	1200 MT
		Capacity Utilization of warehouse (%)	6 %

Stock Reconciliation:

Commodity	Stock Quantity as on 26 April.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. ZINC	BUNDLE		BUNDLE		BUNDLE		BUNDLE			
i. Valid Stock	30	-	30	-	30	-	30	-		
ii. Under QC	-	-	-	-	-	-	-	-		
iii. Rejected	-	-	-	-	-	-	-	-		
iv. FED	-	-	-	-	-	-	-	-		
v. Non-exchange	-	-	-	-	-	-	-	-		
Total	30		30		30		30			

		-		-		-		-			
2. ALUMINIUM	BUNDLE		BUNDLE		BUNDLE		BUNDLE				
vi. Valid Stock	24	-	24	-	24	-	24	-			
vii. Under QC	-	-	-	-	-	-	-	-			
viii. Rejected	-	-	-	-	-	-	-	-			
ix. FED	-	-	-	-	-	-	-	-			
x. Non-exchange	-	-	-	-	-	-	-	-			
Total	24	-	24	-	24	-	**24**	-			

Observations/Recommendations:

Nil observation

Audit Summary:

ALL OVER MAINTENANCE OF WAREHOUSE IS SATISFACTORY
TOTAL STOCK IS 54 BUNDLES (ZINC/ALLUMINIUM)IN THE WARE HOUSE

Verification status of Previous Audit:

By MCXCCL audit conducted on.5 APRIL 2024 :SUYOG THUKRUL :Lock seal not available at ware house
By MCXCCL External audit conducted by ---New warehouse accrediated on 12 jan 2024.
By WSP Internal audit conducted on _2 April 2024= Nill observation reported.
By WSP External audit conducted -: New warehouse accrediated on 12 jan 2024.

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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 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) and whether stockis in countable position? stacking done appropriately & isthereany 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 stacking is as per the approved warehouse stack plan by MCXCCL? (Verify WHOPS approval for stack layout / stacks plan)	YES
6	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES

7	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
8	Whether overwriting / corrections are found in lot cards?	NO OVER WRITING FOUND ON LOT CARD
9	Whether suitable dunnage material as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NO
10	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	NA
11	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)	NA
12	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
13	Is there a designated area inside the warehouse for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	NO
14	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse? If Yes, whether marking/ tagging/placard on such lot card or Stockand follow-up with client for lifting of such stocks is done by WSP?	NO
15	Is any stock of identical agri / non agricommodity stored in MCXCCL accredited warehouseOther than approved commodity?.	NO
16	Whether visual demarcation between MCX deliverable, Non-exchange& Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity with clear demarcation,	YES
17	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?	NA
18	Whether non exchange goods stored in accredited space and approval from MCXCCL is taken and available at warehouse?	YES

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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 05.04.2024
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	2 STAFF
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	SURAKSHA 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
8	Whether security guard stays inside or outside the warehouse premises?	YES, INSIDE -OUT SIDE
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(flex)
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
10	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 2000 ltr available as per operational guidelines?	YES-2000Ltr
	d. Is water pump attached to storage tank with hose pipe?	YES
	e. Availability of water fire hydrant points/sprinkler system for Cotton	YES- water fire hydrant

	Bales.	points
	f. Whether fire extinguishers are valid& in working condition? Are the expiry dates/next-due date clearly visible?	YES
11	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 20 march 2024
12	Whether mock drill for fire fighting is conducted atleast once in a year? Verify the record of mock drill.	YES 20 march 2024
13	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.FEB.2024
14	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.FEB.2024
15	Is the arrangement for Prophylactic Measures for rodent/Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
16	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NO
17	Whether Live Electricity connection found inside the godownwhere cotton is stored?	YES
18	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
19	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
20	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
21	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	YES 3 MT
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	YES
A	Manual weigh scale ----3000 KG	18 JAN 2025
B		
C		
22	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
23	Whether the list of weighbridge(accredited weighbridge for cotton	N/A

	bales) along with calibration certificate displayed in the warehouse?	
24	Whether periodic stock audit done by Independent team other than of the same warehousedeployed staffs? (verify with visitor register at the warehouse)	YES -02.APRIL.2024 SUYOG
25	Whether the storage structure (warehouse) is far away from possible source of fire-hazard, such a timber stores and petrol/CNG/PNG pumping stations?	YES

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	WhethereNWR/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 New register available in 15.05.2024as for new operation guidline 1.6
	• Daily Transaction Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Complaint Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Stack wise/Lot wise register Physical/Electronic form	YES New register

		available in 15.05.2024as for new operation guidline 1.6available
	• PV Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Instrument/Equipment Internal Calibration Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Gate in gate out cum Visitor Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Spot Rejection Register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Sample register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Incidence records /Notices register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Lien register	YES New register available in 15.05.2024as for new operation guidline 1.6
	• Pest control activity register	YES New register available in 15.05.2024as for new

		operation guidline 1.6
	• Key distribution register	YES New register available in 15.05.2024as for new operation guidline 1.6
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	NA
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
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 (GRAM PANCHAYAT)
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES (GRAM PANCHAYAT SAMITY)
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

BRANCH OFFICE

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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 (Under Vegetation control) including dusting of stock, floor cleaning and any minor/major structural repairconducted 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?	NO
8	Whether the stock is free from any Infestation (Rodent/Insects)?	YES
9a	Whethersurveillance 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 20 JAN 2024
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 (4-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
15	Whether the warehouse has adequate plinth (elevation from ground	YES

	level) as per WDRA norm?	
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)	YES
18	Whether Sufficient office space available for equipmentviz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Checklist w.r.t.MCXCCL Circular (Metal)

Sr. No.	Parameters	Observation
1	Whether the Certificate of Analysis (CoA) of the producer at the time of deposits with containing details like Brand name of the associated lots, Producer's name, Batch No & certificate date been collected by warehouse?.	YES
2	Whether the packing list for deposited goods are available as per the latest circular or notwith following details; - Contains net weight - Contains gross weight - Contains batch no - No. of units in bundles/lot.	YES
3	Whether the copy of Invoice available for all deposits?	YES
4	Whether the copy of Certificate of Origin and Custom clearance documents are available in case of Imported goods or not?	N/A
5	Whether the producer's sticker is available or not on each ingots/ bundle?	YES
6	Whether the following details are mentioned in sticker or not?	YES
	• Producer/ manufacturer name	YES
	• Net Weight	YES
	• Batch No (printed/sticker/stenciled/laser?)	YES
	• Purity	YES
	• Date of Manufacturing/ Production	YES
	• Number of Pieces of Ingots/ sheets in each bundle	YES

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7	Whether batch number/lot number is hand written?	N/A
8	Whether the Ingots/ bundle are physically sound and free of harmful/ any defects? (such as segregation, piping, spilt /broken , inclusions or visible contamination of metal)	NA
9	Whether mixing of bundle(s) of different brands are observed?	N/A
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES
11	In case, more than 1 strap is broken, whether re-strapping is done within 07 working days from the date of strap broken & record of the strap break and re-strapping is maintained ? In incidence register?	YES
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	N/A
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	N/A
14	Is there any sign of corrosion in stored stocks?	N/A

Annexure-1

Inspection Details

Date of Inspection	27-APRIL-2024	
Signature		
Inspection Done By	MR.AMLESH K RAI	HEMLATA UPADHYAY
Maker		Checker

For and on Behalf of

QSS INSPECTION AND TESTING PRIVATE LIMITED

ASHISH ACHARYA

Digitally signed by ASHISH ACHARYA
Date: 2024.06.15 12:53:23 +05'30'

Ashish Acharya
Place: Indore